



Public Works and Safety Committee
Standing Committee Meeting Agenda Update
Monday, August 22, 2016
5:00 PM

Location:

Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
5th Floor Conference Room (Suite 515)

Name

Absent

Commissioner Melissa Bynum, Chair

☐

Commissioner Harold Johnson

☐

Commissioner Mike Kane

☐

Commissioner Angela Markley

☐

Commissioner Jane Philbrook

☐

Jeff Bryant, BPU Member

☐

I. Call to Order/Roll Call

II. Revisions to August 22, 2016 Agenda.

BLUE SHEET

III. Measurable Goals

Item No. 1 - DISCUSSION: REVIEW OF DEPARTMENT GOALS

Synopsis: List of measurable goals, submitted by the County Administrator's Office.

(Information forthcoming)

Tracking #: 16751

IV. Committee Agenda

Item No. 1 - RESOLUTION: GRANT ELEMENTARY SANITARY SEWER IMPROVEMENTS

Synopsis: A resolution authorizing a survey and descriptions of lands necessary for the Grant Elementary Sanitary Sewer Improvements, CMIP 6301, submitted by Ryan Haga, Attorney, Legal Department.

Tracking #: 16742

Item No. 2 - RESOLUTION: 26TH & GRANDVIEW EMERGENCY SANITARY

SEWER REPAIRS

Synopsis: A resolution authorizing a survey and descriptions of lands necessary for the 26th & Grandview Sanitary Sewer Repairs, CMIP 6166, submitted by Ryan Haga, Attorney, Legal Department.

Tracking #: 16743

Item No. 3 - RESOLUTION: 2016 STORM SEWER R & R PROJECT AND 2017 SANITARY SEWER IMPROVEMENTS

Synopsis: A resolution authorizing a survey and descriptions of lands necessary for the 2016 Storm Sewer R & R Project and 2017 Sanitary Sewer Improvements, CMIP 5303 & 6301, submitted by Ryan Haga, Attorney, Legal Department.

Tracking #: 16744

Item No. 4 - REVISIONS: COUNTY EMERGENCY OPERATIONS PLAN

Synopsis: Request approval of revisions to the Wyandotte County, Kansas Emergency Operations Plan, specifically the section titled ESF 6-Mass Care, Housing & Human Services, submitted by Matt May, Emergency Management Director.

Tracking #: 16724

Item No. 5 - DISCUSSION/CONSIDERATION: AMENDMENTS TO BLOCK PARTY PERMIT POLICY

Synopsis: Request approval of amendments to the UG's block party permit policy to address recent public safety and logistical concerns, submitted by Susan Alig, Attorney, Legal Department.

Tracking #: 16745

Item No. 6 - UPDATE: RESIDENTIAL WATER & SERVICE LINE PROTECTION PROGRAM

Synopsis: Update on the Residential Water & Service Line Protection Program, submitted by Trenton Foglesong, Water Pollution Control Director.

For information only.

Tracking #: 16749

V. Public Agenda

VI. Adjourn

**AGENDA UPDATE
PUBLIC WORKS AND SAFETY
STANDING COMMITTEE MEETING
MONDAY, AUGUST 22, 2016**

III. MEASURABLE GOALS

ADDITIONAL INFORMATION

ITEM NO. 1 – 16751...DISCUSSION: REVIEW OF DEPARTMENT GOALS

Synopsis: List of measurable goals:

Community Corrections
Emergency Management
Fire
Parks & Recreation
Police

Public Works
Public Works and Parks & Recreation
Sheriff
Transit
Wastewater

IV. COMMITTEE AGENDA

NEW ITEM

ITEM NO. 7 – 16767...RESOLUTION: COLLAPSE OF N. 33RD TERRACE

Synopsis: A resolution declaring the necessity and authorizing a survey of land to be condemned due to the collapse of North 33rd Terrace (at a location in the North 3800 block), submitted by Ken Moore, Chief Counsel.

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Community Corrections

In 2015 the department will pilot a program which tests the impact of a structured community based curriculum in reducing the need for secure juvenile detention. (To determine success of the new program, tracking of the number of individuals supervised and percent of youth screened will be collected by Community Corrections. Additionally, the department will set a pre-trial goal for the program.)

AGENCY ADULT GOAL: To increase supervision success rate of adult non-revoked offenders by 3% from 68.6% in FY2014 to 71.6%. Reducing offenders revoked means fewer local jail days and more successful out-comes for the offender, their family and the community in general.

x

x

STRATEGY: To work toward developing and sustaining staff skills through coaching and mentoring in the application of evidence based principles.

MEASURABLE TASKS:

1) Conduct an evidence-based staff skills assessment no later than Dec. 1, 2015 and provide a summary update within 60 days.

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

1) Provide a minimum of 20 hours case management in-service training in at least (3) of the following areas:

- a. Stages of change
- b. LSI-R
- c. Motivational interviewing
- d. Dosage principle
- e. Skills training with directed practice
- f. Targeting interventions
- g. Responsivity

1) Maintain a minimum of 28 active cases in our Adult Drug Court Program.

CURRENT STATUS ON GOAL: The success rate of non-revoked offenders as of July 1, 2015 was 69.7%. The State of Kansas average for this metric is 70.8% with comparable counties outcomes being Sedgwick 53.6%, Johnson 69.6% and Saline 63.7%.

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human	Eco. Dev.	Public Works Public Safety	Comments
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AGENCY JUVENILE GOAL: To have an 85% successful program completion rate for the Multi Systemic Treatment (MST) program that that our agency is doing in conjunction with the Kansas Department of Corrections (KDOC), Wyandotte Mental Health (PACES), District Court and USD 500. Reducing youths placed out of their homes means fewer local detention days and more successful out-comes for the youth, their family and the community in general.

STRATEGY: Utilize Evidence Based Practices (EBP) to ensure that the MST program targets the appropriate population of youths, has sufficient structure to ensure program fidelity and that regular quality assurance occurs throughout the continuum of services provided.

MEASURABLE TASKS:

1) Develop and utilize a Structured Decision Matrix (SDM) to ensure placement of appropriate youth into the program. Accomplished in January 2014 and currently utilized for staffing cases and dispositional determination by all the partners.

x

x

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

1) Participate in quality assurance evaluation activities as designated by the agencies. Activities include but are not limited to group meetings, site visitations, audio-taped reviews of direct sessions, and peer review of policies and procedures.

CURRENT STATUS ON GOAL: Results from the use of Multi-Systemic Therapy (MST) have been significant. Overall, secure and non-secure placements have declined by 26% as of July 1, 2015 from 2013 (from 239 to 177). These figures include a 29% reduction in the use of secure confinement (from 45 to 32) in a juvenile correctional facility. Outcomes were 86% successful completions rate with 73% living at home, 73% in school/working, and 82% no new arrests during supervision. 100% of these youths would have been placed out of the home in a secure setting if this program were not in place.

Standing Committee	Neighborhood Comm. Dev.	Administration Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service	Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Emergency Management

The goal of Emergency Management is to mitigate, prepare for, respond to and /or recover from all possible events that create a state of emergency for the residents of Wyandotte County.

Increase the number of public educational presentations from 5 to 10 in 2015 and from 10 to 20 in 2016.

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Pub. Works Pub. Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Fire

In 2015 it is the goal of the Kansas City, Kansas Fire Department to contact every Wyandotte County High School in a proactive recruiting effort directed toward local teens, thereby creating a positive interest in the fire service.

In 2015, it is the goal of the Kansas City, Kansas Fire Department to distribute 1800 smoke detectors in an aggressive community fire prevention effort.

In 2015, it is the goal of the Kansas City, Kansas Fire Department to provide for fitness testing and preventative medical evaluation testing for all sworn Firefighter personnel.

In 2015, it is the goal of the Kansas City, Kansas Fire Department to update and provide for increased safety measures by training all of our Firefighters within a newly revised Incident Command System/Mayday Operations initiative.

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Pub. Works Pub. Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

In 2015, develop a comprehensive recruitment plan for 2016 that will include proactive efforts in increasing the diversity of applicants. This will include a specific partnership between the Fire Department, Human Resources and the Kansas City Kansas Community College. This will assist the Fire Department in creating a dual parallel program consisting of 1) a modified, improved hiring process and 2) a new Firefighter Trainee program. There will also be additional components that will serve to assist within our aggressive ongoing recruitment effort for the purposes for improving diversity and local participation and interest.

Standing Committee	Neighborhood Comm. Dev.	Administration Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service	Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Parks and Recreation

Increase the revenues collected (Rentals, Fishing Licensing, Boating Permits, Youth Sports) for calendar year 2016 by 10% when compared to 2014.

Comments: This is a strategy, So what? Why do we want revenues to go up by 10%? What is our aspiration? What do we want to do? Simple, concrete, quantifiable Citizen Survey

Parks Masterplan 2016

Want People to want to use parks for events, reunions, etc. #s using parks, # of rentals, etc.

Reduce the turnaround time for mowing property (parks & medians) to 10-12 days and contractor mowing to 7-9 days

*Why do this? What does it accomplish? Customer Satisfaction. Standard of Neatness, etc. What drove the decision to reduce mowing time - means to end

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Police

Reduce complaints filed against officers by 50% and reverse the upward trend of complaints.

Reduce the incidents of violent crime by 10% in 2015 or by 87 violent acts.

Create a hiring model that is much shorter from the time it is announced that we are hiring to the time an individual enters the Training Academy.

Reduce operating costs by 2% in 2015 by looking at ways we can operate more efficiently and effectively. The department's budget is \$52,074,904, a 2% reduction is \$1,041,498.

Certify another 25% of the CIT members this year. This will bring the total number of members certified to 211 or 52%.

Standing Committee	Neighborhood Comm. Dev.	Administration Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service	Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Public Works

Engineering

Track active CMIP projects and major studies under management/coordinator in 2015

Track the # of resident request calls to the "Engineer of the Month" in 2015

COMMENTS BREAK OUT TYPES OF REQUESTS – IDEAS TO CAPTURE MORE DETAIL ON REQUESTS - SUCH AS TIME TO RESPOND, WHAT GOES ON THE WEB, WHAT ARE YOU DOING WITH THE INFORMATION

Street Sweeping

*Track # of hours worked

*Track # of lane miles swept

*Track the # of loads collected (no specific targets have been set)

Map of locations where street was last swept
Review logs by district "For Information Only"

Standing Committee	Neighborhood Comm. Dev.	Administration Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service	Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Fleet Maintenance

Track work orders for preventative maintenance

ASSEST AVAILABILITY, VET
COSTS PER MILE/HR, FUEL USE
BY ALL VEHICLE IN FLEET,
TECHNICIAN PERFORMANCE –
DIRECT/INDIRECT, PARTS
INVENTORY, TURN OVER RATE
ON INVENTORY, FUEL USE BY
CATEGORY, PREVENTATIVE
MAINTENANCE COMPLIANCE,
USE OF INDUSTRY WIDE
STANDARDS

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human Services	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Public Works and Parks and Recreation

Track the number of vacant lots and parks mowed during the year by parks, contractors, and the street division

Increase Street lots mowed above 2014 number of 724.

Increase Contractor lots mowed above 2014 number of 7,732

Increase Parks and Rec lots mowed above 2014 number of 3,134

Researching measure to provide data on right of way mowing/clean up for 2016

MOWING COMPLAINTS
NUMBER VS. TIME TO
RESPOND – WHO IS
RESPONSIBLE FOR PLANTING?
How is the decision made to
replant on State Street, park of
aesthetics grass clumping,
more situational awareness by
staff, complaints rec?

Standing Committee	Neighborhood Comm. Dev.	Administration Services	Human	Eco. Dev.	Public Works Public Safety	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service		Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety	

Sheriff

Reduce the overall expense for Sheriff personnel by:

- o Continue to reduce overtime another 10% over 2015 for 2016
- o Implementing a hiring plan to ensure adequate levels of staff to avoid the use of overtime
- o Continue address scheduling issues that create scheduled overtime

Provide enhanced customers service and transparency to the public

- o Implement Sheriff's Office Deputy-worn body camera and in car camera and system and policy during calendar year 2016.

Conduct organization analysis to provide enhanced services to the community at the best price

- o Complete the Jail Feasibility and Police and Sheriff Organizational Efficiency Analysis studies with recommendations to the Commission and County Administrator by Summer 2016.

Standing Committee	Neighborhood Comm. Dev.			Administration Human Services			Eco. Dev.		Public Works Public Safety		Comments
Commission Priority	Housing-	Multimodal Transportation	Healthy Community/Recreation	Education/Workforce	Social Services	Innovation	Customer Service	Economic Development	Fiscal Sustainability	Infrastructure - Environment Public Safety	

Increase ridership by 5% within existing transit service areas through cost-effective transit improvements

Enhance local and regional transit connectivity

Meet or exceed national averages for agency defined ridership and revenue performance measures

Explore the use of innovation and technology to increase efficiency and effectiveness.

Identify transportation projects that enable active, healthy communities (multi-modal access, children in poverty, unemployment).

Improve access to jobs for both residents and employers.

Encourage strong community engagement in both the planning process and in future growth.

Pursue the expansion of service with adjacent communities.

Coordinate project applications with regional providers.

Customer services metric,
Where the increase will occur

Standing Committee	Neighborhood Comm. Dev.	Administration Human Services	Eco. Dev.	Public Works Safety	Public	Comments
Commission Priority	Housing- Multimodal Transportation Healthy Community/Recreation	Education/Workforce Social Services Innovation Customer Service	Economic Development Fiscal Sustainability	Infrastructure - Environment Public Safety		

- Sanitary lines cleaned (miles)
- Annual 200 miles
 - Goal - 133.3, Actual 8/15 276.9
- Storm & Sanitary lines televised (miles)
- Annual goal - 40.0
 - Actual - 48.0



Staff Request for Commission Action

Tracking No. 16767

Full Commission Meeting Date: 9/15/16

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: Yes 09/16/2016

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
08/22/2016	Ken Moore	x5070	kjmoore@wycokck.org	Legal

Item Description:

PROJECT: COLLAPSE OF NORTH 33RD TERRACE

This resolution declares that this project is a necessary and valid improvement project and directs the Chief Counsel to cause a survey and description of such parcels to be undertaken and prepared by a licensed land surveyor or a professional engineer to identify and describe the property to be acquired for this project, and to submit an ordinance authorizing the exercise of eminent domain and to undertake all other necessary actions to complete the acquisition of such parcels.

Action Requested:

Adopt resolution

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Reso

(Published _____)

RESOLUTION NO. _____

A RESOLUTION declaring the necessity and authorizing a survey and descriptions of lands necessary to be condemned due to the collapse of North 33rd Terrace in Kansas City, Wyandotte County, Kansas.

**BE IT RESOLVED BY THE COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

SECTION 1. It is hereby found and determined necessary that certain interests lands be condemned due to the collapse of North 33rd Terrace (at a location in the North 3800 block) and the lack of reasonably feasible alternatives for providing a means of private ingress and egress to abutting property owners, all in Kansas City, Wyandotte County, Kansas.

SECTION 2. The Board of Commissioners hereby directs and authorizes its Chief Counsel to cause a survey and description of such parcels to be undertaken and filed with the Clerk of Wyandotte County/Kansas City, Kansas; to thereafter prepare and submit to the Board of Commissioners an ordinance authorizing the exercise of eminent domain with respect to such parcels; and upon approval of the same by the Board of Commissioners to initiate eminent domain proceedings in the District Court of Wyandotte County, and to undertake all other necessary actions to complete acquisition of such parcels.

SECTION 3. This resolution shall be published once in the official County newspaper, The Wyandotte Echo.

**ADOPTED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

THIS _____ DAY OF _____, 2016.

UNIFIED GOVERNMENT CLERK

APPROVED AS TO FORM:

KENNETH J. MOORE
Chief Counsel

ITEM NO. 16751

IV. MEASURABLE GOALS

1. List of Measurable Goals
(Information Forthcoming)



Staff Request for Commission Action

Tracking No. 16742

Full Commission Meeting Date: 9/15/16

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: No

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
08/10/2016	Ryan Haga	x5075	rhaga@wycokck.org	Legal

Item Description:

GRANT ELEMENTARY SANITARY SEWER IMPROVEMENTS, CMIP 6301

This resolution declares that this project is a necessary and valid improvement project. This resolution directs the Chief Counsel to cause a survey and description of such parcels to be undertaken and prepared by a licensed land surveyor or a professional engineer to identify and describe the property to be acquired for this project, and to submit an ordinance authorizing the exercise of eminent domain and to undertake all other necessary actions to complete the acquisition of such parcels.

Action Requested:

To adopt the resolution.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Grant Elementary Reso

(Published _____)

RESOLUTION NO. _____

A RESOLUTION declaring the necessity and authorizing a survey and descriptions of lands necessary to be condemned for the construction, maintenance, operation, use and repair of the **Grant Elementary Sanitary Sewer Improvements (CMIP 6301)**, all in Wyandotte County, Kansas.

**BE IT RESOLVED BY THE COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

SECTION 1. It is hereby found and determined necessary that certain lands be condemned for public use providing for land necessary for construction, maintenance, operation, use and repair of the **Grant Elementary Sanitary Sewer Improvements (CMIP 6301)**. The project is a relocation of sanitary sewer infrastructure from beneath a school at 1510 N. 4th Street. This project is all in Wyandotte County, Kansas.

SECTION 2. The Board of Commissioners hereby directs and authorizes its Chief Counsel to cause a survey and description of such parcels to be undertaken and filed with the Clerk of Wyandotte County/Kansas City, Kansas; to thereafter prepare and submit to the Board of Commissioners an ordinance authorizing the exercise of eminent domain with respect to such parcels; and upon approval of the same by the Board of Commissioners to initiate eminent domain proceedings in the District Court of Wyandotte County, and to undertake all other necessary actions to complete acquisition of such parcels.

SECTION 3. This resolution shall be published once in the official County, newspaper, The Wyandotte Echo.

**ADOPTED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

THIS _____ DAY OF _____, 2016.

UNIFIED GOVERNMENT CLERK

APPROVED AS TO FORM:

Ryan Haga
Assistant Counsel



Staff Request for Commission Action

Tracking No. 16743

Full Commission Meeting Date: 9/15/16

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: No

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
08/10/2016	Ryan Haga	x5075	rhaga@wycokck.org	Legal

Item Description:

26th & Grandview Emergency Sanitary Sewer, CMIP 6166

This resolution declares that this project is a necessary and valid improvement project. This resolution directs the Chief Counsel to cause a survey and description of such parcels to be undertaken and prepared by a licensed land surveyor or a professional engineer to identify and describe the property to be acquired for this project, and to submit an ordinance authorizing the exercise of eminent domain and to undertake all other necessary actions to complete the acquisition of such parcels.

Action Requested:

To adopt the resolution.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

26th & Grandview Reso

(Published _____)

RESOLUTION NO._____

A RESOLUTION declaring the necessity and authorizing a survey and descriptions of lands necessary to be condemned for the construction, maintenance, operation, use and repair of the **26th & Grandview Emergency Sanitary Sewer (CMIP 6166)**, all in Wyandotte County, Kansas.

**BE IT RESOLVED BY THE COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

SECTION 1. It is hereby found and determined necessary that certain lands be condemned for public use providing for land necessary for construction, maintenance, operation, use and repair of the **26th & Grandview Emergency Sanitary Sewer (CMIP 6166)**. The project is a relocation of sanitary sewer infrastructure from beneath a house at 26th Street and Grandview Boulevard. This project is all in Wyandotte County, Kansas.

SECTION 2. The Board of Commissioners hereby directs and authorizes its Chief Counsel to cause a survey and description of such parcels to be undertaken and filed with the Clerk of Wyandotte County/Kansas City, Kansas; to thereafter prepare and submit to the Board of Commissioners an ordinance authorizing the exercise of eminent domain with respect to such parcels; and upon approval of the same by the Board of Commissioners to initiate eminent domain proceedings in the District Court of Wyandotte County, and to undertake all other necessary actions to complete acquisition of such parcels.

SECTION 3. This resolution shall be published once in the official County, newspaper, The Wyandotte Echo.

**ADOPTED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

THIS _____ DAY OF _____, 2016.

UNIFIED GOVERNMENT CLERK

APPROVED AS TO FORM:

Ryan Haga
Assistant Counsel



Staff Request for Commission Action

Tracking No. 16744

Full Commission Meeting Date: 9/15/16

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 08/10/2016	<u>Contact Name:</u> Ryan Haga	<u>Contact Phone:</u> x5075	<u>Contact Email:</u> rhaga@wycokck.org	<u>Department/Division:</u> Legal
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Item Description:

2016 STORM SEWER R & R PROJECT AND 2017 SANITARY SEWER IMPROVEMENTS, CMIP 5303 & 6301

This resolution directs the Chief Counsel to cause a survey and description of such parcels to be undertaken and prepared by a licensed land surveyor or a professional engineer to identify and describe the property to be acquired for this project, and to submit an ordinance authorizing the exercise of eminent domain and to undertake all other necessary actions to complete the acquisition of such parcels.

Action Requested:

To adopt the resolution.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

2016 & 2017 Storm Sewer Reso

(Published _____)

RESOLUTION NO. _____

A RESOLUTION declaring the necessity and authorizing a survey and descriptions of lands necessary to be condemned for the construction, maintenance, operation, use or repair of sanitary sewer infrastructure located at **94th Street and Everett Avenue, 91st Street and Parallel Parkway, 123rd Street and Polfer Road, 1400 Village West Parkway, N 55th Terrace and Leavenworth Road, N 61st Terrace and Freeman Avenue, N 109th Street and Kimball Avenue, N 112th Street and Donahoo Road, and N 83rd Terrace and Tauromee Avenue (CMIP Nos. 5303 & 6301) for the Unified Government's 2016 Storm Sewer R & R Project and 2017 Sanitary Sewer Improvements**, all in Wyandotte County, Kansas.

**BE IT RESOLVED BY THE COMMISSIONERS OF THE
UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

SECTION 1. It is hereby found and determined necessary that certain lands be condemned for public use providing for land necessary for the investigation, construction, maintenance, operation, use or repair of sanitary sewer infrastructure located at **94th Street and Everett Avenue, 91st Street and Parallel Parkway, 123rd Street and Polfer Road, 1400 Village West Parkway, N 55th Terrace and Leavenworth Road, N 61st Terrace and Freeman Avenue, N 109th Street and Kimball Avenue, N 112th Street and Donahoo Road, and N 83rd Terrace and Tauromee Avenue (CMIP Nos. 5303 & 6301).**

SECTION 2. The Board of Commissioners hereby directs and authorizes its Chief Counsel to cause a survey and description of such parcels to be undertaken and filed with the Clerk of Wyandotte County/Kansas City, Kansas; to thereafter prepare and submit to the Board of Commissioners an ordinance authorizing the exercise of eminent domain with respect to such parcels; and upon approval of the same by the Board of Commissioners to initiate eminent domain proceedings in the District Court of Wyandotte County, and to undertake all other necessary actions to complete acquisition of such parcels.

SECTION 3. This resolution shall be published once in the official County, newspaper, The Wyandotte Echo.

**ADOPTED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS**

THIS _____ DAY OF _____, 2016.

UNIFIED GOVERNMENT CLERK

APPROVED AS TO FORM:

Ryan P. Haga, Assistant Counsel



Staff Request for Commission Action

Tracking No. 16724

Full Commission Meeting Date:

Committee: Public Works & Safety

Date of Standing Committee Action:
(If none, please explain):

Publication Required: No

<u>Date:</u> 08/10/2016	<u>Contact Name:</u> Matt May	<u>Contact Phone:</u> x6337	<u>Contact Email:</u> mmay@wycokck.org	<u>Department/Division:</u> Emergency Management
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Item Description:

The County is required by State statute (KSA 48-928(d)) and has adopted local resolution (R-47-12) to maintain a County Emergency Operations Plan (CEOP). The Unified Government Human Services Department and Emergency Management Department have recently reviewed and updated the "ESF 6 Mass Care, Housing and Human Services" section of the plan. Submitted by Matt May,

Action Requested:

Recommended Action: Submit to the County Administrator for signature.

Alternative Action: Move forward for consideration by the Commission.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

ESF 6 Annex rev



Wyandotte County, Kansas Emergency Operations Plan

ESF 6 Mass Care, Housing, and Human Services

Coordinating Agency Unified Government Human Services Department

Primary Agencies

Bonner Springs EMS Department
Bonner Springs Fire Department
Bonner Springs Police Department
Edwardsville Fire Department
Edwardsville Police Department
Greater Kansas City Medical Reserve Corp
Humane Society of Greater Kansas City
Kansas City Kansas Housing Authority
KCKFD EMS Division
KCK Fire Department
KCK Police Department
KCK Police Department, Animal Control Unit
The Salvation Army
Unified Government Area Agency on Aging Department
Unified Government Building and Logistics Division
Unified Government Community Development Department
Unified Government Neighborhood Resource Center
Unified Government Office of the Disabled Division
Unified Government Public Health Department
Unified Government Rental Licensing Division
Unified Government Transit Department
Volunteer Organizations Active in Disasters
Wyandot Center
Wyandotte County Sheriff's Office



Support Agencies

Bonner Springs / Edwardsville School District 204
City of Bonner Springs
City of Edwardsville
Community Emergency Response Team
Kansas City Kansas Community College
Kansas City Kansas School District 500
Ministerial Alliance
Piper School District 203
Providence Medical Center
Radio Amateur Civil Emergency Services
Rainbow Mental Health Center Services Inc.
Turner School District 202
Unified Government Emergency Management Department
Unified Government Parks and Recreation Department
University of Kansas Medical Center & Hospital



1 PURPOSE, SCOPE, POLICIES/AUTHORITIES

This section provides the overall purpose of this ESF annex, the scope of emergency operations, as well as specific policies and authorities that govern assigned actions and responsibilities.

1.1 Purpose

This Emergency Support Function (ESF) describes the actions required to provide temporary shelter and humanitarian assistance to people and pets affected by a disaster. Specifically ESF 6 addresses:

- Shelters for People
- Shelters for Animals
- Short and Long Term Housing
- Emergency Relief Supplies
- Functional and Access Needs Populations
- Mental Health Services for Evacuees and Emergency Workers
- Accountability of Disaster Evacuees and Volunteers
- Hazardous Materials Situations

1.2 Scope

This ESF includes information that addresses: 1) the five phases of emergency management; 2) stakeholders including those with functional and access needs and children; 3) incident management procedures including organizational charts, as appropriate; and 4) all hazards planning. This ESF Annex applies to all County, City and participating agencies with assigned emergency responsibilities as described in Section 3, Responsibilities. This annex benefits Wyandotte County through coordination with partner agencies, outside organizations and the public. This annex specifically addresses:

- Command, Control, and Notification including the roles of County and City agencies with emergency responsibilities and their working relationships with the volunteer agencies providing mass care services;



- A flexible organizational structure capable of meeting the varied requirements of different mass care scenarios with the potential to require activation of the Emergency Operations Center (EOC) and implementation of the Emergency Operations Plan (EOP). The number of people in need and the type of services required will vary greatly depending on the hazard and its severity. The population affected could range from very few in an isolated event, such as a small tornado, to large numbers as a result of a widespread event such as a lengthy major power outage during winter.
- Coordination of voluntary organizations offering emergency assistance programs to meet disaster-related humanitarian needs.

1.3 Policies/Authorities

The following local, regional, state and federal authorities apply to this ESF 6 Annex.

Local

- Shelter Agreements between the American Red Cross and public and private facilities that have been pre-selected as mass care shelter sites, some of which can be found in attachment 4.1 (on file with the ARC and the National Shelter System (NSS);
- Wyandotte County – Unified Government, Kansas – Code of Ordinances / Chapter 12 – Emergency Management and Emergency Services

Regional

- Incident Management Plan;
- Mid-America Regional Council (MARC) Regional Coordination Guide for ESF 6;
- Regional Mass Casualty Incident (MCI) Plan.

State

- (State) - Kansas Administrative Regulation 56-2-1 and 56-2 - These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.



- (State) - Kansas Planning Standards - The Kansas Planning Standards (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).
- (State) - Kansas Response Plan - The Kansas Response Plan (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.
- (State) - Kansas Statutes Annotated (KSA) 48-9a01 - This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.
- (State) - KSA 12-16, 117 - This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of declared emergencies/ disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.
- (State) - KSA 48-904 through 48-936 - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.
- (State) - KSA 65-5701 through 65-5711 - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning



Committee (LEPC) in each county.

- (State) - State of Kansas Executive Order 05-03 - This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.

Federal

- American Red Cross Congressional Charter, 36 U.S.C. §§300101-300111 recodified 2007;
- (Federal) - 16 U.S.C. 3501 - 16 U.S.C. 3501, et seq, Coastal Barrier Resources Act.
- (Federal) - 44 CFR 350 - 44 CFR 350 of the Code of Federal Regulations.
- (Federal) - 44 CFR Part 10 - 44 CFR Part 10 - Environmental Considerations.
- (Federal) - 44 CFR Part 13 - 44 CFR Part 13 (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- (Federal) - 44 CFR Part 14 - 44 CFR Part 14 - Audits of State and Local Governments.
- (Federal) - 44 CFR Part 206 - 44 CFR Part 206 - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- (Federal) - 44 CFR Parts 59-76 - 44 CFR Parts 59-76 - National Flood Insurance Program and related programs.
- (Federal) - 50 CFR, Title 10 - 50 CFR - Title 10 of the Code of Federal Regulations.
- (Federal) - National Flood Insurance Act of 1968, 42 U.S.C. 4101 - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- (Federal) - Public Law 101-549 - Public Law 101-549, Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.



- (Federal) - Public Law 101-615 - Public Law 101-615, Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- (Federal) - Public Law 106-390, Disaster Mitigation Act 2000 - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- (Federal) - Public Law 107-296, 116 Stat. 2135 (2002) - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- (Federal) - Public Law 833-703 - Public Law 833-703 - amendment to the Atomic Energy Act of 1954.
- (Federal) - Public Law 84-99, 33 U.S.C. 701n - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- (Federal) - Public Law 85-256, Price-Anderson Act - Public Law 85-256, Price-Anderson Act, 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- (Federal) - Public Law 89-665, 16 U.S.C. 470 - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- (Federal) - Public Law 91-671, Food Stamp Act of 1964 - Public Law 91-671, Food Stamp Act of 1964, in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- (Federal) - Public Law 93-234 - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- (Federal) - Public Law 93-288, as amended, 42 U.S.C. 5121 - Public Law 93-288, as amended, 42 U.S.C. 5121, et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers



the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.

- (Federal) - Public Law 95-510, 42 U.S.C. 9601 - Public Law 95-510, 42 U.S.C. 9601, et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- (Federal) - Public Law 99-499 - Public Law 99-499, Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- (Federal) - Regulatory Improvement Act of 1994 - Regal Community Development and Regulatory Improvement Act of 1994.
- (Federal) - Stewart B. McKinney Homeless Assistance Act - Stewart B. McKinney Homeless Assistance Act, 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.

2 CONCEPT OF OPERATIONS

This section provides a narrative description summarizing the Concept of Operations for the following ESF 6 activities. 1) General Command, Control, and Notification, 2) Sheltering People, 3) Short and Long Term Housing, 4) Emergency Relief Supplies, 5) Considerations for Functional and Access Needs Populations and Children, 6) Accountability of Disaster Survivors and Volunteers, 7) Hazardous Materials Situations, and 8) Sheltering Animals/Co-habitation Sheltering.

The narrative portions of this section provide summarized overviews for the topics listed above. Section 3 provides the detailed actions organized by agency detailing their ESF 6 duties in a consolidated format.

2.1 General (Command, Control, and Notification)

When the Emergency Management Director is notified of an event that requires the activation of the EOC, the Emergency Management Director, in consultation with the County Administrator, and emergency management staff will determine which



Emergency Support Functions are required for activation in support of emergency operations. If it is determined that ESF 6 will be activated, the Emergency Management Director will contact the designated Coordinating Agency for ESF 6 to report to the EOC to attend an initial briefing regarding the situation.

Depending on the complexity or severity of the event, the Emergency Management Director, or designee, may advise the County Administrator that the need exists to declare a local emergency. The Emergency Management Director or designee may also advise the City Administrators in Bonner Springs and/or Edwardsville of the need to declare a local emergency in their community. For more information on a declaration of a local emergency, see the ESF 5 Annex.

Once activated, the ESF 6 Coordinator is responsible for contacting primary and support agencies with liaison roles as well as providing briefings and direction for initiation of activities for mass care, housing and human services in support of emergency operations.

ESF 6 operations will be coordinated from the Wyandotte County Emergency Operations Center (EOC). The Unified Government Human Services department, as Coordinating Agency, will set up disaster response. Working initially with the chapter office, the ESF #6 Coordinator will coordinate with the Red Cross Headquarters. The headquarters will set up offsite to avoid disruption of the day-to-day operations of the affected Red Cross Chapter. In addition, the Red Cross Headquarters can accommodate the inprocessing and operations of large amounts of staff and supplies. For a large regional disaster response involving several jurisdictions, and thus several American Red Cross chapters, leadership staff from all of the affected chapters will work out of the Red Cross Headquarters building. Close communication will be maintained between the Red Cross Headquarters, mass care shelters, the ESF #6 Coordinator, and the EOC.

When requested, the ARC will send a liaison to work with the ESF #6 Coordinator at the Wyandotte County EOC to ensure close coordination and joint decision-making. If needed, other support agencies may be asked to report to the EOC to assist with ESF 6 activities. For example, if the event requires mental health services for survivors or emergency workers, a representative from Wyandotte Center will be requested to report to the EOC as the Mental Health Services Coordinator.

The ARC will work closely with Wyandotte County government agencies in the EOC to coordinate with the activities associated with ESF 6. ARC will maintain close



coordination and liaison roles with the ARC Government Liaison at the State EOC, if activated, as well as ARC Government Liaisons in adjacent counties with activated EOCs, as appropriate.

The ESF #6 Coordinator will work with the many volunteer agencies providing human services assistance to avoid duplication of some services and lack of others. The Kansas City Volunteers Active in Disasters (VOAD) will coordinate disaster services being provided by voluntary agencies as well as set up the Spontaneous Volunteer Reception Center. The KC VOAD is also responsible for transitioning into long-term recovery casework in coordination with ESF 14. The American Red Cross has volunteers and staff trained in Partner Services who will be coordinating with other volunteer agencies throughout the disaster response and recovery.

The ARC Government Liaison will coordinate with the collection, processing, and dissemination of ESF 6-related information to and from the EOC. WebEOC will be utilized as the preferred method to disseminate information. Other information will be closely coordinated through the EOC Data and Technology Coordinator to ensure necessary ESF 6 information is disseminated to the EOC staff.

2.2 Sheltering People

All facilities in Wyandotte County that have been pre-identified as potential shelter sites have been inspected and determined to be compliant with ADA standards for accessibility to those with functional and access needs (See shelter list in Attachment 4.1). A completed shelter survey form (Attachment 4.2), has been completed for each pre-identified shelter and is on file with the ARC. All facilities pre-identified for use as shelters are listed in the National Shelter System and meet minimum Federal Emergency Management Agency (FEMA) standards for per person space requirements. Among other factors considered in selecting shelters, the ARC considered the following:

- Kitchen facilities,
- restrooms,
- showers,
- size,
- communications,



- parking, and
- accessibility

Damage assessment information will dictate the type and scope of mass care (shelter) operations required. The ESF #6 Coordinator will work with ESF 14 Damage Assessment Teams to gather information regarding people displaced by the event to assist in determining the number of shelters to open and where they should be located. In addition to the type and scope of the disaster, factors in determining the number of shelters and their locations will be accessibility, transportation, security, staff and supplies.

The ARC Liaison in the EOC will work closely with other EOC staff to determine shelter needs and identify capabilities based on the specifics of the emergency situation. Attachment 4.3 provides a list of various ARC Shelter Types/Uses that will be opened based on the needs resulting from the emergency. For instance, Reception Centers may be used temporarily until more formal shelter operations have been established. Provision of cots, blankets, clothing and other comfort items will be coordinated by the ARC. The ARC Government Liaison will work closely with ESF 7 to utilize donated equipment and supplies as much as possible.

Opening, staffing, and operation of the shelters will be accomplished in accordance with ARC standard operating procedures detailed in the ARC Shelter Operations Workbook (see **Attachment 4.6**). Forms and documentation for mass care operations (i.e., registration, inventory, inspection, tracking, etc. have been developed and are maintained by the American Red Cross (ARC). Every effort will be made to manage mass care operations using the procedures described in this guidance.

Direct shelter control and management is the responsibility of the Shelter Managers. Each Shelter Manager will be responsible for managing their individual shelter while coordinating activities with the Mass Care Sheltering Manager or Chief. The Shelter Operations Workbook provides a staffing pattern of two 12-hour shifts will be established by the American Red Cross. Organization charts are provided for both small and large shelters. In coordination with the EOC, the ARC will determine if and when it is appropriate to consolidate shelters, as well as when shelters should close. Shelters will be deactivated in accordance with ARC operating procedures.

The ARC will keep records on the number of shelters, shelter residents, meals served, supplies used, supplies ordered, etc. This information will be collected and shared daily. The American Red Cross has their own Logistics Branch that will oversee



resources. In some cases, the ARC may order supplies through the EOC based on the scope and scale of the events. The ARC maintains daily reports that cover all activities and will make available to the EOC daily. This information for new ARC shelters will be collected daily. To the extent possible, the ARC will use the capabilities of WebEOC, to document ESF 6 activities.

Physical accessibility of ARC shelters has been ensured by selecting only ADA compliant spaces for potential shelters in Wyandotte County. The ARC Government Liaison and Red Cross Disaster Public Affairs will work with ESF 15 to ensure shelters are publicized using multiple methods and languages in public communications as detailed in the ESF 15 annex.

KCKFD EMS, Bonner Springs EMS Department and Edwardsville Fire Department will provide emergency medical services as needed for shelter residents by contacting 911. Residents requiring additional medical care outside these capabilities will be coordinated through ESF 8 and directed or transported to the appropriate location for additional specialized care. The Greater Kansas City Medical Reserve Corp may be requested to provide medical services.

Page 66 of the Shelter Operations Workbook address methods to ensure considerations for allocating sufficient space for persons with functional and access needs. In addition, specific play areas for children and recreation areas for teens and adults are identified in the space allocation guidelines.

The ARC Disaster Services memorandum addresses how the ARC will handle and provide for unaccompanied minors in ARC shelters. The following steps are followed by the ARC staff and are further detailed in the reference memorandum,

- 1) If an unaccompanied minor arrives at a shelter or service center, Red Cross should try to reach the parent or legal guardian and contact law enforcement.
- 2) The American Red Cross Unaccompanied Minors Report Form must be used to document the minor's arrival, changes in circumstances, etc.
- 3) Red Cross should make every effort to designate two volunteers or paid staff members to supervise an unaccompanied minor.
- 4) If an unaccompanied minor arrives with an urgent health need, he/she should be referred to appropriate health services or mental health facilities and the circumstances should be documented.



- 5) If the minor's medical status requires transfer to a medical facility, Emergency Medical Service assumes responsibility for the minor during transport and transfers responsibility to the medical facility staff upon its arrival.
- 6) Unaccompanied minors should not be photographed or interviewed by third parties except in very specific circumstances (as outlined below).
- 7) Parents or guardians must provide government-issued identification when taking custody of a minor, and the transfer must be documented.
- 8) The Wyandotte County Sheriff's office will handle transfer of unaccompanied minors per their procedures.

In major or catastrophic events, the ARC may request that Wyandotte County make staff available to support initial sheltering operations while additional ARC resources are being deployed from other areas. The ARC staffing system begins with volunteers from the chapter level, transitioning to the regional level and then up to the state and national level if additional volunteers are needed. In addition, spontaneous volunteers may be integrated into the staffing system to provide sufficient staff at all mass care facilities. If pre-identified shelters are not available in Wyandotte County, the ARC will coordinate with ARC logistics, ESF 7, and adjacent county officials to locate suitable shelters outside the impact area.

If the situation dictates, potential shelters will be given priority in damage assessments to expedite the provision of mass care services. The ARC Government Liaison will coordinate with the appropriate primary and support agencies to ensure mass care facilities have priority for safety inspections and that only shelter locations deemed safe are utilized.

The ARC Government Liaison and the EOC staff will coordinate with available volunteer agencies to ensure feeding operations can be accomplished in shelters. The Salvation Army and Southern Baptist Disaster Relief are feeding partners with the ARC. Feeding will be based on sound nutritional standards and will include provisions to meet the requirements of disaster victims with special diets.

The ARC will be responsible for shelter sanitation, unless it is a complex shelter. If additional resources and/or staff are needed in large/complex emergencies, the ARC will coordinate with ESF 7 to obtain necessary resources.

ARC will coordinate with law enforcement agencies and ESF 13 if active to provide security at shelters. ESF 13 will assist in identifying registered sex offenders, parolees,



or other individuals required to report to local, state, or federal law enforcement entities. Law enforcement officials/ESF 13 will be responsible to ensure a safe environment in public shelters which may include segregation of the above-identified individuals.

The ARC will provide information to shelter residents about the status of the disaster. If possible, televisions and radios will be available along with copies of daily newspapers. A bulletin board will be established for messages, information, and shelter rules. The shelter manager will communicate with the EOC liaison to obtain current information as well. Information provided to shelter residents will be provided in multiple formats to accommodate multiple languages, if necessary. In addition, information will be provided in writing for those with hearing disabilities, and in audible format for those with vision disabilities.

Although in most cases, the Salvation Army will not activate shelters in Wyandotte County, they may be called upon in catastrophic emergencies to open and operate shelters. (Note: the Salvation Army does activate and operate Cooling Centers for use during Heat Emergencies as discussed in the Special Incident Annex for Heat Emergencies.)

2.3 Short and Long Term Housing

Mass care operations will continue until those displaced by the incident obtain other temporary housing or return to their homes. The Unified Government Rental Licensing Division, Community Development Department, Kansas City, Kansas Housing Authority, and the Unified Government Neighborhood Resource Center have capabilities and resources to assist shelter residents in locating short- and long-term housing. ESF 6 will coordinate closely with ESF 14 to ensure housing needs are addressed.

2.4 Emergency Relief Supplies

Initial humanitarian assistance (food, clothing, first aid, crisis counseling, emergency clean-up assistance, etc.) will be provided by the ARC, Salvation Army and other volunteer groups. If necessary, support in this area will be requested from ESF 7 and the private sector. The ARC has an In-Kind Donations position that coordinates donated items for ARC operations. The ARC reserves the right to not accept certain



donated supplies if they do not meet certain criteria. For example, if the item is food and it is unknown how it was prepared or stored, it will not be accepted.

In Wyandotte County, the Meals on Wheels Program is managed by the Unified Government. This program serves the homebound and provides both a nutritional meal and a wellness check each day. Since the program is managed by the Unified Government, maximum flexibility in the program can be provided if additional services are needed for those at home, including those sheltered-in-place. Other congregate meal sites are managed by local churches and community organizations. They would also be available to assist in meeting the needs of the homebound if necessary.

The ARC Government Liaison will consider the needs of the medically fragile when requests for equipment and mass care supplies are requested. Equipment for individuals with medical needs is available through several Durable Medical Equipment (DME) providers in Wyandotte County. A recent study of the homebound population utilizing oxygen provided an excellent source of contact information for home health and DME providers.

Both stationary and mobile feeding operations will be considered based on the needs of the situation. In addition to the numerous volunteer agencies with emergency feeding capabilities (e.g., Salvation Army Canteens and Southern Baptists Mobile Kitchens, Unified School Districts), the ARC and/or Wyandotte County may contract with local private food providers to supplement feeding operations for those affected by the disaster.

If necessary, sites will be established within the affected area for bulk distribution of emergency relief items to meet the urgent needs of disaster victims. The ARC, Salvation Army and other volunteer organizations will coordinate the bulk distribution of emergency relief supplies with assistance from applicable primary and support agencies to meet logistical requirements.

2.5 Considerations for Functional and Access Needs Populations and Children

The State of Kansas has developed a registry that enables those with functional and access needs to self-register their specific needs that they may need assistance with in the event of a disaster. In addition, the Emergency Management Department has access to other inventories that may be helpful in identifying those with functional and



access needs such as those registered for Meals on Wheels or those identified in a recent study of the homebound population utilizing oxygen. In addition, the Department of Motor Vehicles has information relating to registered drivers with mobility issues. The ARC Government Liaison, in consultation with the Operations staff in the EOC, will determine potential impacts on vulnerable and access needs populations based on the nature of the emergency.

The Unified Government has a local ADA Coordinator position within the Human Services Department that coordinates regularly with the State ADA Coordinator to ensure programs and policies are in compliance with the Americans with Disabilities Act. In addition, in large or complex disasters, the EOC Manager may choose to staff an ADA Response Coordinator directly in the EOC. The ARC Government Liaison will consult with the ADA Coordinator, or ADA Response Coordinator, if assigned to ensure mass care programs are delivered in a manner consistent with the ADA.

All facilities in Wyandotte County that have been pre-identified as potential shelter sites have been inspected and determined to be compliant with ADA standards for accessibility to those with functional and access needs.

All ARC shelters for people allow companion/service animals. The Shelter Operations Workbook provides additional considerations for sheltering companion/service animals.

Long Term Care facilities in Kansas City, Bonner Springs, and Edwardsville belong to the Kansas Health Care Association and Kansas Center for Assisted Living. Several facilities are also members of Leading Age Kansas. Both organizations are active in providing emergency preparedness assistance to congregate care facilities. Although special facilities (i.e., nursing homes, residential care facilities, hospices, etc.) should be able to care for their own populations, if dictated by the situation, the pre-identified shelters can accommodate these functional and access needs populations as well.

The Greater Kansas City Medical Reserve Corp will provide volunteers to help assist with individuals with functional and access needs at shelter locations.

As ESF 6 Coordinator, the ARC will ensure that the physical and mental health needs of children are appropriately addressed. To the maximum extent possible, children will remain with their families or caregivers during evacuation, transport, sheltering, or the delivery of other services.

Through its Public Health Agency, Wyandotte County has identified the primary languages spoken in households within Wyandotte County. Most educational materials



have been translated in to Spanish and on occasion other languages. Within the Unified Government of Wyandotte County and in Bonner Springs and Edwardsville employees who are fluent in foreign languages and sign language have been identified and are “on-call” to provide interpretation and translation services as needed. These individuals are utilized routinely for day-to-day activities. The ADA Coordinator in the Office of the County Administrator maintains a contact list of interpreters. In addition, the Kansas State School for the blind can assist with Braille interpretation, if needed. The ARC also receives assistance in identifying languages from the Kansas City Kansas School District, KCK Fire Department, Catholic Charities, and the refugee resettlement agency for Wyandotte County.

For those languages for which no individuals have been identified, Wyandotte County subscribes to “Propio”. The service is available to all emergency response agencies. These types of interpretation and translation services are also available to the Public Information Officers throughout the county. The local television stations have agreed to provide materials in Spanish and other languages as appropriate when they interrupt programming or when text lines are used across normal programming. TTY telephone services are available throughout Wyandotte County.

2.6 Accountability of Disaster Survivors and Volunteers

The Wyandotte County Community Emergency Response Team or KC VOAD (in the case of large regional disasters) will screen, place, and manage emergent (spontaneous) volunteers and establish a Volunteer and Donations Management operation. This function will be closely coordinated with mass care operations to facilitate the use of donated goods and volunteer labor to support ESF 6 activities. For more information, see ESF 7, Resource Management.

Every effort will be made to provide crisis-counseling services to people affected by the disaster. Depending on the magnitude of the event, a representative from the Wyandot Center may be requested to report to the EOC to serve as the Mental Health Services Coordinator. Trained mental health counselors available through the Wyandot Center and numerous volunteer organizations have the ability to provide both faith-based and non-faith-based disaster counseling services.

Emergency services personnel will be notified to be alert to signs of high stress, emotional instability or unusual behavior among both disaster victims and emergency workers and will notify ESF 6 of such conditions. The Mental Health Services



Coordinator will work with primary and support agencies to assess disaster mental health requirements and, based on the needs of the event, deploy appropriately trained staff to provide services at:

- Disaster sites
- Damage areas
- Shelters
- Medical Facilities
- Assistance Centers
- Mortuary facilities
- Dispensing sites
- Mental health offices

If the emergency is crime-related, the Police Department's Office of Victims Services will take the lead in facilitating appropriate mental health services to the individuals affected by the event and work with the Mental Health Services Coordinator to ensure services are coordinated.

ESF 6, specifically the Mental Health Services Coordinator, will work with ESF 15 to ensure information regarding the availability of crisis counseling services is provided to the public. If dictated by the scope of the event, a special telephone number may be established to take calls specifically related to disaster mental health issues.

The ARC will operate a Safe and Well Linking system to report on victim's statuses and assist with family reunification. Information regarding individuals residing in the affected area will be collected and provided to authorities and immediate family members. If appropriate, the ARC will work closely with agencies providing mental health services when relaying information to family members.

2.7 Hazardous Materials Situations

Although Wyandotte County is not within evacuation zones for nuclear power plants, the County is a designated reception county for nuclear plan evacuees from surrounding counties. In these instances, the evacuating County would coordinate and conduct any necessary contamination screening, decontamination and health screening prior to transport of evacuees into Wyandotte County.



The Emergency Manager of an evacuated county would contact Wyandotte County Emergency Management to notify Wyandotte County of incoming evacuees. ESF 6 would then be activated to coordinate shelter operations. Normal shelter operations would proceed as discussed in Section 2.2.

In instances where specific incidents have resulted in contamination of potential shelter residents by hazardous materials, the ARC will coordinate with ESF 10 and the KCK Fire Department's Hazardous Materials Team, using the Rapid Tag system, to identify and ensure potential shelter residents exposed to hazardous materials as a result of the disaster (non-nuclear plan evacuees) are decontaminated off-site prior to entry into the shelter.

2.8 Sheltering Animals/Co-habitation Sheltering

Whenever possible, the ARC will coordinate with the KCK Police Department's Animal Control Unit and the Humane Society of Greater Kansas City to co-locate facilities to accommodate household pet sheltering with facilities sheltering people.

All ARC shelters for people allow companion/service animals. The ARC Shelter Operations Workbook provides additional considerations for sheltering companion/service animals.

The ARC may also ask that the Emergency Management Department request additional resources such as County Animal Response Teams from surrounding counties, the State Animal Response Team, or other animal response teams such as Code 3 Associates out of Colorado.

The Fair Board is responsible for animal sheltering for livestock. In addition, a State Department of Agriculture designee with knowledge regarding pet and livestock shelters exists in Leavenworth County and management services and technical assistance could be obtained quickly if needed.

The Humane Society of Greater Kansas City will coordinate adoption/foster care of animals during a disaster and will track all animals they have charge of or foster out.

Veterinarian Services will be provided by the Human Society of Greater Kansas City to provide triage, medical exams, and medical first aid for displaced animals.

See **Attachment 4.7** for additional information.



In addition, Chapter 4 of the *Wyandotte County Multi-hazard Mitigation Plan* details specific mitigation measures related to mass care, housing, and human services.
http://www.wycokck.org/InternetDept.aspx?id=22574&menu_id=950&banner=15284.



3 RESPONSIBILITIES

It is understood that each coordinating and primary agency will at a minimum:

- Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
- When requested, deploy a representative to the EOC to assist with ESF 6 activities.
- Provide ongoing status reports as requested by the Mass Care, Housing and Human Services Coordinator.
- Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
- Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that State and Federal reimbursement becomes available.
- Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.

The remainder of this section provides the actions necessary to implement this ESF sorted alphabetically by responsible agency.



Coordinating: Unified Government Human Services	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Help ensure mass care, housing and human services programs are delivered in a manner meeting the needs of those with functional and access needs
6	Assist in identifying mass care facilities suitable for people with functional and access needs.
7	Coordinate with Local and State ADA Coordinator for compliance with ADA
8	Coordinate the activities of the other volunteer agencies providing assistance.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Help ensure mass care, housing and human services programs are delivered in a manner meeting the needs of those with functional and access needs
6	Assist in identifying mass care facilities suitable for people with functional and access needs.
7	Coordinate with Local and State ADA Coordinator for compliance with ADA
8	Assist in providing care in shelters appropriate for those with access and functional needs.
9	Coordinate the activities of the other volunteer agencies providing assistance.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Help ensure mass care, housing and human services programs are delivered in a manner meeting the needs of those with functional and access needs
6	Coordinate with Local and State ADA Coordinator for compliance with ADA
7	Provide ongoing status reports as requested by the ESF Coordinator(s).



Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Coordinate with Local and State ADA Coordinator for compliance with ADA
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: American Red Cross	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide technical guidance to County and City officials and agencies regarding selection and operation of shelters.
6	Provide training and the ARC Shelter Operations Workbook to Shelter Managers which includes the ARC policies on the admission and treatment of service animals.
7	Coordinate with other jurisdictions to identify alternate shelters if Wyandotte County shelters are inaccessible or full
8	Assess staffing, equipment and supply requirements and relay resource needs to the EOC, government officials and agencies.
9	Coordinate reception and care for evacuees of a nuclear power plant zone evacuation
10	Select Shelters utilizing criteria on Shelter Facility Survey Instructions and Form (Attachment 4.2)
11	Inspect shelters and maintain updated shelter lists and agreements.
12	Develop/Implement procedures for co-habitation shelters (if applicable)
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Deploy a liaison to the Wyandotte County EOC to coordinate ESF #6 activities.
4	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
5	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.



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6	Coordinate with ESF #15 to disseminate information to shelter residents about the status of the response
7	Manage the collection, processing, and dissemination of information to and from the EOC regarding ESF 6 operations.
8	Provide technical guidance to County and City officials and agencies regarding selection and operation of shelters.
9	Provide training and the ARC Shelter Operations Workbook to Shelter Managers which includes the ARC policies on the admission and treatment of service animals.
10	Coordinate with other jurisdictions to identify alternate shelters if Wyandotte County shelters are inaccessible or full
11	Assess staffing, equipment and supply requirements and relay resource needs to the EOC, government officials and agencies.
12	Coordinate the activities of the other volunteer agencies providing assistance.
13	Coordinate reception and care for evacuees of a nuclear power plant zone evacuation
14	Develop/Implement procedures for co-habitation shelters (if applicable)
15	Maintain close coordination with the ESF 6 Coordinator at the State EOC as well as ESF 6 Coordinators in adjacent counties, as appropriate.
16	Utilize the National Shelter System to track sheltered evacuees.
17	Provide various disaster relief services including but not limited to, fixed and mobile feeding sites, mental health services, childcare, clothing and emergency clean up.
18	Coordinate with ESF 15 to notify public of availability and location of shelters
19	Identify, open, and staff emergency shelters in accordance with Shelter Operations Workbook (Attachment 4.6)
20	Conduct sanitation activities at shelters.
21	Open and manage shelters.
22	Provide food, clothing, emergency medical care and other urgent disaster-related needs.
23	Deploy trained personnel to manage mass care operations.
24	Implement procedures for registration, tracking, feeding, and other mass care functions.
25	Identify and address unmet needs of those with access and functional needs
26	Identify and address unmet needs of general public during disaster
27	Work with the Wyandot Center Mental health Coordinator to make referrals as appropriate.
28	Ensure that the physical and mental health needs of children are appropriately addressed. To the maximum extent possible, children will remain with their families or caregivers during evacuation, transport, sheltering, or the delivery of other services.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.



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3	Participate in After Action Reports and critiques
4	Maintain close coordination with the ESF 6 Coordinator at the State EOC as well as ESF 6 Coordinators in adjacent counties, as appropriate.
5	Manage the collection, processing, and dissemination of information to and from the EOC regarding ESF 6 operations.
6	Coordinate with ESF #15 to disseminate information to shelter residents about the status of the response
7	Provide ongoing status reports as requested by the ESF 6 Coordinator
8	Provide technical guidance to County and City officials and agencies regarding selection and operation of shelters.
9	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Provide technical guidance to County and City officials and agencies regarding selection and operation of shelters.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs EMS Department

<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Assist with shelter safety inspections and communications support when requested by the EOC.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist with shelter safety inspections and communications support when requested by the



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	EOC.
6	Provide assistance with emergency medical care and transportation issues.
7	Notify evacuees of hazardous materials incidents of shelter and lodging availability and locations
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs Fire Department

<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Assist with shelter safety inspections and communications support when requested by the EOC.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.



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5	Assist with shelter safety inspections and communications support when requested by the EOC.
6	Provide assistance with emergency medical care and transportation issues.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs Police Department

<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking



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	care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities
7	Provide security at or around mass care operational facilities (shelters, supply staging areas and warehouses).
8	Provide traffic flow and parking assistance around mass care facilities.
9	Facilitate notification to evacuees of hazardous materials incidents of shelter and lodging availability and locations
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: City of Bonner Springs	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Assist in providing transportation and other available City resources as required to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: City of Edwardsville	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Assist in providing transportation and other available City resources as required to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Edwardsville Fire/EMS Department	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Assist with shelter safety inspections and communications support when requested by the EOC.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist with shelter safety inspections and communications support when requested by the EOC.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Edwardsville Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities
7	Provide security at or around mass care operational facilities (shelters, supply staging areas and warehouses).
8	Provide traffic flow and parking assistance around mass care facilities.
9	Facilitate notification to evacuees of hazardous materials incidents of shelter and lodging availability and locations
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises



2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Humane Society of Greater Kansas City	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Develop and enforce procedures to address risk of injury by aggressive or frightened animals, disease transmission, and other health risks for responders and volunteers staffing the congregate household pet shelter
6	Develop and implement procedures to control fleas, ticks, and other pests at each congregate household pet shelter
7	Coordinate pre-disaster inspections and development of agreements for congregate household pet facilities
8	Estimate the number of household pets to plan for in congregate household pet facilities
9	Develop procedures and provide housing for a variety of household pet species
10	Develop and implement procedures to separate household pets based on appropriate criteria
11	Develop and implement procedures to segregate household pets to prevent transmission of disease
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Develop and enforce procedures to address risk of injury by aggressive or frightened animals, disease transmission, and other health risks for responders and volunteers staffing the congregate household pet shelter
5	Develop and implement procedures to control fleas, ticks, and other pests at each congregate household pet shelter
6	Develop procedures and provide housing for a variety of household pet species
7	Develop and implement procedures to separate household pets based on appropriate criteria
8	Develop and implement procedures to segregate household pets to prevent transmission of



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	disease
9	Reunite sheltered unclaimed animals with their owners
10	Address long-term care, permanent relocation, or disposal of unclaimed pets
11	Dispose of deceased animals
12	Register pets brought to shelters (including id of a current rabies vaccination for all animals).
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
2	Participate in After Action Reports and critiques
3	Reunite sheltered unclaimed animals with their owners
4	Address long-term care, permanent relocation, or disposal of unclaimed pets
5	Provide ongoing status reports as requested by the ESF 6 Coordinator
6	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Kansas City Kansas Housing Authority	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
2	Participate in Emergency Management training and exercises
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Identify temporary housing resources.
6	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all



	involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Identify temporary housing resources.
5	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).
6	Provide ongoing status reports as requested by the ESF 6 Coordinator
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: KCK Fire/EMS Department

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Assist with shelter safety inspections and communications support when requested by the EOC.

Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist with shelter safety inspections and communications support when requested by the EOC.
6	In a large haz-mat event where citizens and/or responders have potentially been contaminated, conduct contamination screening/decontamination in the designated cold zone area.



7	In an incident that involves haz-mat exposure requiring mass care operations, coordinate with the ARC to identify, screen and decontaminate evacuees exposed to hazards posed by the disaster to keep shelters free of contamination.
8	Provide assistance with emergency medical care as requested through 911 for shelter residents.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: KCK Police Department

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking



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	care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Notify evacuees of hazardous materials incidents of shelter and lodging availability and locations
6	Provide physical security for congregate and household pet facilities, including perimeter controls and security personnel.
7	Deploy Police Chaplains and CIT to assist in delivering crisis intervention services.
8	Victims Assistance officers will take the lead in facilitating mental health services during incidents involving crime.
9	Work with the Wyandotte Center Mental Health Coordinator to deploy Fire Chaplains to assist in delivering crisis intervention services
10	Provide information to the Wyandotte Center Mental Health Coordinator regarding field activities and identified mental health needs.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: KCK Police Department, Animal Control

<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Develop and enforce procedures to address risk of injury by aggressive or frightened



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	animals, disease transmission, and other health risks for responders and volunteers staffing the congregate household pet shelter
6	Designate and safely segregate aggressive animals
7	Develop plans to manage the relocation of household pets due to illness, injury, or aggression to an alternate facility such as a veterinary clinic or animal control shelter
8	Select and operate shelters for congregate household pets
9	Provide for the temporary sheltering of unclaimed and/or non-eligible animals
10	Coordinate for utility provision in shelters for congregate household pets such as running water, adequate lighting, ventilation, electricity, back-up power
11	Set up and maintain household pet confinement areas such as crates, cages, and pens as well as pet first areas inside each shelter
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Develop and enforce procedures to address risk of injury by aggressive or frightened animals, disease transmission, and other health risks for responders and volunteers staffing the congregate household pet shelter
6	Designate and safely segregate aggressive animals
7	Develop plans to manage the relocation of household pets due to illness, injury, or aggression to an alternate facility such as a veterinary clinic or animal control shelter
8	Select and operate shelters for congregate household pets
9	Provide for the temporary sheltering of unclaimed and/or non-eligible animals
10	Coordinate for utility provision in shelters for congregate household pets such as running water, adequate lighting, ventilation, electricity, back-up power
11	Set up and maintain household pet confinement areas such as crates, cages, and pens as well as pet first areas inside each shelter
12	Attempt to reunite sheltered unclaimed animals with their owners
13	Dispose of household pet waste
14	Provide controlled areas and procedures for exercising household pets
15	Conduct maintenance of facilities while in use as shelters for congregate household pets
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Reunite sheltered unclaimed animals with their owners
5	Provide ongoing status reports as requested by the ESF 6 Coordinator



6	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Medical Reserve Corps of Greater Kansas City	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Train Volunteers to assist those with access and functional needs at shelters
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide ongoing status reports as requested by the ESF Coordinator(s).
2	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Train Volunteers to assist those with access and functional needs at shelters
5	Provide care and support to the following functional and access needs populations: individuals in long-term care facilities, individuals in assisted living facilities, individuals in group homes, and others with access and functional needs.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide care and support to the following functional and access needs populations: individuals in long-term care facilities, individuals in assisted living facilities, individuals in group homes, and others with access and functional needs.
5	Provide ongoing status reports as requested by the ESF 6 Coordinator



Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: The Salvation Army	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Serve as liaison to the EOC, government officials and agencies regarding the activities of the Kansas City Community Organizations Active in Disaster (KCCOAD).
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Serve as liaison to the EOC, government officials and agencies regarding the activities of the Kansas City Community Organizations Active in Disaster (KCCOAD).
6	Provide various disaster relief services including but not limited to, fixed and mobile feeding sites, mental health services, childcare, clothing and emergency clean up.
7	Utilize SATERN to track sheltered evacuees
8	Work with the Wyandotte Center Mental Health Coordinator to provide mental health services to all those affected by the emergency.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator



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5	Serve as liaison to the EOC, government officials and agencies regarding the activities of the Kansas City Community Organizations Active in Disaster (KCCOAD).
6	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Serve as liaison to the EOC, government officials and agencies regarding the activities of the Kansas City Community Organizations Active in Disaster (KCCOAD).
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Area Agency on Aging	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Coordinate provision of food to citizens dependent on food programs such as meals on wheels
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Coordinate provision of food to citizens dependent on food programs such as meals on wheels
6	Augment County and City transportation resources for people with special physical needs (i.e., wheelchair accessible buses or vans).
7	Provide resources to support the special needs of elderly disaster victims.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.



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3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Building & Logistics Division	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Ensure that any County facilities suitable for use in support of ESF #6 can be quickly made available if necessary.
6	Provide personnel to assist with mass care operations and staffing.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises



2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Community Development	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Identify temporary housing resources.
6	Assist displaced individuals and families in locating short and long-term housing.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Unified Government Neighborhood Resource Center	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide ongoing status reports as requested by the ESF Coordinator(s).
2	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).
5	Assist displaced individuals and families in locating short and long-term housing.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).
5	Provide ongoing status reports as requested by the ESF 6 Coordinator
6	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Unified Government Rental Licensing	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).
6	Assist in identifying temporary housing resources.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Assist displaced individuals and families in locating short and long-term housing (coordinate with ESF 14).



5	Assist in identifying temporary housing resources.
6	Provide ongoing status reports as requested by the ESF 6 Coordinator
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Transit Department	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist with the transportation of people out of unsafe areas.
6	Assist with the movement of people to emergency shelters.
7	Coordinate transportation for access and functional needs populations.
8	Provide assistance with the transportation of food, water and other supplies in support of mass care, housing and human services operations.



<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Volunteers Active in Disasters (VOAD)	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities



	taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Support ESF #6 activities by providing food, comfort and hygiene items, crisis counseling services, assistance with emergency repairs and clean-up, temporary housing resources, child and elder care, special needs assistance and other humanitarian assistance required by the situation.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Support ESF #6 activities by providing food, comfort and hygiene items, crisis counseling services, assistance with emergency repairs and clean-up, temporary housing resources, child and elder care, special needs assistance and other humanitarian assistance required by the situation.
5	Provide ongoing status reports as requested by the ESF 6 Coordinator
6	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Wyandot Center	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide technical assistance and expertise in developing and administering Crisis Counseling grants in the event of a Presidential Declaration.
6	Deploy personnel to provide crisis counseling services to those affected by the event.
7	Make trained staff available to provide mental health services in shelters and at various assistance centers.
8	Provide a representative to the Wyandotte County EOC to coordinate mental health needs of disaster survivors as well as emergency workers and staff.
9	Identify and deploy staff to provide appropriate disaster related mental health services. This may include deployment to shelter location or others as identified.
10	Provide trained personnel to assist with crisis intervention activities.



<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Deploy personnel to provide crisis counseling services to those affected by the event.
5	Make trained staff available to provide mental health services in shelters and at various assistance centers.
6	Provide ongoing status reports as requested by the ESF 6 Coordinator
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Wyandotte County Public Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Assist in ensuring environmental surety in mass care facilities.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.



4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Assist in ensuring environmental surety in mass care facilities.
6	Provide disease surveillance and containment in mass care operations locations.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Wyandotte County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities



Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Coordinate with Shelter Management to ensure proper management/separation of registered sex offenders reporting to shelters
6	Coordinate with Shelter Management to provide assistance with parolees or other individuals required to report to local, state, or federal law enforcement entities
7	Provide security at or around mass care operational facilities (shelters, supply staging areas and warehouses).
8	Provide traffic flow and parking assistance around mass care facilities.
9	Notify evacuees of hazardous materials incidents of shelter and lodging availability and locations
10	Provide care and support for institutionalized populations
11	Provide communications support.
12	The Wyandotte County Sheriff's will work with "The Unaccompanied Minors Registry along with the National Center for Missing & Exploited Children (NCMEC)" by allowing the public to report information related to children who have been separated from their parents or legal guardians as a result of a disaster. We would house the children, up to the age of 18, and maintain a registry on the ground until they are able to reunite with their families
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator



5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Community Emergency Response Team	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Screen, place and manage emergent (spontaneous) volunteers and establish a donations management operation.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Supporting: KCK Community College	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide facilities, equipment and personnel to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Providence Hospital and Medical Center



<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
6	Provide personnel and resources to support ESF #6 operations.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
6	Provide personnel and resources to support ESF #6 operations.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
6	Provide personnel and resources to support ESF #6 operations.
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
3	Provide personnel and resources to support ESF #6 operations.
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Supporting: Radio Amateur Civil Emergency Services (RACES)	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Help to ensure open lines of communication by providing radio capabilities in shelters, the EOC and in other facilities as requested.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Help to ensure open lines of communication by providing radio capabilities in shelters, the EOC and in other facilities as requested.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Help to ensure open lines of communication by providing radio capabilities in shelters, the EOC and in other facilities as requested.
4	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	



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1	Participate in Emergency Management training and exercises
2	Help to ensure open lines of communication by providing radio capabilities in shelters, the EOC and in other facilities as requested.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Rainbow Services Inc.

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.

Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.

Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services

1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Supporting: Unified Government Parks & Recreation	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide personnel and equipment assistance with mass care, housing and human services operations.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide personnel and equipment assistance with mass care, housing and human services operations.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide personnel and equipment assistance with mass care, housing and human services operations.
6	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: University of Kansas Hospital Authority	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	



1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
6	Provide personnel and resources to support ESF #6 operations.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
6	Provide personnel and resources to support ESF #6 operations.
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Ensure open lines of communication are maintained between the hospitals, the EOC and mass care facilities.
3	Provide personnel and resources to support ESF #6 operations.
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Supporting: USD 202 Turner	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: USD 203 Piper	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	



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1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: USD 204 Bonner Springs/Edwardsville

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services



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1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: USD 500 Kansas City Kansas

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services



1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide facilities to serve as shelters, as well as equipment and personnel to support ESF #6 activities.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Provide ongoing status reports as requested by the ESF 6 Coordinator
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Wyandotte County Emergency Management

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human



Services	
1	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in Emergency Management training and exercises
4	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
5	Identify those with vulnerable needs through the vulnerable needs registry, MARC Oxygen Dependent Patient study project, and Catholic Charities
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide a representative to the County EOC, when requested.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Identify those with vulnerable needs through the vulnerable needs registry, MARC Oxygen Dependent Patient study project, and Catholic Charities
6	Provide initial notification for ESF 7
7	Coordinate with the UG Policy Group and UG Legal Department regarding suspension and/or waiver of specific regulatory requirements for the duration of the response/recovery.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the Mass Care, Housing, and Human Services function.
2	Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
3	Participate in After Action Reports and critiques
4	Coordinate with the UG Policy Group and UG Legal Department regarding suspension and/or waiver of specific regulatory requirements for the duration of the



	response/recovery.
5	Provide ongoing status reports as requested by the ESF 6 Coordinator
6	Identify those with vulnerable needs through the vulnerable needs registry, MARC Oxygen Dependent Patient study project, and Catholic Charities
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in Emergency Management training and exercises
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

4 REFERENCES/ATTACHMENTS

The following reference documents are available from the Emergency Management Department. These documents have been hyperlinked where possible:

- [ICS Forms](#)
- [Region L Hazard Mitigation Plan](#)
- ESF 6 Regional Coordination Guide
- ARC Shelter Operations Workbook

Resource /Contact Lists

In general, detailed contact lists and inventories will not be attached to ESF annexes since this type of information changes constantly. Instead, information is provided as to the department or individual that maintains each type of contact list or inventory.

Contacts:

Contact information, including home and cellular telephone numbers for employees / responders are maintained in two ways in Wyandotte County. Information for all employees is maintained by the agency for which they work. Information for police and fire responders is also maintained by the Public Safety Answering Point so that when emergencies arise, calls / pages can go out quickly. This information is not being maintained as a part of this EOP as it changes frequently and Wyandotte County



Emergency Management is not the keeper of record for each agency's information. A chart is attached to the EOP that provides a telephone number for the contact who maintains the information.

Resources:

Information about resources / assets owned and operated by agencies within the United Government is maintained by each agency. This information is not being maintained as a part of this EOP as it changes frequently and Wyandotte County Emergency Management is not the keeper of record for each agency's information. A chart is attached to the EOP that provides a telephone number for the contact who maintains the information.

If additional resources beyond what is available through United Government resources or through normal mutual aid channels, Wyandotte County Emergency Management operates and maintains an active, well-equipped, well-staffed Emergency Operations Center (EOC) capable of obtaining those resources through the ICS request process. Following the April 7, 2010 Full-Scale Exercise "Perfect Storm," the agency recognized the need to have additional United Government staff trained to work in positions in the EOC. During 2010 and 2011, the Emergency Management Agency undertook a training effort which allowed over 80 additional staff members to be trained to work in the EOC. Among those trained were personnel responsible for Logistics and Finance. This training effort and the on-going training plan allow Wyandotte County Emergency Management to rely upon the skills of these individuals if resources are needed during a response.

Type of Resource List	Department Maintained By	Title	Phone Number
American Red Cross inventory	American Red Cross	Disaster Services Director	913-321-6314
Personnel credentialing	UG Emergency Management	EM Staff	913-573-6300

The following documents are attached to this ESF:

- List of shelters
- Shelter Facility Survey



- ARC Shelter Types/Uses
- Federal Crisis Counseling Assistance and Training Program Overview
- American Red Cross Shelter Operations Workbook
- Animal Sheltering Plan Supplemental



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4.1 List of Shelters

Physical Address	Physical City	Zip	Phone	POC	POC Phone	24HR POC	24HR Phone	Capacity Evacuation	Capacity Post Evacuation	Handicap Accessible	ADA Compliant
1715 N. 82nd St	KANSAS CITY	66112	(913) 627-6600	Dr. Kelli Mather	(913) 207-5491	David Smith	(913) 744-5104	375	187	Yes	Yes
100 N McDaniel	BONNER SPRINGS	66012	(913) 422-5600	John Scheurer	(913) 915-9428			400	200	Yes	Yes
2901 NORTH 72ND ST	KANSAS CITY	66109	(913) 596-7050	Margie Witt	(913) 573-8327	Margie Witt	(913) 449-2233	629	314	Yes	Yes
2901 North 72nd Street	KANSAS CITY	66109		Dr. Kelli Mather	(913) 207-5491	David Smith	(913) 744-5104	350	175	Yes	Yes
2214 North 59th Street	KANSAS CITY	66104	(913) 627-7555		(913) 207-5491	David Smith	(913) 744-5104	500	250	Yes	Yes
3400 Orville	KANSAS CITY	66102	(913) 627-6100	Dr. Kelli Mather	(913) 207-5491	David Smith	(913) 744-5104	135	67	Yes	Yes
3430 Hutton Rd	KANSAS CITY	66109	(913) 299-3706	Don Andrews	(913) 299-3706			80	40	Yes	Yes
2400 Steele Road	KANSAS CITY	66106		Dr. Kelli Mather	(913) 207-5491	David Smith	(913) 744-5104	500	250	Yes	Yes
2570 S. 42nd St	KANSAS CITY	66106	(913) 288-4100	Dr. Jason Dandoy		Doug Powers		90	45	Yes	Yes
100 SOUTH 20TH	KANSAS CITY	66101	(913) 342-9143	THE ADMINISTRATOR	(913) 279-7847			300	150	Yes	Yes
11201 Parallel Pkwy	KANSAS CITY	66109	(913) 721-2760	John Bryden	(913) 963-4452	Joel Banister		193	96	Yes	Yes
5340 Oak Grove Road	KANSAS CITY	66106	(913) 288-3900	Dr. Jason Dandoy				120	60	Yes	Yes
9301 Parallel Parkway	KANSAS CITY	66112	(913) 788-5657	Ricky Turner	(913) 788-8515			400	200	Yes	Yes
3033 N. 103rd Ter	KANSAS CITY	66109	(913) 334-7777					400	200	Yes	Yes
4400 N 107th Street	KANSAS CITY	66109		Tim Conrad	(913) 721-2100			500	250	Yes	Yes
4420 N. 107 St	KANSAS CITY	66109	(913) 721-1144	Steve Adams	(913) 721-2088			400	200	Yes	Yes
420 N. Bluegrass	BONNER SPRINGS	66012	(913) 422-5115	Dr. Robert Van Maren	(913) 422-4193			500	250	Yes	Yes
2515 Lawrence Av	KANSAS CITY	66106	(913) 627-4550	Dr. Kelli Mather	(913) 207-5491	Robert Francis		120	60	Yes	Yes
8200 Elizabeth	KANSAS CITY	66112	(913) 627-4500	Dr. Kelli Mather		David Smith		120	60	Yes	Yes
1800 S 55th Street	KANSAS CITY	66106		Dr. Jason Dandoy	913-484-5713	Doug Powers	913-302-5289	292	146	Yes	Yes
1312 S 55th Street	KANSAS CITY	66102	(913) 288-3300	Dr. Jason Dandoy	913-484-5713	Doug Powers	913-302-5289	600	300	Yes	Yes
2211 S. 55th St	KANSAS CITY	66106	913-288-3300	Dr. Jason Dandoy		Doug Powers		800	400	Yes	Yes
295 S. 10th ST	KANSAS CITY	66102	(913) 627-6400	Dr. Kelli Mather	(913) 207-5491	David Smith	(913) 744-5104	150	75	Yes	Yes



4.2 Shelter Facility Survey



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SHELTER FACILITY SURVEY

Please print all information. This form is generic to many types of shelters; some of the questions on this form might not apply to every site. In such cases, answer N/A (not applicable).

Site Name: _____
Street Address: _____
Town/City: _____ County/Parish: _____ State: _____ Zip Code: _____
Mailing Address (if different): _____
Phone: (____) _____-____ Fax: (____) _____-____
Email address (if applicable): _____

EMERGENCY CONTACT INFORMATION:

To authorize facility use, contact (Name[s], phone number[s], cell number[s]); include secondary contacts:

To open the facility 24/7, contact (Name[s], phone number[s], cell number[s]); include secondary contacts:

Directions to the facility from the nearest major highway evacuation route. Use major landmarks (e.g., highways, intersections, rivers, railroad crossings, etc.). Do not use landmarks likely to be destroyed or unrecognizable after the disaster. Include latitude and longitude if available (they can be obtained via GPS).

Latitude: _____ Longitude: _____

CAPACITY

Capacity for all shelters should be calculated using any space that could feasibly be used as sleeping space for an event. In an evacuation shelter, capacity should be calculated using 15 to 20 square feet per person. In a general shelter, use 40 to 60 square feet per person to determine capacity.

Capacity Evacuation = _____ at _____ square feet
 General = _____ at _____ square feet

LIMITATIONS ON FACILITY USE

Some facilities are only available during certain times due to other activities. Please indicate the dates that the facility is available.

- ☐ This facility will be available for use at any time during the year.
- ☐ This facility is **only** available for use during the following time periods.
- From: _____ to _____
- From: _____ to _____
- ☐ This facility is **not** available for use during the following time periods:
- From: _____ to _____
- From: _____ to _____

Some facilities have specific areas that can be used as an emergency shelter. Please indicate restrictions on use of certain areas of the building or if the entire facility is available for use.

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GENERAL FACILITY INFORMATION

FIRE SAFETY

Some facilities that appear to be suitable for sheltering might not meet fire codes based on building capacity. This list of questions is not meant to be exhaustive. It is recommended that local codes be examined to determine if the facility meets them. In addition, contact can be made with the fire department to ensure compliance.

Does the facility have inspected fire extinguishers? ☐ Yes ☐ No

Does the facility have functional fire sprinklers? ☐ Yes ☐ No

Does the facility have a fire alarm? ☐ Yes ☐ No

If yes, choose one: ☐ Manual (pull-down) ☐ Automatic

Does the fire alarm directly alert the fire department? ☐ Yes ☐ No

Comments from fire department, if available: _____

UTILITIES

A major concern in running an emergency shelter is whether or not utilities can continue to run after a storm. This section is designed to evaluate the capabilities of the facility and to list the appropriate contacts in case the utilities fail.

Emergency generator on site? ☐ Yes ☐ No

IF YES- Capacity in kilowatts _____ Power for entire shelter? ☐ Yes ☐ No

If no, what will it operate? _____

Operating time, in hours, without refueling, at rated capacity: _____

☐ Auto start ☐ Manual start Fuel type _____

Utility company name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Generator fuel vendor: _____ Emergency phone number: (____) ____-____

Generator repair contact: _____ Emergency phone number: (____) ____-____

IF NO- Emergency generators do not have to be present in order to use the facility as a shelter. However, care must be taken to evaluate the appropriateness of the facility in emergency situations. For example, if there are no appropriate facilities in the area available for sheltering that have emergency generators, consideration should be made to use those facilities. Most pre-identified emergency shelters do not have generators. In addition, if a shelter does not have a generator on site, it is appropriate to pre-identify vendors so that a generator could be brought in if necessary.

Heating ☐ Electric ☐ Natural gas ☐ Propane ☐ Fuel ☐ Oil

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Cooling ☐ Electric ☐ Natural gas ☐ Propane

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Cooking ☐ Electric ☐ Natural Gas ☐ Propane ☐ No cooking facilities on site

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Utility/Vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

See the Food Preparation section below.

Telephones Business phones available to shelter staff? ☐ Yes ☐ No

Phones available to shelter residents? ☐ Yes ☐ No

Number of phones: _____ Locations: _____

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Water ☐ Municipal ☐ Well(s) ☐ Trapped water

If trapped: Potable (drinkable) storage capacity in gallons: _____

Non-potable (undrinkable) storage capacity in gallons: _____

Utility/vendor name: _____

Contact name: _____ Emergency phone number: (____) ____-____

Repair contact: _____ Emergency phone number: (____) ____-____

Planning for Drinking Water

The recommended amount of potable water to have on hand per evacuee is one gallon per day. Presuming that existing water supplies remain available, and that the goal for resources on hand is for three days after the shelter opens, you should strive to have three gallons on hand for each projected shelter resident.

Projected population x 3 = projected number of gallons of water needed.

Projected population x 3 _____

_____ - Total available _____

Gallons of Water Needed _____

MATERIAL SUPPORT

COTS & BLANKETS

During evacuation sheltering, it is often impractical to have cots and bedding for all evacuees. However, it is desirable to have some cots and bedding on hand to be provided on a case by case basis to shelter residents who could, for a variety of reasons, experience hardship by sleeping on the floor. A good planning target for the quantity of cots to have on hand for evacuation sheltering is enough for 10% of the projected population. Generally, it is recommended to have two blankets per person in the shelter.

Projected population ÷ 10 = projected number of cots needed.

Projected population ÷ 10 _____

_____ - Total available _____

Cots needed _____

Projected population ÷ 5 _____

_____ - Total available _____

Blankets needed _____



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ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Many people with disabilities can be accommodated in general shelters. It is important to evaluate a building to determine if it is accessible to people with disabilities. No single deficiency in the following list makes a facility "out of compliance" or unfit for consideration. There are many acceptable temporary mechanisms that can make a facility accessible. For guidance in this area, contact your local building or safety department, an assisted living center or a disability advocacy organization.

Access to building

- ☐ Curb cuts (minimum 35 inches wide)
- ☐ Accessible doorways (minimum 35 inches wide)
- ☐ Automatic doors or appropriate door handles
- ☐ Ramps (minimum 35 inches wide) Are ramps: ☐ Fixed ☐ Portable
- ☐ Level Landings

Accessible and accommodating restrooms

- ☐ Grab bars (33-36 inches wide) ☐ Sinks @ 34 inches in height
- ☐ Stall (38 inches wide) ☐ Towel dispenser @ 39 inches in height

Showers

- ☐ Shower stall (minimum 36 inches by 36 inches) ☐ Grab bars (33-36 inches in height)
- ☐ Shower seat (17-19 inches high) ☐ Hand-held spray unit with hose
- ☐ Fixed shower head (48 inches high)

Accessible and accommodating cafeterias

- ☐ Tables (28-34 inches high)
- ☐ Serving line [counter] (28-34 inches high)
- ☐ Aisles (minimum 38 inches wide)

Accessible telephones

- ☐ Maximum 48 inches high ☐ TDD available ☐ Earpiece (volume adjustable)

SANITATION

TOILETS

The American Red Cross recommended ratio for toilet facilities is a minimum of 1 restroom for 40 people. Count only those facilities that will be accessible to shelter residents and shelter staff.
Projected population ÷ 40 = projected needed number of toilet facilities.

Number of toilets available:	Men	Women	Unisex	People with Disabilities
Projected need:	Men	Women	Unisex	People with Disabilities
- Total available:	Men	Women	Unisex	People with Disabilities
Portable toilets needed:	Men	Women	Unisex	People with Disabilities

SINKS

The recommended ratio of sinks is one sink for every two toilets.

Number of sinks available:	Men	Women	Unisex	People with Disabilities
Projected need:	Men	Women	Unisex	People with Disabilities
Total available:	Men	Women	Unisex	People with Disabilities
Portable sinks needed:	Men	Women	Unisex	People with Disabilities



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SHOWERS

The best case scenario for showers is 1 shower for every 40 residents. In the case of evacuation shelters, the ratio can be higher. However, if it is determined that an evacuation shelter will be open longer term, alternative arrangements will have to be made. There might be a nearby facility that, while it couldn't be used a shelter, might have showers available. Consider requesting transportation through partner agencies; when a Disaster Relief Operation (DRO) has been set up, requests can go through Partner Services at the DRO. Portable showers might need to be acquired.

Number of showers available: Men _____ Women _____ Unisex _____ People with Disabilities _____

Number of showers needed: Men _____ Women _____ Unisex _____ People with Disabilities _____

Are there any limitations on the availability of showers (time of day, etc.)? ☐ Yes ☐ No

Alternatives for showers on-site:

Alternatives for showers off-site:

FOOD PREPARATION

☐ None on site ☐ Warming oven kitchen

☐ Full-service kitchen

(If full-service meals, "per meal" number that can be produced): _____

☐ Facility uses central kitchen — meals are delivered

Central kitchen contact: _____ Phone Number: (____) _____-_____

Planning for shelter feeding

While people coming to evacuation shelters are encouraged to bring food with them, for a variety of reasons this doesn't always occur. Therefore, it pays to be prepared to feed shelter residents. For planning purposes, it is helpful to think in terms of three to five days of meals with no outside assistance. This covers the possibility of widespread damage to commercial food sources and infrastructure. Meals can range from freshly prepared food at shelter facilities that have adequate kitchen facilities to prepackaged shelf-stable meals (military-style Meals Ready to Eat [MREs], Heater Meals, etc.). The planning target should be 5 meals worth of food in inventory for each projected shelter resident.

Projected population x 5 = projected number of meals needed.

Projected need _____

- Total available _____

Meals Needed _____

Equipment (Indicate quantity and size [sq. ft.] as appropriate).

Refrigerators _____ Walk-in refrigerators _____ Ice machines _____

Freezers _____ Walk-in freezers _____ Braising pans _____

Burners _____ Griddles _____ Warmers _____

Ovens _____ Convection ovens _____ Microwave ovens _____

Steamers _____ Steam kettles _____

Sinks _____ Dishwashers _____

FEEDING AREAS

☐ None on site ☐ Snack Bar (seating capacity: _____) Cafeteria (seating capacity: _____)

☐ Other indoor seating (describe, including size and capacity estimate): _____

Total estimated seating capacity for eating: _____

Comments related to feeding: _____

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OTHER CONSIDERATIONS

ARC 4496

"Standards for Selection of Hurricane Evacuation Shelters," or ARC4496, is a document published by the American Red Cross. Planning considerations for hurricane evacuation shelters involve a number of factors and require close coordination with local officials responsible for public safety. Technical information contained in hurricane evacuation studies, storm surge mapping, flood mapping and other data can now be used to make informed decisions about the suitability of shelters. Anyone considering using a facility as a hurricane evacuation shelters should carefully review ARC 4496 and consult with local officials to ensure safety of the facility is considered.

HEALTH SERVICES

Number of rooms available: _____ Number of beds or cots available: _____

Number of rooms needed: _____ Number of beds or cots needed: _____

Total square footage of available health care space: _____

BABY AND INFANT SUPPORT SUPPLIES

Diaper changing tables are extremely important due to health safety considerations. While there is not a recommended number of tables by population, there should be changing tables available. Beyond diaper changing, it is helpful to know in advance what baby supplies are available, if needed.

of diaper changing tables: _____

of diapers available: _____

Cans of formula available: _____

LAUNDRY FACILITIES

Generally, shelters do not have access to laundry facilities. Availability of such facilities would be considered an extra and not a necessity. These facilities would be especially useful for a shelter open longer than a week.

Number of clothes washers: _____ Number of clothes dryers: _____

Will the shelter worker or shelter residents have access to these machines? ☐ Yes ☐ No

Are laundry facilities coin operated? ☐ Yes ☐ No

Special conditions or restrictions: _____



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ADDITIONAL INFORMATION

Does the entity that plans to manage the shelter own the building? ☐ Yes ☐ No

If NO- is there a current written agreement to use this site? ☐ Yes ☐ No

Is this facility within five miles of an evacuation route? ☐ Yes ☐ No

Is this facility within ten miles of a nuclear power plant? ☐ Yes ☐ No

Groups associated with this facility

Facility staff required when using facility? ☐ Yes ☐ No

Paid feeding staff required when using facility? ☐ Yes ☐ No

Church auxiliary required when using facility? ☐ Yes ☐ No

Fire auxiliary required when using facility? ☐ Yes ☐ No

Other: _____ Required ☐ Yes ☐ No

Other: _____ Required ☐ Yes ☐ No

Will any of the above groups be trained or experienced in shelter management?

IF YES, please list: _____

RECOMMENDATIONS/OTHER INFORMATION (Be specific):

***** Attach a sketch or copy of the facility floor plan *****

Survey completed/updated by _____

Printed Name

Signature

Date completed

Printed Name

Signature

Date completed



4.3 ARC Shelter Types/Uses

Shelter Type	Lead Agency	Population Served	Notes
Congregate ARC has “shelter teams” of 3-4 individuals who can have a shelter open in 2-3 hours.	ARC	General Population plus some medically needy persons	ARC allows some limited medical care at the shelters. Folks needing “acute” care are sent to hospitals. Screening criteria for medical needs and mental health are done to decide admission to shelter populations. The Medical Reserve Corps in KC is currently doing a plan/training for Corp volunteers to assist at the shelter with folks who have functional and access needs. Just-in-time training is being developed. . Although the ARC plans to shelter 10% of the population, historically only 3% of the population accesses shelters in the KC Metro area. New ARC protocol allows medical personnel to practice at their currently licensed level. This included MDs, RNs, EMT, etc.
Volunteer Reception Center	TSA and others for special types of volunteers	Volunteers	Volunteers are directed to other reception centers if they are already “volunteers” for another organization. Each organization has its own credentialing system. Spontaneous unaffiliated volunteers are “assigned” to an organization in order to gain access to liability protections. Volunteers are tracked by their organization.
Reception Center	ARC	Evacuees, Mass Casualties	The length of time this type of shelter is open varies with the incident. It is important to note that ARC CANNOT close a shelter until every person has a LONG-TERM housing plan.
Family Assistance Center	EM	Fatality oriented	EM will do this as a part of the Mass Fatality Plan. Staffing for the center will be a mix of COADs and EM folks, and other volunteers such as CERT. These centers are generally open for long periods of time.
Respite Center	ARC + Partners	Individuals needing rehabilitation or “out of the weather” shelter	Each emergency response agency will be responsible for the rehab of their employees. This type of center applies to general public that needs assistance.
Family Reunification Center	ARC	Non injured persons	Sometimes conducted in the neighborhoods. Also done mostly through the ARC website. Not always a physical location.
HazMat Shelters	KCK Fire, HAZ-MAT Team	Individuals exposed to Haz-Mat	ARC will coordinate with KCK Fire Department’s Hazardous Materials Team to ensure decontamination occurs prior to entry into shelters.
Pet Shelters	KCK Police Animal Control Unit	Household pets only	Generally co-located with Congregate shelters, but run by animal organizations.



4.4 Federal Crisis Counseling Assistance and Training Program Overview

The following information is from the Department of Health and Human Services, Substance Abuse and Mental Health Service Administration, Center for Mental Health Services Website. The Website contains program information, as well as technical assistance and publications useful in developing program applications and managing Crisis Counseling Programs.

<http://www.mentalhealth.samhsa.gov/cmhs/EmergencyServices>

Origin and Legislative Authority

The Crisis Counseling Assistance and Training Program (CCP) is implemented as a supplemental assistance program available to the United States and its Territories, by the Federal Emergency Management Agency (FEMA). Section 416 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 1974 authorizes FEMA to fund mental health assistance and training activities in areas which have been Presidentially declared a disaster. The Center for Mental Health Services (CMHS), Emergency Services and Disaster Relief Branch (ESDRB) works with FEMA through an interagency agreement to provide technical assistance and consultation, training for State and local mental health personnel, grant administration and program oversight.

Program Overview

For over twenty five years, the Crisis Counseling Program has supported short term interventions with individuals and groups experiencing psychological sequelae to large scale disasters. These interventions involve the counseling goals of assisting disaster survivors in understanding their current situation and reactions, mitigating additional stress, assisting survivors in reviewing their options, promoting the use of or development of coping strategies, providing emotional support, and encouraging linkages with other individuals and agencies who may help survivors recover to their pre-disaster level of functioning. While always cognizant of those with special needs, the thrust of the Crisis Counseling Program since its inception has been to serve people responding normally to an abnormal experience.

Upon receiving a Presidential disaster declaration, a State Mental Health Authority (SMHA) will conduct a needs assessment to determine the level of stress being experienced by disaster victims and whether existing State and local resources can meet those needs. If not, the SMHA may choose to apply for a Crisis Counseling grant. Upon award of the grant, an SMHA typically provides funds to local mental health providers to hire additional staff to provide outreach and education on typical stress reactions and methods of reducing stress.



Supplemental funding for crisis counseling is available to State Mental Health Authorities through two grant mechanisms: (1) the Immediate Services Program (ISP) which provides funds for up to 60 days of services immediately following a disaster declaration; and (2) the Regular Services Program (RSP) which provides funds for up to nine months following a disaster declaration. While CMHS provides a limited amount of technical assistance to Immediate Service Programs, the monitoring responsibility remains with FEMA. For the RSP, FEMA has designated CMHS as the authority responsible for monitoring State programs.

Eligibility for CCP Grants

Only a State or Federally-recognized Indian Tribe may apply for a crisis counseling grant. The State determines the need for crisis counseling services by compiling disaster data and conducting a mental health needs assessment of the Presidentially-declared area. The SMHA must assess key indicators of disaster stress and determine geographic, social, cultural, ethnic and vulnerable populations for whom crisis counseling services should be provided. The State must also assess if responding to the mental health needs of the disaster victims is beyond the capacity of State and local resources. The needs assessment is the most crucial element of the grant application and should support the program plan and budget request.

The CCP Grant Process

Both the Immediate and Regular Services grant applications are submitted through the State Emergency Management Agency which then transmits the application to FEMA. The processes of grant review, allocation of funding, and grant oversight differ between the Immediate and Regular Service Programs.

Immediate Services Program

The ISP application is due 14 days after the President makes a disaster declaration and is collaboratively reviewed by CMHS and FEMA to ensure a speedy decision and access to funds as soon as possible. If approved, the ISP grant is then monitored by FEMA. If a State decides to apply for a Regular Services Grant, the ISP can be extended until the RSP application is reviewed and a funding decision has been made. If necessary, the ISP extension may include additional funds to carry the program through the review and decision process of the RSP, normally between six and ten weeks. Funds for the ISP are transferred from FEMA to the State Emergency Management Agency. The State must determine a mechanism for funds to be received by State and local mental health agencies involved in the CCP.

Regular Services Program



The RSP application is due 60 days after the disaster declaration and is submitted through the State Emergency Management Agency to FEMA. CMHS has the responsibility for reviewing the application. The RSP application review is completed through a formal, confidential peer review process administered by CMHS. Based on the peer review, CMHS provides a formal recommendation to the FEMA Regional Office responsible for the disaster response and recovery. The recommendation can result in one of three decisions: approval, approval with conditions or recommendations or disapproval. The FEMA Region makes a recommendation of its own and submits their recommendation along with the CMHS recommendation to FEMA Headquarters to make the final decision. If funding is approved, FEMA Headquarters transfers funds to CMHS. CMHS then transfers funds through a Notice of Grant Award (NOGA) directly to the State Mental Health Authority (SMHA). The RSP grant is monitored by CMHS however all monitoring is done in coordination with the FEMA Region and FEMA Headquarters.

Services Funded

Disaster mental health interventions include outreach and education for disaster survivors, their families, local government, rescuers, disaster services workers, business owners, religious groups and other special populations. All Crisis Counseling Programs are primarily geared toward assisting individuals in coping with the extraordinary stress caused by the disaster. Crisis Counseling Programs are strongly encouraged to coordinate with other public and private agencies responding to the disaster to ensure that needs are met with the most effective use of existing resources. The Crisis Counseling Program does not support long term, formal mental health services such as medications, office-based therapy, diagnostic services, psychiatric treatment or substance abuse treatment (refer to CCP-PG-02 for additional information). Services that are supported are short-term interventions with individuals and groups experiencing psychological reactions to a major disaster and its aftermath. Outreach is the primary method for delivering crisis counseling services to disaster survivors. It consists primarily of face-to-face contact with survivors in their natural environments in order to provide disaster-related crisis counseling services.

The following descriptions characterize services most frequently funded by the CCP:

- **Individual Crisis Counseling Services** assist disaster survivors in understanding their current situation and reactions, reviewing their options, addressing their emotional support and linking with other individuals and agencies who may assist them. During individual services, crisis counseling staff are active listeners who provide emotional support.
- **Group Crisis Counseling Services** involves providing/facilitating support groups, meeting with citizens, working in classrooms with affected students,



working with affected teachers and administrators after school, discussing disaster-related issues with families, assisting people in understanding their current situation and reactions, reviewing their options, addressing their emotional support and linking with other individuals and agencies who may provide assistance. Groups may be facilitated by a mental health professional, a paraprofessional or the group members themselves.

- **Education Services** include the distribution or presentation of information on the project or crisis counseling-related topics. Educational information may be provided through brochures, flyers posted in public areas, mailings and training to human service personnel such as the clergy or teachers. The media is often a partner in providing information through Public Service Announcements, newspaper articles and advertisements. Educational information may also be provided to groups of people. The key difference between group education services and group crisis counseling services is that project staff present psychoeducational information to groups rather than facilitate the sharing of experiences between members of the group.
- **Referrals** are a key component of the CCP. In most disasters, the majority of survivors have needs that can be met by short-term, relatively informal interventions. However, in some circumstances, some disaster survivors may need long-term, more formal mental health services that are beyond the scope of the Crisis Counseling Program. Survivors requiring longer-term, more formal mental health treatment should be referred to an appropriate agency or licensed mental health professional. Some disaster recovery needs may be more physical, structural or economical in nature and addressing these issues is outside the scope of the CCP (Refer to CCP-PG-04 for additional information). In these instances, CCP staff play a key role in referring survivors to specific disaster services available through FEMA Teleregistration, the American Red Cross, the Salvation Army, Interfaith Disaster Recovery Services and Unmet Need Committees.

Technical Assistance

Available technical assistance materials include application kits and guidelines, six program guidances that further clarify the scope of the CCP, training manuals, publications and videos about working with specific populations. Following is a list of materials currently available:

General Materials

Pilot Application Kit

Budget Estimating and Reporting Toolkit



Guidelines for Reviewers of CCP Grant Applications
Crisis Counseling Assistance and Training Program: Best Practices



4.5 Center for Mental Health Services Formula for Estimating Disaster Related Mental Health Needs.

LOSS CATEGORIES	NUMBER OF PERSONS AFFECTED	AVERAGE NUMBER PER HOUSEHOLD (MULTIPLY)	AT RISK MULTIPLIER (PERCENT)	TOTAL NUMBER IN NEED OF SERVICES
Dead			100	
Hospitalized			35	
Non-hospitalized injured			15	
Homes Destroyed			100	
Homes with Major Damage			35	
Homes with Minor Damage			15	
Disaster Unemployed			15	
Other losses (specify)			10	



4.6 Shelter Operations Workbook

See PDF of Shelter Operations Workbook in the KDEM Super System File Archive

The Workbook is also available via this link:

<http://public1.co.collin.tx.us/eoc/Shared%20Documents/Shelter%20Operations%20Workbook.pdf>



4.7 Animal Sheltering Plan Supplemental

Although Wyandotte County does not yet have an Animal Response Team, surrounding counties which are partners in the KC Homeland Security Region each have teams that are available to Wyandotte County if requested. Animal Response Teams exist in Johnson County, Miami County, and Leavenworth County as well as in neighboring Missouri counties. MARC Regional Coordination Guides provide guidance as to appropriate methods for requesting these and other types of resources when needed during a disaster. Decisions regarding the need for an animal response team would be made as a collaborative effort between Unified Command, Shelter Managers, and the Wyandotte County Emergency Operations Center. Financial information related to animal response and sheltering would be tracked by the Finance Section of the Wyandotte County EOC. Each of the teams has the ability to provide the following services on a mobile basis:

- Setup of temporary animal relief shelters
- Evacuation of animals
- Rescue of abandoned or stranded animals
- Implementation of record keeping and identification system
- Limited transportation of animals
- Coordination of initial veterinary care for sick and injured animals
- Coordination of animal food and supplies
- Lost animal documentation
- Reuniting animals with caregivers

The American Red Cross Shelter Operations Guide details procedures for co-located human and animal shelters and does address service animals. The Guide is attached to this EOP. Because Wyandotte County would not be performing these animal sheltering services directly, but through other organizations, detail regarding all procedures for animal shelter operations is under the control of the contract organization. When Wyandotte County has a fully formed Animal Response Team, an update to the EOP will be submitted.



Staff Request for Commission Action

Tracking No. 16745

Full Commission Meeting Date: 9/15/16

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 08/10/2016	<u>Contact Name:</u> Susan Alig	<u>Contact Phone:</u> x5085	<u>Contact Email:</u> salig@wycokck.org	<u>Department/Division:</u> Legal
<u>Item Description:</u> Public Works wishes to amend and update the existing block party permit policy to address recent public safety and logistical concerns.				
<u>Action Requested:</u> Discussion item. Approve, deny, or edit proposed block party policy.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Block Party Policy				

Unified Government of Wyandotte County/ Kansas City, Kansas

Block Party Policy

1. Purpose
 - a. Residents may request a block party permit to temporarily close one residential block to through traffic for one day for the purpose of hosting an event.
 - b. The purpose of the Unified Government's block party permit policy is to foster community engagement and connections among residents for a safer and happier community.
2. Issuance of Permit; information required
 - a. The Public Works Department may issue a permit for the temporary blocking of a street for the purpose of hosting an event. Permit applicants should submit their applications at least 20 days before the date of the event. The application form is available online and through the Unified Government Public Works Department. The following information is required:
 - i. The name and address of the applicant
 - ii. The name of the street and a description of the portion to be blocked
 - iii. A description of the event to be held
 - iv. The date and the hours of the party
 - v. Whether the applicant has previously hosted or applied for a block party permit and the approximate dates of any previous permit applications
 - vi. A **Block Party Petition Form** with signatures of 75% of the residents and/or businesses on the street indicating their approval of the block party permit. 100% of the residents and/or businesses must be informed of the block party permit application before the application is turned in to Public Works.
 - vii. A signed **Block Party Application and Agreement Form**.
3. Term of permit
 - a. A block party permit is only valid for the date and hours specified.
 - b. All block parties must start after 9:00 am and end before 10:00 pm. The road must be reopened to through traffic by 10:00 pm.
4. Removal of litter and debris
 - a. The permit applicant is responsible for removal of any litter, debris and other materials from the street that is attributable to the party.
 - b. If the permit applicant does not remove litter and debris, the Unified Government will remove it and the cost of the removal will be charged to the permit applicant.
5. Access for emergency vehicles required
 - a. Any barricades or obstacles placed in the street for the block party must be easily moved to allow emergency and hazard vehicles to enter it in response to an emergency.
6. Access to residences and businesses on the closed portion of the street
 - a. Access must be granted to businesses and residences on the closed portion of the street as needed.
 - b. The permit applicant is responsible for assisting as needed with moving and replacing barricades to allow people to get to businesses and residences on the closed portion of the street.
7. Barricades
 - a. All applicants must provide a \$120.00 security deposit and a \$30.00 block party fee in order to obtain barricades for the block party.
 - i. The remainder of the deposit will be returned upon satisfactory return of the barricades in good condition and verification that the applicant has removed all decorations, trash and debris attributable to the block party event .
 - b. A permit applicant may obtain barricades to block off the street in one of two ways:

- i. The applicant can pick up and return the barricades him or herself from UG Public Works Street Maintenance and Fleet Center, located at **5033 State Avenue, Kansas City, KS 66102**.
 1. Barricades may be picked up the Friday before the date of the event and returned the Monday following the event.
 2. To schedule barricade pick up, call **(913) 573-5400**.
 3. Applicant should bring the Block Party Permit with him or her to pick up the barricades.
 - ii. The Public Works Department can deliver and pick up barricades for the applicant. This service costs \$50.00 and will be deducted out of the barricade security deposit. To arrange the delivery of the barricades, call **(913) 573-5400**.
 - c. All barricades used for block parties must conform to the most current requirements of the federal Manual on Uniform Traffic Control Devices for Type III barricades.
8. Prohibited activities
 - a. No alcoholic beverages will be consumed in the public view.
 - b. No fireworks will be used in the street.
9. Denial of Permit
 - a. The Public Works Department reserves the right to deny block party permits at its discretion for, but not limited to, the following reasons:
 - i. The applicant is not a resident of the block to be closed
 - ii. The proposed block party is on an arterial street (see Appendix A: Arterial Streets on Which Block Parties Are Prohibited)
 - iii. The proposed block party will unduly interfere with the flow of traffic due to the closure of other nearby streets or other reasons
 - iv. Previous law enforcement contact.
 1. Applicants who have had contact with law enforcement due to violence during previous block parties will be denied.
 2. Applicants who have had contact with law enforcement due to non-violent violations during previous block parties may be denied at the discretion of the Public Works Department.
 - v. An applicant has failed to comply with block party policies in previous block parties
 - vi. When a block has had more than three block parties in a calendar year, the Right of Way Manager may deny further permits in the same year in its discretion.
 - vii. The block party is not in the best interests of the community's health or safety.
 - b. Applicants whose permits are denied will be informed of the reason in writing within 10 business days of receipt of the application.
 - c. The Police Department may revoke a Block Party Permit during an event if it determines that revocation is necessary for public safety or public peace and order.
10. Liability
 - a. The permit applicant shall be liable for all losses, damages, or injuries sustained by any person, whether a participant or spectator at the block party or recreational event, whether or not said losses, damages, or injuries arise by reason of the negligence of the person, persons, or organization to whom such permit shall have been issued. The applicant shall agree to save and hold the Unified Government harmless of and from any and all obligations and liabilities which may arise from the temporary street closing which represents the subject matter of the application.

Block Party Application and Agreement

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Event Description: _____

Date of Event: _____

Scheduled Hours of Event (Must be between 9:00 am and 10:00 pm): _____

Street to be closed (Example "Ann Avenue from 6th Street to 7th Street): _____

____ Yes, I am a resident of this block _____ No, I am not a resident of this block

Approximate dates of previous block party permit applications in the last 5 years: _____

Has law enforcement responded to any block parties that you have previously hosted?

____ No _____ Yes If yes, please explain: _____

CERTIFICATION

I have read the Unified Government Block Party policy and I understand it. I agree to follow the requirements and conditions contained in the policy. The information that I have submitted in this application is true and accurate. I understand that if I do not follow the requirements and conditions of the Block Party Policy or if any of the information I have provided is false that my Block Party Permit will be VOID.

Signature of Applicant

Date

HOLD HARMLESS AGREEMENT

I have requested permission to hold a Block Party on the above dates in the above location. I agree to hold the UG harmless, indemnify and exculpate the UG from any and all claims, costs, liabilities, damages, expenses, suits and judgments of any nature whatsoever arising out of or in connection with the Block Party described above. I agree to comply with all applicable law. I understand that the UG retains the right to revoke the Block Party permit immediately and at any time if any member of the Police Department or other properly constituted authority determines such revocation to be in the best interest of the public safety or public peace and order, or if I or a participant or onlooker of the block party fails to comply with applicable policy and law.

Signature of Applicant

Date

Block Party Petition Form

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Event Description: _____

Date of Event: _____

Scheduled Hours of Event (Must be between 9:00 am and 10:00 pm): _____

Street to be closed (Example “Ann Avenue from 6th Street to 7th Street):

[illegible]



Staff Request for Commission Action

Tracking No. 16749

Full Commission Meeting Date: NA

Committee: Public Works & Safety

Date of Standing Committee Action: 8/22/16

(If none, please explain):

Publication Required: No

<u>Date:</u> 08/10/2016	<u>Contact Name:</u> Trenton Foglesong	<u>Contact Phone:</u> x1362	<u>Contact Email:</u> tfoglesong@wycokck.org	<u>Department/Division:</u> Water Pollution Control
<u>Item Description:</u> Residential Water & Service Line Protection Program As a result of the RFP process, Home Serve has been selected to be the provider for this program which will provide our residents with insurance for the repair of water and sewer lines. These lines are the actual house connections and can be very expensive to repair or replace due to any number of factor.				
<u>Action Requested:</u> For information and discussion only				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u>				