

**EMERGENCY SUPPORT FUNCTION #7—LOGISTICS**

**LEAD AGENCY**

Pierce County Department of Emergency Management (DEM)

**SUPPORT AGENCIES**

Pierce County Finance Department  
All Pierce County Departments

**STATE LEADS**

Washington Military Department-Emergency Management Division  
Washington State Department of Enterprise Services

**I. INTRODUCTION**

A. Purpose

To provide coordinated logistical and resource support prior to, during, and/or following an emergency or major disaster.

B. Scope

Resource support involves the provision of services, personnel, commodities and facilities for the residents, employees, and visitors of Pierce County during the response and recovery phases of an emergency or major disaster.

C. Core Capabilities and Actions

The following table lists the core capabilities that ESF #7 most directly supports along with the related ESF #7 actions. In addition to the core capabilities listed in the table, all ESFs support the following core capabilities: Planning, Operational Coordination, and Public Information and Warning.

<b>Mission Area</b>	<b>Core Capability</b>	<b>Description and Actions</b>
Response	Mass Care Services	<ol style="list-style-type: none"> <li>1. Provide life-sustaining and human services to the affected population, such as: hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies</li> <li>2. Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs</li> <li>3. Establish, staff, and equip emergency shelters and other temporary housing options (including accessible housing) for the affected population</li> <li>4. Move from congregate care to non-congregate care alternatives and provide relocation assistance or interim housing solutions for families unable to return to their pre-disaster homes.</li> </ol>

**PIERCE COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

<b>Mission Area</b>	<b>Core Capability</b>	<b>Description and Actions</b>
Response <i>(continued)</i>	Critical Transportation	<ol style="list-style-type: none"> <li>1. Facilitate transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals, and the delivery of vital response personnel, equipment, and services into the affected areas.</li> <li>2. Ensure basic human needs are met, stabilize the incident, transition into recovery for an affected area, and community functionality, through acquisitions and coordination.</li> </ol>
	Operational Communications	<ol style="list-style-type: none"> <li>1. Ensure the capacity for timely communications in support of security, situational awareness, and operations by all means available, among and between affected communities in the impact area and all response forces.</li> <li>2. Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, tribal, state, and local first responders.</li> <li>3. Acquisition and coordination of sufficient communications infrastructure within the affected areas to support ongoing life sustaining activities, provide basic human needs, and transition to recovery.</li> <li>4. Acquisition and coordination of critical information networks, including cybersecurity information sharing networks, in order to inform situational awareness, enable incident response, and support the resiliency of key systems.</li> </ol>
	Logistics and Supply Chain Management	<ol style="list-style-type: none"> <li>1. Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.</li> <li>2. Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.</li> <li>3. Enhance public and private resource and services support for an affected area.</li> </ol>
	Infrastructure Systems	<ol style="list-style-type: none"> <li>1. Stabilize critical infrastructure functions, minimize health and safety threats. Support the stabilization of immediate infrastructure threats to the affected population, to include survivors in the heavily-damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.</li> </ol>

**PIERCE COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

<b>Mission Area</b>	<b>Core Capability</b>	<b>Description and Actions</b>
Response <i>(continued)</i>	Infrastructure Systems	<ol style="list-style-type: none"> <li>2. Coordinate resources for the re-establishment of the critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.</li> <li>3. Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.</li> </ol>
Recovery	Infrastructure Systems	<ol style="list-style-type: none"> <li>1. Supports the restoration and revitalization of systems and services to support a viable, resilient community.</li> <li>2. Supports restoration of essential services (public and private) to maintain community functionality.</li> <li>3. Provide systems that meet the community needs while minimizing service disruption during restoration within the specified timeline in the recovery plan.</li> </ol>

**II. POLICIES**

- A. Pierce County Code 2.118.040—Disaster and Emergency Powers of Director: The Pierce County Executive or designee and the Director of Emergency Management, has the authority to make decisions on resource priorities and distribution.
- B. Pierce County Code 2.118.040—Disaster and Emergency Powers of Director: The Pierce County Executive may invoke temporary controls on county owned resources and establish priorities when an emergency or major disaster is proclaimed. This may include, but not limited to, fuel, food, shelter, and other resources fundamental to basic human needs.
- C. Pierce County Department of Emergency Management-Finance Division Policies and Procedures outlines authorities and guidance for emergency purchasing in a proclaimed or declared emergency or major disaster.
- D. The requesting agency is responsible for the payment of requested resources. If funds are not available, purchases will be made in accordance with emergency purchasing policies.

**III. SITUATION**

- A. Emergency/Major Disaster Conditions and Hazards

A significant emergency or major disaster will severely damage and limit access resource availability and supply chain. Normal channels for communication may be

inoperable, making resource procurement and management difficult. See the Pierce County Hazard Identification and Risk Assessment (published separately).

**B. Planning Assumptions**

- Following an emergency or major disaster there may be a need to provide resources, goods, and/or services to the affected areas.
- The county’s support of the response to the emergency or major disaster will be severely impacted.
- Support agencies and incorporated cities and towns will perform tasks and expend resources under their own authorities, including implementation of mutual aid agreements, in addition to resources received under the authority of this plan.
- Fundamental resources such as water, food, first aid supplies, shelter and sanitation supplies, fuels, and hand tools, may be exhausted due to impacts of disasters. Extraordinary measures may have to be taken to meet demands.
- Routine forms of communication will be severely interrupted during the early phases of an emergency or major disaster.
- Transportation to affected areas may be cut off due to weather conditions and damage to roads, bridges, airports, and other transportation infrastructure.
- The management and logistics of resource support is highly situational and is dependent upon flexibility and adaptability.
- No guarantee of a perfect response system is expressed or implied by this ESF. Pierce County will make every reasonable effort to respond based on the situation, information, and resources available at the time of the emergency or major disaster.
- Pierce County department heads will utilize their personnel to the maximum extent possible during emergencies or major disasters.

**IV. CONCEPT OF OPERATIONS**

**A. General**

1. When the Tacoma-Pierce County Emergency Operations Center (EOC)—hereafter called the “EOC”—is activated for emergencies or major disasters, the EOC becomes the focal point for incident-related resource management. Representatives from impacted districts, departments, and political jurisdictions and subdivisions, will liaise with the EOC to assist in resource prioritization and in the coordination, management, distribution and conservation of supplies and resources necessary to meet fundamental human needs and maintain essential services (see CEMP Support Annex 3—Logistics Management).
2. Established procurement procedures of county government will be used whenever possible unless the severity of the incident dictates additional supplies and

equipment must be purchased from outside sources (see DEM's Finance Division Policy and Procedures and the Finance Department Policy and Procedures Manual).

3. Pierce County will proclaim a state of emergency when existing resource and budget capacities are nearing depletion or when resource demands exceed capabilities.
4. Incorporated cities and towns may also proclaim an emergency or major disaster which may require logistical support from Pierce County.
5. The determination to use public or private sector resource providers is based on critical need and availability of the resource. When all government resources and mutual aid agreement(s) are depleted, the EOC will request support from the SEOC. The SEOC can provide additional mutual aid, and state or federal resources (WAMAS). Records of requests are kept in WebEOC and further addressed in DEM's Finance Division Policies and Procedures Manual.
6. Procedures for anticipating or projecting costs and reimbursement procedures are documented in DEM's Finance Division Policies and Procedures Manual.
7. DEM may be requested to assist in identifying and equipping an appropriate facility for the Joint Field Office.
8. Pierce County Department of Finance may support the EOC in contracts and procedures for acquisition, disposition, and leasing of resources. Finance will assign a liaison to the EOC, when requested.
9. All Pierce County departments have emergency purchasing authorities to engage in their own resource acquisitions and contracts per the Purchasing Emergency Contingency Plan.

**B. Mitigation Mission**

1. Identify vulnerabilities in resource delivery and supply chains for vital commodities. Develop strategies and implement actions to reduce risks to the resource support and logistics management function.

**C. Response Mission**

1. Establish vendor lists.
2. Create emergency purchasing policies and procedures.

**D. Recovery Mission**

1. Assist with disaster recovery, as requested. Focus areas include, but not limited to, facilitating economic recovery through reopening supply chains, creating solutions to meet short- and long-term housing needs, and coordinating the movement of material to infrastructure operators.

**V. RESPONSIBILITIES**

<b>Lead Agency</b>	<b>ESF Responsibilities</b>
<p align="center">Pierce County Department of Emergency Management</p>	<ol style="list-style-type: none"> <li>1. Provide, direct, and coordinate ESF #7 operations. These operations include locating, procuring, and issuing resources and locating available space and facilities to support the EOC, county departments, and incident management activities.</li> <li>2. Ensure resource requests from impacted districts, departments, and political jurisdictions and subdivisions are considered when determining logistical priorities.</li> <li>3. Coordinate, supervise, and manage the procurement, storage, and distribution of supplies and equipment in an emergency or major disaster through the EOC.</li> <li>4. Develop and maintain a current resource database and/or manual.</li> <li>5. Through the Pierce County JIC, coordinate and disseminate information concerning resource availability and distribution for the public.</li> <li>6. Provide administrative support for the Washington State Emergency Worker Program.</li> <li>7. Coordinate with Pierce County Sheriff’s Department when credentialing just-in-time emergency workers</li> <li>8. Establish logistical staging areas within Pierce County departments or in conjunction with partner agencies to receive equipment, supplies and or personnel.</li> <li>9. Community Points of Distribution (CPODs) will be established based on the geographical location and size of the incident.</li> </ol>

<b>Support Agencies</b>	<b>ESF Responsibilities</b>
<p align="center">Pierce County Finance Department</p>	<ol style="list-style-type: none"> <li>1. Coordinate emergency purchases. A purchasing agent may report to the EOC to coordinate emergency purchases if the situation warrants.</li> <li>2. Establish procedures for procurement of emergency supplies and equipment not covered in existing county codes and emergency procedures.</li> <li>3. Establish procedures for the payroll of mission essential personnel.</li> <li>4. Develop department procedures that increase capabilities to respond and recover from emergencies and major disasters.</li> <li>5. Consolidate and maintain purchasing and financial records of any expenditure used for response or recovery from the emergency or major disaster.</li> </ol>
<p align="center">Pierce County Departments</p>	<ol style="list-style-type: none"> <li>1. Develop and maintain a Continuity of Operations (COOP) program and plan.</li> <li>2. Provide staffing for the EOC, when requested.</li> </ol>

**PIERCE COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

<b>Support Agencies</b>	<b>ESF Responsibilities</b>
All Pierce County Departments <i>(continued)</i>	3. Maintain purchasing and financial records of any expenditure used for response or recovery from the emergency or major disaster. Utilize resources to maximize efforts toward response and recovery and aid cities and town requesting assistance during an emergency or major disaster as capacity and capability allow.

<b>State Lead</b>	<b>ESF Responsibilities</b>
Washington Military Department-Emergency Management Division	1. Lead agency in the implementation of the Washington State Emergency Worker Program. 2. Coordinate resource requests as prioritized by the EOC.

**VI. AREAS OF COORDINATION CROSSWALK**

The following table describes the typical functions concurrently active during incidents involving ESF #7. Other ESF annexes are listed as a reference to guide coordination.

<b>Function</b>	<b>Agency</b>	<b>ESF Annex</b>
Donations and Volunteer Management	DEM	ESF #6
Mass Care Needs	Citizen Corps	ESF #6
Transportation of People and Animals	Pierce Transit	ESF #1
Establishing Critical Transportation Corridors	Planning & Public Works	ESF #1
Jurisdictional Coordination	DEM	ESF #5

**VII. AUTHORITIES AND REFERENCES**

- Pierce County Department of Emergency Management-Finance Division Policies and Procedures Manual.
- Pierce County Hazard Identification and Risk Assessment, March 2015
- Pierce County Emergency Purchasing Contingency Plan.
- Support Annex 6—Volunteer and Donations Management, September 2014.

**VIII. TERMS AND DEFINITONS**

- (See Appendices I and II)

**IX. ATTACHMENTS**

- (None)