2015 THIRA Reporting Tool

Part I of this assessment section needs to be completed and submitted to the Homeland Security State Administrative Agency, Department of Military Affairs and Public Safety by July 31, 2015. Part II and Part III must be submitted by September 30, 2015. Please submit the completed document to Tommy.L.Dingess@wv.gov **AND** Charles.W.Bennett@wv.gov.

Jurisdiction: _____ Date: _____

Point of Contact: _____ Title: _____

Email: _____ Phone Number: _____

Part I: Initial Assessment

Please complete the following self-assessment related to activities within the jurisdiction. This assessment should include ***all*** of the capacity within the jurisdiction, not just what is available within a specific agency. This assessment should include more than just the capacity of governmental agencies.

Planning

Jurisdictional Capability Target:

Capability Assessment:

1. Has there been any significant change in the threats and hazards listed in jurisdiction's 2014 THIRA submission? Yes ☐ No ☐

   If yes, please explain:

2. When was the last time there was a substantive review of jurisdiction's Emergency Operations Plan (EOP)? _____ (month/year)

   Did this review include multiple disciplines? Yes ☐ No ☐

3. Does the jurisdiction's EOP include a cyber-security plan/annex?

   Yes ☐ No ☐

4. Does the jurisdiction's EOP contain elements necessary to support children?

   Yes ☐ No ☐

5. Does the jurisdiction's EOP contain elements necessary to support individuals with access and functional needs? Yes ☐ No ☐

6. Does the jurisdiction's EOP contain elements necessary to support household pets and service animals? Yes ☐ No ☐

7. Have all the agencies responsible for tasks outlined in the EOP signed MOUs agreeing to assigned roles? Yes ☐ No ☐

8. Has the jurisdiction's EOP been evaluated against the guidelines and recommendations in the FEMA Comprehensive Preparedness Guide 101, version 2 (CPG-101)?

   Yes ☐ No ☐

9. Is a review of the jurisdiction's EOP conducted following each exercise or incident?

   Yes ☐ No ☐

   If so, please give an example of a change to the EOP that was identified as part of an AAR/IP?

10. Does the jurisdiction utilize risk analyses in planning? Yes ☐ No ☐

11. Is the jurisdiction's EOP posted on-line? Yes ☐ No ☐

If so, what is the website address for the plan? _____

12. What is the jurisdiction's greatest challenge related to the Planning capability?

13. What is the jurisdiction's greatest strength related to the Planning capability?

Public Information and Warning

Jurisdictional Capability Target:

Capability Assessment:

1. What public information and warning systems are used in the jurisdiction?

2. How is social media used to alert and provide information to the public?

3. In the last two years, has the public information and warning capability been incorporated into an exercise? Yes ☐ No ☐

   If so, please identify the exercise (i.e. name and date) and recommendations to improve this capability.

4. In the last two years, has a Joint Information Center (JIC) been incorporated into an exercise or an actual event? Yes ☐ No ☐

   If so, please identify the event or exercise utilized a JIC (i.e. name and date) and list recommendations to improve this capability.

5. Does the jurisdiction have dedicated personnel assigned to public information and warning? Yes ☐ No ☐

   Do the PIOs have necessary training? Yes ☐ No ☐

6. Do the PIOs from various county/city agencies meet regularly? Yes ☐ No ☐

7. Does the jurisdiction have an opt-in alerting system for residents? Yes ☐ No ☐

   List the web-site where residents can sign-up for service: _____

8. Do the public information and warning systems consider populations with access and functional needs? Yes ☐ No ☐

   Explain:

9. What is the jurisdiction's greatest challenge related to the Public Information and Warning capability?

10. What is the jurisdiction's greatest strength related to Public Information and Warning capability?

Operational Coordination

Jurisdictional Capability Target:

Capability Assessment:

1. Does the jurisdiction have a mobile command post? Yes ☐ No ☐

   Who owns and maintains the mobile command post? _____

2. Does the jurisdiction have a functional Emergency Operations Center (EOC)?

   Yes ☐ No ☐

   Does the EOC have adequate space? Yes ☐ No ☐

   Does the EOC have necessary equipment? Yes ☐ No ☐

   Does the EOC have operating policies? Yes ☐ No ☐

   Do EOC personnel have proper training? Yes ☐ No ☐

3. Does the EOC have a call-out list for all stakeholder agencies? Yes ☐ No ☐

4. When was the last time the EOC was activated and used as part of an exercise or an actual event? _____ (month/year)

   Please list all identified recommendations to improve this capability.

5. Does the EOC have a Continuity of Operations (COOP) plan? Yes ☐ No ☐

   When was the last time the COOP plan was exercised: _____ (month/year)

6. Does the jurisdiction have an identified Incident Management Team (IMT)?

   Yes ☐ No ☐

   If yes, please answer the following questions:

   How many members are on the IMT? _____

   Are the members of the IMT properly trained? Yes ☐ No ☐

   Do IMT members have necessary equipment? Yes ☐ No ☐

   Has the IMT been activated for an exercise? Yes ☐ No ☐

   Has the IMT been activated for a -life event? Yes ☐ No ☐

   If ever activated, please describe the role of the IMT and the event (name and date):

7. What is the jurisdiction's greatest challenge related to the Operational Coordination capability?

8. What is the jurisdiction's greatest strength related to the Operational Coordination capability?

Community Resilience

Jurisdictional Capability Target:

Capability Assessment:

1. What programs (i.e. preparedness education/trainings) or activities does the jurisdiction undertake to foster individual and community resilience?

2. Does the jurisdiction communicate specific hazards and risks to individual communities?

   Yes ☐ No ☐

3. Does the jurisdiction disseminate disaster preparedness information?

   Yes ☐ No ☐

   Please provide examples:

4. Does the jurisdiction post links or materials regarding individual resilience on a central website? Yes ☐ No ☐

   If so, what is the website address? _____

5. Does the jurisdiction utilize social media to promote individual and community resilience? Yes ☐ No ☐

   Please provide examples:

6. Has the jurisdiction participated in America's PrepareAthon! to promote public preparedness? Yes ☐ No ☐

   Please provide examples:

7. Has the jurisdiction participated in National Preparedness Month to promote public preparedness? Yes ☐ No ☐

   Please provide examples:

8. Does the jurisdiction include individuals with access and functional needs in community resilience efforts? Yes ☐ No ☐

   Please provide examples:

9. Indicate in which of the following areas does the jurisdiction utilize volunteers? (check all that apply)

EOC operations ☐

Sheltering ☐

Feeding ☐

Traffic Control ☐

Search and Rescue ☐

Community Preparedness Outreach/Education ☐

Social Media ☐

Animal Care/Sheltering ☐

Emotional/Spiritual Care ☐

Commodity Distribution ☐

Other ways volunteers are utilized in the jurisdiction:

10. Does the jurisdiction involve the ***whole community*** in exercises? Yes ☐ No ☐

Please provide examples:

11. In what way(s) could the state help support community resilience efforts? What would be most helpful to support activities within jurisdiction?

12. What is the jurisdiction's greatest challenge related to the Community Resilience capability?

13. What is the jurisdiction's greatest strength related to the Community Resilience capability?

Critical Transportation

Jurisdictional Capability Target:

Capability Assessment:

1. Have evacuation routes been identified for all areas of the jurisdiction?

   Yes ☐ No ☐

   When were these evacuation plans last updated? _____

2. Is the jurisdiction's evacuation plan posted on-line? Yes ☐ No ☐

   If so, what is the website address for the plan? _____

3. How are evacuation instructions communicated to the community before/during an incident?

4. What plans are in place to ensure that individuals with access and functional needs are able to evacuate?

5. What plans are in place to evacuate individuals without private transportation?

6. Does the jurisdiction have sufficient personnel and resources to safely conduct an evacuation? Yes ☐ No ☐

7. Does the jurisdiction have plans in place to re-establish access to evacuated areas?

   Yes ☐ No ☐

8. Does the jurisdiction have plans to ensure the delivery of critical response assets?

   Yes ☐ No ☐

9. When was the last time the evacuation plan was activated and used as part of an exercise or an actual event? _____ (month/year)

   Please list identified recommendations to improve this capability:

10. What is the jurisdiction's greatest challenge related to the Critical Transportation capability?

11. What is the jurisdiction's greatest strength related to the Critical Transportation capability?

Environmental Response, Health and Safety

Jurisdictional Capability Target:

Capability Assessment:

1. Does the jurisdiction have a haz-mat response capability? Yes ☐ No ☐

   What agencies oversee and/or support this function?

2. Does the jurisdiction have decontamination capability? Yes ☐ No ☐

   What agencies oversee and/or support this function?

3. Does the jurisdiction have the ability to conduct health and safety monitoring?

   Yes ☐ No ☐

   What agencies oversee and/or support this function?

4. Does the jurisdiction have the ability to conduct predictive modeling?

   Yes ☐ No ☐

5. Has the jurisdiction completed a risk assessment? Yes ☐ No ☐

   Please provide most recent date of completion: _____

6. Has the jurisdiction assessed impacts from the following threats and hazards:

Rail accidents	Yes ☐	No ☐	N/A ☐
Road/Interstate accidents	Yes ☐	No ☐	N/A ☐
Pipeline explosions/leaks	Yes ☐	No ☐	N/A ☐
Air transportation	Yes ☐	No ☐	N/A ☐
River transportation	Yes ☐	No ☐	N/A ☐
Fixed facility haz-mat incidents	Yes ☐	No ☐	N/A ☐
Oil & gas extraction	Yes ☐	No ☐	N/A ☐
Public health emergency	Yes ☐	No ☐	N/A ☐
Animal health emergency	Yes ☐	No ☐	N/A ☐
Drinking water contamination	Yes ☐	No ☐	N/A ☐
Utility outage	Yes ☐	No ☐	N/A ☐
Mass Evacuation	Yes ☐	No ☐	N/A ☐
Severe storms	Yes ☐	No ☐	N/A ☐
Drought	Yes ☐	No ☐	N/A ☐
Flooding	Yes ☐	No ☐	N/A ☐
Extreme weather	Yes ☐	No ☐	N/A ☐
Mudslides/landslides/sinkholes	Yes ☐	No ☐	N/A ☐
Dam/impoundment failure	Yes ☐	No ☐	N/A ☐

7. Has the jurisdiction completed a commodity flow study? Yes ☐ No ☐

   Please provide most recent date of completion: _____

8. What is the jurisdiction's greatest challenge related to the Environmental Response, Health and Safety capability?

9. What is the jurisdiction's greatest strength related to the Environmental Response, Health and Safety capability?

Mass Care

Jurisdictional Capability Target:

Capability Assessment:

1. What agency within the jurisdiction is designated to coordinate mass care?

2. How many facilities have been identified as potential shelters? _____

   What is the ***total*** shelter occupancy capacity within the jurisdiction? _____

3. Are sufficient personnel trained and available to staff two shelters from within the jurisdiction? Yes ☐ No ☐

   What agencies supply these personnel?

4. How many cots are available within the jurisdiction? _____

   What agency maintains these cots and where are they stored?

5. Do critical shelters have back-up generators? Yes ☐ No ☐

6. Do critical shelters have cam-locks (connection ports) for generators?

   Yes ☐ No ☐

7. Does the jurisdiction maintain necessary MOUs with agencies responsible for sheltering?

   Yes ☐ No ☐

8. Have locations for temporary housing been identified? Yes ☐ No ☐

9. Does the jurisdiction have a plan for staging and distributing the following:

Bulk Water	Yes ☐	No ☐
Bottled Water	Yes ☐	No ☐
Prepared Meals	Yes ☐	No ☐
MREs	Yes ☐	No ☐
Medication	Yes ☐	No ☐
Vaccinations	Yes ☐	No ☐
Oxygen	Yes ☐	No ☐
Blankets	Yes ☐	No ☐
Ice	Yes ☐	No ☐
Cleaning Supplies	Yes ☐	No ☐
Pet Food	Yes ☐	No ☐
Fuel	Yes ☐	No ☐

10. Does the jurisdiction have the ability to set up and manage a pet shelter?

    Yes ☐ No ☐

What agencies oversee and/or support this function?

11. Does the jurisdiction have plans for family reunification? Yes ☐ No ☐

What agencies oversee and/or support this function?

12. What is the jurisdiction's greatest challenge related to the Mass Care capability?

13. What is the jurisdiction's greatest strength related to the Mass Care capability?

Operational Communications

Jurisdictional Capability Target:

Capability Assessment:

1. What communication systems are used by responders within jurisdiction?

2. Do all agencies within the jurisdiction have access to a common talk group/frequency?

   Yes ☐ No ☐

3. Does the jurisdiction have adequate ability for data communications?

   Yes ☐ No ☐

4. Does the jurisdiction have the ability to re-establish communication infrastructure?

   Yes ☐ No ☐

5. In the last two years has the jurisdiction used the State Interoperable Radio Network (SIRN) system in an exercise? Yes ☐ No ☐

   If so, please identify the exercise (i.e. name and date) and recommendations to improve the use of this capability.

6. Do the following stakeholders within the jurisdiction have access to and use the SIRN system? Primary communications (PC) indicates the SIRN system is the primary communication system used by the stakeholder. Check legacy if that entity maintains a legacy communications system. Check all appropriate boxes.

Emergency Management	Access ☐	Use ☐	PC ☐	Legacy ☐
Sheriff's Department	Access ☐	Use ☐	PC ☐	Legacy ☐
Municipal Law Enforcement	Access ☐	Use ☐	PC ☐	Legacy ☐
Fire Departments	Access ☐	Use ☐	PC ☐	Legacy ☐
Health Department	Access ☐	Use ☐	PC ☐	Legacy ☐
Hospitals	Access ☐	Use ☐	PC ☐	Legacy ☐
EMS	Access ☐	Use ☐	PC ☐	Legacy ☐
Mass Care Providers	Access ☐	Use ☐	PC ☐	Legacy ☐
CERT	Access ☐	Use ☐	PC ☐	Legacy ☐
Search and Rescue	Access ☐	Use ☐	PC ☐	Legacy ☐
Schools	Access ☐	Use ☐	PC ☐	Legacy ☐
Public Transportation	Access ☐	Use ☐	PC ☐	Legacy ☐

7. Is additional training on the SIRN system and equipment needed within the jurisdiction?

   Yes ☐ No ☐

8. What is the jurisdiction's greatest challenge related to the Operational Communications capability?

9. What is the jurisdiction's greatest strength related to the Operational Communications capability?

Situational Assessment

Jurisdictional Capability Target:

Capability Assessment:

1. What systems are used to maintain situational awareness?

2. How are various stakeholders engaged to maintain situational awareness?

3. Does the EOC have the ability to track response activities? Yes ☐ No ☐

4. Does the EOC have the ability to track resources? Yes ☐ No ☐

5. Does the EOC have the ability provide situation reports to the State EOC?

   Yes ☐ No ☐

   Please primary methods used to provide situation reports to the State EOC:

6. Does the jurisdiction have the ability to use modeling to determine hazard impacts?

   Yes ☐ No ☐

7. Are agency situation reports shared among all stakeholders within the jurisdiction?

   Yes ☐ No ☐

   If so, please explain how these situation reports are shared:

8. In the last two years has the jurisdiction integrated situational awareness systems into an exercise? Yes ☐ No ☐

   If so, please identify the exercise (i.e. name and date) and recommendations to improve this capability.

9. Which situational awareness systems are used within the jurisdiction?

HSIN	Yes ☐	No ☐
E-Team	Yes ☐	No ☐
WebEOC	Yes ☐	No ☐
Live Process	Yes ☐	No ☐
Social Media	Yes ☐	No ☐

Other

10. What is the jurisdiction's greatest challenge related to the Situational Awareness capability?

11. What is the jurisdiction's greatest strength related to the Situational Awareness capability?

Public and Private Services and Resources

Jurisdictional Capability Target:

Capability Assessment:

1. Does the jurisdiction have plans for emergency power restoration? Yes ☐ No ☐

2. Does the jurisdiction have a donations management plan? Yes ☐ No ☐

   What agencies oversee and/or support this function?

3. Have point of distribution sites for commodities been identified? Yes ☐ No ☐

4. Does the private sector participate in the following:

   Pre-incident planning Yes ☐ No ☐

   EOC Staffing Yes ☐ No ☐

   Response Yes ☐ No ☐

   Commodity distribution Yes ☐ No ☐

   Commodity storage Yes ☐ No ☐

   Sheltering Yes ☐ No ☐

   Recovery Yes ☐ No ☐

5. Have MOUs been signed related to resource delivery? Yes ☐ No ☐

6. Have plans for emergency fuel support been developed? Yes ☐ No ☐

7. What is the jurisdiction's greatest challenge related to the Public and Private Services and Resources capability?

8. What is the jurisdiction's greatest strength related to the Public and Private Services and Resources capability?

Partial Assessment of Additional Capabilities

Public Health and Medical Services

1. What agencies are involved in the implementation of the jurisdiction's medical countermeasures plan?

2. Does the jurisdiction have a plan for a mass casualty incident? Yes ☐ No ☐

3. When was the last time an exercise included a mass casualty incident component? _____ (month/year).

Access Control and Identity Verification

1. Do jurisdictional agencies have systems in place for controlling cyber access to critical systems? Yes ☐ No ☐

2. Do jurisdictional agencies have systems in place for controlling physical access to critical locations? Yes ☐ No ☐

3. Do jurisdictional agencies have systems in place for verifying identity of responders and volunteers? Yes ☐ No ☐

4. How is WVREDI utilized within the jurisdiction?

Screening, Search, and Detection

1. Does the jurisdiction have the capability to screen large public gatherings?

   Yes ☐ No ☐

2. Does the jurisdiction have a process in place to exchange information with the WV Intelligence Fusion Center? Yes ☐ No ☐

Fatality Management

1. Has the jurisdiction identified temporary morgue storage facilities?

   Yes ☐ No ☐

2. Does the jurisdiction have an equipped/trained Critical Stress Incident Management team? Yes ☐ No ☐

3. Does the jurisdiction have a plan for a family assistance center? Yes ☐ No ☐

Mass Search and Rescue Operations

1. Does the jurisdiction have plans and trained/equipped personnel to conduct search and rescue operations in collapsed structures? Yes ☐ No ☐

2. Does the jurisdiction have plans and trained/equipped personnel to conduct wilderness search and rescue operations for lost people? Yes ☐ No ☐

Health and Social Services

1. Has the jurisdiction identified resources to provide interpreters and translator services?

   Yes ☐ No ☐

2. Does the jurisdiction provide behavioral health resources at emergency shelters and during response and recovery operations? Yes ☐ No ☐

3. Does the jurisdiction have plans to provide case management to households who are significantly impacted? Yes ☐ No ☐

Clarifying/Additional Comments

Please provide any additional comments you would like to add to each of the following capabilities.

Planning

Public Information and Warning

Operational Coordination

Community Resilience

Critical Transportation

Environmental Response, Health and Safety

Mass Care

Operational Communications

Situational Assessment

Public and Private Services and Resources

Public Health and Medical Service

Screening, Search, and Detection

Access Control and Identity Verification

Fatality Management

Mass Search and Rescue Operations

Health and Social Services

Improving Capabilities

Over the last year, in which of the following capabilities has the jurisdiction made the most progress? (Select three)

- ☐ Planning
- ☐ Public Information and Warning
- ☐ Operational Coordination
- ☐ Community Resilience
- ☐ Critical Transportation
- ☐ Environmental Response, Health and Safety
- ☐ Mass Care
- ☐ Operational Communications
- ☐ Situational Assessment
- ☐ Public and Private Services and Resources
- ☐ Public Health and Medical Services
- ☐ Screening, Search, and Detection
- ☐ Access Control and Identity Verification
- ☐ Fatality Management
- ☐ Mass Search and Rescue Operations
- ☐ Health and Social Services

Vulnerable Capabilities

Considering all relevant factors (e.g. funding and training), in which three core capabilities are the jurisdiction's capability levels in greatest danger of decreasing? (Select three)

- ☐ Planning
- ☐ Public Information and Warning
- ☐ Operational Coordination
- ☐ Community Resilience
- ☐ Critical Transportation
- ☐ Environmental Response, Health and Safety
- ☐ Mass Care
- ☐ Operational Communications
- ☐ Situational Assessment
- ☐ Public and Private Services and Resources
- ☐ Public Health and Medical Services
- ☐ Screening, Search, and Detection
- ☐ Access Control and Identity Verification
- ☐ Fatality Management
- ☐ Mass Search and Rescue Operations
- ☐ Health and Social Services

Part II: Resource Assessment

This part of the Assessment is due September 30, 2015. Please list **ALL** of the resources needed to achieve the capability target listed in Part I. This would include the items (i.e. planning documents, MOUs, equipment, people, or supplies) and actions (i.e. meetings, exercises, training, or assessments) needed. When possible please use common NIMS typing definitions when listing resources. In Column 2, list the quantity needed to ***fully*** achieve the capability target. In Column 3, list the number of those items already available from **ALL** agencies within the jurisdiction. In Column 4, list the number of those items available within the Homeland Security Region or in an adjacent county. In Column 5, list the number of those items listed in Column 2 that are not available in Column 3 or Column 4.

Planning

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Public Information and Warning

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Operational Coordination

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Community Resilience

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Critical Transportation

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Environmental Response, Health and Safety

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Mass Care

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Operational Communications

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Situational Assessment

1. Resource Need	2. Quantity Needed	3. Within Jurisdiction	4. Within Region or Adjacent County	5. Gap or Shortfall (what is needed)

Part III: Stakeholder Involvement

The completion of the THIRA should involve representation from the whole community. In order to better answer the questions of this assessment, it is recommend that a broad-based group be involved in these discussions. Please indicate the number of representatives from each of the following groups involved in any stage of this assessment. If an individual represents multiple disciplines only count them in their primary role. This part of the assessment is due September 30, 2015.

Agriculture _____

Airport Authority _____

Amateur Radio _____

American Red Cross _____

CERT _____

Citizens _____

County Commission/Government _____

Disability Advocacy Group _____

Education _____

Emergency Communications _____

Emergency Management _____

EMS _____

Environmental _____

Extension Service _____

Faith-based _____

Federal Government _____

Fire Department _____

Health Care _____

Health Department _____

Hospital _____

Law Enforcement _____

LEPC _____

Media _____

National Guard _____

Port Authority _____

Private Sector _____

Public Service Districts _____

Public Works _____

Salvation Army _____

Senior Services _____

Social Services _____

State Government _____

Transportation _____

Utilities _____

Voluntary Agencies _____

Water Company_____

911 Center _____

Other _____ (list below)