

**TITLE:** ESF8 Forward Logistical Support for Deployed Personnel Concept of Operations

**VERSION:** 1.0

**DATE:** July 28, 2011

1. **PURPOSE:** To establish a logistical support operation in the field to support ESF8 responders who are deployed to impacted areas with basic needs such as lodging, food, fuel, communications and medical support during the first 72 hours of an incident response.
2. **SITUATION:** During previous incidents, responders have been deployed to the field with insufficient logistical support which has led to inability to get fuel, unclear lodging and feeding arrangements, difficulty in obtaining equipment and supply needs, inability to appropriately track responders, and increased safety concerns.
3. **ASSUMPTIONS**
  - a. Personnel deployed to the area of operations during the first 72 hours of an incident are most often reconnaissance and assessment teams, but may include other types of responders.
  - b. ESF8 is responsible to ensure that all deployed public health and medical personnel are logistically supported in some manner.
  - c. All logistical support for forward personnel will be coordinated through the State Emergency Response Team.
  - d. The SERT may choose to provide an integrated forward logistics support system for all deployed personnel or they may request each ESF self-support the logistical requirements of their deployed personnel,
  - e. A forward logistics component may not be necessary for all incidents based on the impact to the existing infrastructure, availability of support systems and the number of personnel deploying.
  - f. Advanced planning is necessary in order to have a logistical support footprint in place within 12-hours post impact and should begin at least 48 hours prior to anticipated impact.
  - g. State resources may be utilized for response under an Executive Order and may be marshaled by the appropriate emergency support function to aid in the response, regardless of agency ownership. The responsibility is typically delegated to the State Coordinating Officer.
  - h. Some resources, such as fuel, may be scarce in the area of operations and will require a higher level of coordination to ensure availability for responders. .
  - i. A common communications platform is necessary to share incident information among recon and assessment teams.
  - j. Logistical support operations for responders will be housed separately than logistical support for the general public. An exception to this may be nursing staff assigned to shelter duty.

- k. Initial logistical support operations may be demobilized or assumed by more long-term solutions as the incident evolves.

#### **4. AUTHORITIES**

- a. F.S 252 – Emergency Management
- b. Florida Comprehensive Emergency Management Plan
- c. Florida SERT Unified Logistics Plan
- d. Florida SERT Recon Plan
- e. ESF8 Appendix to the CEMP
- f. ESF8 Standard Operating Procedure
- g. ESF8 Logistics Support Annex
- h. ESF8 Responder Safety and Health Concept of Operations for the 2011 Hurricane Season

#### **5. CONCEPT OF OPERATIONS**

This concept of operations describes the actions State ESF8 will take to assure public health and medical responders are logistically supported in the field. The Concept of Operations is a scalable tiered approach.

- a. The following minimum standard of logistical support will be ensured for all ESF8 responders:
  - i. Documented mission
  - ii. Safe food and lodging
  - iii. Transportation resources
  - iv. Tools and resources to effectively carry out mission
  - v. Communication devices
  - vi. Pre-deployment assessment
  - vii. Designated check-in location and procedures
  - viii. Clear assignment of command and control in field
  - ix. Demobilization location and procedures
- b. Approach 1: Integrate into a SERT lead logistical support operation for all SERT responders in the field.
  - i. When it is anticipated that ESF8 personnel will be deployed to the area of operations immediately following an incident, the State ESF8 Emergency Coordination Officer will request SERT logistics support for personnel be deployed. This would include:
    - Management through a single incident action plan.
    - SERT Logistics establish an appropriate facility or location as defined by the SERT Unified Logistics Plan.
    - Identify personnel and support resources to be deployed as a part of the system by each ESF, as appropriate.
    - Establish a single management structure for the forward logistics operation.
    - Establish a single reporting structure in alignment with the SERT Recon Plan, as appropriate.
    - Establish a single communications platform under the leadership of ESF2.
    - Establish a coordinated system for fueling under the leadership of ESF12.

- ii. State ESF8 will report personnel requirements to the SERT in order to support the advanced planning effort.
    - Operational period that the team is routinely inserted
    - Number of personnel
    - Number of vehicles (gas or diesel must be identified)
    - Normal duration of deployment
    - Communication capability (radio, satellite)
  - iii. SERT leadership will determine if the SERT-lead approach is the most appropriate approach to providing logistical support in the field. Should the SERT determine that each ESF is to support personnel and field operations independently, ESF8 will move to the second approach.
- c. Approach 2: Establish an ESF8 Forward Operating Base in the area of operations to support ESF8 personnel.
- i. When it is anticipated that ESF8 personnel will be deployed to the area of operations immediately following an incident and the SERT has directed each ESF to independently support the logistical requirements of their personnel, the State ESF8 Emergency Coordination Officer will direct State ESF8 Logistics to establish an ESF8 Forward Operating Base in the area of operations to support ESF8 personnel. Incident specific objectives will be included in the ESF8 Incident Action Plan.
  - ii. The ESF8 Forward Operating Base will provide the following services to deployed personnel.
    - Serve as personnel mobilization/demobilization point.
    - Provide food and lodging.
    - Provide fuel.
    - Issue common communications equipment.
    - Issue additional equipment and supplies as needed based on mission.
    - Provide safety briefing and information.
  - iii. The ESF8 Forward Operating Base will be staffed with the following positions:
    - (1) FOB Unit Leader – responsible for overall FOB operations, including supervision of other FOB staff. The FOB Unit leader is responsible for coordinating with State ESF8 Logistics in the SEOC on additional needs and issues that may arise. The FOB Unit Leader reports directly to the State ESF8 Logistics Coordinator in the SEOC.
    - (1) FOB Logistics Support Specialist – responsible for all functions necessary to maintain the FOB, including management of equipment and supplies, and inventory management. The Logistics Support Specialist reports directly to the FOB Unit Leader.
    - (1) Resource Specialists – responsible for check-in and tracking of personnel. The Resource Specialists reports to the FOB Unit Leader but coordinates with the Resource Unit in the SEOC on reporting.
    - (1) Demobilization Specialist – responsible for coordinating demobilization of field personnel and supporting other areas of the FOB operation as needed. The Demobilization Specialist reports directly to the FOB Unit Leader but coordinates with the Demobilization Unit Leader in the SEOC on demobilization issues.
    - (1) Medical Unit Leader – provides safety briefings to incoming personnel and coordinates responder safety and health issues in the field as

- (1) IT Specialist - responsible for coordinating information technology equipment and communications equipment and services. The IT Specialist reports directly to the FOB Unit Leader.
- iv. The following equipment, supplies and services are necessary for operation of the FOB based on a 20 person capacity
- Base Support
    - (1) San Pac
    - (3) Tents for co-ed sleeping quarters
    - (20) Cots
    - (60) Shelf-ready meals per day
    - (60) Gallons of drinking water per day (3 gallons per person per day)
    - (4) Diesel Generators
    - (10) Tables
    - (20) Chairs
    - (1) Canopy shelter
  - Communications/IT Capability
    - (1) Mobile Communications Unit
    - Contingency contract for additional IP addresses (must be obtained 48 hours prior to need)
    - (20) Med-82 Radios (with chargers) Radios are pre-positioned in the regions for teams to obtain pre-deployment.
  - Fueling Capability
    - Vendor based bulk fuel, gasoline and diesel services. Contact (405-000-10-1) currently in place by FDOH with the following vendors:
      - i. American Homegrown Fuel Corporation (A)
      - ii. Eli Roberts and Sons, Inc. (A)
      - iii. G. W. Hunter, Inc. (A)
      - iv. Jim Hinton Oil Company, Inc.
      - v. J. V. Gander Distributors, Inc. (A)
      - vi. L. V. Hiers. Inc. (M)
      - vii. Macmillan Oil Company. (O)
      - viii. Mansfield Oil Company LLC. (A)
      - ix. Midstream Fuel Service LLC. DBA PEPCO (A)
      - x. Petroleum Traders Corporation (A)
      - xi. Port Consolidated, Inc. (A)
      - xii. SMF Energy Corporation (A)
      - xiii. Terrell Industries, Inc. (H)
  - Security Capability
    - (2) contracted security guards per 12 hour shift
  - Personnel are to bring additional materials, equipment and supplies necessary to perform their specific mission in the field

## 6. RECORD OF CHANGES AND APPROVAL

This concept of operations replaces and supersedes all previous versions of Forward Operating Base Concept of Operations and Forward Logistics Plans.

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**7. ATTACHMENTS**

- a. FOB Footprint
- b. FOB Staffing Roster