



Emergency Support Function 5 Emergency Management

Coordinating Agency

West Virginia Division of Homeland Security and Emergency Management (WVDHSEM)

Support Agencies and Organizations

All State Agencies, Departments and Divisions

Purpose

ESF 5 describes the process for the direction and control of personnel and resources during an incident. ESF 5 outlines the procedures used by the West Virginia State Emergency Operations Center (WVSEOC) staff to analyze the situation, develop an incident management process, direct, coordinate response resources, and coordinate with other jurisdictions in an emergency. More detailed guidance for WVSEOC operations is contained in the WVSEOC Standard Operating Procedures (SOP).

Scope

ESF 5 coordinates all the ESF activities and supports all state agencies and partner organizations across the spectrum of emergency management. Activities include alert and notification, staffing or staff augmentation, deployment of emergency response teams, incident action planning, coordination of operations, logistics and materiel, direction and control, and information management for a timely response.

Policies

A. All departments and agencies assigned responsibilities within ESF 5 will develop and maintain the necessary plans and SOPs needed to accomplish their tasks.

B. ESF 5 will:

- Facilitate the establishment of statewide support infrastructure in anticipation of requirements for prevention, response, and recovery operations.
- Coordinate resource allocation and tasking through using the established processes and procedures.
- Identify and resolve incident response issues.

C. When directed, supporting state agencies will participate in incident management planning and incident response activities coordinated by ESF 5.

D. In conjunction with all ESFs, ESF 5 staff will coordinate the establishment of incident specific support facilities, resources, and equipment to support state activities related to incident management. These facilities may include but are not limited to the Joint Information Center (JIC), a Joint Field Office (JFO), etc.

E. ESF 5 staff will support the implementation of statewide mutual aid agreements to ensure an effective and efficient response to affected localities.

F. ESF 5 may maintain a workforce of trained and skilled reserve employees to provide surge capability to perform essential emergency management functions on short notice and for varied duration.

Organizational Structure

The Governor shall have general direction and control of WVDHSEM and shall be responsible for the carrying out of the provisions of the State Laws that govern such. Under the auspices of the Governor, the WVDHSEM Director exercises overall direction and control of state emergency response and recovery operations, usually from the WVSEOC.

Concept of Operations

A. General

1. The Governor provides general guidance for the performance of major emergency operations.

a. West Virginia Code, §15-5-5, “General Powers of the Governor,” as amended, the Governor is granted broad powers to deal with emergencies. Under this code section, the Governor may issue executive orders, proclamations and regulations and amend or rescind them. Executive orders, proclamations and regulations have the force and effect of law.

b. During instances of a proclaimed State of Emergency, the Governor is granted additional authority under West Virginia Code, §15-5-6 “Emergency Powers of the Governor,” as amended, to issue directives calculated to protect life and property and designed to control and terminate an emergency.

c. West Virginia Code, §15-5-3, “Establishment of the WVDHSEM”, provides the WVDHSEM with the authority to manage emergency incidents through the WVSEOC.

B. Response

1. The WVDHSEM Director or designee coordinates, on behalf of the Governor, state government emergency operations from the primary WVSEOC on a 24-hour basis. State agencies and supporting organizations provide names and telephone numbers of on-call duty personnel to the WVSEOC to act as liaison(s) during an emergency, as requested by the WVDHSEM Director.
 2. The WVDHSEM Director or designee establishes objectives and authorizes mission assignments to state agencies, requests commitment of federal assets and inter-state mutual aid emergency response forces, and assigns operational control, as required. The WVSEOC retains the primary responsibility to coordinate all state activities during emergency situations.
 3. The WVSEOC coordinates with state agencies to identify, activate, deploy and track state resources to perform specific missions needed to manage an incident. Once deployed, such resources are directed and controlled by the primary agency in coordination with local and state Emergency Operation Centers (EOCs).
 4. The WVDHSEM Director and The Adjutant General (TAG) establish broad National Guard mission statements based on current National Guard capabilities. West Virginia National Guard (WVNG) personnel ordered to State Active Duty (SAD) status by the Governor will at all times remain under the command and control of state military authorities in accordance with the military chain-of-command. Upon direction of the Governor, TAG will designate a Joint Task Force Commander to execute command and control of National Guard and Title 10 personnel and their associated resources, supporting emergency response and recovery operations in an affected area or when deployed out of the state under provisions of the Emergency Management Assistance Compact (EMAC).
 5. The WVSEOC Shift Leader is responsible for analyzing the situation and making decisions about how to respond, which resources to apply when, the use of mutual aid from other jurisdictions, and the effective application of all resources in the unified command. The WVSEOC Shift Leader makes the decisions on resource employment within guidelines and/or priorities established for the situation. The WVDHSEM Director or the Director of Operations holds identified resources for release based on the situation. Other identified resources may be in reserve awaiting a higher-level decision based on developing situations.
 6. State resources allocated to assist local governments during emergencies are provided exclusively for WVSEOC assigned missions. Assigned personnel and resources are not to carry out other tasks without prior approval of the WVSEOC Shift Leader.
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Agency Responsibilities Matrix

Supporting Agency	Acronym	Responsibilities
West Virginia Division of Homeland Security & Emergency Management	WVDHSEM	<ul style="list-style-type: none"> The WVDHSEM Director or Director of Operations appoints a WVSEOC Shift Leader to provide continuous coordinated response and provide guidance to WVSEOC agency coordinators and special representatives
West Virginia Governor’s Office	GO	<ul style="list-style-type: none"> In the event of a presidential declaration, the Governor of West Virginia appoints a State Coordinating Officer (SCO) to act as his/her authorized representative/liaison
West Virginia National Guard	WVNG	<ul style="list-style-type: none"> Performs mission assignments provided by the WVSEOC
West Virginia Department of Military Affairs and Public Safety	WVDMAPS	<ul style="list-style-type: none"> Provide personnel to WVDHSEM as requested to assist ESF operations and provide situational and incident-specific information to ESF 5. All agencies, as directed, identify staff liaisons or points of contact (POCs) to provide technical and subject-matter expertise, information and staff support for operations within the purview of each agency

Authorities & References

Authorities

State of West Virginia Emergency Services and Disaster Laws

National Guard Regulation 500-1/ANGI 10-8101

References

West Virginia Code §15-5-5, “General Powers of the Governor,” as amended.

West Virginia Code §15-5-6, “Emergency Powers of the Governor,” as amended.

National Incident Management System (NIMS)

The West Virginia National Guard State Active-Duty Standard Operating Procedure

State of West Virginia Emergency Operations Plan – Basic Plan

EMAP Standards

4.4.3 – EOP

4.6 – Resource Management, Mutual Aid and Logistics

4.8 – Facilities

