

Mississippi Emergency Support Function #6 – Mass Care, Housing, and Human Services Annex

MS-ESF #6 Coordinator:

MS Department of Human Services

MS Primary Agencies:

MS Department of Human Services
Mississippi Division of Medicaid
Mississippi Emergency Management Agency
MS Department of Education

Support Agencies:

Mississippi Department of Health
Mississippi Military Department
MS Department of Agriculture and Commerce
MS Department of Public Safety
MS Institutions of Higher Learning
MS State Board for Community and Junior Colleges
MS Department of Mental Health
MS Department of Rehabilitation Services
MS Commission for Volunteer Services

MS Non-Governmental Support Organizations:

American Red Cross, Mississippi Chapter
Mississippi Volunteer Organizations Active in Disasters

Federal ESF Coordinator:

Department of Homeland Security/
Emergency Preparedness and Response/
Federal Emergency Management Agency

Federal Primary Agencies:

Department of Homeland Security/
Emergency Preparedness and Response/
Federal Emergency Management Agency
American Red Cross

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to coordinate all State efforts to provide sheltering/temporary housing, feeding, and other human needs following a catastrophic earthquake, hurricane, or other significant disaster requiring State mass care assistance. The disaster Welfare Information System (DWIS) will also be coordinate through this ESF.

Scope

This section of the plan is to be used to respond to threatened or actual incidents exceeding local response capabilities. It is also used when Mississippi's capabilities are exceeded and Federal government response is provided.

Policies

ESF #6 policies apply to State departments and agencies and the American Red Cross for activities relating to potential or actual States of Emergency declared by the Governor. Underlying policies include the following:

- ESF #6 support may vary depending on an assessment of incident impact, the magnitude and type of event, and the stage of the response and recovery efforts.
- ESF #6 supports mass care activities and provides services without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- ESF # 6 support and services provided will be in accordance with existing Federal and State statutes, rules, and regulations.
- Personnel will be assigned to support ESF #6 functions in accordance with the rules and regulations of their respective parent agencies.
- ESF #6 will coordinate with ESFs 1, 3, 5, and 14 regarding recovery and mitigation assistance, as appropriate.
- ESF #6 will reduce duplication of effort and benefits to the extent possible. This includes streamlining assistance as appropriate, and identifying recovery and mitigation measures to support County and Municipal planning efforts.
- For the non-governmental organizations including non-profit organizations and faith-based organizations, State law 33-15-17, paragraph C1 and C4 apply.

Concept of Operations

General

- The local government has the primary responsibility of sheltering citizens.
- The local government will first call trained voluntary agencies for mass care services. ARC approved shelter sites, (ARC 44-96) guidelines for hurricane shelters, will be considered as a first step to identifying shelters. If the local government becomes overwhelmed, State services are requested
- The Mississippi Department of Human Services will act in conjunction with the ARC to carry out all duties in meeting victims' needs. This includes supporting the ARC in the operation of shelters/temporary housing, food services, emergency human needs, and limited health and medical needs (ESF #8).
- The State Disaster Housing Program will be implemented as appropriate to augment the resources of ARC and other participating agencies.
- As a Joint Field Office (JFO) and other support facilities are established, State personnel will be housed jointly with their Federal counterparts.

Mass Care

General Population Shelters

- Local governments under Emergency Law 33-15 have authority to direct local government (municipalities/counties) to assist in staffing emergency shelters.

- Once local government and local voluntary agencies have exceeded local assets, assistance can be requested from the State Emergency Operations Center (SEOC) by the local Emergency Operations Center/ Emergency Management Agency.
- The Department of Human Services has coordinating responsibility to provide shelters with the assistance of primary, support, and other non-governmental agencies.

Special Medical Needs Shelters

- MS Department of Health (MDH) has lead responsibility for identifying staffing resources needed at Regional Special Medical Needs Shelters in conjunction with the MS Department of Rehabilitation Services and MS Division of Medicaid.
- MDH shall work in conjunction with the State Board of Community and Junior Colleges to pre-identify locations to be used as Special Needs Shelters.
- MDH will publish the required Special Needs Protocol and Guidelines to be used by local personnel for placement criteria in Special Needs Shelters.
- Additional guidance and information for Special Needs Sheltering can be found in ESF #8.

Pet and Animal Shelters

- MS Board of Animal Health (MBAH) serves as the lead agency for sheltering requirements for pet and animal shelters during an incident.
- MBAH will identify pre-designated locations for use as pet and animal shelters or pet friendly shelters.
- Additional guidance and information for Pet and Animal Sheltering can be found in ESF #11.

Opening Shelters

- ESF #6 informs State and local decision makers about the status of shelters and applicable shelter zones. This information is passed on to evacuees en route and through ESF #15 External Affairs.
- Local government will open shelters in coordination with the State. MEMA in conjunction with the Department of Human Services will have overall management of shelters for the State.

Shelter Resources

- The Mississippi Shelter Resource Directory lists all available public shelters located throughout the State.
- This plan provides for shelter activation for Louisiana evacuees starting in the north end of the State and moving south as they fill up, thereby leaving the shelters nearest to the Mississippi Gulf Coast accessible to Mississippi residents should the need for coastal evacuation occur.
- The State has been divided into six shelter zones. Each zone identifies shelter locations, occupant capacities, and support capabilities by city and county.

Mass Feeding/ Procurement of Food Resources

Mississippi Department of Education / Division of Nutrition Services (MDE/DNS) will serve as the lead agency to ensure that the efficient and timely forecasting of all food commodities to be used as part of shelter resources or congregate feeding sites is implemented. The Division of Child Nutrition serves as the State Distributing Agency and has the authority to release USDA commodities from their warehouses within the state based on a Presidential Declaration or Situations of Distress.

MDE will work with key state agencies to ensure that established procedures and policies are implemented during the response phase to meet the requirements of local government (specific details outlined under the MS Dept. of Education pg.6-7)

Housing

State Temporary Housing Program

- The Office of Recovery, Bureau of Individual Assistance has the responsibility of implementing the State Temporary Housing Program as directed by the Office of the Governor.

Human Services

Post-Disaster Operations

- Information regarding re-entry to point(s) of origin will be relayed or provided to all active shelter locations for dissemination to evacuees.
- Re-entry information, affecting out-of-state evacuee shelter in Mississippi will be obtained from the affected State and disseminated by ESF #6 to the appropriate shelter locations.
- Evacuees cannot be detained from leaving shelters if so desired, however they may be detained from re-entering a disaster area if officially deemed unsafe. Re-entry decisions are made jointly by the State and affected local governments.

Repatriation

- Many noncombatant United States citizens and their dependents are residing in or visiting foreign countries outside the Continental United States. An overseas emergency could require that U.S. citizens and their dependents be returned to the Continental U.S. In the case of a national emergency, the State of Mississippi will provide evacuees to the United States the reception, temporary care, and transportation to final destinations.

Organization

State EOC

- ESF #6 is part of the Operations Section, Human Services Branch.

Field Units

- ESF #6 shall provide personnel for participation in the SERT, and as needed for DRC staffing
- ESF #6 may be asked to provide personnel to the JFO to work closely with their federal counterparts.

Actions

Preparedness

- The Mississippi Department of Human Services (MDHS) oversees development of Standard Operating Procedures (SOPs) and checklists in conjunction with other primary and supporting agencies for this ESF.
- MDHS designates, trains, and provides shelter managers and support staff from county Department of Human Services operations.

Pre-Incident

- Develop forecast of funding and shelter requirements.

Incident

- Expand and identify shelter sites outside of those pre-designated by other sources.
- Advise the ESF #6 Emergency Coordinators when capacity of shelter space has been approached so additional shelters can be opened and traffic can be routed accordingly.
- Local ESF #6 officials inform the SEOC about the status of shelters and shelter zones (which ones are open and when). This information will then be passed to the State ESF #15 Public Information Officer for immediate media release.
- ESF #6 informs State and local decision makers about the status of shelters and applicable shelter zones. This information is passed on to evacuees through ESF #15 External Affairs.
- State MDHS and ARC will also maintain a close consultation with the National Chapter of the ARC and US HHS, in order to ensure awareness for potential Federal ESF #6 mobilization, if required. Coordinate State emergency human service resources to supplement Local DHS and ARC resources.
- Develop and coordinate shelter operations with special emphasis on lessening the risks of special needs populations.
- Expand and identify shelter sites outside of those pre-designated by other sources.
- Maintain contact with Local mass care officials to determine when "near-capacity" of shelter space has been reached, so additional shelters can be opened, traffic can be routed accordingly, and timely news releases can be disseminated.

Recovery

- As shelter and feeding operations are beginning to be phased out, relay or provide information regarding re-entry to point(s) of origin to all active shelter locations for dissemination to evacuees.

- Re-entry information, affecting out-of-state evacuee sheltering in Mississippi will be obtained from the affected State and disseminated by ESF #6 to the appropriate shelter locations.
- With the affected Local government, assist in re-entry decisions. Evacuees cannot be detained from leaving shelters if they desire. However, they may be detained from re-entering a disaster area if officially deemed unsafe.

Post-Incident

- Facilitate movement to temporary housing.
 - Coordinate cleanup and restoration of facilities used for shelter.
 - The ESF #6 Coordinator prepares an after-action report. The after-action report identifies key problems, indicates how they are to be/were solved, and makes recommendations for improving response operations. ESF #6 organizations assist in preparation of the after-action report.
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Responsibilities

Mississippi Department of Human Services

- Develop a Standard Operating Procedure (SOP) and checklists in conjunction with the ARC, MEMA, and supporting agencies for this ESF.
- Coordinate State emergency human service resources to supplement local resources and assist the American Red Cross in mass care.
- Provide daily information to the SEOC on the amount of food used and types of food needed.
- Develop and coordinate shelter operations to minimize the risks to special needs population.
- In conjunction with MEMA, expand and identify shelter sites outside of those pre-designated by other sources.
- Provide individual to act as the ECO in the SEOC, as well as an alternate to ensure 24-hour availability.
- In conjunction with MEMA, update and maintain the Mississippi Shelter Resource Directory.

Mississippi Division of Medicaid

- Designate, train, and provide shelter managers and support staff from county Division of Medicaid operations.
- Coordinate with the ARC and other ESF #6 support agencies to assign personnel to staff and monitor shelter operations.

MS State Department of Health

- Provide emergency medicine, medical services and supplies essential for sustaining physical health for people in shelters.
- Develop procedures for inspecting conditions at emergency shelters to ensure sanitary conditions with respect to food preparation, waste disposal, potable water supplies, etc.
- Provide emergency medicine, medical services, and supplies essential for sustaining physical health for shelterees.
- Assist at shelters in the care for, the infirm, and persons requiring specialized medical care.
- Provide nursing support to shelter operations on an as needed basis.

Mississippi Department of Education (Division of Nutrition Services)

- MDE will designate an Emergency Coordinating Officer (ECO) to work as part of the ESF #6, Human Services Branch within the SEOC (This may require an additional ECO for staffing needs).
- MDE shall designate one staff person per county to facilitate commodities procurement within the local EOC with other key state agencies and volunteer organizations. In counties where local MDE staff is not available, the State Office of Education will designate appropriate personnel to work with the Food Services Director in each county to facilitate this requirement. Additionally, MDE will ensure that persons are identified to meet staffing requirements within the SEOC and work in conjunction with Mississippi Department of Human Services (MDHS), Mississippi Department of Health (MDH), American Red Cross (ARC) and all Volunteer Organizations Active in Disasters (VOADS) to monitor feeding operations to determine potential shortfalls of commodities, facilities, and food preparation personnel.
- MDE should ensure that Institution of Higher Learning and the State Board of Community and Junior Colleges work in conjunction with the staffing requirements to meet all needs of Mass Feeding and Congregate Feeding sites during an incident. This should include but not be limited to forecasting and ordering of food items and surplus commodities that are identified for use by the School Lunch Program.
- MDE will develop/publish required SOP to ensure all necessary procedures for the procurement of food items, adequate staffing plan and any additional specific reporting needs are addressed.
- Identify and arrange for schools with contracts to distribute food supplies during a disaster or emergency.
- Allocate food supplies from schools in areas outside the disaster area to schools within the disaster area for mass feeding (if the school's three-day supply runs low or out).
- Determine food needs and delivery with other ESF #6 support *agencies and local officials*.
- Provide daily information on the amount of food used and types of food needed.

Support Agencies' Responsibilities

Agency	Functions
American Red Cross	<ul style="list-style-type: none"> ▪ Develop procedures for assessing Local shelter capabilities with respect to soundness of the structure, availability of water and food, utility and sewer services, sanitation services, etc. and for requesting assistance from Local, State, or National offices. ▪ Coordinate sheltering operations, mass feeding, and ARC volunteer organization activities with other ESF #6 agencies involved in mass care operations. ▪ Provide and assign personnel to support mass care and disaster victim registration at Local shelter locations. ▪ Coordinate bulk distribution of emergency relief supplies, food, clothing, etc. ▪ Assist individuals and families in shelters with care for unaccompanied children, the aged, the infirm, and persons requiring specialized care. ▪ Ensure staffing is available to assist in the adequate forecasting and distribution of food commodities to congregate feeding sites. ▪ Monitor the number of mass feeding sites, soup kitchens, and pantries providing food to disaster victims and coordinate resource needs with other ESF support agencies. ▪ Assign and train personnel to support emergency operations at the SEOC, State Hurricane Support Center (SHSC), the State Earthquake Support Center (SESC), Joint Field Office (JFO), or on the State Emergency Response Team (SERT), Rapid Needs Assessment Team (RNA), or other areas of operation. ▪ Ensure that adequate communications are established and maintained ▪ Support the resource pool by providing available resources as needed. ▪ Assist in gathering and providing information to ESF #5 (Information and Planning) for establishing priorities and to ESF #15 (Public Information) for press releases. ▪ Coordinate internal SEOC support efforts by designating a liaison to ESF #5.

Agency	Functions
MS Department of Agriculture and Commerce	<ul style="list-style-type: none"> ▪ Determine any shelter food needs and delivery methods with other ESF #6 support agencies and Local officials. ▪ Coordinate the acquisition of food donations to supplement food needs. ▪ Monitor the mass feeding sites, soup kitchens, and pantries providing food to disaster victims and coordinate resource needs with other ESF support agencies. ▪ Provide personnel to staff mass feeding and/ or shelter sites.
MS Department of Public Safety	<ul style="list-style-type: none"> ▪ Assist with evacuation requirements to affected communities ▪ Provide personnel to facilitate security requirements at designated shelter sites
MS Dept of Education-Safe/Orderly Schools	<ul style="list-style-type: none"> ▪ Support the development of a SOP and checklist in conjunction with the primary and supporting agencies. ▪ Provide public school facilities to care for people affected by a disaster or emergency ▪ Assist school districts with necessary resources for transportation (i.e. buses, vans, etc) of evacuees from staging areas to shelters. ▪ Provide personnel to assist at mass feeding and/or shelter sites. ▪ Provide resource officers for security detail at designated school sites
MS Institutions of Higher Learning	<ul style="list-style-type: none"> ▪ Ensure staffing is available to assist in the adequate forecasting and distribution of food commodities to congregate feeding sites and shelters. ▪ Establish emergency shelters at institutions of higher learning.
MS State Board for Community and Junior Colleges	<ul style="list-style-type: none"> ▪ Ensure staffing is available to assist in the adequate forecasting and distribution of food commodities to congregate feeding sites and shelters. ▪ Establish stocked and equipped emergency shelters at community college facilities. ▪ Provide facilities to shelter victims and special needs population.

Agency	Functions
Mississippi Military Department	<ul style="list-style-type: none"> ▪ Provide transportation of additional equipment, supplies, and augmentation personnel as needed to support evacuation to shelter sites. ▪ Assist in construction and/ or rehabilitation of shelters. ▪ Provide personnel and equipment to transport water and other life-sustaining resources. ▪ Provide military facilities as shelters contingent on availability and use to support military operations. This includes availability of Camp Shelby for massive coastal evacuations.
Mississippi Department of Mental Health	<ul style="list-style-type: none"> ▪ Coordinate program requirements for Crisis Counseling Grant ▪ Provide personnel and resources as needed or requested for ESF #6 operations.
MS Commission for Volunteer Services	<ul style="list-style-type: none"> ▪ Coordinate placement of volunteers for disaster response and recovery for mass care needs. ▪ Coordinate Donations Management for response/recovery operations.
Mississippi Volunteer Organizations Active in Disasters	<ul style="list-style-type: none"> ▪ Provide support staff for shelters and mass feeding sites. ▪ Coordinate the evacuation and sheltering of displaced animals. ▪ Supply and provide mobile and church feeding and serving facilities. ▪ Provide emergency feeding services in facilities. ▪ Provide for fixed food preparation. ▪ Ensure staffing is available to assist in the adequate forecasting and distribution of food commodities to congregate feeding sites and shelters. ▪ Provide mobile and church feeding and serving facilities. ▪ Provide temporary home repair and permanent restoration. ▪ Provide disaster victims with references for clothing. ▪ Assist homeowners with debris clean up.