

**Texas Water Conservation Association
Risk Management Fund**

Emergency Management Guidebook



Risk Management Fund

Table of Contents

Introduction - Emergency Management Overview	2
Sources	4
Structural Elements of the Emergency Management System.....	6
National Preparedness Goal	9
What do I need to know up front?	12
Local Steps to Declare a Disaster and Federal Assistance Eligibility.....	15
Texas Emergency Management Planning.....	21
Texas Emergency Management.....	24
Emergency Operations	29
State and Federal Disaster Assistance Programs.....	31
Public Assistance.....	34
Individual Assistance	36
Other Disaster Assistance Programs	40
Acronym Glossary.....	42
Appendices	
A. Texas Disaster District Contacts by County	43
B. IAP Hurricane Safety, Safety Plan for Deployed Staff	49

Introduction

Emergency Management Overview

Texas is unique in its diversity of climate, industry and geography. In the realm of emergency management this diversity poses challenges for preparation, response and recovery efforts from man-made and natural disasters.

In the state of Texas, emergency management starts at the local level, where some of the toughest decisions are made and the challenge of meeting the needs of the community can become overwhelming, depending on the disaster.

This guidebook is a resource and provides information on the emergency management process in Texas, the roles and responsibilities of local, state and federal response personnel and live links to training resources, disaster district maps and disaster district personnel at the local and state level.

You are encouraged to review this guidebook and take advantage of the information and training linked in this document. For example, there is free on-line emergency management training offered through the Federal Emergency Management Association (FEMA) to help prepare you, your staff and your organization for a man-made or natural disaster and understand the process of requesting support during and after a disaster.

You are also encouraged to contact the Texas Division of Emergency Management (TDEM) requesting to be added to their email distribution list for situation reports and critical information distributed by the Jack Colley State Operations Center before, during and after disasters and other incidents that may impact your area.

The Texas Water Conservation Association Risk Management Fund (TWCARMF) is happy to provide this resource document and dedicated to providing our members with resources to assist with preparation, response and recovery from a man-made or natural disaster.

What is the difference between an emergency and a disaster?

As defined by the Federal Emergency Management Agency (FEMA), an **emergency** is any occasion or instance--such as a hurricane, tornado, storm, flood, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, fire, explosion, nuclear accident, or any other natural or man-made catastrophe--that warrants action to save lives and to protect property, public health, and safety

As defined in Texas Government Code Chapter 418.004, a **disaster** is the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made cause, including fire, flood, earthquake, wind, storm, wave action, oil spill or other water contamination, volcanic activity, epidemic, air contamination,

Introduction

blight, drought, infestation, explosion, riot, hostile military or paramilitary action, extreme heat, other public calamity requiring emergency action or energy emergency.

What is emergency management?

Emergency management is the discipline of dealing with and avoiding risks, particularly those that have catastrophic consequences for communities, regions, or entire countries. It is the dynamic process of preparing for, mitigating, responding to and recovering from an emergency. Planning, though critical, is not the only component. Training, conducting drills, testing equipment and coordinating activities with communities are other important functions. Effective emergency management relies on the integration of emergency plans at all levels of government and non-government, including individuals and community organizations.

Throughout our nation's history, communities have always bonded together when disaster strikes. Emergency management simply creates a framework to help communities reduce vulnerabilities to threats and hazards and cope with disasters.

Emergency management is an essential role of government. The Constitution tasks the states with responsibility for public health and safety—hence, they are responsible for public risks, while the federal government's ultimate obligation is to help when state, local, or individual entities are overwhelmed.

FEMA defines the overall goals of emergency management at all levels as:

- Reduce loss of life
- Minimize property loss and damage to the environment
- Protect jurisdictions from all threats and hazards



An image of Hurricane Harvey taken by the GOES-16 satellite as the storm collided with the Texas coast. (Image courtesy NASA.)

Sources

This guidebook for Emergency Management is a compilation of information from several sources. In some cases the links in the report take you directly to the source information. The Fund's motivation for the report is to put much of the important information about emergency management and response into one place so you have a tool for implementing your own emergency plan. The following sources were consulted or excerpted to prepare this report:

FEMA

National Incident Command System and Incident Command System at
<https://training.fema.gov/IS/NIMS.aspx>
[National Preparedness Goal](#)

Texas Government Code

Chapter 418.0042
Chapter 418.1015).
Chapter 418.102

Texas Division of Emergency Management (TDEM)

Texas Administrative Code, Title 37, Chapter 7, Rule §7.3, Rule §7.12., Rule §7.23,
Rule§7.24, Rule §7.26, Rule §7.41 and Rule §7.42.

tdem.plans@dps.texas.gov .

https://ticc.tamu.edu/Documents/IncidentResponse/AHIMT/SOC/DDC_Area_Map.pdf .

<https://www.dps.texas.gov/dem/FieldResponse/DistCoordMap.pdf>

<https://www.dps.texas.gov/dem/FieldResponse/RegStateCoordMap.pdf>

Jack Colley State Operations Center

soc@dps.texas.gov

Disaster Summary Outline

<https://olympus.soc.texas.gov/Services/DSO/>

Sample Disaster Declaration

<http://www.dps.texas.gov/dem/Disaster/sampleDisasterDeclaration.pdf>

Training

www.preparingtexas.org

Sources

The Declaration Process

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5207 (the Stafford Act) §401

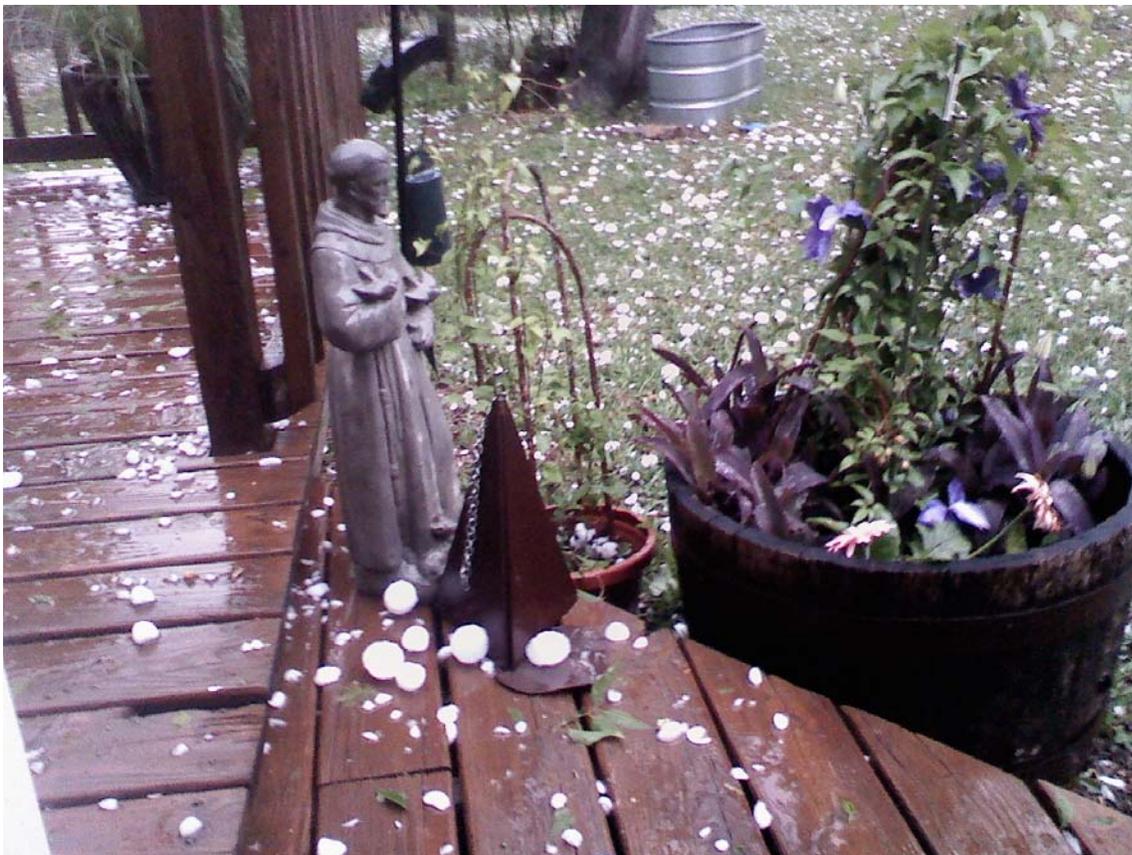
Small Business Administration (SBA)

Rural Community Development Block Grants (CDBG) – Texas Department of Agriculture (TDA) Disaster Relief Assistance

Community Development Block Grants (CDBG) – General Land Office (GLO)

Housing and Urban Development (HUD) Home Program – Texas Department Of Housing and Community Affairs (TDHCA)

Texas Water Development Board (TWDB)



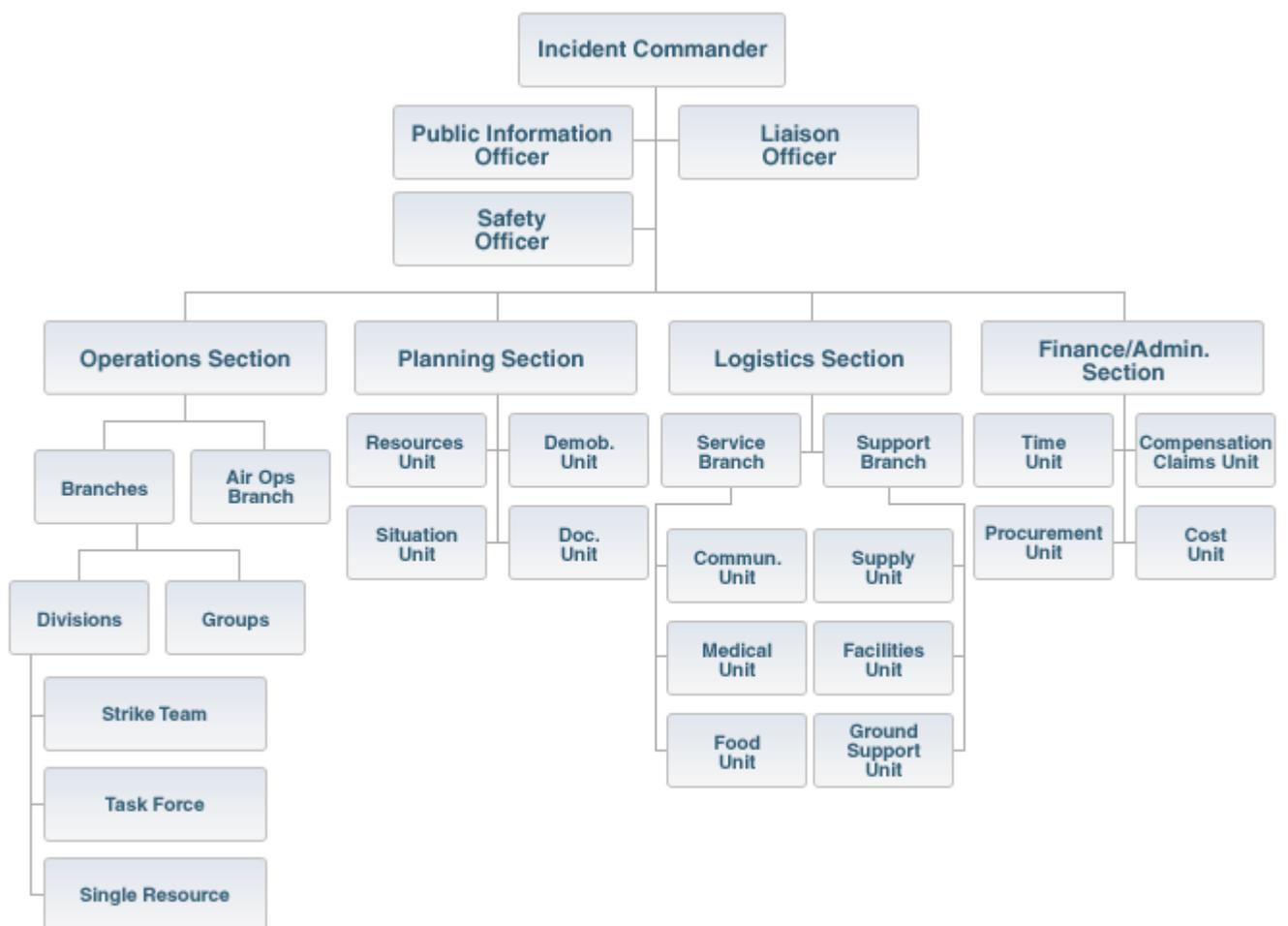
Courtesy Richard Wigzell, May 2008 Hailstorm, Austin, Texas

Structural Elements of the Emergency Management System

National Incident Command System/Incident Command System

The National Incident Management System (NIMS) and the Incident Command System (ICS) are used by emergency managers to provide a standard vocabulary and process to manage emergencies. It is a valuable organizing and management tool for any organization. Free training is available online at <https://training.fema.gov/IS/NIMS.aspx>.

The following is the ICS organization chart showing all parts of the Command and General Staffs and defining the responsibilities of each position. These will be positions at every local or county based Emergency Operations Center (EOC) across the state, and at the Jack Colley State Operations Center, part of Texas Division of Emergency Management and the Texas Department of Public Safety.



- Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident

Structural Elements of the Emergency Management System

operations and is responsible for the management of all incident operations at the incident site.

- **Command Staff:** The Command Staff consists of:
 - **Liaison Officer:** A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies. The Liaison Officer may have Assistants.
 - **Public Information Officer:** A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.
 - **Safety Officer:** A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have Assistants.
- **General Staff:** The organization level having functional responsibility for primary segments of incident management (Operations, Planning, Logistics, Finance/Administration). The Section level is organizationally between Branch and Incident Commander. Sections are as follows:
 - **Operations Section:** The Section responsible for all tactical operations at the incident. The Operations Section includes:
 - **Branch:** That organizational level having functional, geographical, or jurisdictional responsibility for major parts of the incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the Logistics Section. Branches are identified by the use of Roman numerals, by function, or by jurisdictional name.
 - **Division:** That organization level having responsibility for operations within a defined geographic area. The Division level is organizationally between the Strike Team and the Branch.
 - **Group:** Groups are established to divide the incident into functional areas of operation. Groups are located between Branches (when activated) and Resources in the Operations Section.
 - **Unit:** That organization element having functional responsibility for a specific incident planning, logistics, or finance activity.
 - **Task Force:** A group of resources with common communications and a leader that may be pre-established and sent to an incident, or formed at an incident.
 - **Strike Team:** Specified combinations of the same kind and type of resources, with common communications and a leader.

Structural Elements of the Emergency Management System

- **Single Resource:** An individual, a piece of equipment and its personnel complement, or an established crew or team of individuals with an identified work supervisor, that can be used on an incident.
- **Planning Section:** Responsible for the collection, evaluation, and dissemination of information related to the incident, and for the preparation and documentation of the Incident Action Plan. The Planning Section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. This Section includes the Situation, Resources, Documentation, and Demobilization Units, as well as Technical Specialists.
- **Logistics Section:** The Section responsible for providing facilities, services, and materials for the incident. Includes the Service Branch (Communications Unit, Medical Unit, and Food Unit) and Support Branch (Supply Unit, Facilities Unit, and Ground Support Unit).
- **Finance/Administration Section:** The Section responsible for all incident costs and financial considerations. The Finance/Administration Section includes the Time Unit, Procurement Unit, Compensation/Claims Unit, and Cost Unit

National Preparedness Goal

FEMA states the National Preparedness Goal as:

“A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”

These risks include events such as natural disasters, disease pandemics, chemical spills and other manmade hazards, terrorist attacks and cyberattacks.

Emergency Management Mission Areas

To achieve the goal the [National Preparedness Goal](#) identifies five mission areas, in which it groups 32 core capabilities (the distinct critical elements needed to achieve the goal). The 32 core capabilities identified in the National Preparedness Goal are intended to assist everyone who has a role in achieving all of the elements in the goal. These capabilities are referenced in many national preparedness efforts, including the National Planning Frameworks. Some fall into only one mission area, while some others apply to several mission areas. The five mission areas are Prevention, Protection, Mitigation, Response and Recovery.

Prevention

Prevention includes those capabilities necessary to avoid, prevent, or stop a threatened or actual act of terrorism. Unlike other mission areas, which are all-hazards by design, Prevention core capabilities are focused specifically on imminent terrorist threats, including ongoing attacks or stopping imminent follow-on attacks.

Prevention Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Forensics and Attribution
- Intelligence and Information Sharing
- Interdiction and Disruption
- Screening, Search, and Detection

Protection

Protection includes the capabilities to safeguard the homeland against acts of terrorism and man-made or natural disasters. It focuses on actions to protect our people, our vital interests, and our way of life.

National Preparedness Goal

Protection Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Access Control and Identity Verification
- Cybersecurity
- Intelligence and Information Sharing
- Interdiction and Disruption
- Physical Protective Measures
- Risk Management for Protection Programs and Activities
- Screening, Search, and Detection
- Supply Chain Integrity and Security

Mitigation

Mitigation includes those capabilities necessary to reduce loss of life and property by lessening the impact of disasters. It is focused on the premise that individuals, the private and nonprofit sectors, communities, critical infrastructure, and the nation as a whole are made more resilient when the consequences and impacts, the duration, and the financial and human costs to respond to and recover from adverse incidents are all reduced.

Mitigation Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Community Resilience
- Long-Term Vulnerability Reduction
- Risk and Disaster Resilience Assessment
- Threats and Hazards Identification

Response

Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred. It is focused on ensuring that the nation is able to effectively respond to any threat or hazard, including those with cascading effects. Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.

National Preparedness Goal

Response Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Critical Transportation
- Environmental Response/Health and Safety
- Fatality Management Services
- Fire Management and Suppression
- Logistics and Supply Chain Management
- Infrastructure Systems
- Mass Care Services
- Mass Search and Rescue Operations
- On-Scene Security, Protection, and Law Enforcement
- Operational Communications
- Public Health, Healthcare, and Medical Services
- Situational Assessment

Recovery

Recovery includes those capabilities necessary to assist communities affected by an incident to recover effectively. Support for recovery ensures a continuum of care for individuals to maintain and restore health, safety, independence and livelihoods, especially those who experience financial, emotional, and physical hardships. Successful recovery ensures that we emerge from any threat or hazard stronger and positioned to meet the needs of the future. Recovery capabilities support well-coordinated, transparent, and timely restoration, strengthening, and revitalization of infrastructure and housing; an economic base; health and social systems; and a revitalized cultural, historic, and environmental fabric.

Recovery Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Economic Recovery
- Health and Social Services
- Housing
- Infrastructure Systems
- Natural and Cultural Resources

What do I need to know up front?

The six bullet points listed immediately below are some of the most important points that you need to understand about how the Emergency Management system works in Texas. It all starts with the Local response because the people most affected by the emergency are there. They are the ones who have to respond immediately and over time as a community deals with the disaster and recovers from it.

The presiding officer of the governing body of an incorporated city or a county or the chief administrative officer of a joint board is designated as the emergency management director for the officer's political subdivision (Texas Government Code Chapter 418.1015).

- An emergency management director may designate a person to serve as emergency management coordinator (Texas Government Code Chapter 418.1015).
- A jurisdiction will notify the Texas Division of Emergency Management (TDEM) of the person responsible for the emergency management program by submitting required TDEM form: TDEM-147 (Texas Administrative Code, Title 37, Chapter 7, Rule §7.3)
- Each local and interjurisdictional agency shall prepare and keep current an emergency management plan for its area providing for disaster mitigation, preparedness, response, and recovery (Texas Government Code Chapter 418.106).
- Plans and annexes must be updated and submitted to TDEM every five years (Texas Administrative Code, Title 37, Chapter 7, Rule §7.12).
- Requests for state or federal recovery assistance must be initiated by local government

Local Authority

In Texas, in accordance with Chapter 418 of the Texas Government Code and Title 37, Part 1, Chapter 7 of the Texas Administrative Code, mayors and county judges serve as emergency management directors, bearing the responsibility for maintaining an emergency management program within their respective jurisdictions. In most jurisdictions, these officials appoint an emergency management coordinator to administer the program. The mayor and county judge are authorized by the Texas Disaster Act to declare a local disaster when conditions exist or when there is an immediate threat.

The mayor or county judge may declare a local disaster without the consent of the city council or county commissioners, respectively. However, the declaration may last no longer than seven days unless continued by the city council or county commissioners. During emergencies, local governments are expected to use their own resources first during response operations. If local resources and mutual aid are insufficient, state assistance may be requested.

What do I need to know up front?

The chief elected official of a local government has the legal authority to order the evacuation of areas within the government's jurisdiction that are at risk from or have been impacted by a disaster.

Local Plans

Each county shall maintain an emergency management program or participate in a local or interjurisdictional emergency management program that has jurisdiction over and serves the entire county or interjurisdictional area (Texas Government Code Chapter 418.102). The emergency management program of a county must be coordinated with the emergency management programs of municipalities situated in the county but does not apply in a municipality having its own emergency management program.

Each incorporated city in Texas shall maintain an emergency management agency or participate in a local or interjurisdictional emergency management agency (Texas Administrative Code, Title 37, Chapter 7, rule §7.1). Jurisdictions must also prepare Emergency Operations Plans (EOP) that follow TDEM's planning standards. Each local and interjurisdictional emergency management agency has the following planning-related responsibilities (Texas Administrative Code, Title 37, Chapter 7, Rule §7.12):

- Prepare an EOP that includes the minimum content described in TDEM's planning standards.
- Obtain the signature(s) of the presiding officer(s) of the jurisdiction(s) on the plan.
- Local and interjurisdictional plans shall be reviewed annually and must have been prepared or updated during the last five years to be considered current.
- A copy of each plan and any changes will be provided to TDEM.

Revision and Update Requirements

Local plans should be reviewed annually, or whenever necessary, to address significant changes in the jurisdiction that would affect the way plans are implemented. Plans should also be updated in response to new or revised planning mandates, exercise outcomes or as needed after incidents or disasters and after the debriefing process after an event.

Disaster Assistance Requests

At the outset of an event or disaster, please make contact with the area TDEM district coordinator (list can be found on pages 42 to 48 of this document) as soon as possible. They can help navigate this process and answer any questions.

What do I need to know up front?

Why declare a disaster?

The governor is granted the authority, by Texas Government Code Chapter 418, to declare a state-level disaster (Texas Government Chapter 418.014). At the local level, an emergency management director serves as the governor's designated agent in the administration and supervision of duties under Chapter 418. An emergency management director may exercise the powers granted to the governor under this chapter on an appropriate local scale (Texas Government Code Chapter 418.1015) and may declare a local state of disaster (Texas Government Code Chapter 418.108).

A local disaster may be declared for any of the following reasons:

- To exercise extraordinary powers.
- To activate preparedness, response and recovery aspects of any and all applicable local emergency management plans.
- To provide additional liability protection to government agencies and special or volunteer emergency workers.
- To formally request general assistance from the state and federal governments.

Requests for Response Assistance - Coordination and Control

Texas Administrative Code Title 37, Chapter 7 outlines the following in relation to coordination and control.

- A local government is expected to use its own resources and the resources available to it through mutual aid agreements before requesting assistance from the state (Rule §7.23).
- Municipalities must request assistance from their county before requesting assistance from the state (Rule §7.23).
- If local and mutual aid resources prove inadequate for coping with a disaster, the local government may request assistance from the state by contacting the local District Coordinator and/or the local Disaster District Committee (DDC) chairperson, who is the commanding officer of the Texas Highway Patrol district or sub-district in which the jurisdiction is located (Rule §7.24).
- Requests for recovery assistance must be made by the local chief elected official in writing to the governor of Texas through TDEM (submit request to the State Operations Center). The request must indicate that the disaster is of such magnitude that local resources are inadequate to deal with it and the affected locality cannot recover without state and/or federal assistance (Rule §7.41 and Rule §7.42).
- All local disaster operations will be directed by officials of local government (Rule §7.26).

(Please note that requests for immediate disaster assistance should be made through the district coordinator and/or DDC. Not using this process will only delay needed assistance.)

Local Steps to Declare a Disaster and Federal Assistance Eligibility

In the event a jurisdiction exceeds or expects to exceed its response capabilities during a major emergency or disaster, the following steps should be taken to obtain further assistance:

Step 1 - Declare a local state of disaster and submit the declaration to the Jack Colley State Operations Center (SOC).

- The chief elected official of the jurisdiction must declare a local state of disaster (sample declaration on page 9) before requesting disaster recovery assistance.
- A local state of disaster can be declared if a disaster has occurred or is imminent.
- A local declaration of disaster must be given general publicity and must be promptly filed with the city secretary or county clerk.
- Submit declaration via email: soc@dps.texas.gov or fax: (512) 424-7160 as soon as possible. It is vital that this be done as early in the course of the emergency as possible.
- Please contact the local district coordinator (list can be found in Annex A of this document) or SOC (512) 424-2208 with any questions.

Step 2 – Prepare and submit a Disaster Summary Outline (DSO) to the SOC.

- As soon as possible, all jurisdictional departments should begin gathering initial damage estimates. These figures need not be exact but are necessary to complete the DSO as a basis for obtaining a Presidential Disaster Declaration.
- DSOs should be submitted online at: <https://olympus.soc.texas.gov/Services/DSO/>.
- An event-specific DSO pin number is needed. Please ask the local DC for the pin.
- If online DSO submission is not possible, submit via email: soc@dps.texas.gov or fax at (512)424-7160.
- DSOs should be re-submitted as costs change or are better estimated.
- Please contact the local DC or SOC (512) 424-2208 with any questions.
- When in doubt, please submit a DSO. This helps the SOC understand the true scope of a disaster across multiple jurisdictions.

Step 3 – Preliminary Damage Assessments (PDAs)

**Please note that there are two different PDA processes – one for Public Assistance (PA) and one for Individual Assistance (IA) – both managed separately.*

- After DSO information is reviewed by the state, PDAs may be scheduled. These could be assessments with state and local officials or, if it is apparent that a presidential disaster declaration may be necessary to assist in the recovery of the impacted area, the state will work with Federal Emergency Management Agency (FEMA) Region 6 to request a joint federal, state PDA.
- TDEM will coordinate with local jurisdictions to schedule PDAs (both PA and IA as needed).

Local Steps to Declare a Disaster and Federal Assistance Eligibility

- Local participation is important to accurately assess the impacts of the disaster.
- Jurisdictions will be requested to provide transportation for the PDA teams and a strategy for conducting the PDAs. For example, IA PDAs should concentrate on those residential structures and/or businesses that are classified as major damage or destroyed.
- Jurisdictions should provide detailed information such as estimates, locations and impacts to the community during the assessment.
- PDAs could include staff from the U.S. Small Business Administration, the Texas Department of Agriculture and others as needed to meet requirements of other grant or loan programs possibly available for disaster assistance.

Step 4 – Governor Requests a Federal Disaster Declaration

- If the disaster is of such magnitude that local and state resources are inadequate and areas cannot recover without federal assistance, the governor may request that the president of the United States declare a federal disaster declaration.
- Based on the PDA results, TDEM will recommend the governor submit a federal declaration request through FEMA Region 6 to FEMA headquarters in Washington, D.C.
- PDA information, along with other supplemental supporting documentation, is included in the governor's request to show that supplemental federal assistance is necessary.
- The governor's request will be sent through the FEMA Region 6 regional administrator to the FEMA administrator who will review and make a recommendation to the president.
- After review, the state will receive notification of what types of assistance programs have been made available.
- If the request for a federal declaration is denied, the state will have 30 days to appeal the denial.

What are the requirements for a federal disaster declaration?

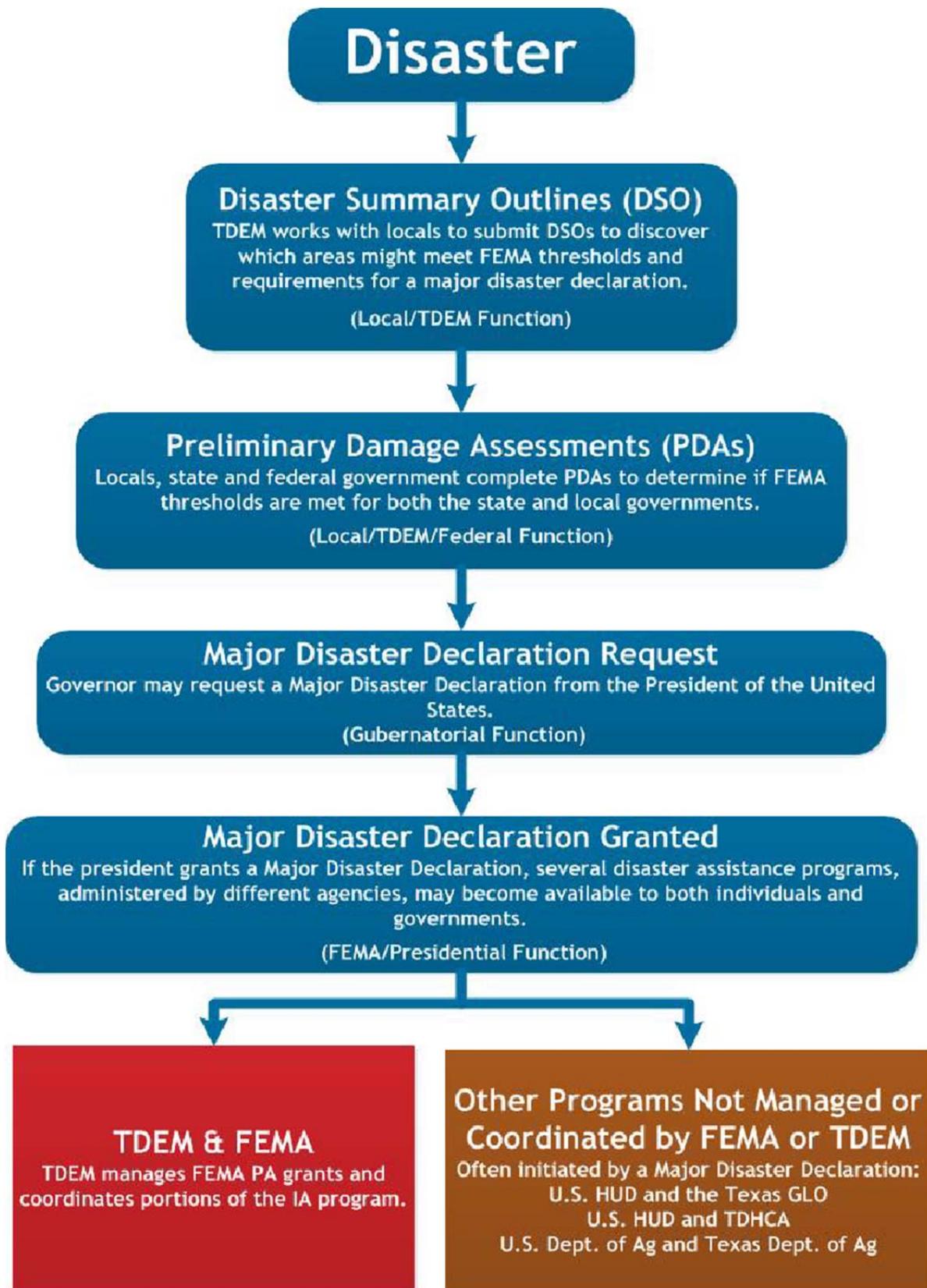
The governor of Texas must issue a disaster declaration for affected areas.

- Both the state and each affected county must meet fiscal thresholds to be eligible for the FEMA PA grant program.
 - The state must meet the FY 2017 cumulative threshold of \$35,958,152.
 - Each affected county must meet the FY 2017 threshold for their jurisdiction to be eligible. See attachment at the end of this document for FY 2017 county thresholds. *(Note: other disaster assistance programs listed could have different thresholds/requirements).*

Local Steps to Declare a Disaster and Federal Assistance Eligibility

- While the FEMA IA program does not have fiscal thresholds, there are guidelines for eligibility. Please see the federal section of this guide for more information about PA and IA.
- The Fire Management Assistance Grant FY 2017 threshold is \$5,393,723 and is cumulative during the calendar year.
- In the governor's request for a federal disaster declaration, only counties eligibility requirements will be included. As jurisdictions meet requirements, they can be added to the request after the fact.
- The state of Texas must meet its fiscal year threshold for any jurisdictions to be eligible for FEMA PA assistance. If a county meets or surpasses their threshold and the state does not meet its threshold, the jurisdiction will not be eligible.





Local Steps to Declare a Disaster and Federal Assistance Eligibility

Sample Local Disaster Declaration

WHEREAS, the [COUNTY OF/CITY OF] on the [DAY] of [MONTH], [YEAR], has suffered widespread or severe damage, injury, or loss of life or property (or there is imminent threat of same) resulting from

[BRIEFLY DESCRIBE THE DISASTER SITUATION] and

WHEREAS, the [COUNTY JUDGE/MAYOR] of [JURISDICTION] has determined that extraordinary measures must be taken to alleviate the suffering of people and to protect or rehabilitate property,

NOW, THEREFORE, BE IT PROCLAIMED BY THE [COUNTY JUDGE/MAYOR] OF [JURISDICTION]:

That a local state of disaster is hereby declared for [JURISDICTION] pursuant to §418.108(a) of the Texas Government Code.

Pursuant to §418.018(b) of the Texas Government Code, the state of disaster shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the [CITY COUNCIL/COMMISSIONERS COURT] of [JURISDICTION].

Pursuant to §418.018(c) of the Texas Government Code, this declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the [CITY SECRETARY/COUNTY CLERK].

Pursuant to §418.018(d) of the Texas Government Code, this declaration of a local state of disaster activates the [COUNTY/CITY] emergency management plan.

That this proclamation shall take effect immediately from and after its issuance.

ORDERED this [DAY] of [MONTH], [YEAR].

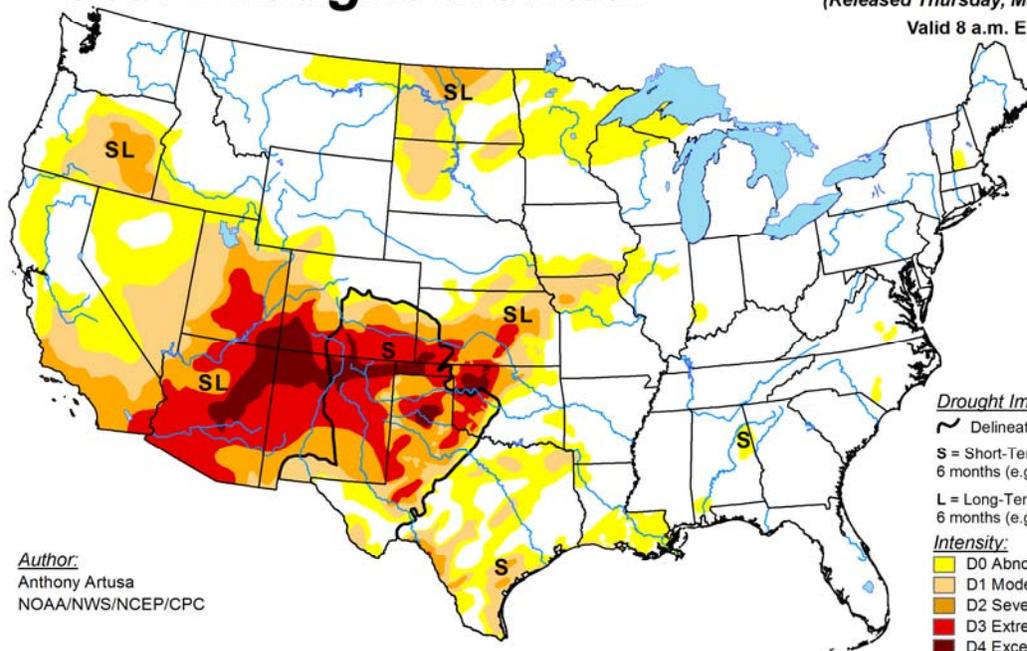
[COUNTY JUDGE/MAYOR]

NOTE: A sample disaster declaration is available at:

<http://www.dps.texas.gov/dem/Disaster/sampleDisasterDeclaration.pdf>

U.S. Drought Monitor

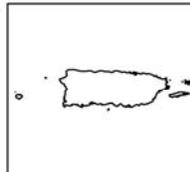
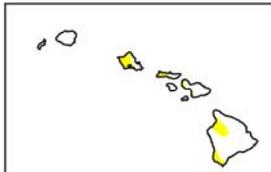
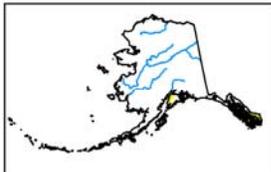
May 29, 2018
 (Released Thursday, May 31, 2018)
 Valid 8 a.m. EDT



Author:
 Anthony Artusa
 NOAA/NWS/NCEP/CPC

- Drought Impact Types:**
- ~ Delineates dominant impacts
 - S = Short-Term, typically less than 6 months (e.g. agriculture, grasslands)
 - L = Long-Term, typically greater than 6 months (e.g. hydrology, ecology)
- Intensity:**
- Yellow: D0 Abnormally Dry
 - Orange: D1 Moderate Drought
 - Red-Orange: D2 Severe Drought
 - Red: D3 Extreme Drought
 - Dark Red: D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.



<http://droughtmonitor.unl.edu/>

Texas Emergency Management Planning

Local Planning Standards, Documents and Guidelines

Preparedness begins with planning. In planning for disasters and emergencies in Texas, emergency management professionals are directed by state and local laws, rules, policies and regulations. Planners also draw on emergency management doctrine and best practices from FEMA.

TDEM provides plan document templates and guidelines for each plan and annex. These are currently available by contacting your TDEM district coordinator (list can be found on pages 42 to 47 of this document) or TDEM's Local and Regional Plans Unit. They are available to answer questions and provide assistance. The Local and Regional Plans Unit can be reached at 512-424-5059 or by email at tdem.plans@dps.texas.gov.

The State Of Texas Emergency Management Plan Structure

The State of Texas Emergency Management Plan explains the state's emergency operations capabilities, objectives and procedures. It also provides an all-hazard planning framework that informs local and regional emergency management plans. The State of Texas Emergency Management Plan consists of a basic plan supported by functional and hazard-specific annexes.

Functional annexes outline how responding organizations work together to perform an emergency operations function, such as search and rescue. These annexes designate a lead entity and summarize all entities' emergency operations capabilities. Functional annexes, which include emergency support functions (ESF) and support functions (SF), are not tied to one hazard but are designed to apply to any hazard.

Hazard annexes, on the other hand, outline the state's planned response to a specific type of hazard. These annexes define the hazard and explain the state's response to that hazard by cross-referencing specific capabilities described in the functional annexes.

By organizing annexes into functional or hazard annexes, the state's planning framework is consistent with federal guidance and critical information is easy to locate.

Texas Emergency Management Planning

Emergency Support Functions (ESF)

ESFs provide a structure for coordinating interagency support for a response to an incident. They are mechanisms for grouping functions most frequently used to provide support, both for declared disasters and emergencies under the Stafford Act.

ESF #	Focus	Lead Agency
1	Transportation	Texas Department of Transportation
2	Communications	Texas Department of Public Safety
3	Public Works and Engineering	Texas Department of Transportation
4	Firefighting	Texas A&M Forest Service
5	Emergency Management	Texas Division of Emergency Management
6	Mass Care, Emergency Assistance, Housing and Human Services	Texas Division of Emergency Management
7	Logistics Management and Resource Support	Texas Division of Emergency Management
8	Public Health and Medical Services	Texas Department of State Health Services
9	Search and Rescue	Texas A&M Engineering Extension Service
10	Oil and Hazardous Materials Response	Texas Commission on Environmental Quality
11	Agriculture and Natural Resources	Texas Department of Agriculture
12	Energy	Public Utility Commission of Texas
13	Public Safety and Security	Texas Department of Public Safety
15	External Affairs	Texas Department of Public Safety

Note: ESF 14 has been superseded in accordance with the National Disaster Recovery Network.

Training

The Preparedness Section's Training Unit supports state preparedness by developing and improving the knowledge and performance capabilities of emergency management professionals as well as elected officials and executives throughout Texas communities. TDEM staff and adjunct instructors provide more than 100,000 hours of instruction and train more than 8,000 participants each year at facilities throughout the state. The Training Unit also coordinates the state's Professional Development Series (PDS) and the Advanced Professional Series (APS) programs. Find more information at www.preparingtexas.org

The National Incident Management System (NIMS) and Incident Command System (ICS) have free online training through FEMA at . It is recommended that all employees take IS 700, 800 & 100. Employees with emergency management responsibilities should take also take the same online courses, plus IS 200 & 300.

Exercise

The Preparedness Section's Exercise Unit supports emergency preparedness at five levels: local, regional, tribal, state and federal.

Local jurisdictions and tribal governments can request technical assistance with designing, conducting and evaluating emergency exercises. In addition, the Exercise Unit collaborates with the Training Unit to provide Homeland Security Exercise and Evaluation Program (HSEEP) training across Texas. This program facilitates the development of local, tribal, regional and state agency exercise design capabilities that are self-sustaining and integrated with other preparedness initiatives.

The Exercise Unit also assists in testing and evaluating state plans, policies and procedures through progressive exercises following HSEEP guidelines. Further, as part of TDEM's administration of the federal Emergency Management Performance Grant (EMPG) program, the Exercise Unit reviews exercise documentation submitted by participating local jurisdictions to make sure EMPG exercise standards are being met. In addition, the Exercise Unit often participates in FEMA Region 6 interstate exercises or in national level exercises. The unit's exercise calendar is available on www.preparingtexas.org

Like many other states, Texas employs an emergency management structure that moves from the ground level upward to the state level, as required by the extent of the disaster. These entities stay in close contact with one another before, during and after a hazardous event.

Disaster Districts

Disaster Districts are the State's regional emergency management organizations that serve as the initial source of state emergency assistance for local governments. A Chairman, who is the local Texas Highway Patrol commander, directs each District. Disaster District Committees, consisting of state agencies and volunteer groups that have resources within the District's area of responsibility, assist the Disaster District Chair in identifying, mobilizing, and deploying personnel, equipment, supplies, and technical support to respond to requests for emergency assistance from local governments and state agencies. Disaster District chairs may activate and commit all state resources in their area of responsibility to aid requesters, except that activation of the National Guard or State Guard requires prior approval by the Governor.

If the resources of a Disaster District are inadequate to provide the type or quantity of assistance that has been requested, the request for assistance is forwarded to the State Operations Center for state-level action.

State resources committed to assist local governments normally work under the general direction of the Disaster District Chair and take their specific task assignments from the local Incident Commander.

Disaster District Committee (DDC)

As prescribed by Chapter 418 of the Texas Government Code, a DDC consists of representatives of the state agencies, boards, commissions and organized volunteer groups with membership on the Emergency Management Council. The Texas Highway Patrol (THP) commanding officer of each district serves as chair of the DDC and reports to the assistant director of the Texas Department of Public Safety (DPS) on matters relating to disasters and emergencies. The DDC chair is assisted by Emergency Management Council representatives assigned to that district, who provides guidance, counsel and administrative support as required. Every disaster is local, and therefore, all requests for assistance or for support needs, must be request through your local emergency management coordinator for your county or city.

If local and mutual aid resources prove inadequate for coping with a disaster, the local government may request assistance from the state by contacting the local DDC chairperson who is the commanding officer of the THP district or sub-district in which the jurisdiction

is located. The DDC chair serves as the authoritative liaison between the district's local officials and the Jack Colley State Operations Center (SOC) during large-scale disasters or emergencies. To locate your DDC chair please follow this link:

<https://ticc.tamu.edu/Documents/IncidentResponse/AHIMT/SOC/DDC Area Map.pdf> .

District Coordinators (DCs)

TDEM district coordinators serve as local emergency management/homeland security liaisons assigned to the state Disaster Districts. They work directly with local government officials, volunteer groups, and private sector partners to prevent, protect, mitigate, respond and recover from disaster. They also assist the Disaster District chairperson in maintaining DDC operations facilities and assist during disaster activations. To locate your DC please follow this link:

<https://www.dps.texas.gov/dem/FieldResponse/DistCoordMap.pdf>

Local Emergency Officials & Organizations

Mayors and County Judges have responsibility for emergency preparedness and response within their jurisdictions. These officials may appoint an Emergency Management Coordinator (EMC) to manage day-to-day program activities. Local emergency management and homeland security programs include threat identification and prevention activities, emergency planning, providing or arranging training for local officials and emergency responders, planning and conducting drills and exercises, carrying out public education relating to known hazards, designing and implementing hazard mitigation programs, coordinating emergency response operations during incidents and disasters, and carrying out recovery activities in the aftermath of a disaster.

Local emergency management and homeland security organizations may be organized at the city level, at the county level or as an inter-jurisdictional program that includes one or more counties and multiple cities. Local emergency management organizations may be organized as part of the Mayor or County Judge's staff, as a separate office or agency, as part of the local fire department or law enforcement agency, or in other ways. Local emergency management and homeland security agencies may be identified as emergency management offices or agencies, homeland security offices or agencies, or some combination of the two.

Most local governments have an Emergency Operations Center (EOC) staffed by members of its various departments that is activated to manage the response to major threats and incidents and coordinate internal and external resource support. Some local governments have an alternate or mobile EOC as well. Most local governments use the Incident Command System (ICS) as their incident management scheme. Under ICS, an Incident

Texas Emergency Management

Commander typically directs the on-scene response by local responders from a field command post set up at or near the incident site. Responders from other jurisdictions and state and federal responders that have been called on to assist when local resources are inadequate to deal with a major emergency are integrated into the local incident command system.

State Coordinators (SCs)

Within TDEM, state coordinators oversee the functions of Operations; Preparedness; Recovery; Mitigation; Finance and Grants Management; Critical Information Systems; Emergency Medical Services; Life Safety; Regional Disaster Finance; and the State Management Team.

TDEM also has state coordinators assigned to the DPS regions, which encompass the Disaster Districts and the Capitol Area. These state coordinators oversee the team of district coordinators to provide support to local jurisdictions and officials as they prepare for and respond to disasters. To know which SC is for your region, please follow this link: <https://www.dps.texas.gov/dem/FieldResponse/RegStateCoordMap.pdf>

Texas Emergency Management Council

The Texas Emergency Management Council is allowed for by state law and mandated by executive order to advise and assist the governor in all matters relating to disaster mitigation, emergency preparedness, disaster response and recovery.

During major emergencies, council representatives convene at the Jack Colley SOC to provide advice on and assistance with response operations and to coordinate the activation and deployment of state resources to respond to the emergency. Generally, state resources are deployed to assist local governments that have requested assistance because their own resources are expended during response.

The council is a group of agencies that have legal responsibility, expertise or resources needed for a specific emergency response function. The following agencies have been appointed by the governor to the Emergency Management Council.

Emergency Management Council Membership

American Red Cross
Department of Information Resources
Public Utility Commission of Texas
Railroad Commission of Texas
The Salvation Army

Texas Emergency Management

State Auditor's Office

Texas A&M AgriLife Extension Service

Texas A&M Engineering Extension Service

Texas A&M Forest Service

Texas Animal Health Commission

Texas Attorney General's Office

Texas Commission on Environmental Quality

Texas Commission on Fire Protection

Texas Comptroller of Public Accounts

Texas Department of Agriculture

Texas Department of Criminal Justice

Texas Department of Family and Protective Services

Texas Department of Housing and Community Affairs

Texas Department of Insurance

Texas Department of Public Safety

Texas Department of State Health Services

Texas Department of Transportation

Texas Division of Emergency Management

Texas Education Agency

Texas General Land Office

Texas Health and Human Services Commission

Texas Military Department

Texas Parks and Wildlife Department

Texas Procurement and Support Services

Texas Voluntary Organizations Active in Disaster

State Emergency Response Commission

The federal Emergency Planning and Community Right to Know Act (EPCRA) require states to have a State Emergency Response Commission (SERC). Under the Federal Emergency Planning and Community Right to Know Act, several member agencies of the Emergency Management Council together make up the SERC. The SERC is responsible for implementing the Emergency Planning and Community Right-to-Know Act provisions within its state. The SERC's duties include:

- Establishing procedures for receiving and processing public requests for information collected under EPCRA
- Reviewing local emergency response plans
- Designating local emergency planning districts
- Appointing a Local Emergency Planning Committees (LEPC) for each district
- Supervising the activities of the LEPC

Jack Colley State Operations Center

The Jack Colley State Operations Center (SOC) is operated by TDEM on a 24/7 basis and serves as the state warning point. It uses an extensive suite of communications to receive and disseminate warnings of threats to regional warning points and to state and local officials; monitors emergency situations throughout the state and provides information on these events to federal, state and local officials; and coordinates state assistance to local governments that are responding to emergencies.

The SOC coordinates 3,000 to 4,000 incidents per year. As noted above, the state Emergency Management Council is convened at the SOC to carry out state response activities for major emergencies and disasters. The SOC serves as a coordination and communications hub, allowing personnel to gather, evaluate and distribute critical information and to respond in the event of a natural or man-made emergency or disaster. In June 2010 the Texas Public Safety Commission voted unanimously to name the SOC in honor of Jack Colley, who served as DPS Assistant Director and Chief of TDEM from July 2002 until his death in May 2010.

Contact the SOC and request to receive email notifications from the SOC. These notifications include, but are not limited to, weather warnings, tropical weather notifications, wildfire reports, train derailments, hazardous materials spills, hazard notifications, and ice/snow related warnings.

Emergency Operations

Many emergencies follow a recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness. General actions to be taken at each level are outlined in the annexes to the Basic Plan, with more specific actions detailed in departmental standard procedures. The following readiness levels are used as a means of increasing the jurisdiction's readiness status.

Level IV – Normal Conditions

No significant emergency is present. Daily Operations continues to conduct normal business and monitors the state for any natural and technological threats. Local responders resolve emergency incidents that might occur in their areas.

- Typical Events: Daily emergency responses, high profile visitor(s), weather and threat monitoring.
- Typical Notification: TDEM staff, emergency management coordinators and directors, fire departments/EMS, law enforcement, public works.

Level III – Increased Readiness

A significant emergency has not yet occurred, but a higher than normal level of readiness is warranted because of increased vulnerability to a specific hazard. Advisory notifications are sent to the Emergency Management Council and appropriate officials and agency representatives are briefed on anticipated risk situations and potential impacts. Coordination activities may increase.

- Typical Events: Tropical weather system development, escalating or immediate risk to impact area.
- Typical Notification: TDEM staff, emergency management coordinators and directors, fire departments/EMS, law enforcement.

Level II - Escalated Response Conditions

The scope of the emergency has expanded beyond that which can be handled by local responders. Normal state and local government operations may be impaired. Daily Operations makes recommendations on a higher level of activation of the Emergency Management Council. Depending upon the incident or event, emergency facilities will increase staffing, expand hours of operation and intensify coordination. Requests for mutual aid resources for emergency assistance may be received and/or requested. Appropriate officials and agency representatives are briefed on the current situation and anticipated impacts.

- Typical Events: Major tornado impact, widespread flash flooding, major fire conditions, major medical emergencies and hurricane warnings.
- Typical Notification: TDEM staff, mayor/city manager/county judge, emergency management coordinators, fire departments/EMS, law enforcement, Emergency

Emergency Operations

Management Council agency representatives, public works and public information offices.

Level I - Emergency Conditions

The scope of the incident has expanded beyond the response capability of local agencies. The SOC is staffed with representatives from the Emergency Management Council agencies and organizations and remains operational for the duration of the incident. The SOC fulfills requests for assistance from local governments and may seek intrastate mutual aid and/or federal aid as needed.

- Typical Events: Large scale evacuation and sheltering for specific parts of the impact area due to a major incident or hurricane response, community wide threats such as a large hazardous materials spill and wide scale flooding.
- Typical Notification: Mayor/city manager/county judge, emergency management coordinators, fire departments/EMS, law enforcement, Emergency Management Council agency representatives, public works and public information offices.

The Declaration Process

All emergency and major disaster declarations are made solely at the discretion of the president of the United States. Federal assistance is not intended to fully compensate a community for losses but to supplement available resources and prevent conditions from which the community could not reasonably recover. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5207 (the Stafford Act) §401 states in part that: "All requests for a declaration by the president that a major disaster exists shall be made by the governor of the affected state."

Preliminary Damage Assessment

If it is apparent that a presidential disaster declaration may be necessary to assist in the recovery of the impacted area, the state will contact FEMA Region 6 and request joint (local, federal, state) PDAs. Local damage assessment information is typically gathered after lifesaving and life sustaining needs have been addressed and serves as the foundation for actions and decisions made in later phases of the incident. Local government representatives are critical to effective joint PDA teams. Please note that "joint PDAs" refer to those PDAs conducted by locals, the state and FEMA. PA and IA both require separate PDAs.

Generally, the PDA is completed prior to the submission of the governor's request for a major disaster declaration. However, when an obviously severe or catastrophic event occurs, the governor's request may be submitted prior to completion of the PDA. In such circumstances the major disaster will generally be limited to PA Categories A and/or B (which may be further limited to direct federal assistance (DFA) and Hazard Mitigation assistance. For high-impact events where the level of damage to residences is empirically overwhelming, the declaration may also include IA. Additional forms of assistance may be added at a later date, pending the completion of PDAs.

Declaration Types

There are two types of disaster declarations provided for in the Stafford Act: emergency declarations and major disaster declarations. Both declaration types authorize the president to provide supplemental federal disaster assistance. However, the events related to the two different types of declarations, scope and amount of assistance differ. FEMA has established a third type of declaration, Fire Management Assistance Grant (FMAG) declarations, through regulation. That process differs significantly from the emergency and major disaster processes and will be discussed here as well.

Emergency Declarations

(Please note a federal emergency declaration is different than a state of Texas emergency declaration. Please see page 12 for the definition of a state emergency declaration.)

The president can declare an emergency for any occasion or instance when the president determines federal assistance is needed. Emergency declarations supplement state and local government efforts in providing emergency services for the protection of lives, property, public health, and safety, or to lessen or avert the threat of a catastrophe in any part of the United States. The total amount of assistance provided for a single emergency may not exceed \$5 million.

Pre-Disaster Emergency Declarations

A governor may request an emergency declaration in advance or anticipation of the imminent impact of an incident that threatens such destruction as could result in a major disaster. Such requests must meet all of the statutory and regulatory requirements for an emergency declaration request. Requests must demonstrate the existence of critical emergency protective measure needs prior to impact are beyond the capability of the state and affected local governments identify specific unmet emergency needs that can be met through DFA. Such DFA may include, but is not limited to: personnel, equipment, supplies, and evacuation assistance. Pre-positioning of assets generally does not require a declaration. Assistance made available under a pre-disaster emergency declaration will typically be emergency protective measures (Category B), and direct federal assistance. FEMA may require damage assessments and/or verified cost estimates if additional types of assistance are requested.

Major Disaster Declarations

The president can declare a major disaster for any natural event including a hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm or drought. The president can also declare a disaster for a fire or explosion if it has caused damage of such severity that it is beyond the combined capabilities of state and local governments to respond. A major disaster declaration provides a wide range of federal assistance programs for individuals and public infrastructure, including funds for both emergency and permanent work.

Post Declaration Actions

- **Add-ons:** The governor or the governor's authorized representative (GAR) can request designation of additional counties and programs within 30 days of the declaration or the end of the incident period, whichever is later. The governor or GAR may submit an extension request within the 30-day period. Such a request must provide a valid reason supporting an extension.

State and Federal Disaster Assistance

- **Cost Share Adjustments:** The authority to adjust the PA cost share resides with the president. FEMA will recommend an increase in the federal share to not more than 90 percent for PA when a disaster is so extraordinary that actual federal obligations under the Stafford Act, excluding administrative cost, meet or exceed a qualifying threshold.
- **Assistance Available under Major Disaster Declarations:** The determination of which programs are authorized is based on the types of assistance specified in the governor's request and the needs identified during the joint (local, state and federal) PDA and subsequent PDAs.

In order to be eligible for federal assistance, several requirements must be met. FEMA offers four types of assistance: Individual Assistance, Public Assistance, Hazard Mitigation Grant Program and Fire Management Assistance Grants.

Public Assistance

What is it?

The PA program provides grants to state and local governments and certain nonprofit entities to assist them with the response to, and recovery from, disasters. Specifically, the program provides assistance for debris removal, emergency protective measures, and permanent restoration of infrastructure. Categories of Public Assistance may include:

- Category A: Debris removal
- Category B: Emergency Protective Services
- Category C: Roads and Bridges
- Category D: Water Control Facilities
- Category E: Public Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreational Facilities and Other Facilities

How do we qualify?

In order to be eligible for PA, two fiscal thresholds must be met. First, the state of Texas must have expenses of a minimum of \$35,958,152. Second, each county must meet the individual FEMA PA county threshold amounts (see pages 46 and 47 for FY 2017 county thresholds). If the state does not meet its threshold, the state would not be eligible for PA even if one or more counties meet their thresholds.

How are the thresholds determined?

Each year the Consumer Price Index (CPI) is adjusted based on the current economic climate. This change in the CPI, in combination with the latest census (currently the 2010 census), establishes the yearly thresholds for the various Federal Emergency Management Agency relief programs, and these are set based on the federal fiscal year cycle (1 October-30 September).

What is a small project versus a large project?

Projects falling below a certain threshold are considered "small." The threshold is adjusted annually for inflation. For federal fiscal year 2017, that threshold is \$123,100. For small projects, payment of the federal share of the estimate is made upon approval of the project. The sub-recipient (local government, organization or group that received an award from the state) is required to notify the recipient (the state) of completion of the project.

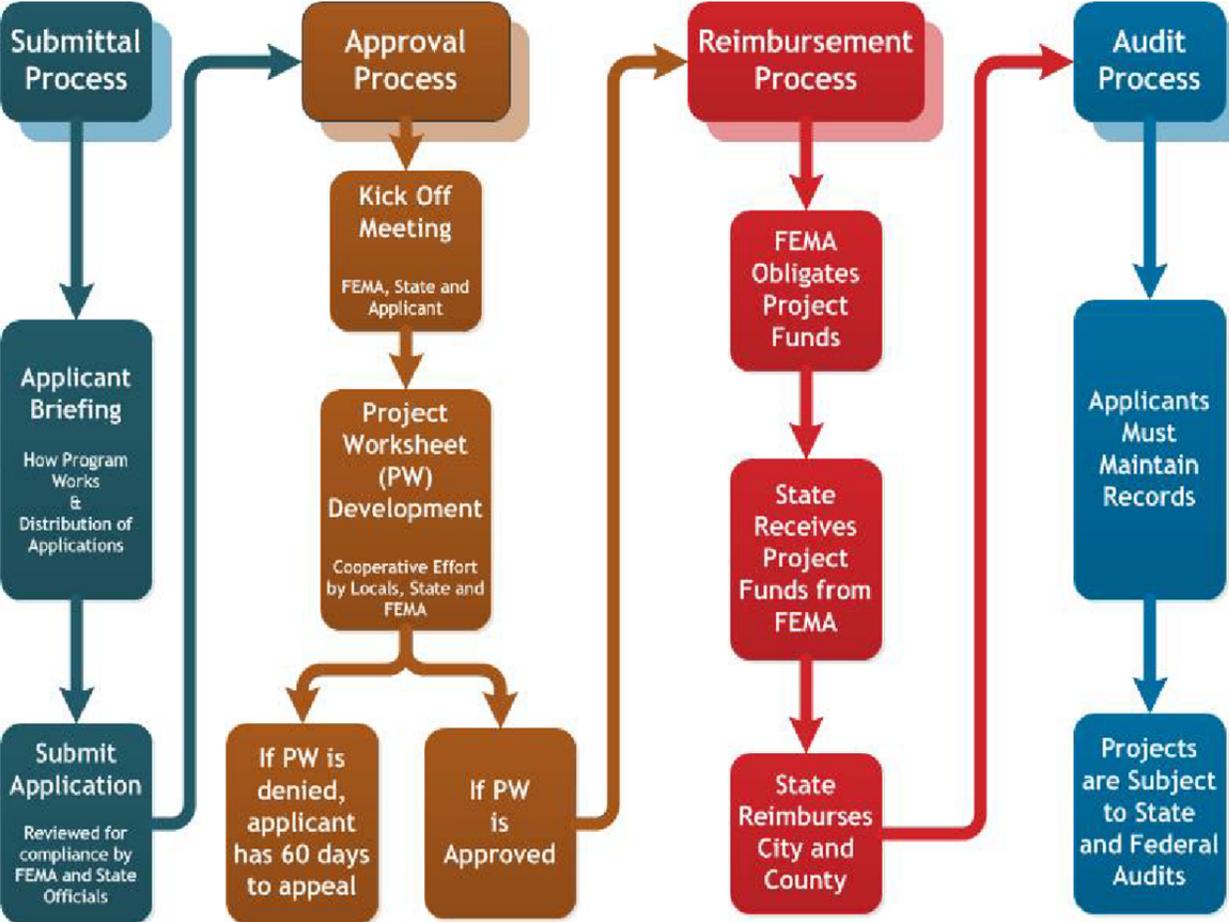
For large projects, payment is made on the basis of actual costs determined after the project is completed; although interim payments may be made as necessary. Once FEMA obligates funds to the recipient, further management of the assistance, including disbursement to sub-recipients, is the responsibility of the recipient. FEMA will continue to monitor the recovery progress to ensure the timely delivery of eligible assistance and compliance with the law and regulations.

What is the cost share?

The federal share of assistance is not less than 75 percent of the eligible cost. The recipient determines how the non-federal share (up to 25 percent) is split with the sub-recipients (eligible applicants). The 25 percent cost share, in some cases, can be reduced through in-kind, volunteer or donated labor, supplies, equipment or material.

The Public Assistance (PA) Process in Four Steps

The following graphic shows the PA process after a major disaster declaration is granted from the president.



Individual Assistance

What is it?

When a major disaster occurs, this program provides money and service to people in federally declared areas whose property is damaged or destroyed and the losses are not covered by insurance. Assistance available may include:

- Individuals and Households Program (IHP)
- Crisis Counseling Program
- Disaster Case Management
- Disaster Unemployment Assistance
- Disaster Legal Services
- Disaster Supplemental Nutrition Assistance Program
- Transitional Shelter Assistance (TSA)
- Direct Housing

Additionally, IA provides a variety of support functions such as:

- Assists local jurisdictions with establishing disaster-based donation centers, volunteer reception centers and long-term recovery committees.
- Conducts PDAs following a disaster to validate damages.
- Provides guidance to local officials in establishing disaster recovery centers (DRCs) following a federal declaration to provide support and resources to the survivors of the disaster.
- Builds capacity and resiliency in local jurisdictions through the delivery of courses and workshops throughout Texas.

How do we qualify?

The 44 Code of Federal Regulation (CFR) 206.48 discusses the factors considered when evaluating a request for a major disaster declaration. Unlike PA, there are no established thresholds, but there are guidelines used to establish IA eligibility. These guidelines include:

- Concentration of damage
- Trauma
- Special populations
- Volunteer agency assistance available
- Insurance coverage in force
- Damaged residences – severity and number

What is the maximum amount allowable?

Up to \$33,300 is available in financial help (adjusted each year), although some forms of IHP assistance have limits. This full amount cannot be assumed, however. Typical grants run a fraction of that amount. Also note that flood insurance may be required.

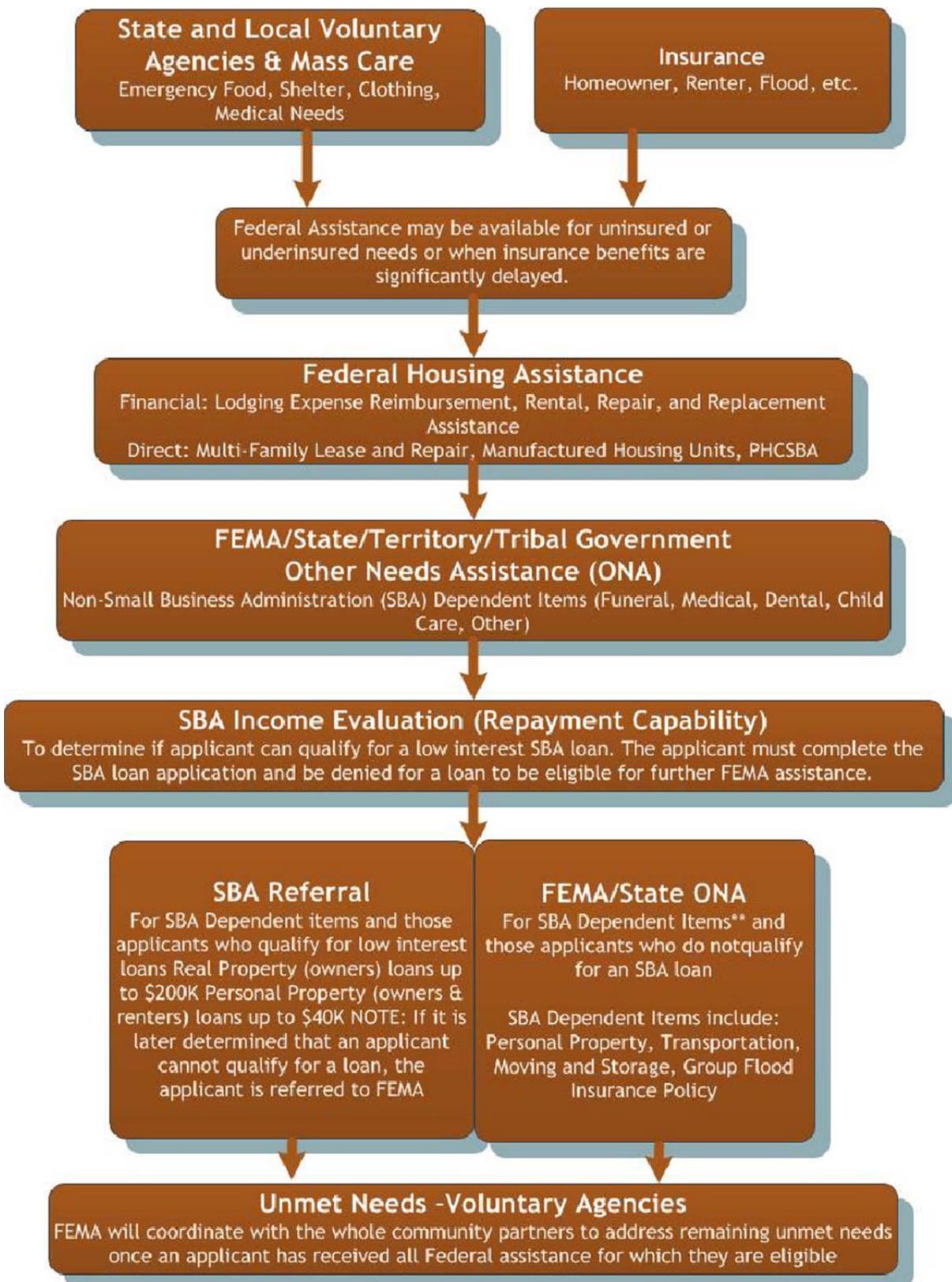
IA Sequence of Delivery

The Stafford Act prohibits the duplication of federal benefits. Therefore, FEMA may not provide IHP Assistance when any other source has already provided assistance or when assistance is available from another program, insurance, or any other source. The sequence of delivery establishes the order in which disaster relief agencies and organizations provide assistance to disaster survivors. This is intended to prevent duplication of benefits, maximize available resources, and coordinate efforts to help disaster survivors navigate the recovery process. The following process chart shows the sequence of delivery of IA after a disaster.



Hurricane Harvey effect at Rockport, Texas. Courtesy Velvet Dixon, TWCARMF

Individual Assistance



Hazard Mitigation Grant Program

Following a disaster declaration, the president may make Hazard Mitigation Grant Program (HMGP) funds available to the state and local governments. The purpose of HMGP is to help communities implement hazard mitigation measures following a major disaster declaration. HMGP is authorized under Section 404 of the Stafford Act.

HMGP funds may be used for projects that will reduce or eliminate the losses from future disasters. Funds may be used to protect either public or private property or to purchase property that has been subjected to, or is in danger of, repetitive damage.

The funding available for HMGP is limited to 15 percent of the total Public and Individual Assistance available for the disaster. FEMA can fund up to 75 percent of the eligible costs for projects while at least a 25 percent match must be met by cash and/or in-kind sources.

In order to receive mitigation grants, a community usually must be a participating member of the National Flood Insurance Program (NFIP) and have a state and federally-approved local mitigation plan.

Fire Management Assistance Grants (FMAGs)

Fire Management Assistance is available to states and locals for the mitigation, management, and control of fires on publicly or privately owned forests or grasslands, which threaten such destruction as would constitute a major disaster. The Fire Management Assistance declaration process is initiated when a state submits a request for assistance to the FEMA regional administrator at the time a "threat of major disaster" exists. The entire process is accomplished on an expedited basis and a FEMA decision is rendered in a matter of hours.

The FMAG program provides a 75 percent federal cost share and the local government pays the remaining 25 percent for actual costs. Before a grant can be awarded, a state must demonstrate that total eligible costs for the declared fire meet or exceed either the individual fire cost threshold, which applies to single fires, or the cumulative fire cost threshold, which recognizes numerous smaller fires burning throughout a state. The 2017 FMAG threshold in Texas is \$5,393,723. The FMAG threshold is published on a calendar year cycle.

Other Disaster Assistance Programs

Small Business Administration (SBA)

The SBA offers low-interest disaster loans to businesses of all sizes, most private nonprofit organizations, homeowners and renters.

- Businesses may borrow up to \$2 million for any combination of property damage or economic injury.
- SBA offers low-interest working capital loans (called Economic Injury Disaster Loans) to small businesses, small businesses engaged in aquaculture and most private nonprofit organizations of all sizes having difficulty meeting obligations as a result of the disaster.
- Homeowners or renters may be referred to SBA for a disaster loan. SBA disaster loans are the primary source of money to pay for repair or replacement costs not fully covered by insurance or other compensation.
- Homeowners may borrow up to \$200,000 to repair or replace their primary residence.
- Homeowners and renters may borrow up to \$40,000 to replace personal property.

Rural Community Development Block Grants (CDBG) – Texas Department of Agriculture (TDA) Disaster Relief Assistance

Assistance through TDA is available for the restoration of basic human needs such as water and sewer facilities, housing and roads in relief of disaster situations where either the governor has proclaimed a state disaster declaration or the president has issued a federal disaster declaration.

Urgent Need Requirements

Available for activities that will restore water or sewer infrastructure where sudden failure has resulted in death, illness, injury or poses an imminent threat to life or health within the affected applicant's jurisdiction.

Both TDA programs are for non-entitlement counties predominately rural in nature and generally have fewer than 200,000 persons in the non-entitlement cities and unincorporated areas located in the county.

Community Development Block Grants (CDBG) – General Land Office (GLO)

After a presidential declaration, the United States Congress may appropriate CDBG funding, managed by GLO, as a supplemental (supplemental to the funds provided for the U.S. Housing and Urban Development [HUD] "Home" program) appropriation through HUD. CDBG-Disaster Recovery funding is provided to rebuild and recover in the affected disaster areas. These are grants awarded to specific areas in specific disasters.

Other Disaster Assistance Programs

USDA/Natural Resources Conservation Service

The U.S. Department of Agriculture's (USDA) Natural Resources Conservation Service (NRCS) administers the Emergency Watershed Protection (EWP) Program, which responds to emergencies created by natural disasters. The program is designed to help people and conserve natural resources by relieving imminent hazards to life and property caused by floods, fires, windstorms, and other natural occurrences.

NRCS may bear up to 75 percent of the construction cost of emergency measures. The remaining 25 per-cent must come from local sources and can be in the form of cash or in-kind services. Funding is subject to congressional approval.

Housing and Urban Development (HUD) Home Program – Texas Department Of Housing and Community Affairs (TDHCA)

Through TDHCA, the HUD Home program offers assistance for home repair, rehabilitation, reconstruction, homebuyer assistance and tenant-based rental assistance of homes affected by a disaster. Assisted homeowners must have earnings at or below 80 percent of the Area Median Family Income, as defined by HUD; must occupy the property as their principal residence; and must have been directly affected by the disaster.

Texas Water Development Board (TWDB)

TWDB offers grants to political subdivisions of the state of Texas for evaluation of structural and nonstructural solutions to flooding problems. Upstream and/or downstream effects of proposed solutions must be considered in the planning. The proposed planning must be regional in nature by considering the flood protection needs of the entire watershed.



Bastrop Complex Fire, August 2011, Bastrop County Emergency Management Facebook

Acronym Glossary

APS	Advanced Professional Series
CDBG	Community Development Block Grant
CFR	Code of Federal Regulation
DC	District Coordinator
DDC	Disaster District Committee
DFA	Direct Federal Assistance
DPS	Department of Public Safety
DRC	Disaster Recovery center
DSO	Disaster Summary Outline
EMC	Emergency Management Coordinator
EMPG	Emergency Management Performance Grant
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPCRA	Emergency Planning Community Right to Know Act
ESF	Emergency Support Functions
EWP	Emergency Watershed Protection
FEMA	Federal Emergency Management Agency
FMAG	Fire Management Assistance Grant
GLO	General Land Office
HMAP	Hazard Mitigation Grant Program
HSEEP	Homeland Security Exercise & Evaluation Program
HUD	Housing and Urban Development
IA	Individual Assistance
IC	Incident Commander
ICS	Incident Command System
IHP	Individuals & Households Program
LEPC	Local Emergency Planning Committee
NFIP	National Flood Insurance Program
NIMS	National Incident Management system
ONA	Other Needs Assistance
PA	Public Assistance
PDA	Preliminary Damage Assessment
PDS	Professional Development Series
SBA	Small Business Administration
SC	State Coordinator
SERC	State Emergency Response Commission
SF	Support Functions
SOC	State Operations Center
TAAC	Texas Administrative Code
TSA	Transitional Shelter Assistance

Acronym Glossary

TDA	Texas Department of Agriculture
TDEM	Texas Division of Emergency Management
TDHCA	Texas Department of Housing and Community Affairs
THP	Texas Highway Patrol
TWDB	Texas Water Development Board

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
Anderson	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Andrews	4	9 Midland	432-498-2141	Midland 432-416-0063
Angelina	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Aransas	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Archer	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Armstrong	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Atascosa	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Austin	2	16 Pierce	979-541-4509	Pierce 979-320-4362
Bailey	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Bandera	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Bastrop	6	12 Austin	512-997-4101	Austin 512-848-1080
Baylor	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Bee	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Bell	6	23 Waco	254-759-7160	Waco 254-379-0087
Bexar	6	18 San Antonio	210-531-2206	ARCC/Bexar Co 210-559-3496
Blanco	6	12 Austin	512-997-4101	Austin 512-848-1080
Borden	4	9 Midland	432-498-2141	Midland 432-416-0063
Bosque	6	11 Waco	254-759-7160	Waco 254-379-0087
Bowie	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Brazoria	2	16 Texas City	409-933-1111	Texas City 832-401-3467
Brazos	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Brewster	4	8 El Paso	915-849-4000	El Paso 915-261-5289
Briscoe	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Brooks	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Brown	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Burleson	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Burnet	6	12 Austin	512-997-4101	Austin 512-848-1080
Caldwell	6	12 Austin	512-997-4101	Austin 512-848-1080
Calhoun	6	17 Victoria	361-578-3495	Victoria 361-788-3532
Callahan	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Cameron	1	21 Weslaco	956-565-7520	Weslaco 956-227-0696
Camp	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Capitol Complex	7	12 Austin	512-475-4821	Capitol District 512-917-8051
Carson	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Cass	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Castro	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Chambers	2	16 Houston	281-517-1217	Houston 281-642-0312
Cherokee	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Childress	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Clay	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Cochran	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Coke	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
Coleman	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Collin	1	4 Garland	214-861-2155	Garland 214-629-4271
Collingsworth	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
Colorado	2	16	Pierce 979-541-4509	Pierce 979-320-4362
Comal	6	18	San Antonio 210-531-2206	San Antonio 210-452-8860
Comanche	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Concho	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Cooke	1	22	Sherman 903-813-3442	Sherman 903-328-7504
Coryell	6	23	Waco 254-759-7160	Waco 254-379-0087
Cottle	5	3	Wichita Falls 940-851-5521	Wichita Falls 940-882-4030
Crane	4	9	Midland 432-498-2141	Fort Stockton 432-386-6737
Crockett	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Crosby	5	2	Lubbock 806-740-8990	Lubbock 806-548-4344
Culberson	4	8	El Paso 915-849-4000	El Paso 915-261-5289
Dallam	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Dallas	1	4	Garland 214-861-2155	Garland 214-629-4271
Dawson	4	9	Midland 432-498-2141	Midland 432-416-0063
Deaf Smith	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Delta	1	5	Mount Pleasant 903-575-2192	Mount Pleasant 903-241-0555
Denton	1	4	Hurst 817-299-1311	Hurst 940-452-7757
DeWitt	6	17	Victoria 361-578-3495	Victoria 361-788-3532
Dickens	5	2	Lubbock 806-740-8990	Lubbock 806-548-4344
Dimmit	3	24	Del Rio 830-703-1208	Del Rio 830-776-8773
Donley	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Duval	3	20	Corpus Christi 361-698-5613	Corpus Christi 361-438-5388
Eastland	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Ector	4	9	Midland 432-498-2141	Midland 432-416-0063
Edwards	3	24	Del Rio 830-703-1208	Del Rio 830-776-8773
El Paso	4	8	El Paso 915-849-4000	El Paso 915-261-5289
Ellis	1	4	Garland 214-861-2155	Garland 214-629-4271
Erath	1	4	Hurst 817-299-1311	Hurst 940-452-7757
Falls	6	11	Waco 254-759-7160	Waco 254-379-0087
Fannin	1	22	Sherman 903-813-3442	Sherman 903-328-7504
Fayette	6	12	Austin 512-997-4101	Austin 512-848-1080
Fisher	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Floyd	5	2	Lubbock 806-740-8990	Lubbock 806-548-4344
Foard	5	3	Wichita Falls 940-851-5521	Wichita Falls 940-882-4030
Fort Bend	2	16	Pierce 979-541-4509	Pierce 979-320-4362
Franklin	1	5	Mount Pleasant 903-575-2192	Mount Pleasant 903-241-0555
Freestone	6	11	Waco 254-759-7160	Waco 254-379-0087
Frio	6	18	San Antonio 210-531-2206	San Antonio 210-452-8860
Gaines	4	9	Midland 432-498-2141	Midland 432-416-0063
Galveston	2	16	Texas City 409-933-1111	Texas City 832-401-3467
Garza	5	2	Lubbock 806-740-8990	Lubbock 806-548-4344
Gillespie	6	18	San Antonio 210-531-2206	San Antonio 210-452-8860
Glasscock	4	9	Midland 432-498-2141	Midland 432-416-0063
Goliad	6	17	Victoria 361-578-3495	Victoria 361-788-3532
Gonzales	6	17	Victoria 361-578-3495	Victoria 361-788-3532

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
Gray	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Grayson	1	22 Sherman	903-813-3442	Sherman 903-328-7504
Gregg	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Grimes	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Guadalupe	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Hale	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Hall	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Hamilton	6	23 Waco	254-759-7160	Waco 254-379-0087
Hansford	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Hardeman	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Hardin	2	15 Beaumont	409-924-5422	Beaumont 409-504-0390
Harris	2	16 Houston	281-517-1217	Houston 281-642-0312
Harrison	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Hartley	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Haskell	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Hays	6	12 Austin	512-997-4101	Austin 512-848-1080
Hemphill	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Henderson	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Hidalgo	3	21 Weslaco	956-565-7520	Weslaco 956-227-0696
Hill	6	11 Waco	254-759-7160	Waco 254-379-0087
Hockley	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Hood	1	4 Hurst	817-299-1311	Hurst 940-452-7757
Hopkins	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Houston	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Howard	4	9 Midland	432-498-2141	Midland 432-416-0063
Hudspeth	4	8 El Paso	915-849-4000	El Paso 915-261-5289
Hunt	1	4 Garland	214-861-2155	Garland 214-629-4271
Hutchinson	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Irion	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
Jack	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Jackson	6	17 Victoria	361-578-3495	Victoria 361-788-3532
Jasper	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Jeff Davis	4	8 El Paso	915-849-4000	El Paso 915-261-5289
Jefferson	2	15 Beaumont	409-924-5422	Beaumont 409-504-0390
Jim Hogg	3	19 Laredo	956-728-2292	Laredo 956-489-7083
Jim Wells	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Johnson	1	4 Hurst	817-299-1311	Hurst 940-452-7757
Jones	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Karnes	6	18 San Antonio	210-531-2206	San Antonio 210-559-3496
Kaufman	1	4 Garland	214-861-2155	Garland 214-629-4271
Kendall	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Kenedy	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Kent	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Kerr	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Kimble	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
King	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Kinney	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773
Kleberg	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Knox	5	7 Abilene	325-795-4020	Abilene 806-407-7839
La Salle	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773
Lamar	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Lamb	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Lampasas	6	23 Waco	254-759-7160	Waco 254-379-0087
Lavaca	6	17 Victoria	361-578-3495	Victoria 361-788-3532
Lee	6	12 Austin	512-997-4101	Austin 512-848-1080
Leon	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Liberty	2	16 Conroe	936-442-2807	Conroe 936-672-3827
Limestone	6	11 Waco	254-759-7160	Waco 254-379-0087
Lipscomb	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Live Oak	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Llano	6	12 Austin	512-997-4101	Austin 512-848-1080
Loving	4	9 Midland	432-498-2141	Fort Stockton 432-386-6737
Lubbock	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Lynn	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Madison	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Marion	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Martin	4	9 Midland	432-498-2141	Midland 432-416-0063
Mason	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
Matagorda	2	16 Pierce	979-541-4509	Pierce 979-320-4362
Maverick	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773
McCulloch	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
McLennan	6	11 Waco	254-759-7160	Waco 254-379-0087
McMullen	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Medina	6	18 San Antonio	210-531-2206	San Antonio 210-452-8860
Menard	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
Midland	4	9 Midland	432-498-2141	Midland 432-416-0063
Milam	6	23 Waco	254-759-7160	Waco 254-379-0087
Mills	6	23 Waco	254-759-7160	Waco 254-379-0087
Mitchell	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Montague	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Montgomery	2	16 Conroe	936-442-2807	Conroe 936-672-3827
Moore	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Morris	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Motley	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Nacogdoches	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Navarro	1	4 Garland	214-861-2155	Garland 214-629-4271
Newton	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Nolan	5	7 Abilene	325-795-4020	Abilene 806-407-7839
Nueces	3	20 Corpus Christi	361-698-5613	Corpus Christi 361-438-5388
Ochiltree	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
Oldham	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Orange	2	15	Beaumont 409-924-5422	Beaumont 409-504-0390
Palo Pinto	1	4	Hurst 817-299-1311	Hurst 940-452-7757
Panola	1	6	Tyler 903-939-6031	Tyler 903-920-5838
Parker	1	4	Hurst 817-299-1311	Hurst 940-452-7757
Parmer	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Pecos	4	9	Midland 432-498-2141	Fort Stockton 432-386-6737
Polk	2	14	Lufkin 936-699-7300	Lufkin 936-208-3270
Potter	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Presidio	4	8	El Paso 915-849-4000	El Paso 915-261-5289
Rains	1	6	Tyler 903-939-6031	Tyler 903-920-5838
Randall	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Reagan	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Real	3	24	Del Rio 830-703-1208	Del Rio 830-776-8773
Red River	1	5	Mount Pleasant 903-575-2192	Mount Pleasant 903-241-0555
Reeves	4	9	Midland 432-498-2141	Fort Stockton 432-386-6737
Refugio	3	20	Corpus Christi 361-698-5613	Corpus Christi 361-438-5388
Roberts	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Robertson	2	13	Bryan 979-776-3182	Bryan 979-412-0003
Rockwall	1	4	Garland 214-861-2155	Garland 214-629-4271
Runnels	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Rusk	1	6	Tyler 903-939-6031	Tyler 903-920-5838
Sabine	2	14	Lufkin 936-699-7300	Lufkin 936-208-3270
San Augustine	2	14	Lufkin 936-699-7300	Lufkin 936-208-3270
San Jacinto	2	14	Lufkin 936-699-7300	Lufkin 936-208-3270
San Patricio	3	20	Corpus Christi 361-698-5613	Corpus Christi 361-438-5388
San Saba	6	23	Waco 254-759-7160	Waco 254-379-0087
Schleicher	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Scurry	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Shackelford	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Shelby	2	14	Lufkin 936-699-7300	Lufkin 936-208-3270
Sherman	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Smith	1	6	Tyler 903-939-6031	Tyler 903-920-5838
Somervell	1	4	Hurst 817-299-1311	Hurst 940-452-7757
Starr	3	19	Laredo 956-728-2292	Laredo 956-489-7083
Stephens	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Sterling	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Stonewall	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Sutton	4	10	San Angelo 325-223-6811	San Angelo 325-513-2618
Swisher	5	1	Amarillo 806-468-1310	Amarillo 806-316-7632
Tarrant	1	4	Hurst 817-299-1311	Hurst 940-452-7757
Taylor	5	7	Abilene 325-795-4020	Abilene 806-407-7839
Terrell	4	9	Midland 432-498-2141	Fort Stockton 432-386-6737
Terry	5	2	Lubbock 806-740-8990	Lubbock 806-548-4344
Throckmorton	5	7	Abilene 325-795-4020	Abilene 806-407-7839

Texas Disaster District Contacts by County

County	Region	Disaster District	Disaster District Chair	TDEM District Coordinator
Titus	1	5 Mount Pleasant	903-575-2192	Mount Pleasant 903-241-0555
Tom Green	4	10 San Angelo	325-223-6811	San Angelo 325-513-2618
Travis	6	12 Austin	512-997-4101	Austin 512-848-1080
Trinity	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Tyler	2	14 Lufkin	936-699-7300	Lufkin 936-208-3270
Upshur	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Upton	4	9 Midland	432-498-2141	Fort Stockton 432-386-6737
Uvalde	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773
Val Verde	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773
Van Zandt	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Victoria	6	17 Victoria	361-578-3495	Victoria 361-788-3532
Walker	2	16 Conroe	936-442-2807	Conroe 936-672-3827
Waller	2	16 Conroe	936-442-2807	Conroe 936-672-3827
Ward	4	9 Midland	432-498-2141	Fort Stockton 432-386-6737
Washington	2	13 Bryan	979-776-3182	Bryan 979-412-0003
Webb	3	19 Laredo	956-728-2292	Laredo 956-489-7083
Wharton	2	16 Pierce	979-541-4509	Pierce 979-320-4362
Wheeler	5	1 Amarillo	806-468-1310	Amarillo 806-316-7632
Wichita	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Wilbarger	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Willacy	3	21 Weslaco	956-565-7520	Weslaco 956-227-0696
Williamson	6	12 Austin	512-997-4101	Austin 512-848-1080
Wilson	6	18 San Antonio	210-531-2206	San Antonio 210-559-3496
Winkler	4	9 Midland	432-498-2141	Midland 432-416-0063
Wise	1	4 Hurst	817-299-1311	Hurst 940-452-7757
Wood	1	6 Tyler	903-939-6031	Tyler 903-920-5838
Yoakum	5	2 Lubbock	806-740-8990	Lubbock 806-548-4344
Young	5	3 Wichita Falls	940-851-5521	Wichita Falls 940-882-4030
Zapata	3	19 Laredo	956-728-2292	Laredo 956-489-7083
Zavala	3	24 Del Rio	830-703-1208	Del Rio 830-776-8773

HURRICANE IAP ATTACHMENT: SAFETY PLAN FOR STAFF IN AREAS IMPACTED BY HURRICANE

Your response personnel will be in adverse weather conditions, and may be involved in health and medical response efforts in flood waters and storm surge areas containing piles of rubble and other debris, human and/or animal remains, contaminated flood waters, collapsed structures, downed trees and fallen power lines.

Safety Message

- Drink plenty of fluids. Stay hydrated with water and an electrolyte drink. Avoid skipping meals.
- Follow good personal hygiene practices, and wash hands thoroughly before and after eating to avoid contamination. Use hand sanitizer often.
- Keep working area free of waste baskets, personal items and empty chairs.
- Continue safe work practices and report accidents and injuries to your Safety Officer.
- Avoid fatigue that could diminish concentration and focus. Make sure you get plenty of rest prior to your next 12 hour shift.
- Personnel should work in groups of two or more to maintain situational awareness. Report safety hazards or security concerns to the Safety Officer.
- Monitor conditions and be aware of your surroundings. Conditions may deteriorate based on amount of rainfall or wind in the area.
- Implement proper lifting techniques for heavy or bulky items to reduce risk of injury.
- Take frequent rest breaks when lifting heavy, water-laden objects. Avoid overexertion and practice good lifting techniques.
- Use teams of two or more to move bulky objects; avoid lifting any materials that weigh more than 50 pounds per person, and use proper automated lifting assistance devices if practical.
- Wear appropriate Personal Protective Equipment (PPE) such as gloves, hearing protection, safety glasses and safety footwear.
- Use sunscreen, and take frequent rest breaks. Wear light-colored, loose-fitting clothing.
- Ensure a first aid kit is available to address minor injuries.
- Protect open cuts and abrasions with waterproof gloves or dressings.
- Wash your hands often during the day, especially before eating, drinking, or applying cosmetics.
- If working in confined spaces, ensure that at least one person remains outside the space to monitor operations and assist in an evacuation, if necessary. Reliable communications and rescue equipment, along with functioning alarm systems, are imperative.

- Watch for heavy equipment operation, including the swing radius for cranes and other equipment with arms.
- Monitor for signs of heat stress, such as altered vital signs, confusion, excessive sweating, and fatigue. Adjust work schedules, rotate personnel, and add additional workers to work teams. Refrain from food and beverages in areas exposed to toxic materials.
- Use life-vests when engaged in activities that could result in deep water exposure
- Ensure an ample supply of drinking water is available.
- Ensure non-potable water containers are clearly marked.
- Ensure sufficient portable toilets and hand washing stations are available.
- Food safety measures in place.
- Task force personnel are briefed of the working conditions and safety measures.
- Use a wooden stick or pole to check flooded areas for pits, holes, and protruding objects before entering.
- Use extreme caution when handling containers holding unknown substances or known toxic substances (for example, floating containers of household or industrial chemicals). Contact the EPA (Environmental Protection Agency) for information on disposal at the National Response Center (800) 424-8802.
- **Fire Protection**
 - Immediately evacuate any building that has a gas leak until the leak is controlled and the area ventilated.
 - Be sure that an adequate number of fire extinguishers are available and re-evaluate the fire evacuation plan.
 - Be sure that all fire exits are clear of debris and sandbags.
- Use fuel-powered generators outdoors. Do not bring them indoors, as they may pose a carbon monoxide (CO) hazard.
- Report any obvious hazards (downed power lines, frayed electric wires, gas leaks or snakes) to the appropriate Incident Commander.
- Conduct a preliminary worksite inspection to verify stability before entering a flooded or formerly flooded building or before operating vehicles over roadways or surfaces.
- Look for fall hazards such as unprotected floor openings/edges, shafts, skylights, stairwells, and roof openings/edges.
- Be aware of wet floors, mud, oil and other slick substances on floor surfaces.
- Secure and stabilize all ladders before climbing them.
- Never stand on the top rung/step of a ladder.
- Use handrails when you go up or down stairs.
- Practice good housekeeping. Keep cords and other trip hazards out of the walk areas.

POTENTIAL HAZARDS FOR IMPACT ZONE RESPONSE STAFF

- Exposure to blood or body fluids, or pathogens from sewer system breaks.
- Exposure to contaminated flood waters (fuel, sewage, human and/or animal remains).

- Damaged utility services, including downed electrical cables, overhead power lines, broken gas lines, steam and water mains, or compressed gas cylinders. Incident commanders should be notified before continuing.
- Piles of construction and other types of debris, including over-hanging debris.
- Airborne smoke and dust (asbestos, crystalline silica, etc.) and possible eye and skin injuries from dust and flying debris.
- Slips, trips or fall hazards from holes, protruding rebar, etc.
- Dangers due to proximity to heavy machinery, e.g., cranes, loaders, debris-hauling trucks, etc.
- Handling a variety of sharp, jagged materials.
- Potential for secondary collapse of unstable structures.
- Excessive noise from rescue/ventilation or other heavy equipment, including generators.

SAFETY PRACTICES

Hand Hygiene in Hurricane-Affected Areas

Floodwater can be contaminated with microorganisms, sewage, industrial waste, chemicals, human and animal remains, and other substances that can cause illness or death.

Wear Protective Gloves

- When handling potentially infectious materials, use appropriate barrier protection including latex and nitrile gloves (powder-free latex gloves with reduced latex protein content can help avoid reaction to latex allergies). These gloves can be worn under heavy-duty gloves which will, in turn, protect the wearer from cuts, puncture wounds, or other injuries that break the skin (caused by sharp environmental debris or bone fragments). A combination of a cut-proof inner layer glove and a latex or similar outer layer is preferable.

Wash Hands with Soap and Clean Water

- Use soap and clean water or a waterless, alcohol based hand rub.
- Wash hands after cleanup or decontamination work; before preparing or eating food; and after toilet use.
- Hand washing prevents disease transmission.

Wound Care

- Wash wounds with soap and clean water or a waterless, alcohol-based hand rub immediately.
- Seek immediate medical attention if wound becomes red, swollen, or oozes pus.

Heat Stress

When the body is unable to cool itself by sweating, several heat-induced illnesses such as heat stress or heat exhaustion and the more severe heat stroke can occur, and can result in death. Factors leading to heat stress include high temperature and humidity; direct sun or

heat; limited air movement; physical exertion; poor physical condition; some medicines; and inadequate tolerance for hot workplaces.

Symptoms of Heat Exhaustion

- Headaches, dizziness, lightheadedness or fainting.
- Weakness and moist skin.
- Mood changes such as irritability or confusion.
- Upset stomach or vomiting.

Symptoms of Heat Stroke

- Dry, hot skin with no sweating.
- Mental confusion or losing consciousness.
- Seizures or convulsions.

Preventing Heat Stress

- Know signs/symptoms of heat-related illnesses.
- Block out direct sun or other heat sources.
- Use cooling fans/air-conditioning; rest regularly.
- Drink plenty of water; about 1 cup every 15 minutes.
- Wear lightweight, light colored, loose-fitting clothes.
- Avoid alcohol, caffeinated drinks, or heavy meals.

What to Do for Heat-Related Illness

- Call 911 (or local emergency number) at once.

While waiting for help to arrive:

- Move the worker to a cool, shaded area.
- Loosen or remove heavy clothing.
- Provide cool drinking water.
- Fan and mist the person with water.

General Decontamination

Floodwaters may be contaminated with sewage and decaying animal and human remains. Disinfection of hands, clothing, tools/equipment, and surfaces in work areas is critical in disease prevention.

Hand Decontamination

- Follow **Hand Hygiene** section recommendations.

Clothing, Tool/Equipment Decontamination

- It is preferable to use soap and clean water when available.
- If only contaminated water is available, mix 1/4 cup bleach per gallon of water.
- Immerse objects in solution for 10 minutes; if clothing, gently agitate periodically.

- Transfer objects to hand wash solution for 10 minutes; if clothing, gently agitate periodically.
- Allow clothes and tools/equipment to thoroughly air dry before re-use.

Severe Surface Decontamination

Use for decontaminating only the most seriously affected surfaces.

- Mix 1 ½ cups bleach per gallon of water.
- Douse surfaces with heavy contamination and allow to sit for 3 minutes.
- Wipe the contamination from the surface with a paper towel and douse the surface again but use the hand wash solution.
- Wipe off residual contamination with a paper towel.

Important Safety Considerations

- Wear rubber or nitrile gloves and eye protection.
- Prepare bleach solutions **daily** and allow standing for at least 30 minutes before use.
- All containers should be labeled **“Bleach-disinfected water, DO NOT DRINK.”**
CAUTION: Do not mix bleach with products containing ammonia.
- Do not immerse electrical or battery operated tools/equipment in solutions; clean exterior with a rag soaked with soap and water or disinfectant solution.

Decontamination of Tool/Surface/Equipment

- It is preferable to use soap and clean water.
- If only contaminated water is available, prepare solution of 1/4 cup household bleach per 1 gallon of water.
- Prepare fresh solutions daily, preferably just before use.
- Wipe objects with the bleach solution and let stand for 10 minutes; dry thoroughly.
- Label containers (e.g., “bleach disinfected water – DO NOT DRINK”).

Electrical Safety

Electrical hazards will exist post landfall. Electrical hazards can cause burns, shocks and electrocution (death). Safety First!

- Do not touch a fallen power line even if it is not sparking or humming. Assume it and the ground nearby is energized.
- Downed wires can energize other objects, including fences, water pipes, bushes and trees, buildings, aluminum roofs, telephone/CATV/fiber optic cables, other electric utilities, and debris.
- Do not assume that a downed insulated wire is safe to touch.
- Low hanging wires have voltage potential; therefore assume everything is energized until tested to be de-energized.
- Never drive over downed power lines. Assume they are energized.
- If an overhead wire falls across your vehicle while you are driving, stay inside the vehicle and continue to drive away from the line. If your vehicle stalls, do not

leave your vehicle unless the vehicle is on fire or there are other safety reasons. If you must leave your vehicle, try to jump completely clear, making sure you do not touch the equipment and the ground at the same time. Land with both feet together and shuffle away in small steps to minimize the path of electrical current and avoid electrical shock.

- If working in damp locations, inspect electric cords and equipment to ensure they are in good condition, and use a ground-fault circuit interrupter (GFCI).

Portable Generator Safety

Portable generators are internal combustion engines used to generate electricity and are commonly used during disaster response. Portable generators can be dangerous if used incorrectly.

Major Causes of Injuries and Fatalities

- Shocks and electrocution from improper use of power or accidentally energizing other electrical systems.
- Carbon monoxide from a generator's exhaust.
- Fires from improperly refueling the generator or inappropriately storing fuel.

Safe Work Practices

- Inspect portable generators for damage or loose fuel lines that may have occurred during transportation and/or handling.
- Keep the generator dry.
- Maintain and operate portable generators in accordance with the manufacturer's use and safety instructions.
- **Never attach a generator directly to the electrical system of a structure** (home, office or trailer) unless the generator has been properly installed by a qualified electrician.
- Always plug electrical appliances directly into the generator using the manufacturer's supplied cords. Use undamaged heavy-duty extension cords that are grounded (3-pronged).
- Use ground-fault circuit interrupters (GFCIs) as per the manufacturer's instructions.
- Before refueling, shut down the generator. Never store fuel indoors.

Carbon Monoxide Poisoning

Carbon monoxide (CO) is a colorless, odorless, toxic gas. Inadequately ventilated generators can cause serious injury or death; therefore:

- Never use a generator indoors.
- Never place a generator outdoors near doors, windows, or vents.
- If you or others show symptoms of CO poisoning such as dizziness, headaches, nausea, tiredness—get to fresh air immediately and seek medical attention.