

**Kansas City Metropolitan Area Regional Coordination Guide (RCG)
ESF #12 – Energy and Utilities**

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ESF #12 – ENERGY AND UTILITIES

Emergency Support Function #12 – Energy and Utilities addresses electric, natural gas, propane, water, sewer, telephone, cable, the Internet, and other energy and utility services available in the region.

Coordinating Agencies	Emergency Management Agencies (EMAs)
Cooperating Agencies	Local Government Energy and Utility Providers Other Local Departments and Agencies Assigned Responsibilities in Local Emergency Operations Plans (EOPs) Private Sector Energy and Utility Companies
State and Federal Agencies	Kansas Division of Emergency Management (KDEM) Missouri State Emergency Management Agency (SEMA) Federal Emergency Management Agency (FEMA) Other State and Federal Departments and Agencies Assigned Responsibilities in State/Federal Emergency Plans

Agency roles are described in Part IV – Responsibilities

I. Purpose and Scope

A. Purpose

1. As described in the Base Guide of the Regional Coordination Guide (RCG) and summarized in **Attachment A**, the goal of all regional coordination activities conducted in the Kansas City metropolitan area is to ensure jurisdictions have the ability to:
 - a. Exchange Information
 - b. Relay Common Messages
 - c. Share Available Resources
 - d. Provide Support to Other Jurisdictions
2. Emergency Support Function (ESF) #12 – Energy and Utilities of the RCG is intended to facilitate the exchange of information among jurisdictions and promote a coordinated regional approach to accomplishing energy and utilities-related activities.

3. Specifically, ESF #12 describes the following:
 - a. Public and private agencies providing energy and utility services to the jurisdictions in the region.
 - b. Local plans and protocols in place for dealing with emergency energy and utility related issues.
 - c. Regional information sharing protocols for energy and utility system restoration and the availability of alternate energy sources.
 - d. Resource and personnel assistance potentially available to other jurisdictions with energy and utility restoration issues and sharing of information and provision of mutual aid.
 - e. Establishing a regional location for information sharing regarding energy and utility related issues, when several jurisdictions are involved and share the same utility providers.
4. In addition to the items above, where appropriate, ESF #12 will describe the following target capabilities associated with energy and utilities related activities:
 - a. Restoration of Lifelines (Energy and Utilities Systems)
5. Additional information on the Target Capabilities and their relationship to the ESFs in the RCG is included as an Appendix to the RCG Base Guide.

B. Scope

1. ESF #12 is one component of the RCG, which consists of a Base Guide and fifteen (15) ESFs developed for use by all of the jurisdictions, agencies and organizations in the nine (9) county metropolitan area.
2. ESF #12 designed to address all-hazards and emergency scenarios with the potential to require some degree of regional coordination as described in the RCG Base Guide and summarized in **Attachment A**. To the extent possible, information contained in the RCG Base Guide and other ESFs will be referenced and not repeated in ESF #12.
3. ESF #12 is intended to support, but never supersede, the functional annexes of local Emergency Operations Plans (EOPs), and other plans and protocols maintained by both public and private agencies and organizations involved in the execution of ESF #12-related activities.
4. For the purposes of this ESF, energy and utilities include, but are not limited to electric, natural gas, propane, water, sewer, telephone, cable, the Internet, and other energy and utility services in the region. In addition to the

information included in ESF #12, public works issues are addressed in ESF #3 – Public Works.

5. ESF #12 was developed by a planning Task Force comprised of agency representatives in the region, and supported by the Metropolitan Emergency Manager’s Committee (MEMC) Plans Subcommittee – a list of the ESF #12 Task Force members is included as **Attachment B**.

II. Situation and Assumptions

A. Situation

1. Local

- a. It is recognized a widespread utility outage could significantly impact the metro-area, and major power outages have seriously affected the region in the past. The restoration of utilities is a critical function that will be managed and prioritized by local EOCs in affected jurisdictions and coordinated with their local utility providers.
- b. The local jurisdictions in the region maintain information regarding their energy and utility service providers in their local Emergency Operations Plans (EOPs). Local EOPs also assign primary and support responsibilities to government departments with resources and personnel to support emergency energy and utilities activities.
- c. Many of the jurisdictions in the region maintain maps showing utility service provider coverage areas, and some have the ability to access these maps through the capabilities of the Geographic Information System (GIS). GIS capabilities, as well as emergency contacts for energy and utility providers, are maintained in local EOPs and/or in local Emergency Operations Centers (EOC) operating guides.
- d. In addition to the information contained in local plans and operating guides, a list of energy and utility providers in the region is included as **Attachment D** to this ESF.
- e. Some of the utility providers who serve large portions of the Kansas City metro area have systems in place to provide additional information to local EMAs and EOCs on the status of their respective utility services. For example, Kansas City Power and Light (KCP&L) shares outage information with EMAs through Power Watch, an online power outage mapping system (see www.kcpl.com). Westar Energy also shares information with local EMAs and EOCs by maintaining online power outage maps ([see www.westarenergy.com](http://www.westarenergy.com)).
- f. When needed, energy and utility providers may have a representative in local EOCs, or if appropriate, in a regional location established to facilitate

information sharing regarding energy and utility issues – for more information, see Part III – Regional Coordination Activities.

- g. Many of the electric providers in the region also work as part of a private sector Mutual Assistance Group (MAG) that may provide resources and personnel, and assist with the coordination of energy and utility related issues affecting the region. Additional information on the energy and utility providers in the region may be found in **Attachment D**.

2. State and Federal

- a. At the state level, both the Kansas Response Plan (KRP) and the Missouri State Emergency Operations Plan (SEOP) include functional annexes addressing energy and utility issues and describing state agency roles and responsibilities. As described in these plans and summarized under b. and c. below, there are state organizations in both Kansas and Missouri responsible for regulating energy and utility providers. During major events, coordination with these State agencies may assist local governments in restoring critical utilities.
- b. In Missouri, the Missouri Public Service Commission (PSC) regulates private and some public electric, steam, natural gas, water and sewer and telephone companies in Missouri. The PSC Website at www.psc.mo.gov provides information on these utility systems, including company Websites and key contacts.
- c. In Kansas, the Kansas Corporation Commission (KCC) regulates natural gas, electricity, telephone and motor carriers. The KCC Website at www.kcc.state.ks.us provides information on regulated utility systems and key state contacts.
- d. In addition to the PSC and the KCC, the Missouri Department of Natural Resources (DNR) and the Kansas Department of Health and Environment (KDHE) are support agencies for energy and utilities related activities that may provide expertise and resources to local governments when needed.
- e. The Kansas Mutual Aid Program Agreement (KMAP) is a mutual aid assistance program among public and private utilities in the State of Kansas. KMAP allows signatory entities to provide and obtain emergency assistance (e.g., personnel, equipment, etc.) from other utilities during emergency events.
- f. Other state affiliated organizations may provide local EMAs and EOCs with assistance in restoring critical utilities. For example, both Kansas and Missouri maintain associations responsible for providing local government agencies with information on pipelines in their jurisdictions. If pipelines are affected, the Pipeline Association of Missouri (see www.showmepipeline.com) and the Kansas Pipeline Association (see

www.kpa-awareness.com) may lend assistance. The State of Missouri is also assisted by the Missouri One-Call organization to assist in locating utilities prior to excavation and to restore services as needed.

- g. In addition, the U.S. Department of Transportation Pipeline and Hazardous Materials Safety Division maintains a 24-hour National Response Center for reporting and monitoring pipeline incidents, which may be reached at **1-800-424-8802**.
- h. In the event local EOCs and EMAs need assistance in locating propane resources, the Missouri Propane Gas Association (see www.missouripropane.com) and the Propane Marketers Association of Kansas (see www.pmak.org) may assist in locating additional propane resources, or identifying suppliers outside the region.
- i. In the National Response Framework (NRF), the US Department of Energy (DOE) is designated as the ESF Coordinator and Primary Agency for ESF #12 – Energy. ESF #12 of the NRF is intended to facilitate the restoration of damaged energy systems and components when activated by the Secretary of Homeland Security for incidents requiring a coordinated Federal response. Under Department of Energy (DOE) leadership, ESF #12 is an integral part of the larger DOE responsibility of maintaining continuous and reliable energy supplies for the United States through preventive measures and restoration and recovery actions.
- j. During an emergency incident affecting energy systems, the DOE will provide assistance with the restoration of critical energy sources; assist with energy infrastructure assessment, repair and restoration; energy industry utilities coordination; and energy forecasting. ESF #12 (Energy) of the NRF may be found at www.fema.gov/pdf/emergency/nrf/nrf-esf-12.pdf and additional information on the DOE may be found on their Website at www.energy.gov

B. Assumptions

1. A major emergency may cause widespread and possibly prolonged electric power outages or interruptions and/or disruption to the supply and distribution of energy and utility systems.
2. Damage to energy and utility systems in one jurisdiction in the region may affect the supply of energy and utilities to other jurisdictions relying on the same systems.
3. Delays in the delivery of petroleum-based fuel products may occur as a result of the loss of electric power.

4. Long-term disruption of energy and utility services may increase the need to establish mass care operations and/or to acquire portable power generating systems.
5. Utility workers deployed to an emergency scene will check in with the Incident Commander (IC) for appropriate badging and scene access.
6. In major events, state and federal resources may be provided to assist with energy and utility system restoration, but their ability to react quickly may be limited.
7. Local jurisdictions have identified critical facilities in their communities with the potential need for priority restoration and will work with local utility providers to help ensure these facilities are appropriately considered for priority restoration.

III. Regional Coordination Activities

A. General

1. The type and extent of regional coordination activities initiated and maintained will depend on the capabilities of the jurisdictions involved and the scope of the incident. The local EMAs in the region will initiate and maintain regional coordination activities based on a recognized need to exchange and/or clarify information regarding the event; disseminate common emergency messages; or provide assistance to impacted jurisdictions.
2. Technology will be maximized and virtual information sharing encouraged to accomplish ESF #12-related activities. Jurisdictions and involved agencies and organizations will maintain regional coordination by using WebEOC, an online EOC information management tool. In addition, other technology, such as teleconferencing, emails, facsimile, etc., as needed, will be used to ensure coordination is accomplished by the jurisdictions involved.
3. The information maintained in WebEOC may be useful in developing a regional picture of the event and to potentially identify energy and utility resources not in use by one jurisdiction that may be needed by another. Use of the regional utilities outage board (see sample included as **Attachment C**) will assist in enhancing coordination between jurisdictions and maintaining open lines of communications.
4. For more information on the regional boards and the overall framework established to support regional coordination activities, see the RCG Base Guide, ESF #5 – Emergency

The agencies and organizations involved in the event will use various methods to exchange and coordinate energy and utilities related information, including the WebEOC regional boards.

Management, as well as the summary of regional coordination activities included as **Attachment A**.

5. In addition to the actions described in this section, **Attachment E** provides a checklist of initial actions to be considered when the event involves energy and utilities issues.

B. Energy and Utilities Activities

1. Local EOCs will coordinate closely with private utility providers in their communities regarding the restoration of energy and utility services. Although many of the major utility providers in the region are private, they have agreed to work closely with local EMAs and EOCs to the extent possible to coordinate their efforts.
2. Depending on the event, private sector utility providers may become adjunct members of the local EOC team to help ensure the appropriate critical facilities are considered for priority restoration. Although private utility providers have final authority for the order in which services are restored, they have agreed to work closely with local officials to the extent possible to make such determinations.
3. Local officials are encouraged to be proactive and work closely with the energy and utility providers in their communities to establish restoration priorities for the critical facilities in their jurisdictions. Contacts for these providers are included in **Attachment D**.
4. As assigned in their EOPs, local agencies such as Water and Public Works Departments will work with their counterparts in other jurisdictions and through local EOCs to ensure information is exchanged and resources and personnel are assigned as needed.
5. To help ensure worker health and safety, all energy and utility personnel deployed to an emergency scene will check in with the Incident Commander (IC) for appropriate badging and scene access.
6. If local resources are inadequate, assistance will be requested from other unaffected or less affected jurisdictions using existing MOUs and MAAs and the regional coordination protocols established in the RCG and summarized in **Attachment A**.
7. The need for additional resources and technical assistance from outside the region will be based on the extent to which the jurisdictions are affected, what resources are in use, and what resources are needed to support energy and utility activities.

8. If local and regional resources to support energy and utility related activities are inadequate, local EOCs will forward a request for specific resources to their respective State EOCs.
9. If the situation warrants activation of federal resources and implementation of the NRF, local EOCs will work closely with their respective State EOCs to coordinate with state and federal organizations to ensure appropriate resource coordination and support for energy and utility related activities.

C. Regional Energy and Utilities Coordination

1. The overall framework established to support regional coordination activities as described above (under A – General) will be used to initiate and maintain a regional energy and utility information sharing system in support of the event.
2. If the emergency involves several jurisdictions who share the same utility provider, the involved jurisdictions are encouraged to consider establishing a centralized location for the coordination of regionally relevant information. This centralized location may be established at one or more local EOCs and will work to coordinate energy and utilities information among the involved jurisdictions.
3. Establishing a centralized location to help facilitate regional coordination in support of energy and utilities activities will assist the local jurisdictions involved in making the best use of available resources. Further, such a system will assist local jurisdictions in releasing timely, coordinated and consistent information regarding energy and utility activities to the public.
4. A regional energy and utilities coordination system will also assist local agencies, such as Water Service Departments, in coordinating their efforts with other involved agencies (e.g., Public Health Departments during boil orders affecting several jurisdictions in the region).
5. A centralized coordination location serving several jurisdictions will also help ease the burden on energy and utility providers serving more than one jurisdiction, who may not have the personnel resources to deploy to all of the affected EOCs. The ability to work through a single location regarding the coordination of energy and utilities related issues will allow providers to more easily coordinate with all of the local jurisdictions involved.
6. The location of the regional energy and utility information coordination location and the specific energy and utility coordination activities conducted will be based on the needs of the jurisdictions and service providers involved. The jurisdictions and the energy and utility providers involved will determine the actions to be taken at the location established to facilitate regional coordination based on the needs of the event.

7. In a major event affecting many or all of the jurisdictions in the metro (e.g., a major power outage), a regional coordination location may be established on each side of the state line (i.e., one in a Missouri EOC and one in a Kansas EOC). It is anticipated such a system will ease the reporting and information sharing requirements placed on local EOCs, as well as the private utility providers involved in the event.
8. The activities carried out in the regional coordination location will vary greatly depending on the scope of the event, and the energy and utility providers involved. The following are examples of activities potentially taking place in the centralized location established to facilitate regional coordination:
 - In a major electric outage, the centralized information coordination location may work closely with private utilities providers to establish priority restoration based on critical public safety and infrastructure issues.
 - In an event affecting water services (e.g., a wide-spread boil order), the centralized location established to facilitate regional coordination may assist in disseminating regionally coordinated public information (for example, issuing joint new releases).
 - In an incident affecting pipeline supplies, representatives from the involved pipelines may work in the location established to facilitate regional coordination to assist the involved local jurisdictions in resolving pipeline related issues.
 - During many types of emergencies, the location established to facilitate regional coordination may assist in locating alternative or additional resources in support of the event (e.g., generators and fuel supplies).

IV. Responsibilities

A. General

The roles and responsibilities of government local agencies are formally assigned and defined in EOPs and their supporting guidelines, as well as in the plans and procedures maintained by volunteer agencies and the private sector. The responsibilities described below are not meant to be all inclusive, but rather to complement the responsibilities assigned in local plans and reinforce the activities described in this ESF.

B. Coordinating Agencies

Local Emergency Management Agencies (EMAs) in the metro-area will coordinate overall energy and utilities operations in their jurisdictions. As Coordinating Agencies, the EMAs are tasked with working to ensure the regional coordination of energy and utilities related activities by:

1. Including up-to-date information regarding ESF #12 activities in the WebEOC regional boards.
2. Maintaining ongoing communications with other jurisdictions (e.g., conference calls, group emails or meetings, when needed) to help ensure regional coordination.
3. Initiating communications with other jurisdictions regarding the need for and availability of energy and utility resources and when needed, considering the potential pooling of local resources to meet regional needs.
4. Working to ensure consistent and useful emergency public information is released regarding energy and utilities related activities.
5. Working closely with the private energy and utility providers in the region to identify critical facilities or resources in need of priority restoration. (Note: Local government and private utility providers are encouraged to identify facilities potentially in need of priority restoration prior to an event and to coordinate their efforts during events to ensure timely restoration of services to the most critical facilities.)
6. Providing information to state and federal agencies regarding the need for additional energy resources.
7. Coordinating the activities of the Cooperating Agencies to ensure regional issues are considered during energy and utilities related activities and ensuring the Cooperating Agencies provide information as needed for the regional WebEOC boards.

Local Emergency Management Agencies will serve as the Coordinating Agency for ESF #12 and are responsible for ensuring the Cooperating Agencies consider regional coordination when accomplishing energy and utilities related activities.

C. Cooperating Agencies

As needed and tasked by the Coordinating Agencies, the Cooperating Agencies will provide resources, personnel and special expertise to support ESF #12 activities. The Cooperating Agencies are tasked with working to ensure regional coordination by:

1. Providing information regarding ESF #12 activities for the regional WebEOC boards.
2. Communicating with the Cooperating Agencies in other jurisdictions regarding ESF #12 related issues, including the availability of resources.
3. Considering the potential pooling of local resources to meet a regionally identified need.

4. As needed, participating in regional coordination activities, such as conference calls and meetings.
5. Working closely with local officials to determine utility restoration priorities for critical facilities.

D. All Agencies

All Coordinating and Cooperating Agencies will work to accomplish the following in support of ESF #12 (Energy and Utilities) activities:

1. Include regional coordination activities in their standard operating procedures, guidelines and/or checklists.
2. When requested and if available, deploy representatives to local EOCs.
3. Provide ongoing status reports as requested by local EOCs.
4. Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
5. Ensure appropriate personnel are trained in NIMS and the use of WebEOC.
6. Perform other emergency tasks as requested by local EMAs and EOCs.

V. Attachments

- A. Regional Coordination Guide Key Concepts Summary
- B. ESF #12 Task Force Members
- C. Regional Utilities Outages Board
- D. Energy and Utility Providers

Note: Attachment D will not be included in the redacted version of ESF #12, but may be found in the complete document maintained in the Metropolitan Emergency Information System (MEIS).

- E. First Hour Checklist for Regional Emergencies – Energy and Utilities

ATTACHMENT A TO ESF #12 REGIONAL COORDINATION GUIDE KEY CONCEPTS SUMMARY

Overview

- The Kansas City Metropolitan Area Regional Coordination Guide (RCG) is an all-hazard, capabilities-based guide designed to address any of the hazards potentially affecting the metro-area. The RCG is for use by all local governments, as well as Non-Governmental Organizations (NGOs), such as the private and volunteer agencies and organizations in the metro region.
- The RCG is intended to ensure a series of formal actions are in place to facilitate communication and cooperation between the many agencies and organizations in the region potentially involved in emergency events requiring some degree of regional coordination.
- Participation in the activities described in the RCG is voluntary and the RCG is not intended to be an operational document. Operational emergency activities are coordinated through local Emergency Operations Centers (EOCs) and described in local Emergency Operations Plans (EOPs), standard operating guides, and the operating procedures maintained by local emergency response agencies and organizations.
- Throughout the RCG, the terms “regional coordination activities” and “regional coordination protocols” are used synonymously and defined as: a series of formal actions taken by the jurisdictions involved in the event intended to facilitate the exchange of pertinent information, the release of consistent public information messages, and the sharing of resources and personnel.
- The regional significance of an incident will be determined by the jurisdictions involved. The concepts described in the RCG are designed to be flexible and the extent of its use will be determined by the event and the needs of the involved jurisdictions, agencies and organizations.
- The activities described in the RCG support the National Incident Management System (NIMS) and the initiatives set forth in the National Preparedness Guidelines (NPG), both of which encourage jurisdictions to work together to strengthen collaboration and enhance regional capabilities. Further, the RCG supports the goals and objectives set forth in the Kansas City Urban Area Homeland Security Strategy, whose focus is to “strengthen relationships between jurisdictions and across disciplines by leveraging the long history of cooperation and coordination which exists between emergency services agencies in the region”.

Initiating Regional Coordination

- The type, scope and nature of the incident will dictate when an event has regional significance and when regional coordination activities are initiated. As a general

rule, potential “triggers” for initiating coordination include a recognized need by one or more jurisdictions to exchange or clarify information regarding the event; disseminate common emergency messages; and/or share resources and provide assistance to impacted jurisdictions.

- The EMAs in the region are encouraged to initiate regional coordination activities if an issue with potential regional significance is identified. Regional coordination may be initiated by any EMA, and volunteer and private sector agencies/organizations (NGOs) may also request the initiation of regional coordination by contacting their EMA. Depending on the urgency of the situation, the EMA initiating regional coordination may use the Internet to post regionally significant information and/or:
 - Send a group page and/or email requiring no action, but simply providing information to the other EMAs in the region
 - Send a group page and/or email requesting jurisdictions to begin regularly posting information to the regional WebEOC boards
 - In more urgent situations, arrange a conference call with other jurisdictions to discuss needed regional coordination actions and develop a specific course of action
- Other regional coordination actions may include the need to provide Emergency Management Assistance to affected jurisdictions and/or initiate the specific actions described in one or more of the fifteen (15) Emergency Support Function (ESF) Annexes. Initiation of these actions will be determined by the participating EMAs, as dictated by the event.

Maintaining Regional Coordination

- It is anticipated during most emergency events, available technology will be maximized to accomplish the exchange of regionally significant information and the maintenance of regional coordination activities. With this in mind, the jurisdictions in the metro-area have implemented a common EOC crisis information management system, WebEOC, which allows jurisdictions to share real-time information through the Internet.
- WebEOC will serve as the primary platform for exchanging information and coordinating actions among the jurisdictions in the region. WebEOC regional boards have been developed to track critical emergency actions and share significant information among the jurisdictions in the region. The regular posting of emergency information by local EOCs to the WebEOC regional boards will allow jurisdictions to monitor actions and identify areas requiring regional coordination.
- Depending on the event, the jurisdictions in the region may identify the need to meet physically to accomplish activities, which can not be accomplished using other information sharing tools. In these cases, the jurisdiction(s) requesting initiation of the meeting will work to establish a meeting location based on the event. The MARC may assist local jurisdictions with such activities upon request.

- If responding EOCs are unable to accomplish regional coordination activities, Emergency Management Assistance as described below may be requested to assist in posting information to the regional WebEOC boards and accomplishing other regional coordination activities. For more detailed information on initiating and maintaining regional coordination activities, see the RCG Base Guide.

Providing Emergency Management Assistance

- In major events (or when some communities are more heavily impacted than others) emergency management assistance may be requested to assist impacted jurisdictions in accomplishing regional coordination activities. Any EMA or EOC in the region may request emergency management assistance from other jurisdictions using the protocols described under “Initiating Regional Coordination”.
- The specific responsibilities of the individuals providing emergency management assistance (referred to as Regional Coordination Support Specialists) will be based on the event and the needs of the jurisdiction requesting assistance. In most cases, Regional Coordination Support Specialists will be Emergency Management personnel from unaffected or lesser affected jurisdictions in the region.
- The individuals serving as Regional Coordination Support Specialists may work in a virtual environment (i.e., via WebEOC, conference calls, emails, etc.), or they may be deployed to local EOCs to work on behalf of the affected jurisdiction(s) to assist with regional coordination and other activities as requested.
- If the emergency affects several jurisdictions in the region, a single centralized coordination facility may be established to support the operations of affected jurisdictions and/or to facilitate regional coordination activities. This strategy will allow local jurisdictions to consider the pooling of resources when necessary to accomplish critical emergency services. When needed, this centralized location for regional coordination may be established in the EOC of one of the affected jurisdictions, or at an EOC where the most resources are available, or at another appropriate location, depending on the type and scope of the event and determined by the jurisdictions involved.
- When appropriate and requested by the jurisdiction in need of assistance, Regional Coordination Support Specialists deployed to provide assistance may also include departmental or agency representatives with a key role in the event (e.g., public health, transportation, law enforcement, fire, public information, volunteer agencies, hospitals, utilities and others).
- In the event a jurisdiction’s primary and secondary EOCs are unable to function, the EOCs and resources of other participating EMAs in the region may be used to provide EOC back up support. Upon request, an unaffected EOC may provide physical space and/or communications capabilities to support another jurisdiction’s EOC operations. EOC back up support may also include the provision of mobile

resources (e.g., communications vehicles, generators, etc.) as practical and appropriate for the incident. For more information on emergency management assistance activities, see ESF #5 – Emergency Management.

Sharing Resources

- Each jurisdiction in the metro-area maintains resources and personnel for emergency response and when incidents occur, the affected jurisdiction(s) will activate the appropriate assets located in their jurisdiction. Based on the scope of the event, they may request additional or specialized resources from other communities.
- Regionally funded equipment resources and specially trained response personnel are maintained by emergency services agencies strategically located throughout the metropolitan area. One of the primary benefits of effective regional coordination is the ability of local jurisdictions to augment their individual capabilities with resources from surrounding communities.
- The type and location of the hazard will affect the type and location of the special resources requested and deployed (i.e., Hazmat Teams, MCI trailers, etc). As appropriate, specially trained personnel and resources in jurisdictions throughout the region may be notified, placed on stand-by and if necessary, deployed to the scene(s).
- Requesting and deployment of resources and personnel will be accomplished through established local dispatching capabilities and local EOCs. The augmentation of medical personnel will be requested through hospitals and EMS mutual aid. For more information on available resources in the region and how they may be deployed is included in ESF #7 – Resource Management.

Relaying Common Messages

- When a complex event has the potential to affect several jurisdictions (e.g., disease epidemics, hazardous materials releases, etc.), the release of common public information messages by the involved EOC and/or Joint Information Center (JIC) will be especially critical. As described in NIMS, establishing a regional Joint Information System (JIS) connecting all of the EOCs and/or JICs, as well as others releasing emergency public information will help to ensure consistent messages are released to the public.
- The NIMS describes a JIS as an integrated and coordinated mechanism for providing information to the public during an emergency. Key elements of the JIS include interagency coordination and developing and delivering coordinated messages. Establishing a regional JIS organization will assist the jurisdictions in ensuring common messages are released to the public.

- If regional coordination has been initiated, the exchange of emergency public information messages should be activated as an automatic function of the EOCs and/or JICs established by local communities to coordinate emergency public information activities among the jurisdictions. The regular posting of information by local jurisdictions to the WebEOC regional boards will help facilitate the release of regionally consistent public information messages.
- If different messages must be relayed to the public due to differences in the regulations of the two involved states (e.g., a public health issue), every effort will be made to clarify and explain the differences in messages provided to the public. The regular posting of information to the WebEOC regional boards will help facilitate this effort and when needed, Regional Coordination Support Specialists may be deployed to assist in developing and releasing regionally consistent messages. For more information on releasing consistent public information messages, see ESF #15 – Emergency Public Information.

**ATTACHMENT B TO ESF #12
ESF #12 PLANNING TASK FORCE**

Les Boatright, Kansas City Power and Light (KCP&L)

Keri Breon, Johnson County Water District

Nick Crossley, Johnson County, Kansas Emergency Management

Adam Crowe, Johnson County, Kansas Emergency Management

Mike Curry, Jackson County, Missouri Emergency Management

Kevin Fightmaster, Missouri, Gas, Electric (MGE)

Rita Hoffman, Olathe, Kansas Emergency Management

Tim Lynch, Overland Park, Kansas Emergency Management

Dante McGrew, Westar Energy

Mary Parrott, City of Overland Park, Kansas

Dan Robeson, Johnson County, Kansas Emergency Management

Chuck Thacker, Grandview, Missouri Emergency Management

Mark Widner, Independence, Missouri Emergency Management

**ATTACHMENT C TO ESF #12
 REGIONAL WEBEOC BOARD EXAMPLE**

The following board may be used to track regional utility outages. This board is an example only. Local agencies and organizations should contact the Emergency Management Agencies in their jurisdictions for specific login information to WebEOC and access to the appropriate boards.

REGIONAL UTILITY OUTAGES BOARD – EXAMPLE

KC METRO REGIONAL UTILITIES OUTAGE BOARD

Warning: WebEOC contains information that is FOR OFFICIAL USE ONLY and may be exempt from public release under the Freedom of Information Act (U.S.C. 552), the Kansas Open Records Act (K.S.A. 45-215 et seq.) and Missouri Public Records Law (M.R.S 610-023). It is to be controlled, transmitted, distributed and disposed of in accordance with appropriate security policy, and is not to be released to the public, the media, or other personnel who do not have a valid need to know without prior approval of an authorized local government official.

Utility Name	Coverage Map	Utility Type	Outage Noted	Estimated Time of Completion	Number of Customers Affected		More Info
					Residents	Businesses	
PDS test		Gas	test		0	0	Details
PDS		Gas	Test		0	0	Details
PDS		<n/a>			0	0	Details
Aquite		Electricity		unknow	200	3	Details
Independence Electric		Electricity	Lines down due to tornado	6/24/06	200	20	Details
MA and PA Kettle Power Supply Co		Electricity		07/01/2006 12:00	10	1	Details
KCP&L	Link	Electricity	Power went out when car hit electric pole.	3/16/06 16:00	50	10	Details
					460	34	

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**ATTACHMENT D TO ESF #12
ENERGY AND UTILITY SERVICES AND COUNTIES SERVED**

Included in MEIS

ATTACHMENT E TO ESF #12 FIRST HOUR CHECKLIST FOR REGIONAL EMERGENCIES ENERGY AND UTILITIES

The following actions should be carried out as needed based on the specifics of the event by local officials tasked with responsibilities for accomplishing emergency functions. In addition to the checklist below specific to ESF #12-related activities, Attachment E to ESF #5 (Emergency Management) includes an initial checklist of actions for all emergency functions.

Purpose
<p>This checklist is intended to assist Emergency Management Agencies (EMAs), Chief Elected Officials, public safety agencies and others in quickly assessing what has happened during a disaster or in determining the threat of a disaster. The following checklist may be used to guide regional coordination actions by helping those involved to review the status of initial actions and determine what activities are necessary to effectively manage the incident.</p>

Immediate Actions for Any Incident
<ul style="list-style-type: none"> <input type="checkbox"/> Review initial response actions and determine response status. <input type="checkbox"/> Consider protective actions if appropriate. <input type="checkbox"/> Evaluate emergency public information requirements. <input type="checkbox"/> Determine next steps needed to coordinate activities, implement appropriate protective actions and release regionally consistent emergency public information. <input type="checkbox"/> Utilize the WebEOC regional boards to log jurisdiction-specific actions. <input type="checkbox"/> Ensure appropriate communications are initiated between jurisdictions and if needed, arrange for a regional conference call – for more information, see Step 2.

Step 1: Gaining General Situational Awareness
<ul style="list-style-type: none"> <input type="checkbox"/> If an incident occurred, what happened, including where and when? <input type="checkbox"/> What is the incident (natural disaster, accident, terrorism)? <input type="checkbox"/> Is there an estimate of injuries/fatalities? <input type="checkbox"/> What are the estimated damages to or status of critical infrastructure (transportation, power, medical, water)? <input type="checkbox"/> If incident has not occurred, what is latest information/intelligence about threats locally and to the region and what are the potential impacts? <input type="checkbox"/> Determine if regional coordination actions are needed and if so, complete the appropriate actions described under Step 2.

Step 1A: Gaining Energy and Utilities (ESF #12) Situational Awareness
<ul style="list-style-type: none"> <input type="checkbox"/> What is the status of affected utilities and energy providers in the region? <input type="checkbox"/> Has communications been initiated with the appropriate energy and utility providers in the region? <input type="checkbox"/> What protocols will be followed to ensure ongoing communications with the private sector utility providers in the region? <input type="checkbox"/> Is there a need for mutual aid between jurisdictions to manage the energy and utilities needs of the event?

Step 2 – Gaining and Maintaining Regional Awareness and Ensuring Regional Coordination
<ul style="list-style-type: none"> <input type="checkbox"/> Local jurisdictions will work to maintain appropriate regional coordination actions including: <ul style="list-style-type: none"> ✓ Entering and updating the WebEOC Regional Boards. ✓ Initiating conference calls and meetings as needed. <input type="checkbox"/> During regional conference calls, participants may discuss the following as appropriate to the event: <ul style="list-style-type: none"> ✓ What are the incident facts and what is the response status? ✓ What actions need to be coordinated regionally? ✓ What regional resources are available and needed? ✓ What ESF activities should be implemented to manage the event? ✓ What steps should be taken to ensure regional coordination activities are maintained? ✓ In addition, if dictated by the event, the State EMAs (SEMA and KDEM) may work with local officials and other state and federal agencies to arrange bi-state conference calls to help ensure regional situational awareness, coordination between the two states and to discuss potential coordinated response activities.

Step 3: Determining Overall Response Status

- Who is leading the response or investigation?
- What assets/agencies are on scene, available, or needed?
- If the event is significant and may require state assistance, has the State EMA been contacted?
- Have the appropriate IAP steps been initiated and local and state situation reports completed as required by the event?
- What is the threat status and/or emergency declaration(s) status (federal, state, local)?
- What assets may be available to assist with the event?
- How can you prepare for response?
 - ✓ Activate EOCs and JICs; inform and call-up primary and support agencies as needed; notify mass care facilities and organizations with transportation and heavy equipment assets; request mutual aid; issue public advisories.

Step 3A: ESF #12 – Determining Energy and Utilities Initial Response Actions

- Maintain coordination with private sector utility providers.
- If dictated by the event, ensure private sector utility providers are included in local EOC and regional coordination activities.
- Coordinate emergency public information activities in support of utility restoration efforts.
- Maintain accurate records of resources and personnel utilized and funds expended on emergency activities in support of ESF #12-related activities.
- Consider sharing resources and personnel with other jurisdictions in the region to help manage ESF #12-related activities.

Emergency Public Information Considerations

- What should be communicated, when, how, and by whom?
- What information has been communicated to the general public/schools/workforce, etc. and is the message uniform and consistent across all jurisdictions involved?
- Consider posting information to the Prepare Metro KC Web-site.
- Is there a need for joint emergency public information activities (i.e., issuing regionally supported news releases, advisories, etc.)?

For additional public information considerations, see ESF #15 – Emergency Public Information.

First Hour Summary Statement

This summary statement should be filled in with details gathered while gaining local and regional awareness and determining response status (Steps 1, 2 and 3) – the following are for illustration purposes only:

- [An incident] has occurred in [jurisdiction(s)].*
- [Local and state officials] are [responding / managing the incident].*
- Local EOCs [in jurisdictions] are operational*
- At this time, we are asking individuals who live or work in the area to monitor local radio and television stations for further information and instructions.
- Schools and daycare facilities throughout the region are *[locked down. Students will not be released until the situation has been fully assessed.]*
- [Name of transit systems] are [operational]. Roads [remain open]. Restrictions have [been lifted or been implemented].*
- [Shelters have been opened at ____].*

Include other information as appropriate from Steps 1, 2 and 3 as necessary.

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