

ESF #12

Energy



PURPOSE

Outline policies for transportation fuel shortages, electrical power outages, and capacity shortage resulting from a disaster.



Jefferson County

PRIMARY AGENCY: LOUISVILLE GAS AND ELECTRIC COMPANY

Support Agencies	Jefferson County Suburban Fire Protection Districts
	Local Law Enforcement Agencies
	Louisville/Jefferson County EMA
	Louisville Fire and Rescue
	Louisville Metro Public Works

POLICIES

- Assess damage to energy system and evaluate energy demand and supply.
- Obtain additional fuel for response and recovery operations.
- Support the conservation of fuel and energy supplies through public outreach campaigns.
- Support the rapid restoration of the energy system with consideration to priority locations.
- Identify and allocate all local government interim energy sources to support continuation of critical services, countywide restoration efforts, and public buildings.

I.PURPOSE

The basic role of government is to provide services that are not available via the private sector or an individual acting on its behalf. Generally, local governments cannot feasibly finance special services to operate only during a disaster and remain dormant at other times. Louisville Metro must rely primarily on existing emergency response service agencies augmented by business and citizen volunteers to meet wide scale disaster situations.

The mission of ESF 12 is to provide energy service coordination and support services for emergency events in Louisville Metro. ESF 12 can provide personnel and resources to support preparation, mitigation, response and recovery in support of the primary emergency management objectives. ESF 12 resources are used when individual organizations are overwhelmed and additional resources are required.

A disaster affecting a large area and/or population is similar (not in magnitude) to emergencies that the energy service providers respond to routinely. Available local service crews will respond and attempt restoration. It will be necessary to summon resources from other areas where local capability has not been exceeded. Available resource locations include consortiums comprised of restoration teams from other energy providers.

II.CONCEPT OF OPERATION

A. General

1. ESF 12 is organized consistent with the requirements of the National Response Framework, the National Incident Management System and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment and coordination of support operations to Louisville Metro.
2. Procedures, protocols and plans for disaster response activities provide guidelines for operations at the Louisville Metro Emergency Operations Center and in the field. The Emergency Operations Plan and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines that describe ESF 12 capabilities (based on National Planning Scenarios, Universal Task List and Target Capabilities) are the basis of

these guidelines. Periodic training and exercises are also conducted to enhance effectiveness.

3. A large event requiring regional, state and/or interstate mutual aid assistance will require ESF 12 implementation. ESF 12 will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 12 will evaluate and analyze information regarding energy loss and needs as well as requests for response; develop and update assessments of the expected loss of energy, time frame for restoration, and status within the impacted area and implement contingency planning to meet anticipated demands or needs.

5. In a large event requiring local and state mutual aid assistance, ESF 12 will coordinate with support agency counterparts, local and state agencies and energy suppliers to seek, procure, plan, coordinate and direct the use of any required assets. The scope of this ESF includes:

- Assessing energy system damage, energy supply/demand and requirements to restore such systems
- Coordinating with Energy (ESF-12) support agencies for assistance in helping energy suppliers obtain, information, equipment, specialized labor, fuel and transportation to repair or restore energy systems
- Coordinating information with local, state, and federal officials and energy suppliers about available energy supply recovery assistance
- Providing technical assistance involving energy delivery systems

B. Organization

1. COUNTY

- MetroSafe Communications will initiate ESF 12 notification. MetroSafe Communications will request, as directed by the Louisville/Jefferson County Metro Emergency Management Agency, assistance from the primary and support agencies to staff the ESF 12 position in the Emergency Operations Center (EOC) on a 24-hour basis.
- During an activation of the EOC, a MetroSafe Communications Dispatcher will serve as a member of the EOC staff and liaison to ESF 12 for receipt/facilitation of the local energy needs/resource requests.
- During an emergency or disaster event, the Emergency Operations Center will coordinate the support resources from the support agencies with ESF 12.
- During the response phase, ESF 12 will evaluate and analyze information regarding energy outages and demands. ESF 12 will develop and update assessments of the public energy availability status in the impact area(s) and undertake contingency planning to meet anticipated demands and needs.
- The Louisville/Jefferson County Metro Emergency Management Agency develops and maintains the overall ESF 12 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents must be compliant with the National Response Framework, National Incident Management System, Incident Command System and the Emergency Operations Plan (EOP).

- The Louisville Metro Emergency Operations Center uses WebEOC (Crisis Management software) to supplement disaster management through communicative integration of Emergency Support Functions; agency based emergency operations centers, and other facilities or functions as appropriate.

2. REGION

- ESF 12, in consultation with the requesting jurisdiction, may request additional energy resources via the Kentucky Division of Emergency Management (KyEM) Director per the State Emergency Operations Plan. During an energy emergency the Director receives guidance and recommendations from agencies that comprise the Kentucky Energy Resources Management Board (ERMB).
- The Kentucky Division of Emergency Management serves as the lead agency for energy coordination/support at the state level. The agency will designate a liaison to the Louisville Metro EOC to assist Emergency Support Function 12 and to the extent capable provide coordinators, assessors and operational personnel in support of the EOC or field activities.
- On activation of an Emergency Operations Center in more than one county, the Kentucky Division of Emergency Management may support the coordination of the event response with regional resources or additional resources.

3. STATE

- During an emergency or disaster event, the primary and support agencies of ESF 12/comparable at the Commonwealth EOC will report and function under the overall direction of the Director, Kentucky Division of Emergency Management.

- During the response phase, ESF 12/comparable will evaluate and analyze information regarding energy requests. ESF 12/comparable will also develop and update assessments of the energy situation and status in the impact area and initiate contingency planning to meet anticipated demands and needs.
- The Kentucky Division of Emergency Management develops and maintains the overall State Emergency Operations Plan to include accompanying Appendices and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall State Emergency Operations Plan. All such documents will comply with the National Response Framework, the National Incident Management System and the Incident Command System.

C. Alerts/Notifications

- MetroSafe Communications will notify the Louisville/Jefferson County Metro Emergency Management Agency's Executive Director, Deputy Director and the "on call" Emergency Operations Center Duty Officer when the county or an area of the county has been threatened or impacted by an emergency or disaster event.
- The Louisville/Jefferson County Metro Emergency Management Agency will activate or place on standby ESF 12. Louisville Gas and Electric will manage the emergency activities of ESF 12.
- Upon instructions to activate ESF 12, the Support Agencies will implement their procedures to notify and mobilize all personnel, facilities and physical resources potentially needed, based on the emergency.

D. Actions

Actions initiated by ESF 12 are grouped into the phases of emergency management: preparation, mitigation, response and recovery. Each phase requires specific skills and knowledge to accomplish. Each phase requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF 12 encompasses a full range of activities from training to the provision of field services. It also coordinates and may assume direct operational control of the following provided services:

- Assessment of energy needs and potential impacts
- Energy sector personnel
- Energy sector equipment and supplies
- Evacuation and re-entry support
- Emergency responder health and safety
- Mental health and crisis counseling for responders
- Energy sector public information and risk communication
- Energy sector management, command and control of assets
- Energy sector activities related to terrorist threats and/or events
- Logistical staging areas
- Catastrophic incident and alternate energy facility support

1. PREPARATION

Actions and activities that develop energy sector response capabilities may include planning, training, orientation sessions and exercises for ESF 12 personnel (i.e., county, state, regional and federal) and other emergency support functions that will respond with ESF 12. This involves the active participation of local inter-agency preparedness organizations, which collaborate in such activities on a regular basis.

Local agencies will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, potential medical facilities and the maintenance and future development of specialized teams. Initiatives also include the following:

- Conduct planning with ESF 12 support agencies and other emergency support functions to refine energy sector operations.
- Develop and refine procedures for rapid impact assessment per field surveys.
- Conduct training and exercises for Emergency Operations Center (EOC) and energy sector response team members.
- Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
- Ensure lead agency personnel are trained in their responsibilities and duties.
- Develop and implement emergency response strategies.
- Develop and present training courses for ESF 12 personnel, provide information on critical facilities/infrastructure to the Louisville/Jefferson County Metro Emergency Management Agency and develop protocols for frequently provided services.
- Maintain liaison with support agencies.

- Conduct vulnerability analyses at critical facilities and make recommendations to improve the physical security
- Conduct All Hazards exercises involving ESF 12.

2. MITIGATION

- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

3. RESPONSE

- Coordinate operations at the ESF 12 position in the Louisville Metro EOC and/or at other locations as required.
- Coordinate needs and response actions with Louisville/Jefferson County Emergency Management Agency.
- Establish and maintain a system to support on-scene direction/control and coordination with Louisville Metro's EOC, Commonwealth EOC, or other coordination entities as appropriate.
- Establish mutual aid procedures for the following resources: energy restoration, interoperable communications and others as appropriate
- Coordinate resource management and logistical support.
- Implement Disaster Assessment Teams to determine post-event effect on emergency services, functional group resources and the ability to perform Continuity of Operations for essential functions.

- Monitor and direct energy resources and response activities to include pre-positioning for response/relocation due to the potential impact(s) of the emergency situation.
- Participate in EOC briefings, development of Incident Action Plans and Situation Reports, and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Obtain other resources through the Statewide Emergency Management Mutual Aid and Assistance Agreement and/or Mutual Assistance Groups comprised of restoration teams from other energy providers.
- Coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other jurisdictions' ESFs or like function to obtain resources and facilitate an effective emergency response among all participating agencies.

4. RECOVERY

- ESF 12, in consultation with the requesting jurisdiction, may obtain additional energy sector resources.

E. Direction and Control

1. ESF 12 complies with the National Response Framework, the National Incident Management System and uses the Incident Command System (composed of Planning, Operations, Logistics and Finance/Administration Sections with their standardized Units, Teams, positions,

forms and terminology) to manage its emergency/disaster responsibilities. Key to this system is the Louisville/Jefferson County Metro Emergency Management Agency, which functions as the official disaster organization for preparedness, mitigation, response and recovery within Jefferson County. The agency also serves as the focal point for ESF 12 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other Emergency Support Functions and private voluntary agencies have knowledge about the system and ESF 12 expectations.

2. The ESF 12 system operates at two levels – the Emergency Operations Center and field operations.
3. All management decisions regarding county and/or regional resource allocation are made at the Emergency Operations Center by the ESF 12 Coordinator during emergency activations. Per the Incident Command System structure, the Planning, Logistics, Finance/Administration and Operations Section Coordinators plus staff at the Emergency Operations Center (EOC) assist the EOC Manager in achieving the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
4. In accordance with a mission assignment from ESF 12 and further mission tasking by a local primary agency, each support organization assisting in an ESF 12 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 12. Delegation of mission operational control may be delegated to a management Support Unit, Multi-Agency Coordination Team or a local entity.

F. Responsibilities

Primary Agency (Louisville Gas & Electric)

Duties include but are not limited to the following:

- Provide leadership in directing, coordinating and integrating overall Louisville Metro efforts to provide energy restoration to affected areas and populations.
- Staff and operate a National Incident Management System compliant, command and control structure (i.e., Incident Command System), to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of energy restoration personnel, supplies and equipment and provide certain direct resources.
- Jointly evaluate (ESF 12 representatives/designees) the emergency, make strategic decisions, identify resource needs and secure resources required for field operations.
- Task support agencies as necessary to accomplish ESF 12 support responsibilities.
- Monitor energy sector emergency response and recovery operations
- Make specific requests for energy restoration assistance to the State ESF 12/comparable as needed. The state will activate resources through the State Emergency Response Plan.
- Re-assess priorities and strategies throughout the emergency according to the most energy needs.
- Assist with emergency evacuations and re-entry of threatened areas.

- Demobilize resources and deactivate the ESF 12 function upon direction from the EOC Manager.

Support Agencies

Support agencies will provide assistance to the Emergency Support Function with services, staff, equipment and supplies that compliment the entire emergency response effort as the Emergency Operations Center addresses the consequences generated by the hazards that may affect the county (i.e., severe weather, earthquake, environmental, biological and/or terrorism). Services and resources are subject to change. Emergency coordinators are responsible for frequently updating their resource capabilities with the ESF 12.

- Louisville/Jefferson County Metro Emergency Management Agency will provide EOC support, conduct briefings, direct needs assessments, distribute key information and serve as liaison to the Commonwealth EOC for resource requests.
- Local law enforcement agencies (ESF 13) will provide crowd control, security measures, roadway assessments and ingress/egress actions to protect the public in and proximate to areas involved in energy related emergencies that would be hazardous to the public.
- Louisville Fire & Rescue and Jefferson County Fire Protection Districts (ESF 4) will provide first line response for fires and other energy related emergencies requiring trained personnel and equipment.
- Louisville Metro Public Works (ESF 3) and other departments will provide equipment and other major resources needed to clear roadways or other areas in support of emergency response actions.

G. Financial Management

ESF 12 is responsible for managing financial matters (specific to ESF 12 activity) related to resources procured/used during an event and forwarding that information to the Finance/Administration Section. However, each local government/agency/department must also track and record its own expenditures to ensure accuracy with any submissions for potential reimbursement. Information will be provided post-event as to application procedures for reimbursement.

ESF 12 will coordinate with the Logistics Section to ensure that procurements and staff hours are properly documented and processed for potential reimbursement. It will also be responsible for follow-up on all financial issues via coordination with Louisville/Jefferson County Metro Government and other local governments' fiscal and personnel management officials, Kentucky Division of Emergency Management fiscal agents, Federal Emergency Management Agency fiscal agents and directly with vendors as necessary.

Expenditures by other departments for activity not directly related to ESF 12 will be documented by those entities and submitted directly to the Finance/Administration Section as soon as possible.