



Public Works and Safety Committee
Standing Committee Meeting Agenda
Monday, March 20, 2017
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

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Commissioner Harold Johnson

☐

Commissioner Mike Kane

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Commissioner Angela Markley

☐

Commissioner Jane Philbrook

☐

Jeff Bryant, BPU Member

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- I. Call to Order/Roll Call**
- II. Revisions to March 20, 2017 Agenda**
- III. Approval of standing committee minutes from January 17, 2017.**
- IV. Measurable Goals**
- V. Committee Agenda**

Item No. 1 - PROPOSED REVISIONS: COUNTY EMERGENCY OPERATIONS PLAN-ESF 2

Synopsis: Request approval of proposed revisions to Section ESF 2 – Communications of the County Emergency Operations Plan (CEOP), submitted by Matt May, Emergency Management Director.

Tracking #: 171030

Item No. 2 - UPDATE: SOAR PROPERTY MAINTENANCE

Synopsis: SOAR initiative update as it relates to mowing, debris clean-up and boarding of

vacant structures, submitted by Jeff Fisher, Public Works Director.

For information only.

Tracking #: 171031

VI. Public Agenda

VII. Adjourn

**PUBLIC WORKS AND SAFETY
STANDING COMMITTEE MINUTES**

Tuesday, January 17, 2017

The meeting of the Public Works and Safety Standing Committee was held on Tuesday, January 17, 2017, at 5:00 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Bynum, Chairman; Commissioners Johnson, Kane, Markley, Philbrook; and BPU Board Member Jeff Bryant. The following officials were also in attendance: Gordon Criswell, Joe Connor and Melissa Mundt, Assistant County Administrators; Wilba Miller, Director of Community Development; Matt May, Emergency Management Director; Lideana LaBoy, Traffic Engineer; Susan Alig, Attorney; and Doug Bailey, Sergeant-At-Arms.

Approval of standing committee minutes from October 24, 2016. **On motion of Commissioner Markley, seconded by Commissioner Johnson, the minutes were approved.** Motion carried unanimously.

Committee Agenda

**Item No. 1 – 16934... RESOLUTION: COOPERATIVE AGREEMENT FOR
OPERATION GREEN LIGHT**

Synopsis: A resolution for a two-year extension of the interlocal agreement with MARC for funding operations of Operation Green Light Traffic Controls System, submitted by Susan Alig, Legal.

Lideana LaBoy, Traffic Engineer, said Operation Green Light provides service to the entire metro area to signalize traffic signals and coordinate it for particular corridors going through jurisdictions. For our particular case, we had about 64 traffic signals that they manage and operate on an ongoing basis. Their agreements are renewed every three years. We have a new agreement to renew their services. Each of the intersections cost about \$1,600 per intersection to

manage every year. The city pays about half of them; the other 50% is funded by further funding through MARC. This is to renew the agreement for the 2017 and 2018.

Acton: **Commissioner Markley made a motion, seconded by Commissioner Kane, to approve.** Roll call was taken and there were six “Ayes,” Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Item No. 2 – 17002... PROPOSED REVISIONS: COUNTY EMERGENCY OPERATIONS PLAN - ESF 15

Synopsis: Request approval of proposed revisions to Section 15 - External Affairs/ Emergency Public Information of Wyandotte County's Emergency Operations Plan (CEOP), submitted by Matt May, Emergency Management Director.

Matt May, Emergency Management Director, said it's our usual compliment of parts of our County Emergency Operations Plan, but I do want to start by introducing somebody new to you. As you guys know, Mike Baughman retired out. In the meantime, I've asked Jackie Miller to come in as a contractor to help finish working on this plan while we get that position filled. Jackie had worked for the State Emergency Management Office. She has a history in public safety as a highway patrolman and lots of other great experience that would really help us. Bottom line is, I wanted to introduce you to Jackie so that you knew who she is.

She has worked already and made some major changes in these plans for us in format and style so you may see a little difference there, but mostly she's been doing great work on the content. If you see her, that's why. She's involved in the process.

ESF 15 is the Public Communications part of it. Again, I apologize for giving you the marked up version. I know it's challenging to read. I highly recommend you look at the soft copy and switch it over to final version. I have either in hard copy if you want to look at the final version. This one is one of the relatively shorter ones.

I think the biggest change—I can blame Jackie for this, we've got probably a better looking format in the back to make it easier to read, but it did make for a lot more markup in the documents.

Chairman Bynum said I wanted to say I did notice. It's cleaner especially against the previous documents so I did actually appreciate that a great deal. Not that all phases of an emergency wouldn't be important to me, but this one is the most interesting to me because this is the piece of how do we communicate with our citizens, what is going on and how do we communicate with each other. I just wanted to comment that I appreciate the cleaner version.

Mr. May said I completely agree with you. I think ESF 15 is where the fight is won and lost with the public without a doubt. We want them to stay informed because we're doing good work but lots of time we don't express it very well. By we, I mean the big picture, all of us are so I appreciate that.

Chairman Bynum said I just have one comment to consider. Among all of your support agencies and partners, we don't want to forget communication directly to the neighborhoods. I don't know that, for example, Livable Neighborhoods needs to be a piece of that, but I would just ask that we are always making sure that there's a mechanism for direct communication especially with neighborhoods that are affected.

Mr. May said absolutely. I've worked with them already. I work with them currently to try to get out and meet at their meetings. I'm going to do that more. I haven't been able to do as much this year as I wanted to but I have been working with them. I am also aware that they have input into a lot of different newsletters and we are going to do more of that as well.

I'm trying right now to bring on an intern who's going to do nothing but social media and also help write content. My challenge has been finding time to actually craft those pieces. He's going to try and work on that. He'll give me pieces that will be both article sized, Facebook sized and Twitter sized. It's really challenging sometimes to take a concept and narrow it down to 140 characters which is what he has been tasked with. I absolutely appreciate your comments. That's very good.

Commissioner Philbrook said I really do appreciate your comment, Commissioner Bynum, because really our organized folks out there with boots on the ground, which are our citizens themselves, do need to be apprised of a lot of these things and be brought into Emergency Management. **Mr. May** said as we speak, they are gathering downstairs. We are having a joint

meeting between our CERT team and our RACES team which are our two major volunteer groups. We're going to talk about their role in the EOC and do some training on this.

Commissioner Philbrook said see I knew you were ahead of us. **Mr. May** said I'm trying. **Commissioner Philbrook** said and you're doing a mighty fine job. I also really do enjoy the ease of being able to sort out on this document versus some of our others. **Mr. May** said it does no good if you don't look at it. I'm trying to make that as easy as possible. **Commissioner Philbrook** said some of it is what you would call visual confusion and this is not. **Mr. May** said good, I'm glad we're doing good. We'll continue to try and make that better. In fact, we'll probably go back to the previous documents and make these format changes. Just the readability of the document should be better throughout. When you see it comes spring or summer, by the time we get it done, it will be there throughout. **Commissioner Philbrook** said I'll probably have to take a vacation to read it. **Mr. May** said it would be great bedside reading for the insomniac.

Chairman Bynum said a question from me to administration. I know we're voting, but we are going to wrap this whole thing up into one document and vote again. Is that what we're doing? **Mr. May** said my intention is to have you approve these in segments with the idea that when I bring you back the entire document, the only piece you'll really have to look at is the base plan, which is an overarching document for all of these, and any minor changes that we've made along the way which will be very easy because it won't be this huge, ugly markup.

Acton: **Commissioner Kane made a motion, seconded by Commissioner Philbrook to approve.** Roll call was taken and there were six "Ayes," Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Adjourn

Chairman Bynum adjourned the meeting at 5:10 p.m.

mbb

January 17, 2017

January 17, 2017



Staff Request for Commission Action

Tracking No. 171030

Full Commission Meeting Date: Summer 2017

Committee: Public Works & Safety

Date of Standing Committee Action: 3/20/17

(If none, please explain):

Publication Required: No

<u>Date:</u> 03/08/2017	<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:

Background: 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 State requires that it be reviewed for minor updates annually as well as to perform a major review and revision every 5 years. As the plan is broken into sections based on the 15 Emergency Support Functions, the Emergency Management Department has recently reviewed and updated the ESF 2 Communications section of the plan. We present this proposed revision to this body for awareness and consideration for adoption.

Action Requested:

Recommended Action: Submit to the County Administrator for signature.

Alternate Action: Move forward for consideration by the Commission

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

ESF 2 Annex Revised and Submitted 2017-03-08



Wyandotte County, Kansas Emergency Operations Plan

ESF 2 Communications

Coordinating Agency: Kansas City Kansas Police Department

Primary Agencies:

- Board of Public Utilities
- Bonner Springs Emergency Medical Services
- Bonner Springs Fire Department
- Bonner Springs Police Department
- Bonner Springs Public Works
- Edwardsville Fire Department
- Edwardsville Police Department
- Edwardsville Public Works Department
- Kansas City Kansas Fire Department
- Public Safety Communications Center
- Radio Amateur Civil Emergency Services
- Unified Government Neighborhood Resource Center
- Unified Government Public Works Department
- Unified Government Technology Department
- Unified Government Transportation Department
- Wyandotte County Emergency Management
- Wyandotte County Public Health Department
- Wyandotte County Sheriff's Office

Support Agencies:

- Kansas City Kansas Community College
- Kansas Division of Emergency Management
- Kansas Highway Patrol
- Providence Medical Center
- The University of Kansas Hospital System
- University of Kansas Medical Center



1 PURPOSE, SCOPE, POLICIES/AUTHORITIES

This section provides the overall purpose of this Emergency Support Function (ESF) Annex, the scope of emergency operations, as well as specific policies and authorities that govern assigned actions and responsibilities.

1.1 Purpose

Communications is a support function for all other emergency capabilities. Effective and efficient communications are necessary to allow response agencies and organizations to share all of the information they need to appropriately respond to a disaster. This ESF Annex describes the systems and overarching policy for operational and tactical communication during an emergency or disaster. It addresses:

- Communications interoperability, redundancy and methods among field response units and the Wyandotte County Emergency Operations Center (EOC);
- Communication with stakeholders to include Unified Government departments, jurisdictional entities, regional, state and federal partners, equipment vendors and response agencies.
- Additional communications resources and/or systems that are available through governmental agencies, amateur radio groups, volunteer organizations and private sector entities with auxiliary communications capabilities.

1.2 Scope

This annex identifies the key policies, concepts of operations, roles and responsibilities, and capabilities associated with ESF-2 Communications. It describes the systems and procedures to support communications during a disaster. It addresses:

- Ensuring for the provision and coordination of voice and data communications in support of response operations;
- Facilitating the restoration of the operational communication infrastructure.
- The roles of county and city agencies with command, control, and notification responsibilities during emergencies and supports their working relationships with the volunteer agencies providing emergency services, and;
- A flexible organizational structure capable of meeting the varied requirements of an all-hazards response with the potential to require activation of the Emergency Operations



Center (EOC) and implementation of the County Emergency Operations Plan (CEOP); and

- Agencies and organizations assigned emergency responsibilities have existing emergency plans and procedures and this annex is not designed to take the place of or supersede those plans.

The ESF-15 Public Information Annex addresses the activities associated with communicating to the public.

1.3 Policies/Authorities

The following local, regional, state and federal authorities apply to this ESF 2 Annex.

Local

- Wyandotte County, Kansas City, Kansas Unified Government Resolution Number R-25-99 / Ordinance Number 0-20-99, dated March 10, 1999.

Regional

- Mid-America Regional Council (MARC) Regional Coordination Guide for ESF 2;
- Kansas City Regional Tactical Interoperability Communications Plan (TICP) prepared by the MARC Homeland Security Coordinating Committee;
- Regional Area Multi Band Integrated System (RAMBIS) Standard Operating Procedure.

State

- Executive Order 05-03, Use of the National Incident Management System (NIMS);
- Kansas Statutes Annotated (KSA), 48-9a01, Emergency Management Assistance Compact (EMAC);
- Kansas Response Plan, 2017.

Federal

- Title II of the Americans with Disabilities Act;
- U.S. Occupational Safety and Health Administration (OSHA) 29 C.F.R 1910- 29;
- 42 U.S.C. 11001-11050 Emergency Planning & Community Right-to-Know Act (EPCRA);
- National Response Framework;
- Homeland Security Presidential Directive – 5: Management of Domestic Incidents;
- Homeland Security Presidential Directive – 8: National Preparedness;
- Comprehensive Planning Guide (CPG) 101.



2 CONCEPT OF OPERATIONS

This section provides a narrative description summarizing the Concept of Operations for the following ESF 2 activities. 1) Command, Control, and Notification, 2) Communications Capabilities and 3) Infrastructure. The narrative portions of this section provide summarized overviews for the topics listed above. Section 2.4 provides additional operational details by listing specific actions to be accomplished during each phase of Emergency Management for ESF 2. Section 3 provides the detailed actions organized by agency detailing their ESF 2 responsibilities.

2.1 Command, Control, and Notification

When Emergency Management 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 2 will be activated, the Emergency Management Director will contact the designated Coordinating Agency (s) for ESF 2 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, will advise the City Administrators in Bonner Springs and Edwardsville. For more information on a declaration of a local emergency, see the ESF 5 Annex.

If ESF 2 is activated in support of the emergency, the Emergency Management Director will notify the ESF 2 Coordinating Agency, the Kansas City Kansas Police Department. They will be responsible for notification of other response agencies such as: Kansas City Kansas Fire Department, the Board of Public Utilities, and Public Safety Communications Center of the EOC activation. They will notify and request that select ESF 2 representatives report to the EOC to jointly coordinate ESF 2 activities. As the need for additional EOC staffing becomes apparent, other agency representatives may be asked to report to the EOC to assist with communication activities.

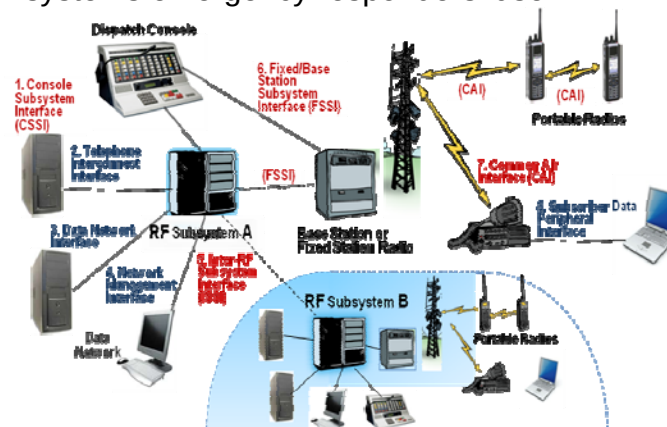
The ESF 2 Coordinating Agency will:

- Establish and maintain operational awareness of communication activities through direct communications links with Public Safety and Security units in the field and/or their appropriate coordinating entities (PSAPs, liaisons, etc.);
- Serve as a liaison with communication resources outside Wyandotte County, and if necessary, with State and Federal communication resources;
- Manage the collection, processing, and dissemination of ESF 2 related information to and from the EOC. WebEOC will be utilized as the preferred method to disseminate information. This includes any active patches or linking between talk groups or systems. Other information will be closely coordinated through the EOC Data and Technology Coordinator to ensure necessary ESF 2 information is disseminated to the EOC staff; and
- Ensure full coordination of activities with other groups within the EOC to assist in the development and maintenance of a common operating picture.

2.2 Communications Infrastructure

Project **25** (P25 or **APCO-25**) is a suite of standards for digital radio communications for use by federal, state/province and local Public safety organizations in North America to enable them to communicate with other agencies and mutual aid response teams in emergencies.

Emergency responders—police officers, fire personnel, and emergency medical services—must exchange communications seamlessly across disciplines and jurisdictions to successfully respond to incidents and large-scale emergencies. Multiple products and applications from various suppliers support radio communications, but product incompatibilities can compromise emergency response operations. Project 25 (P25) develops standards for interoperable land mobile radio (LMR) systems so emergency responders can exchange critical communications across agencies and jurisdictions. P25 standardizes interfaces between the various components of the LMR systems emergency responders' use.





The Wyandotte County Public Safety Communications System is an Astro 25 Trunked Digital Simulcast system with many levels of redundancy and resilience built in. The system is made up of seven networked simulcast sites with a local prime site and master site in Johnson County. This system is based on the APCO P25 standards Simulcast operation provides continuous coverage over a large geographic region. Coverage has been designed for 95% reliability to a portable worn at the hip with the user inside a building with 10dB of penetration loss.

The Board of Public Utilities monitors and reports the status of, and damage to, the communications system and infrastructure as a result of an incident. This information is provided to ESF 5 Emergency Management.

There is one public safety answering point (PSAP) in Wyandotte County. It is a joint public safety dispatch center, receiving 911 calls for law enforcement and fire throughout Wyandotte County, including the cities of Bonner Springs and Edwardsville.

The alternate location for the Public Safety Communications Center is at the Johnson County Emergency Communications Center. Incident dispatching can occur from the mobile command vehicle, but 9-1-1 dispatching cannot be managed from the mobile vehicle. The Bonner Springs Fire Department is an additional alternate location for incident dispatching.

All of Wyandotte County is covered by radio reception and cellular telephone reception. The map of coverage areas for communications equipment is maintained as a part of the Tactical Interoperable Communications Plan (TICP).

2.3 Communications Capabilities

Communications in Wyandotte County between the on-scene and off-site personnel/agencies is conducted using land line phones, cell phones, UHF/VHF radios, 800 MHz radios, Radio Amateur Civil Emergency Service (RACES), satellite phones, and 900 MHz/FRS/GMRS two-way radios.

The Wyandotte County Emergency Management EOC will serve as the County Warning Point. The Public Safety Communications Center is the back-up County Warning Point.

Public shelters are not equipped with radios thus land lines and cellular phones are used at these locations.

Communications are accessible to persons with communication disabilities working in emergency operations in accordance with the Americans with Disabilities Act. Those communication tools include the TTY telephone series, computers and WebEOC.



The Kansas City Tactical Interoperable Communications Plan (TICP) dated August 2016 documents the interoperable communications systems and resources available in the Kansas City Metro region; identify who controls these resources; and document what operational procedures, protocols or rules of use exist for the activation and deactivation of these interoperable communications resources. The TICP was developed by the Regional Interoperability Committee under the authority of the Public Safety Communications Board. The TICP is a controlled unclassified document. Contact Wyandotte County Emergency Management for questions regarding the TICP.

Regional Area Multi Band Integrated System (RAMBIS) is a system developed to enhance and expand current interoperability methods by allowing interconnection of various shared channels throughout the region. RAMBIS will include the three major radio frequency bands used by public safety (UHF and 800 MHz) and provide first responders with an immediate resource for communicating with other agencies.

The Metropolitan Area Regional Radio System (MARRS) is a consortium of 700 MHz and 800 MHz trunked radio systems in the MARC region that comply with APCO Project 25 standards and with Inter Sub-system Switch Interoperability (ISSI) standards. This consortium provides authorized radio users with the ability to seamlessly roam and have voice communications through each of the radio systems and is available for regional response and communication. The Metropolitan Area Regional Radio System (MARRS) Standard Operating Procedures are available from Wyandotte County Emergency Management.

The Mid-America Regional Council Emergency Rescue Committee (MARCER) radio system is utilized by emergency medical services in Wyandotte County and throughout the bi-state region, which includes over 24 hospitals and 40 EMS agencies.

The EMSsystem is a Web-based program providing real-time information on hospital emergency department status, hospital patient capacity, availability of staffed beds and available specialized treatment capabilities. The EMSsystem links all acute care hospitals and many EMS agencies in Region A. It is the region's primary method of communicating hospital status and capabilities and coordinating patient routing.

The Metropolitan Emergency Radio System (MERS) is used by the National Weather Service (NWS), Emergency Management Agencies and other emergency response agencies in Wyandotte County and throughout the metro region to exchange severe weather information and to help improve communications between agencies and jurisdictions.

The Hospital Emergency Administrative Radio (HEAR) system links all acute care hospitals and many area EMS agencies on a single channel radio system in Wyandotte County and throughout the region. The HEAR system serves as a backup to the EMSsystem.



Wyandotte County Emergency Management personnel possess Government Emergency Telecommunications Service (GETS) cards and have access to the Wireless Priority Service (WPS) program to get priority status over cellular communications networks thus increasing the probability of completing a call when the wireless network is congested.

The Public Safety Communications Center has 24-hour communications 7 days a week. Emergency Management and other key responders carry pagers. The Communication Center maintains call back lists for emergency response agencies and pager groups have been prepared for specific incident types.

The mobile command vehicle is available for temporary radio communications for emergencies and planned events such as races at the Kansas Speedway.

Amateur radio operators are a valuable resource with the ability to augment communications during emergency incidents in Wyandotte County and the region. Radio Amateur Civil Emergency Service (RACES) is volunteer organization with over fifty amateur radio operators. RACES provide amateur radio communications to support Emergency Management during severe storm conditions and other disasters when normal communications are disrupted. RACES is capable of providing voice, digital, and video communications to all of the Kansas City region emergency operation centers, forty-eight hospitals, The Salvation Army, and American Red Cross.

The private telecommunication providers in Wyandotte County have their own protection of circuits and plans identifying their priorities and details for service restoration.

In addition, Chapter 4 of the Region L Multi-Jurisdictional Hazard Mitigation Plan, 2013 - 2018 details specific mitigation measures related to communication activities.

3 RESPONSIBILITIES

This section describes responsibilities and actions designated to coordinating, primary and support agencies.

Overall Actions Assigned to All Members	
<i>Preparedness (Pre-Event) Actions for ESF 2 – Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks.
2	Identify who is responsible for initial notification of agency ESF-2 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county communications officials.
4	Ensure personnel are trained on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in the development and maintenance of ESF-2 Annex.
7	Identify alternate or backup communications systems and facilities.



Overall Actions Assigned to All Members	
<i>Response (During Event) Actions for ESF 2 – Communications</i>	
1	Provide field support for emergency responders at the scene.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
3	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
4	Identify damage to communications infrastructure and assist/support damage assessment teams.
5	Activate alternate 911 dispatch center if necessary.
6	Identify communications equipment priority restoration list.
7	Implement procedure to maintain, inspect, and protect communications equipment.
8	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
9	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
	Document all actions and expenses.
Overall Actions Assigned to All Members	
<i>Recovery (Post Event) Actions for ESF 2 - Communications</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.

Coordinating: Kansas City Kansas Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Provide staff and equipment to perform county warning point duties.
6	Develop and/or review procedures for the crisis augmentation of resources.
7	Identify local emergency notification equipment status and notification procedures.
8	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
9	Identify the arrangements in place to protect emergency circuits with telecommunication services and priorities for prompt restoration.
10	Know local communications within the County and neighboring counties.
11	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
13	Review departmental standard operating guides and maintain personnel call up lists.
14	Know the notification systems for emergency conditions within the County including text, voice,



	and other types of notification method.
15	Identify alternate methods of service if 9-1-1 Public Safety Communication Unit is out of operation.
16	Ensure alternate or backup communications systems are available.
17	Coordinate common communications procedures.
18	Develop and maintain a communications resource inventory.
Response (During Event) Actions for ESF 2 - Communications	
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 communications function.
3	Designate personnel to coordinate ESF-2 activities in EOC.
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	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
6	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
7	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
8	Be a liaison with the State and adjacent county communications
9	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
10	Direct and control communication efforts in support of emergency operations.
11	Provide communications support to the EOC and the field.
12	Work to ensure communications inter-operability among field response units
13	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Evaluate response and make necessary changes in this ESF Annex to improve future operations.
4	Participate in after action reports and meetings as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
6	Direct and control communication efforts in support of emergency operations.
7	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
8	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
9	Provide ongoing status reports as requested by the ESF Coordinator(s).



Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-2 representative for update of mitigation plan.
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.

Primary: Board of Public Utilities	
Preparedness (Pre-Event) Actions for ESF 2 – Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Provide staff and equipment to perform county warning point duties.
6	Identify local emergency notification equipment status and notification procedures.
7	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
8	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 – Communications	
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 communications function.
3	Designate personnel to coordinate ESF-2 activities in EOC.
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 landline and cellular telephone services to support emergency response and recovery activities.
6	Direct and control communication efforts in support of emergency operations.
7	Provide communications support to the EOC and the field.
8	Work to ensure communications inter-operability among field response units
9	Monitor and report the status of, and damage to, the communications system and infrastructure as a result of an incident. Then relay this information to ESF 5.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide landline and cellular telephone services to support emergency response and recovery activities.
4	Direct and control communication efforts in support of emergency operations.
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-2 representative for update of mitigation plan.
4	Protect equipment against lightning strikes and electromagnetic pulse (EMP) effects.
5	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs Emergency Medical Services	
Preparedness (Pre-Event) Actions for ESF 2 – Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop and review applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
Response (During Event) Actions for ESF 2 – Communications	
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 communications 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.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 Fire Department

Preparedness (Pre-Event) Actions for ESF 2 – Communications

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

Response (During Event) Actions for ESF 2 – Communications

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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Support the communications needs of emergency response agencies in the field.

Recovery (Post Event) Actions for ESF 2 – Communications

1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 2 – Communications

1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 Police Department

Preparedness (Pre-Event) Actions for ESF 2 – Communications

1	Maintain up-to-date, 24-hour rosters for notifying personnel.
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2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Know the warning systems used for emergency conditions within the County including sirens, radio/TV override, and NWS implementation of TV crawl warnings, and Emergency Alert System.
6	Identify the arrangements in place to protect emergency circuits with telecommunication services and priorities for prompt restoration.
8	Know the notification systems for emergency conditions within the County including text, voice, and other types of notification method.
Response (During Event) Actions for ESF 2 - Communications	
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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
6	Be a liaison with the State and adjacent county communications
7	Support the communications needs of emergency response agencies in the field.
8	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
4	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 Public Works Department

Preparedness (Pre-Event) Actions for ESF 2 – Communications

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

Response (During Event) Actions for ESF 2 – Communications

- 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 communications 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.

Recovery (Post Event) Actions for ESF 2 – Communications

- 1 Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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 Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 2 – Communications

- 1 Participate in the hazard identification process and identify and correct vulnerabilities.
- 2 Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
- 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: Edwardsville Fire Department

Preparedness (Pre-Event) Actions for ESF 2 – Communications

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



4	Participate in Emergency Management training, drills, and exercises.
5	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 – Communications	
1	Provide ongoing status reports as requested by the ESF Coordinator(s).
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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
4	Support the communications needs of emergency response agencies in the field.
Recovery (Post Event) Actions for ESF 2 – Communications	
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	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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: Edwardsville Police Department	
Preparedness (Pre-Event) Actions for ESF 2 – Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Know the warning systems used for emergency conditions within the County including sirens, radio/TV override, and NWS implementation of TV crawl warnings, and Emergency Alert System.
6	Identify the arrangements in place to protect emergency circuits with telecommunication services and priorities for prompt restoration.
7	Review departmental standard operating guides and maintain personnel call up lists.
8	Know the notification systems for emergency conditions within the County including text, voice, and other types of notification method.
Response (During Event) Actions for ESF 2 – Communications	
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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
6	Be a liaison with the State and adjacent county communications
7	Support the communications needs of emergency response agencies in the field.
8	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
4	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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: Edwardsville Public Works

Preparedness (Pre-Event) Actions for ESF 2 – Communications

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

Response (During Event) Actions for ESF 2 – Communications

1	Provide ongoing status reports as requested by the ESF Coordinator(s).
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2	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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: Kansas City Kansas Fire Department	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop and review applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Provide staff and equipment to perform county warning point duties.
6	Identify local emergency notification equipment status and notification procedures.
7	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
8	Know local communications within the County and neighboring counties.
9	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
10	Review departmental standard operating guides and maintain personnel call up lists.
11	Identify alternate methods of service if 9-1-1 Public Safety Communication Unit is out of operation.
Response (During Event) Actions for ESF 2 – Communications	
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 communications function.
3	Designate personnel to coordinate ESF-2 activities in EOC.
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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
6	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
7	Direct and control communication efforts in support of emergency operations.
8	Provide communications support to the EOC and the field.
9	Work to ensure communications inter-operability among field response units
10	Provide emergency communications support to the County.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Evaluate response and make necessary changes in this ESF Annex to improve future operations.
4	Participate in after action reports and meetings as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
6	Direct and control communication efforts in support of emergency operations.
7	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-2 representative for update of mitigation plan.
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.

Primary: Public Safety Communications Center

Preparedness (Pre-Event) Actions for ESF 2 - Communications

1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Know the warning systems used for emergency conditions within the County including sirens, radio/TV override, and NWS implementation of TV crawl warnings, and Emergency Alert System.



6	Identify the arrangements in place to protect emergency circuits with telecommunication services and priorities for prompt restoration.
7	Know local communications within the County and neighboring counties.
8	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
9	Know the notification systems for emergency conditions within the County including text, voice, and other types of notification method.
10	Identify temporary communications capabilities
Response (During Event) Actions for ESF 2 - Communications	
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 communications 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	Know Continuity of Operations protocol to be implemented when systems or infrastructure are damaged, unavailable, or overwhelmed.
5	Identify temporary communications capabilities
6	Serve as the Back-up County Warning Point
7	Direct and control communication efforts in support of emergency operations.
8	Provide communications support to the EOC and the field.
9	Work to ensure communications inter-operability among field response units
10	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
11	Identify 24-hour communications
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Direct and control communication efforts in support of emergency operations.
4	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
5	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Provide ESF-2 representative for update of mitigation plan.
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 Highway Patrol

Preparedness (Pre-Event) Actions for ESF 2 - Communications

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

Response (During Event) Actions for ESF 2 - Communications

- 1 Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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 Provide emergency communications support to the County.

Recovery (Post Event) Actions for ESF 2 - Communications

- 1 Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.

Mitigation Actions for ESF 2 – Communications

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

Primary: Radio Amateur Civil Emergency Services (RACES)

Preparedness (Pre-Event) Actions for ESF 2 - Communications

- 1 Maintain up-to-date, 24-hour rosters for notifying personnel.
- 2 Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
- 3 Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
- 4 Participate in Emergency Management training, drills, and exercises.
- 5 Identify the strategy in implementing long distance (i.e. outside radio communication range) communications during disasters.
- 6 Provide backup communications.
- 7 Review departmental standard operating guides and maintain personnel call up lists.

Response (During Event) Actions for ESF 2 - Communications

- 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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Provide communications support to the EOC, the field and other locations as requested.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Department of Technology

Preparedness (Pre-Event) Actions for ESF 2 - Communications

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

Response (During Event) Actions for ESF 2 - Communications

- 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 communications 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 Provide computer hardware, software and network support for emergency operations.

Recovery (Post Event) Actions for ESF 2 - Communications

- 1 Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide computer hardware, software and network support for emergency operations.
4	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-2 representative for update of mitigation plan.
5	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Neighborhood Resource Center

Preparedness (Pre-Event) Actions for ESF 2 - Communications

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

Response (During Event) Actions for ESF 2 - Communications

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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Provide communications support as requested.

Recovery (Post Event) Actions for ESF 2 - Communications

1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 2 – Communications

1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 Public Works

Preparedness (Pre-Event) Actions for ESF 2 - Communications

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

Response (During Event) Actions for ESF 2 - Communications

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 communications 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	Provide field communications capabilities.

Recovery (Post Event) Actions for ESF 2 - Communications

1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 2 – Communications

1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 2 - Communications

1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the



	accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 - Communications	
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 communications 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	Provide communications support as requested.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 - Communications	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
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 Emergency Management	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Develop and test emergency communication procedures.
7	Develop and/or review procedures for the crisis augmentation of resources.
8	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
9	Make communications accessible to individuals with communication disabilities working in emergency operations.
10	Maintain and update the Tactical Interoperable Communications (TIC) Plan as a member of the Regional Interoperability Committee.



11	Review departmental standard operating guides and maintain personnel call up lists.
12	Develop and maintain a communications resource inventory.
13	Identify temporary communications capabilities
14	Take training on interoperability assets with communication systems and resources.
Response (During Event) Actions for ESF 2 - Communications	
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 communications 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	Identify temporary communications capabilities
5	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.
6	Make communications accessible to individuals with communication disabilities working in emergency operations.
7	Provide initial notification for ESF 2.
8	Serve as the County Warning Point
9	Provide emergency communications support and coordination as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Make communications accessible to individuals with communication disabilities working in emergency operations.
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 Coordinator(s).
Mitigation Actions for ESF 2 – Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-2 representative for update of mitigation plan.
4	Make communications accessible to individuals with communication disabilities working in emergency operations.
5	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Wyandotte County Public Health Department

Preparedness (Pre-Event) Actions for ESF 2 - Communications

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

Response (During Event) Actions for ESF 2 - Communications

- 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 communications 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 Provide communications support as requested.

Recovery (Post Event) Actions for ESF 2 - Communications

- 1 Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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 Provide ongoing status reports as requested by the ESF Coordinator(s).

Mitigation Actions for ESF 2 – Communications

- 1 Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
- 2 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 2 - Communications

- 1 Maintain up-to-date, 24-hour rosters for notifying personnel.
- 2 Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
- 3 Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
- 4 Participate in Emergency Management training, drills, and exercises.
- 5 Know the warning systems used for emergency conditions within the County including sirens, radio/TV override, and NWS implementation of TV crawl warnings, and Emergency Alert System.



6	Identify the arrangements in place to protect emergency circuits with telecommunication services and priorities for prompt restoration.
7	Review departmental standard operating guides and maintain personnel call up lists.
8	Know the notification systems for emergency conditions within the County including text, voice, and other types of notification method.
9	Identify alternate methods of service if 9-1-1 Public Safety Communication Unit is out of operation.
Response (During Event) Actions for ESF 2 - Communications	
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 communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
5	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
6	Be a liaison with the State and adjacent county communications
7	Provide landline and cellular telephone services to support emergency response and recovery activities.
8	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
9	Provide field communications capabilities.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Evaluate response and make necessary changes in this ESF Annex to improve future operations.
4	Provide landline and cellular telephone services to support emergency response and recovery activities.
5	Assure people with visual and hearing impairments and/or non-English speaking persons that notifications are being made by various types of communication methods.
6	Manage communications between the on-scene and off-site personnel/agencies (shelters, hospitals, emergency management agency)
7	Provide field communications capabilities.
8	Provide ongoing status reports as requested by the ESF Coordinator(s).
Mitigation Actions for ESF 2 - Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Supporting: Kansas Division of Emergency Management	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
<i>Recovery (Post Event) Actions for ESF 2 - Communications</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
<i>Mitigation Actions for ESF 2 - Communications</i>	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Kansas Highway Patrol	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide emergency communications support to the County.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: Kansas City Kansas Community College

Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
3	Participate in Emergency Management training, drills, and exercises.
4	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Provide emergency communications support to the County.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.

Supporting: Providence Medical Center

Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 - Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: The University of Kansas Hospital

Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop and review applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
Response (During Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: The University of Kansas Hospital System	
Preparedness (Pre-Event) Actions for ESF 2 – Communications	
1	Maintain up-to-date, 24-hour rosters for notifying personnel.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Supporting: University of Kansas Medical Center	
Preparedness (Pre-Event) Actions for ESF 2 – Communications	
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	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
4	Participate in Emergency Management training, drills, and exercises.
5	Review departmental standard operating guides and maintain personnel call up lists.
Response (During Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
Recovery (Post Event) Actions for ESF 2 – Communications	
1	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the communications 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.
Mitigation Actions for ESF 2 – Communications	
1	Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
2	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:

- MARC Regional Coordination Guide for ESF 2,
- Tactical Interoperability Communications Plan (TICP)
- Regional Area Multi Band Integrated System (RAMBIS) Standard Operating Procedure, and
- Region L Multi-Jurisdictional Hazard Mitigation Plan, 2013 – 2018
- List of the County's communication resources
- Describe information displays and software
- Identity volunteer and private sector communications available to augment emergency requirements
- Plans and procedures detailing with communications protocols.

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. Contact 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 (PSAP). A chart is attached to the EOP that provides a telephone number for the contact who maintains the information.

Resources:

If additional resources beyond what is available through Unified Government resources or through normal mutual aid channels, resource requests can be made through the Wyandotte County Emergency Operations Center (EOC).

Wyandotte County Emergency Management Department utilizes a resource management, credentialing and accountability system that can tag, track and report on personnel and assets



during incidents and pre-planned events. It is most efficient and effective to credential personnel pre-incident.

Type of Resource List	Department Maintained By	Title	Phone Number
Notification of certain staff, facilities and departments for emergencies	Wyandotte County Emergency Management	EM Staff	913-573-6300
Personnel credentialing	Wyandotte County Emergency Management	EM Staff	913-573-6300

Communications Equipment

- 800 MHz radios
- UHF/VHF radios
- Radio Amateur Civil Emergency Service radios
- Cellular phones
- Land Line phones
- Satellite Phones

The Wyandotte County Communications Center has a complete inventory of communication equipment in the County.



Information displays and software

EMSystem is a Web-based program providing real-time information on hospital emergency department status, hospital patient capacity, availability of staffed beds and available specialized treatment capabilities. The EMSystem links all acute care hospitals and many EMS agencies in Region A. It is the region's primary method of communicating hospital status and capabilities and coordinating patient routing.

The Kansas Health Alert Network (KS-HAN) is a secured system housing disease surveillance and epidemiologic information. Health alert network communications as well as risk communications and health information dissemination are additional functions. Through KS HAN, alerting notices are sent to partners, alerting the right individuals in the most efficient manner possible.

Kansas-Map is a Geographic Information System (GIS)-based program developed by the Kansas Division of Emergency Management. Among other functions, this program includes a resource database that is searchable using the "closest resource" tool which allows response organizations to look for needed assets that are available near them. This tool will also allow the user to add layers such as radar, river gauges, EOC locations, and many more. The search options begin with the adjacent counties, then the region, and then statewide.

The Kansas Mutual Aid Program (KSMAP) has been developed to serve as the mutual aid program for Kansas utilities. The project is a joint effort of Kansas Municipal Utilities (KMU), Kansas Rural Water Association (KRWA), the Kansas Section – American Water Works Association (KsAWWA), the Kansas Water Environment Association (KWEA), Kansas Corporation Commission (KCC), Kansas Department of Health & Environment (KDHE), and the Kansas Division of Emergency Management (KDEM). The program provides the structure for inter-utility assistance in times of disaster or other emergencies helping to bring all the pieces together to restore utility services.



Volunteer and private sector communications

Volunteer Communications

Radio Amateur Civil Emergency Service (R.A.C.E.S.) – is a trained volunteer organization of over 50 Amateur Radio Operators. RACES provides amateur radio communications support to the Emergency Management Department during severe storm conditions and other disasters when normal communications are disrupted. RACES is capable of providing voice, digital, and video communications to all metro region EOCs, 48 Metro Area Hospitals, The Salvation Army, and American Red Cross.

Private Sector Communications

AT&T
Comcast
Cricket
E.com
Frontier Wireless
Get Wireless
Mobile Communications Centre
N Touch Wireless
Leavenworth Online
Southwest Bell
Spring Alpha Customer
Sprint
Sunflower Broadband
Time Warner Cable
T-Mobile
Velociti Inc
Verizon Wireless
Wifiable
Wireless Solutions LLC



Plans and procedures detailing with communications protocols

- The Tactical Interoperable Communications (TIC) Plan documents what interoperable communications resources are available within the Kansas City Metro Area, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. This TIC Plan has been developed by the Regional Interoperability Committee under the authority of the Public Safety communications Board. It is a secure document. Please contact Wyandotte County Emergency Management for questions about the TIC Plan.

Wyandotte County Unified Command Center



A Unified Command Center is now in service and available for use by all Wyandotte County Emergency Agencies. It can also be deployed in mutual aid to assist other jurisdictions in the Kansas City Metropolitan Area and by request throughout the State of Kansas. The Unified Command Center is a thirty-nine (39) foot vehicle equipped with six (6) Dispatch/Coordinator workstation positions, Radio, Telephone and Technology equipment to support Unified Operations, a policy and operations command work area, as well as external facilities and sheltered work area for briefing and response team coordination activities.

The purpose of the Unified Command Center is to provide the facilities and equipment necessary to conduct field operation command for large or long-duration incidents and events that require coordination and a unified command between Local, State and Federal agencies. It is kept in a state of readiness and is available to respond to any request without prior notice.

The Unified Command Center is designed for a wide variety of incidents, such as:

- Tornadoes and other Weather Events;
- For Urban Flash Floods and River Flooding events;
- 9-1-1 dispatch support;
- Large fires and Hazardous Material Incidents;
- Missing person searches;
- Major Crime scene activities;
- Hostage and Special Enforcement Unit responses;
- Support other Community activities that require communications and technology support.

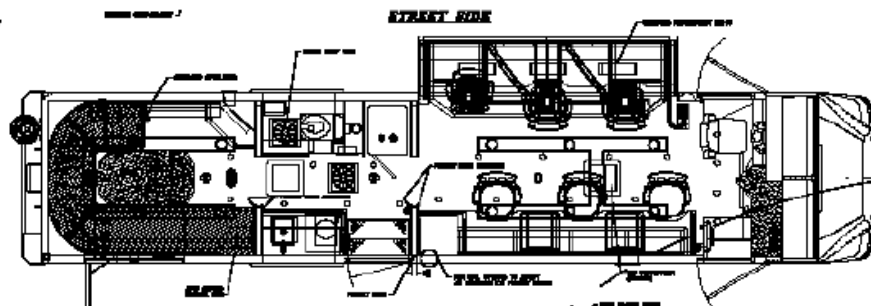


The Unified Command Center was acquired entirely with Department of Homeland Security Grant Funding coordinated through the Kansas Department of Emergency Management and the Kansas Highway Patrol to serve the Emergency Response Agencies of Wyandotte County.

Wyandotte County Emergency Management

The Unified Command Center is equipped with:

- Emergency Generator and battery power.
- Radios (800/VHF/UHF) for County and many Metro emergency agencies and radio interoperability equipment to allow channels to be linked for field operations.
- Computers with access to on-board and remote databases and Police/Fire /EMS dispatch information.
- GIS/Mapping workstation with an onboard mapping database server that includes all Ortho maps, GIS Data and Pictometry Photos for Wyandotte County.
- Telephone system with internal and external extensions served by both landline and cellular service.
- Cellular/Wi-Fi/Radio systems with an onboard antenna system for field connectivity.
- Wide-Band connectivity to allow 2-way video transmission between the Vehicle and the Wyandotte County Emergency Operations Center.
- Internet Connectivity for all users in the vehicle.
- Forty-two (42) foot tower with a pan-tilt-zoom camera for video capture.
- Broadcast (On Air) and Cable TV reception for all local and cable channels.
- Scene Lighting capabilities by a Light Tower.



Wyandotte County Emergency Management



Staff Request for Commission Action

Tracking No. 171031

Full Commission Meeting Date: NA

Committee: Public Works & Safety

Date of Standing Committee Action: 3/20/17

(If none, please explain):

Publication Required: No

<u>Date:</u> 03/08/2017	<u>Contact Name:</u> Jeff Fisher	<u>Contact Phone:</u> x5415	<u>Contact Email:</u> jfisher@wycokck.org	<u>Department/Division:</u> Public Works
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Item Description:

With feedback from the citizen survey in 2016 and the initiation of the SOAR program, Public Works and Parks & Recreation have evaluated their current operations related to mowing, debris clean-up and boarding of vacant structures. The UG has developed processes and procedures for more efficient and effective mowing. These include a tiered mowing program, spray program and the integration of Lucy to help track progress and provide statistical data.

Action Requested:

For information only

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Mowing Policy

Background and Purpose

The Unified Government conducted a citizen survey in 2016 requesting that customers grade their satisfaction with services offered by UG. In several areas like “overall appearance of the community”, the customers indicated they are not satisfied, certainly not as satisfied as all would like. Due to feedback like this, outcry from the community and deteriorating neighborhoods, the UG initiated an intense evaluation of the triggers behind the dissatisfaction and deteriorating neighborhoods in certain areas. As a result, SOAR Program was born.

The SOAR Program has identified many challenges and goals with a few key issues that require Parks & Recreation (PR), Code Enforcement and Public Works (PW) to evaluate current operations related to mowing, debris clean-up and boarding of vacant structures. In that evaluation, staff has determined that it is best to consolidate operational components and resources between PW and PR to reduce the number of workflow channels, increase effectiveness and meet higher expectations that are line with SOAR.

Levels of Expectations

There are four main categories of work involved:

- 1) Mowing and weeding of UG property, public right-of-way (ROW), vacant lots, and vacant structures
- 2) Debris removal on all of the above
- 3) Boarding of vacant structures
- 4) Occupied (non-compliant) properties

There have been concerns with the frequency of mowing and weeding, and the height of grass on the vacant lots in particular, and with the condition of the property when mowing and weeding is complete. The code of ordinance limits the height of grass to eight-inches. The Commission, customers, neighbors, and UG staff desire to have a program that meets or exceeds this code requirement on all lots where reasonable and feasible.

Staff has inventoried all lots and other areas where mowing has occurred to date. That inventory included the condition of the lot or area to determine an acceptable level of mowing and weeding. Exhibit A that is attached to this plan indicates all areas that will be mowed and weeded routinely under this plan. Exhibit B-D are visuals of the same information as Exhibit A but divided into smaller areas so the content is more easily seen.

Exhibits B-D also indicates by color, the level of mowing and frequency per lot or area based on location, vicinity to neighbors, and natural limitations of the lot or area (i.e. terrain, woods, etc). These exhibits are snapshots of current inventory that is tracked by the UG's GIS system but that inventory is fluid due primarily to the nature of the vacant lot status and the Land Bank Program. This is tracked and managed through the GIS and Lucity systems. Updates to these systems will be frequent so that operations can avoid mowing private lots or areas, and so lots/areas are mowed with the right frequency and height.

Exhibit E includes only the areas that is ROW being mowed by the UG which is roughly 250 acres. It also indicates the ROW area that the UG will no longer mow or weed after January 1, 2018. These are ROW areas that property owners are required by code to mow and weed.

Operational Components

To date, mowing, debris clean-up, and boarding were administered and performed through three departments and four to five contractors. This led to redundancies, conflicts, mowing of non-UG lots/areas, and failure to meet expectations.

This program, including certain ROW areas that are important to the “overall appearance of the community” and are not private or in vacant status, will now be managed through one department, Parks & Recreation. All contracts will be managed by PR. The PW Department will transfer four employees and related equipment to the program and those personnel will report to PR. The organizational chart for the new team is displayed in Exhibit F.

Work Order and Vacant Structure System

Lucity is the current work order system that is being deployed and utilized in maintenance divisions. This system, along with GIS, will be the primary tool for developing routine mowing plans and tracking associated work. All lots/area will be mowed with a work order and mobile equipment will be deployed incrementally and used by key staff to process a work order to reduce paper and increase efficiency.

Staff and contractors will be trained to look for suspicious activity on all lots and areas they mow. They will look for broken windows, squatters, and dangerous conditions, and will report those findings to the Supervisor immediately, who will then report those to the Police Department or NRC.

Additional Customer Satisfaction Improvement Actions

The UG is responsible for maintaining approximately 2,400 lane miles of roadway- compared with 1,800 in Overland Park and 1,200 in Olathe. In the 2016 customer satisfaction survey, customers were not satisfied with street maintenance.

- 1) There are a certain number of FTE's in the Streets Division that are currently committed to mowing described in the plan above and also a very large amount of right-of-way mowing. By removing the large amount of right-of-way mowing, the focus of the Streets Division is significantly increased toward the core responsibilities of the Street Division- the maintenance of pavement and concrete infrastructure.
- 2) Notices will be sent to property owners in March to communicate to them that beginning in the spring of 2018, they will be expected to mow the right-of-way as is the case with other property owners. The UG will continue mowing right-of-way, that is has in the past, through 2017 so those owners can prepare for the change that, again, will be effective spring, 2018.
- 3) It is possible that more work in the area of sidewalk and curb replacement could be performed as a result and possibly through a cost share program, but would still need contractors to help.
- 4) A pothole patcher is a truck that has certain equipment that allows staff to be more efficient and effective at all times of year with typical street maintenance. This equipment will be instrumental in improving operations and customer satisfaction. Staff is looking into the possibility of purchasing one truck in 2017 and one in 2018. The UG will continue to mow right-of-way around gateways to the community and develop a “gateway plan” that would identify the key gateways to the community that can also be beautified.

- **Additional exhibits will be presented at the standing committee meeting.**