Local Government Emergency Management Toolkit

<u>Planning and Preparation</u>

- Be familiar with your county's Hazard Mitigation Plan, work to implement strategies for your community:
  - [2024 Bell County Hazard Mitigation Plan](#)
  - [2018 Milam County Hazard Mitigation Plan](#)
  - [2024 Hamilton County Hazard Mitigation Action Plan](#)
  - [2023 San Saba County Hazard Mitigation Action Plan](#)
  - [2023 Coryell County Hazard Mitigation Plan](#)
- Be familiar with your [TDEM Region 8 contacts](#) including [Incident Support Task Force (ISTF) staff](#); TDEM can assist local governments in preparation response, recovery, and mitigation for disasters.
- Be familiar with your county's Emergency Management Coordinator (EMC), emergency management division, or other staff dedicated to emergency response across the county.
- Strengthen community and regional partnerships for managing disasters.
  - [Building Private-Public Partnerships](#)
- Promote citizen and business registration on [CodeRED](#) to receive emergency notifications.
- Develop a local plan of action for handling an emergency event, such as an Emergency Operations Plan. Comprehensive Preparedness Guides:
  - [Developing and Maintaining an Emergency Operations Plan](#) (For local jurisdictions)
  - [Emergency Operations Plans for Houses of Worship](#)
  - [Emergency Operations Plans for K-12 Schools](#)
  - [Emergency Operations Plans for Institutes of Higher Education](#)
  - [Pre-Disaster Recovery Planning Guide for Local Governments](#)
  - [Local Mitigation Planning Policy Guide](#)
  - [Developing a Crisis Communication Plan](#)
- Be prepared for coordination of recovery efforts.
  - [Local Recovery Plan Template](#)
  - [Post Disaster Model Recovery Ordinance](#)
- Make sure your community utilizes grant funding and other programs for infrastructure resiliency and emergency preparedness:
  - [USDA Emergency Community Water Assistance Grant](#)
  - [Homeland Security National Training Program](#)
  - [FEMA Building Resilient Infrastructure and Communities (BRIC)](#)
  - [FEMA Flood Mitigation Assistance Program](#)
  - [FEMA Hazard Mitigation Grant Program](#)
  - [TxCDBG Community Development Fund](#)

Response

- When a disaster first occurs, take steps to immediately notify citizens through CodeRED, social media, radio, television, and other public announcements. Issue evacuation orders if necessary.

  - [Public Safety and Crisis Communication in an Emergency or Disaster](#)
  - [The Use of Social Media for Disaster Recovery](#)

- Declare and submit a Local State of Disaster to request disaster recovery assistance.

- Stay in contact with partners including other communities impacted by the disaster, your county EMC, and TDEM to coordinate response.

- Dispatch fire, police, and emergency medical personnel where needed. Coordinate efforts with volunteer organizations assisting with the disaster.

  - Learn more about the available [Texas Voluntary Organizations Active in Disaster](#) (VOAD)

- Follow strategies and processes laid out in local Emergency Operations Plan and ensure community partners are adhering to plans.

- TDEM's ISTF staff can assist with efforts such as mass care, community stabilization, volunteer and donations management, short- and long-term recovery solutions, emergency operations center needs, sheltering and feeding citizens, debris management, disaster finance, communications, nonprofit support, voluntary organization coordination, and general emergency management guidance.

- [Texas Commission on Environmental Quality (TCEQ) Emergency Response Teams](#) can provide technical assistance such as helping supply drinking water, restoring water system functionality, management of waste from hazardous materials spills, post-emergency weather and damage assessments, wastewater treatment, dam safety, water quality, and covering costs for cleanup.

  - [TCEQ Drought Response Guide](#)
  - [TCEQ Tornado Response Guide](#)
  - [TCEQ Wildfire Response Guide](#)
  - [TCEQ Flood Response Guide](#)

<u>Recovery</u>

- After the initial response, local governments should work with public/private utilities, volunteer organizations, and other partners to ensure water, power, communications, transportation, shelter, and medical care are provided as well as debris removed.
    - State of Texas Local Catastrophic Debris Management Guide

- City departments should begin gathering cost estimate for response and damage to complete a Disaster Summary Outline (DSO) for the State Operations Center.
    - Utilize the Public Assistance State of Texas Assessment Tool (pSTAT) to catalogue damage to public infrastructure.
    - For damage to homes, businesses, and farms, use the Individual State of Texas Assessment Tool (iSTAT) and provide residents and businesses access to the tool.
    - If damage assessments surpass county thresholds of uninsured damage, you may be eligible for FEMA Public Assistance and Individual Assistance grants.

- Access other funding streams to assist with recovery.
    - TDEM Disaster Recovery Loan Program
    - TxCDBG State Urgent Need Fund (SUN) (If no Presidential Disaster Declaration)
    - USDA Emergency Community Water Assistance Grant
    - TxCDBG Community Development Fund (allows interim assistance for recovery from storms)
    - TxCDBG Disaster Recovery Funds (allocated for certain disasters)
    - EDA Disaster Supplemental Grant
    - Post-Disaster Financial Recovery
    - OneStar Foundation Rebuild Texas Fund (dedicated for certain disasters)

- If your community developed a local recovery plan or passed an ordinance outlining the process for local recovery, consult it and be sure to note where there were needs for improvement or gaps in what it addressed.

- Stay in contact with community and regional partners, TDEM, VOADs, and CTCOG to address any needs in your recovery efforts!

- FEMA National Disaster Recovery Framework-Guideline for how FEMA supports disaster affected communities and federal and non-governmental organization resources.