



Resource Support

ESF 7



Emergency Support Function Approval and Implementation

Wisconsin Emergency Management has coordinated an update of this emergency support function (ESF). This ESF will be reviewed periodically in accordance with the timeline outlined in the state's Integrated Preparedness Plan.

DocuSigned by:

Greg Engle

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Greg Engle, Administrator

Wisconsin Emergency Management

Date: 7/31/2024 | 3:00 PM CDT

This emergency support function is hereby adopted as written and supersedes all previous versions.

Signed by:

Brig Gen David May

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Interim Adjutant General of Wisconsin

Date: 8/6/2024 | 3:03 PM CDT



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Table 1-1: Coordinating and Support Agencies

Lead Coordinating Agencies	Department of Military Affairs (DMA)/Wisconsin Emergency Management (WEM)
Wisconsin Governmental Support Agencies	Department of Administration (DOA) Department of Agriculture, Trade and Consumer Protection (DATCP) Department of Health Services (WI DHS) Department of Natural Resources (DNR) Department of Transportation (WisDOT) Department of Military Affairs (DMA)/Wisconsin National Guard (WING) Other state, county, tribal, and municipal entities with deployable resources
Non-Governmental Support Organizations	American Red Cross The Salvation Army (SA) Wisconsin Amateur Radio Emergency Services/ Radio Amateur Civil Emergency Service (WI ARES/RACES) Other WI Voluntary Organizations Active in Disaster (VOAD) and private sector entities with deployable resources
Federal ESF Coordinating Agencies	Federal Emergency Management Agency (FEMA) General Services Administration (GSA)

1. Introduction

1.1. Purpose

This ESF provides insight and guidance for state resource¹ support of local, state, and tribal governments when requested for all-hazards response in Wisconsin or in other states but requiring the use of Wisconsin-based resources.

1.2. Scope

To provide resources to any incident exceeding or anticipated to exceed local, state, and tribal capabilities.

- 1.2.1. Intended to be scalable from single resource requests to complex logistics operations.
- 1.2.2. Describes how the state coordinates and manages resource support necessary to protect life, property, the environment, and cultural, and economic resources.
- 1.2.3. Establish procedures for reimbursement for eligible costs for mobilized resources.

¹ Within ESF 7 Resource Support the term “resource” refers to personnel, equipment, supplies, and services any or all of which may be required in the response or the short term recovery from an incident.



1.3. Policies

- 1.3.1. Local, state, tribal, federal, and private sector partners all have a critical role in resource support.
- 1.3.2. Incidents are managed at the lowest possible jurisdictional (i.e., town, village, city, county) level or at the tribal government level.
- 1.3.3. The Agency Having Jurisdiction (AHJ) is responsible for the management of the incident for the duration of the incident, unless preempted by state or federal jurisdictions, regardless of the incident type or complexity.
- 1.3.4. Local or tribal declarations of disaster or emergency may be in place but are not required for deployment of resources. A small-scale or non-emergency incident may require specialized resources that are not available locally or through mutual aid and the ESF 7 Resource Support function can be implemented for those necessary resources.
- 1.3.5. The primary state role is to locate and coordinate the deployment of resources in support of local, state, and tribal governments.
- 1.3.6. Resource support has to be part of a maintained plan. All partners should conduct a bi-annual review of and continuously improve existing plans and programs.
- 1.3.7. Participating agencies should keep contact and resource information current and update at least annually.
- 1.3.8. All incidents requesting resource support must be managed and operated using the National Incident Management System (NIMS), of which the Incident Command System (ICS) is the primary component.
- 1.3.9. ESF 7 is not a replacement for local and tribal response, mutual aid, or regional response plans. All political subdivision and federally recognized tribal nations of the state are encouraged to enter into formal local and regional mutual aid agreements and contracts with private sector vendors.

2. Concept of Operations

The following represents the concept of operations for state resource support to local units of government and tribal nations. This concept of operations is also applicable to state agencies, community response partners, interstate participants in the Emergency Management Assistance Compact (EMAC). Additionally, WI is a member of the Northern Emergency Management Assistance Compact (NEMAC) which serves both U.S. member states and Canadian member Provinces that may request emergency management assistance.



2.1. Mobilization

The local unit of government, tribal nation, or a community response partner identifies or anticipates a need for assistance that will not or cannot be met using local, tribal, or mutual aid resources.

Figure 2-1: Start the Process Early

START THE PROCESS EARLY	
ü	<i>Note: Resources require time to deploy. Actual deployment time may be dependent on a number of factors including, but not limited to: time of day, time of year, and travel distances. Local and tribal governments are encouraged, to the greatest extent possible, to request state assistance or request information on state assistance as soon as possible.</i>

2.2. Local or Tribal Approval

Once a need has been identified or anticipated by the respective local unit of government or tribal nation, leadership authorizes the request for state assistance. Authorized requestors are identified in Section 3.4 Authorized Requestors.

2.3. Mission Request

The local or tribal government is encouraged to communicate the identified or anticipated need for assistance as soon as possible. This includes Requests for Assistance (RFAs) and Requests for Information (RFIs).

Figure 2-2: Describe the Mission

DESCRIBE THE MISSION	
ü	<i>Note: Requests should describe a need related to a specific mission or task. The duty officer (DO) or State Emergency Operations Center (SEOC) will work with the requestor and resource providers to identify available resources to meet the described need.</i>

2.4. Request Routing

RFAs and RFIs starting with a local requestor should be:

- 2.4.1. Forwarded to the county or tribal emergency manager or emergency operations center (EOC), if open, to fulfill the request.
- 2.4.2. The county or tribal emergency manager or local or tribal EOC, if open, coordinates with the appropriate WEM region director.
- 2.4.3. The WEM region director notifies the state. Typically this notification will be accomplished by contacting the:
 - 2.4.3.1. Joint Operations Center (JOC), or
 - 2.4.3.2. State Emergency Operations Center (SEOC) operations section, if open, to fulfill the request.



- 2.4.4. If the WEM region director is not available, the county or tribal emergency manager may contact the JOC or the SEOC directly.
- 2.4.5. If the JOC or the SEOC receives a request directly from the local Incident Command Post or other authorized requester, they will take action on the request and notify the county or tribal emergency manager.

Figure 2-3: Communicate

COMMUNICATE

ü *Note: Wisconsin uses WebEOC to log and track resource requests. All county and tribal emergency managers have access to this system to submit requests and these requests can be viewed WebEOC users. For urgent requests, in addition to using WebEOC it is important to communicate the urgency by calling the WEM region director, duty officer, or SEOC and confirming receipt.*

2.5. JOC or SEOC

The JOC or SEOC will work to identify a resource provider and coordinate the deployment of the resource in support of local, state, and tribal governments.

2.6. Demobilization

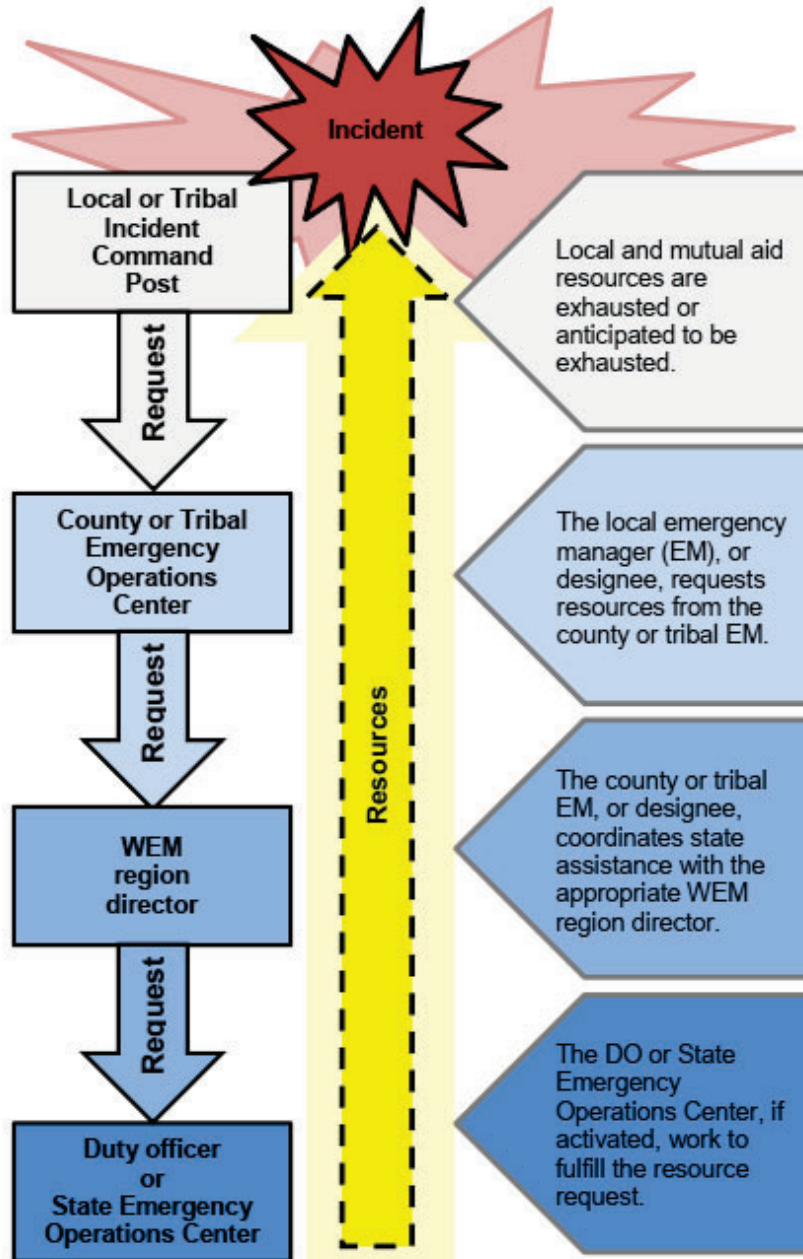
The requesting agency, in consultation with the JOC or SEOC, is responsible for developing a demobilization plan for the deployed resource.

2.7. Demobilization and Reimbursement

The timely processing of reimbursement is a shared responsibility of the requesting agency, the state, and the resource provider.



Figure 2-4: Resource Support Concept





3. Requesting Agency

3.1. Request for Assistance (RFA) or Request for Information (RFI)

- 3.1.1. A request for assistance (RFA) or request for information (RFI) originates with the Incident Commander at the local Incident Command Post (ICP).
 - 3.1.1.1. A local or tribal Emergency Operations Center (EOC) may request support for EOC operations.
- 3.1.2. The AHJ incident commander is responsible for being fully aware of the extent and capacity of available resources.
- 3.1.3. When possible, the RFA and RFI are then forwarded to the AHJ Emergency Manager or Emergency Operations Center (EOC).

3.2. Local Emergency Manager or Emergency Operations Center (EOC)

- 3.2.1. The AHJ emergency manager or EOC responds and attempts to fulfill the request with available resources within their jurisdiction while maintaining a minimum response capability to address other incidents that may occur. This includes resources available through:
 - 3.2.1.1. Contract with private sector entities to make use of resources within that jurisdiction under the terms and conditions of that agreement.
 - 3.2.1.2. Local mutual aid agreements.
- 3.2.2. If the incident exceeds, or is anticipated to exceed, local capability, the emergency manager or EOC, if open, are encouraged to request assistance from their respective county or tribal nation.

3.3. County or Tribal Nation

- 3.3.1. The county or tribal emergency manager or county or tribal EOC, if open, will respond and attempt to fulfill the request with available resources within their jurisdiction while maintaining a minimum response capability to address other incidents that may occur. This includes resources available through:
 - 3.3.1.1. Contract with private sector entities to make use of resources within that jurisdictions under the terms and conditions of that agreement.
 - 3.3.1.2. County or tribal mutual aid agreements.
- 3.3.2. If the incident exceeds, or is anticipated to exceed, county or tribal capabilities the county or tribe may request assistance from the state.



3.4. Authorized Requestors

For local units of government and tribal nations the authority to request state assistance is vested in the following positions:

- 3.4.1. Local, county, or tribal emergency manager or designee².
- 3.4.2. County Sheriff or designee.
- 3.4.3. County Executive or designee.
- 3.4.4. Tribal Leader or designee.
- 3.4.5. Local Chief Elected Official or designee.
- 3.4.6. Incident Commander or designee.

3.5. State Agencies

State agencies may request state assistance in accordance with appropriate guidance provided in this ESF, and the SEOC Operations Manual.

3.6. Interstate and International

Those U.S. states and territories party to EMAC and those Canadian provinces party to NEMAC may request state assistance in accordance with appropriate guidance provided in the ESF, those respective agreements, and the Wisconsin EMAC Operations Manual.

4. State Assistance

State assistance can be initiated by any authorized requestor through the JOC or the SEOC. The JOC or SEOC will assist any political subdivision at any time and initiate ESF 7 Resource Support functions as appropriate.

4.1. WEM Region Directors

County and tribal emergency managers or county or tribal EOCs, if open, are encouraged to coordinate requests for state assistance through their respective WEM region director.

- 4.1.1. The WEM region director will work with the requestor and provide notification of the request to the state. Typically this notification will be accomplished through the JOC or the SEOC, if elevated.

² In this context the term “designee” refers to an individual acting under a direct delegation of authority of the identified positions vested with authority to request state assistance.



- 4.1.2. If the WEM region director is not available, the county or tribal emergency manager may contact the state directly.
- 4.1.3. If the JOC or the SEOC receives a request directly from the local ICP or other authorized requestor, they will take action on the request and notify the county or tribal emergency manager.

4.2. Joint Operations Center (JOC)

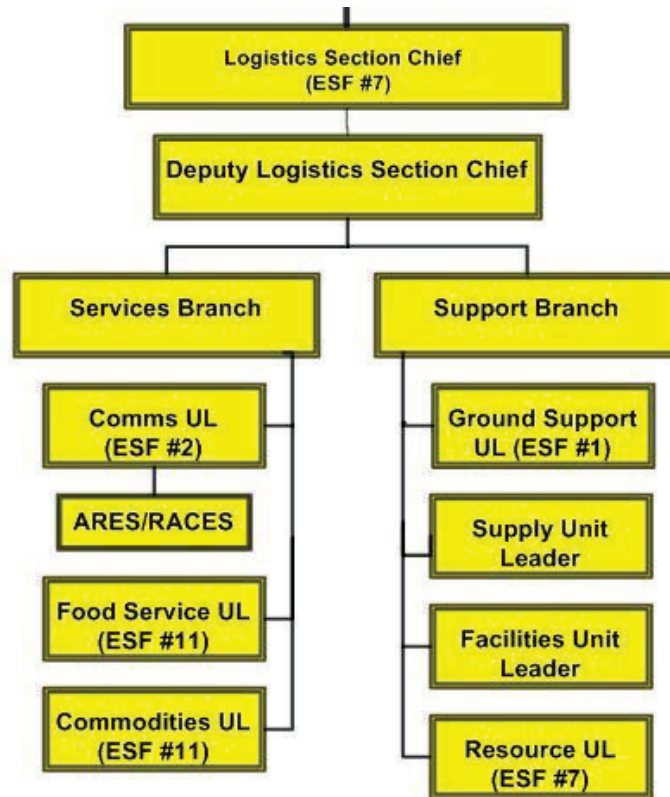
- 4.2.1. When the SEOC is at Readiness Level 5 (Steady State Operations), the Joint Operations Center coordinates with the appropriate state agency staff to perform ESF 7 Resource Support functions
- 4.2.2. The JOC uses the WebEOC WEM Duty Officer Log board for situational awareness and to document and track requests, fulfillment, deployment, and demobilization of resources.

4.3. SEOC Logistics Section

- 4.3.1. When the SEOC is at Readiness Level 4 (Enhanced Monitoring Operations) or higher the SEOC manager may staff a Logistics Section.
 - 4.3.1.1. When staffed, the Logistics Section Chief is responsible for ESF 7 in accordance with the SEOC Operations Manual and other applicable policies and procedures.
 - 4.3.1.2. Figure 4-1 SEOC Logistics Section Organization Chart depicts a suggested organization for the Logistics Section. Refer to ESF 5 Emergency Management for additional information on the SEOC Logistics Section.



Figure 4-1: SEOC Logistics Section Organization Chart



- 4.3.2. The SEOC uses WebEOC and an incident specific Resource Requests board to document and track the requests, fulfillment, deployment, and demobilization of resources.
 - 4.3.2.1. State, local, and tribal agencies participating in WebEOC may use the Resource Requests board to:
 - (1) Share information on deployable resources.
 - (2) Maintain situational awareness on the status of resources.
- 4.3.3. The SEOC will respond and attempt to fulfill the request with:
 - 4.3.3.1. Intrastate resources
 - 4.3.3.2. Private sector resources
- 4.3.4. If the incident exceeds, or is anticipated to exceed, state capabilities using intrastate and private sector resources, the state may request assistance to fulfill the request with:
 - 4.3.4.1. Interstate Resources
 - 4.3.4.2. International Resources
 - 4.3.4.3. Federal Resources



4.3.5. ESF Coordination

The logistics section will coordinate with the following as appropriate:

- 4.3.5.1. ESF 4 Firefighting and ESF 9 Search and Rescue for the management of firefighting and rescue resources.
- 4.3.5.2. ESF 6 Mass Care, Emergency Assistance, Housing and Human Services for the management of mass care and housing resources.
- 4.3.5.3. ESF 8 Health and Medical Services for the management of medical resources.
- 4.3.5.4. ESF 13 Public Safety for:
 - (1) Access to incident perimeter entry control points.
 - (2) Waivers to rules governing weight limitations, operating hours, and other regulations.

4.4. Logistics Support

The SEOC will provide logistic support as appropriate including, but not limited to, the following:

- 4.4.1. Identification of available state-owned supplies, supply vendors, and donated supplies.
- 4.4.2. Managing plans to ensure the prompt and efficient delivery of supplies including the pick-up, transportation, staging areas for intermediate storage, and delivery to points of distribution for end-users. Generally,
 - 4.4.2.1. If the state delivers supplies they will be shipped to a single location designated by the county or tribe.
 - 4.4.2.2. It will be the responsibility of the county or tribe to allocate and distribute to the end-user facility or agency. For additional guidance refer to Attachment 3 Point of Distribution Guidance.
- 4.4.3. Managing plans to ensure the transportation of personnel to deployed locations, eating and lodging facilities while deployed, and return to home station when demobilized.
- 4.4.4. Providing for communications services, administrative space, and other services for deployed resources.
- 4.4.5. Managing demobilization plans to ensure that deployed resources are returned to their pre-emergency state in an organized fashion.

4.5. Incident Management Teams (IMT)

- 4.5.1. The State maintains four Type III IMTs that can provide assistance to support local incident commanders.
 - 4.5.1.1. The teams consist of personnel from appropriate disciplines (fire, rescue, emergency medical, hazardous materials, law enforcement, and public health)



trained to perform the functions of the Command and General Staff in the Incident Command System.

- 4.5.1.2. These functions include Command, Operations, Planning, Logistics, and Administration/Finance, as well as Safety, Public Information, and Liaison.
- 4.5.1.3. Members of the initial responding departments often fill these functions; however, the size, complexity, or duration of an incident may indicate the need for an IMT to support them.
- 4.5.2. IMTs do not replace local emergency managers and incident commanders, but they assist under a Delegation of Authority Agreement.
 - 4.5.2.1. The purpose of the Delegation of Authority is for the IMT to manage the incident using objectives provided by the AHJ (i.e., legal command and incident decision authority).
 - 4.5.2.2. Control and management of the incident will be in accordance with prescribed instructions and limitations the AHJ establishes.

5. Resource Providers

The SEOC coordinates intrastate, private sector, interstate, international, and federal resource assistance in support of local, state, and tribal governments.

5.1. Intrastate

Intrastate resource requests are coordinated, as appropriate through:

- 5.1.1. Owing state agencies
- 5.1.2. Owing non-governmental organizations
- 5.1.3. Established in-state mutual aid agreements
- 5.1.4. The Wisconsin National Guard (WING)

Requests for WING assistance are governed by § 321.39, Wis. Stats., and the procedures specified in the WEM Duty Officer (DO) Manual.

5.2. Private Sector

Private sector resources, including non-governmental organization resources, are coordinated, as appropriate through:

- 5.2.1. The SEOC Finance Section and DOA for the purchase of resources under certain conditions.
 - 5.2.1.1. The SEOC maintains a list of vendors and contact information for some commodities. The appearance of a vendor on said list in no way constitutes an



endorsement of that vendor. This information can be requested by local and tribal units of government.

5.2.1.2. During a declared state of emergency, the Governor may prioritize emergency management contracts over other state contracts.

5.2.1.3. Many state contracts contain cooperative purchasing agreements that allow use of the contract by local jurisdictions for procurement. The SEOC will work with the local jurisdiction to identify and facilitate the use of these contracts upon request.

5.2.2. The Wisconsin Business Emergency Operations Center (BEOC) in accordance with the Wisconsin BEOC Operations Manual.

5.2.3. The Wisconsin Voluntary Organizations Active in Disasters (WI VOAD), in accordance with ESF 6 Mass Care.

5.3. Interstate or International

5.3.1. Interstate or international resource requests are coordinated, as appropriate, through:

5.3.1.1. The Emergency Management Assistance Compact (EMAC).

5.3.1.2. Northern Emergency Management Assistance Compact (NEMAC).

5.3.2. The SEOC interfaces with EMAC and NEMAC in accordance with the State of Wisconsin EMAC Operations Manual.

5.4. Federal

Federal resource requests are coordinated, as appropriate, through:

5.4.1. FEMA Region V

For FEMA and other federal resources through the Stafford Act.

5.4.2. Other Federal Agencies

For other federal agency (e.g., HHS, USCG, etc.) through their own authorities.

5.5. Administrative Control

Resource providers retain administrative control of their deployed resources.

5.6. Personnel

Mobilized personnel must be:

5.6.1. Trained, qualified, and experienced in the positions for which they are mobilized.

5.6.2. Self-sufficient for the operational period needed by the AHJ.



- 5.6.3. Fully equipped with required personal protective equipment (PPE), safety equipment, and other supplies needed to perform the requested task, unless those supplies are being provided by the AHJ.
- 5.6.4. Physically conditioned and fit to perform the task assigned.

5.7. Apparatus, Vehicles, Equipment

- 5.7.1. Equipment should be properly maintained in a state of readiness for deployment.
- 5.7.2. Requesting agencies are responsible for proper use and maintenance of equipment in deployment status. Requesting agencies may be responsible for any repairs, cleaning, or replacement of parts or supplies necessary due to the deployment.
- 5.7.3. Units found to be unreliable or unsafe may be decommissioned by the incident commander at any time. Decommissioned units are not eligible for any payments until returned to service by the incident commander.

6. Resource Mobilization

The SEOC will provide resource mobilization support as appropriate including, but not limited to, the following:

6.1. Resource Reception Center (RRC)

The SEOC or WEM may establish and conduct RRC processes to receive, stage, prepare, and integrate response assets in support of an Area or Unified Incident Commander in the event of a regional disaster.

- 6.1.1. The RRC would likely be supported by an IMT.
- 6.1.2. Reverse RRC operations will be used to demobilize and return response personnel and their equipment back to their home station.

6.2. Points of Distribution

The SEOC or WEM may establish one or more points of distribution in support of local, state, and tribal governments. Refer to ESF 6 Mass Care for additional information.

7. Demobilization

Planning for the demobilization of deployed resource support should begin as early as possible.

7.1. Planning

- 7.1.1. The AHJ incident commander is responsible for ensuring that a demobilization plan is developed and preferably distributed 24-hours prior to the first anticipated release.



- 7.1.2. The plan should involve personnel from all ICS functions in order to provide full resource accountability.

7.2. Process

To facilitate an orderly and cost effective demobilization process, an accurate and complete compilation of records of time, supplies, and equipment expended in handling an emergency incident is essential.

- 7.2.1. All mobilized personnel to be demobilized will complete the required forms and reports of their assigned position and will insure that their demobilization orders are validated by the AHJ Planning Section.
- 7.2.2. All mobilized resources to be demobilized will check-in with the AHJ logistics and finance sections. This is the time to communicate and sign-off on all emergency repairs on equipment. The AHJ Finance Section Chief must approve of these prior to demobilization.
- 7.2.3. All mobilized personnel to be demobilized will sign out of service and depart from the incident scene in an organized and responsible manner.
- 7.2.4. All resource provider supervisors will verify all personnel are accounted for, all equipment is properly accounted for, and all forms are properly completed and signed.
- 7.2.5. Demobilized resources will return directly to their home agency or other assignment.

8. After Action Review (AAR)

An AAR or debrief is used to assemble critical information and lessons learned for future reference and areas of improvement.

8.1. Requesting Agency

Requesting agencies are responsible for participating in or including WEM and other assisting agencies in facilitated AAR or debrief following large scale incidents.

8.2. Considerations

The AAR or debrief should consider, as appropriate, the following:

- 8.2.1. An assessment of hazardous materials encountered or involved, and a report of personnel exposure records.
- 8.2.2. An evaluation of personnel and confirmation status of any injuries or illness prior to release. This may include critical incident stress activities and follow-up personnel names and phone numbers for future critical incident stress debriefing.



- 8.2.3. A summary of activities of each section and strike team, task force, or other personnel and equipment, including topics for follow-up and positive reinforcement of their part in the incident.
- 8.2.4. Written performance evaluations establish a clear understanding of how well the incident was managed by personnel so that areas for improvements can be readily identified.

9. Reimbursement

There is generally no cost for requesting state-owned resources for emergency purposes; the cost of the deployment is borne by the state agency providing the resource. Under certain circumstances there may be a cost associated with deploying a resource. In these cases the SEOC or WEM will inform the requestor that there may be a cost.

9.1. Expectations for Reimbursement

- 9.1.1. Requesting agencies shall coordinate with the SEOC and WEM to request federal and state reimbursement, as appropriate.
- 9.1.2. Requesting agencies may be eligible for reimbursement of certain costs, but only under the following circumstances:
 - 9.1.2.1. If the State obtains a federal disaster declaration, certain costs may be eligible for reimbursement under federal disaster assistance funding. Reimbursement will be limited to that allowed under the FEMA Public Assistance Program and Policy Guide, and requires a cost-share.
 - 9.1.2.2. If there is no federal disaster declaration, depending on the expense and type of event, the local unit of government might be eligible for reimbursement, with a cost-share, through the Wisconsin Disaster Fund (WDF).
- 9.1.3. All reimbursement will be consistent with the state public assistance program (PA). Costs incurred are reimbursed at established rates, in the following order:
 - 9.1.3.1. Wisconsin National Guard equipment rates (for WING assistance)
 - 9.1.3.2. Local approved equipment rates (if adopted)
 - 9.1.3.3. County or Tribal approved equipment rates (if adopted)
 - 9.1.3.4. WI DOT equipment rates
 - 9.1.3.5. FEMA Equipment Rate Schedule
- 9.1.4. In the absence of the above, the reimbursement relationship is between the ordering AHJ and the sending agencies or organizations.
- 9.1.5. Equipment rental sourced from units of government or the private sector shall be the responsibility of the AHJ.



9.2. Process for Seeking Reimbursement

The processes for seeking reimbursement are outlined in the following documents:

- 9.2.1. Federal assistance – Public Assistance Administrative Plan.
- 9.2.2. Wisconsin Disaster Fund – Wisconsin Disaster Fund Administrative Plan.
- 9.2.3. Damage Assessment Guide.
- 9.2.4. The WEM Recovery section can provide technical support and guidance to agencies seeking reimbursement from programs identified above.

9.3. Private Sector

- 9.3.1. The SEOC and WEM will follow all applicable state rules and guidelines in the procurement of goods and services during an emergency, and will consult with the Department of Administration, as appropriate.
- 9.3.2. The reimbursement rate for equipment supplied by the private sector vendors will be the equipment rental rates established in local, tribal, and state procurement contracts.

9.4. National Guard

- 9.4.1. Wisconsin National Guard assets can either be requested in a state-declared emergency or by coordination through WEM.
- 9.4.2. The reimbursement rate for equipment and personnel supplied by the Wisconsin National Guard is published by the Assistant Secretary of the Army for Financial Management & Comptroller (ASA FM&C). Reimbursement will be worked through DMA State Budget and Finance.

10. ESF Activities

The WERP Basic Plan defines standardized tasks that constitute the response responsibilities of any agency that serves a role in emergency management. This section defines those activities that are unique to this ESF, and is intended to be used in conjunction with the common tasks outlined in the Basic Plan.

Table 10-1: Response Activities

Action Item	Agency
<ul style="list-style-type: none"> • Maintain adequately staffed and trained SEOC personnel in order to meet the operational needs of the incident. 	Local, state, tribal, federal, and private sector partners
<p>SEOC Readiness Level 5</p> <ul style="list-style-type: none"> • Ensure availability of DO system in order to meet the operational needs of the incident. 	DNR WEM WING JOC



Wisconsin Emergency Response Plan
Resource Support

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Action Item	Agency
<p>SEOC Readiness Level 4</p> <ul style="list-style-type: none"> SEOC Manager may activate a Logistics Section Chief, as needed. <p>SEOC Readiness Level 3:</p> <ul style="list-style-type: none"> SEOC Manager may activate a Logistics Section Chief and a Deputy Logistics Chief, as needed. <p>SEOC Readiness Level 2:</p> <ul style="list-style-type: none"> SEOC Manager may activate a Logistics Section Chief and Deputy Logistics Chief, as needed. <p>SEOC Readiness Level 1:</p> <ul style="list-style-type: none"> SEOC Manager may activate a Logistics Section Chief and Logistics Deputy Chief, as needed. 	<p>WEM</p>
<ul style="list-style-type: none"> Maintain standard operating guidelines and procedures for state resources deployable through the duty officer system and the SEOC. Maintain a state resource list that includes owner, contact information, location, NIMS Type and Kind, mobilization time, and a description of the resource. Ensure list is updated on an on-going basis and is reviewed for completeness and accuracy after each drill, exercise, or real event. Provide training to local, state, tribal, and private sector partners on the state assistance process. Maintain a system for documenting resource requests, tracking resource deployments, and sharing information during an incident. Conduct a periodic analysis to identify and prioritize resource needs and shortfalls. This process will be completed using the state THIRA/SPR process and will include the following information sources and steps: <ul style="list-style-type: none"> Analysis of historical incident reports to identify commonly required resources. After-action reviews of all drills, exercises, and real events, following WEM Policy 5008.0 Stakeholder reviews, such as the Inter-agency group Once resource shortfalls are identified, they are prioritized by life safety, incident stabilization, and protection of property needs. 	<p>WEM</p>
<ul style="list-style-type: none"> Coordinate resource requests with resource providers based upon the mission objectives provided by the requesting agency, and prioritize requests, if necessary. Maintain situational awareness and distribute regular situation reports on the status of deployed resources. 	<p>SEOC Logistics</p>
<ul style="list-style-type: none"> Identification of existing state contracts, procedures for emergency purchases, and other funding sources in coordination with the Finance Section Chief and the Department of Administration (DOA). 	<p>SEOC Logistics SEOC Finance DOA</p>
<ul style="list-style-type: none"> Communicating which resources are currently engaged in the incident and identifying what type of resource is being requested and anticipated assignment. The resource request should to meet a specific mission objectives. Receiving deployed resource and making work assignments, as appropriate. Submitting written or verbal status reports to the SEOC. 	<p>Requesting Agency</p>



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Action Item	Agency
<ul style="list-style-type: none"> • Pre-planning and inventory of personnel and resources. • Ensuring that personnel are properly trained and equipped, and equipment is properly maintained and ready for deployment. • Monitoring incident status to insure deployment readiness. • Maintaining procedures for proper mobilization, demobilization, and return of resources. • Advising the SEOC and WEM of any need for backfill of deployed resources. The SEOC and WEM will work to source the most appropriate available resource meeting the needs of the backfill request. • Maintaining workers' compensation and liability insurance coverage for those selected for deployment to another jurisdiction. • Briefing the requesting agency about what to expect, including all potential contingencies and a "worst case" scenario. • Maintaining detailed logs of personnel and other costs for possible reimbursement and provide the information to the SEOC and WEM, if requested. • Coordinating with the SEOC and WEM on all resource deployments and provide notification of mission changes to the SEOC and WEM for resource tracking. 	<p>Resource Provider</p>

Table 10-2: Short-Term Recovery Activities

Action Item	Agency
<ul style="list-style-type: none"> • Demobilize transportation assets and intermediate staging areas as the incident de-escalates toward normal conditions. 	<p>WEM SEOC Logistics</p>
<ul style="list-style-type: none"> • Continue supply and service support to deployed resources as the incident de-escalates toward normal. 	<p>WEM SEOC Logistics</p>
<ul style="list-style-type: none"> • Coordinate with the SEOC Logistics Section to demobilize and return personnel and durable supplies to normal operations. 	<p>WEM SEOC Logistics Requesting Agency Resource Provider</p>



11. Supporting Documents

11.1. Directives

11.1.1. Chapter 323 of the Wisconsin Statutes

11.1.1.1. Emergency Management Assistance Compact § 323.80 of the Wisconsin Statutes

11.1.1.2. Northern Emergency Management Assistance Compact § 323.81 of the Wisconsin Statutes

11.2. Reference Documents

11.2.1. National Response Framework ESF 7



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Table 11-1: Record of Change

#	Date	Agency/Individual	Change
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