

**STATE SUPPORT FUNCTION (SSF) ANNEX 9
SEARCH AND RESCUE**

VTEOP

September 2nd, 2014

PRIMARY: Department of Public Safety

SUPPORT: Agency of Natural Resources, Department of Environmental Conservation, Department of Fish & Wildlife and Department of Forests, Parks & Recreation; Agency of Transportation; Department of Labor; Department of Public Safety, Division of Emergency Management and Homeland Security, Division of Fire Safety, Vermont State Police; Department of Health, Emergency Medical Services; Office of The Adjutant General, VT National Guard; Department of States Attorneys & Sheriffs' Association; Civil Air Patrol; American Red Cross

I. INTRODUCTION

Search and Rescue consists of three components:

- A. Urban search and rescue is the process of locating, extricating, and providing initial medical treatment to victims trapped in collapsed structures or rescuing or removing persons threatened or stranded in harm's way by any emergency or hazardous event when they cannot remove themselves.
- B. Rural search and rescue activities include, but are not limited to, emergency incidents involving locating missing persons whose whereabouts are unknown within the backcountry, remote areas or waters of the State, locating downed aircraft, extrication if necessary, and first responder first aid medical treatment of victims.
- C. Swiftwater rescue is the process of locating, accessing and rescuing or removing from harm's way individuals who are in distress or danger due to moving or rising water.

II. MISSION

The purpose of this State Support Function is to rapidly deploy designated response units to provide specialized lifesaving assistance to local authorities in the event of a major disaster or emergency. Search & Rescue operational activities include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures, lost in remote areas of the State, or in dangerous water environments.

III. CONCEPT OF OPERATIONS

- A. The Department of Public Safety Search and Rescue Coordinator is responsible for the coordination of all SSF-9 administrative, management, planning, training, preparedness, mitigation, response, and recovery activities to include developing, coordinating, and maintaining the SSF-9 annex and implementing procedures relative to rural search and rescue. All SSF-9 supporting agencies will assist the Department of Public Safety Search and Rescue Coordinator, in the planning and execution of the above.

- B. The Department of Public Safety Urban Search and Rescue Program Manager, is responsible for the coordination of all SSF-9 administrative, management, planning, training, preparedness, mitigation, response, and recovery activities to include developing, coordinating, and maintaining the SSF-9 annex and implementing procedures relative to urban search and rescue and swiftwater rescue. All SSF-9 supporting agencies will assist the Department of Public Safety in the planning and execution of the above.
- C. The Agency of Transportation is responsible for preparation and execution of plans for conducting missing aircraft search and rescue as an element of SSF-9.
- D. Coordination with all supporting and other appropriate departments/agencies and organizations will be performed to ensure continual operational readiness.
- E. SSF-9 shall organize, train, equip, and employ regional teams and resources; conduct periodic testing of team capabilities and be prepared to coordinate the integration of local efforts with state and federal assistance teams when necessary.
- F. At the request of local officials, SSF-9 will coordinate the state search and rescue response. Whenever possible, SSF-9 in consultation with DEMHS Director or designee will stage assets before actual requests are forwarded. When state assets are exhausted, or in anticipation of large-scale disasters beyond the state's capability, SSF-9 will coordinate with the Division of Emergency Management Homeland Security (DEMHS) to obtain assets from other states and/or the federal government. SSF-9 will integrate the use of all search and rescue personnel and resources made available. Implementation of state search and rescue response will be in accordance with the Incident Command System structure.
- H. SSF-9 will coordinate deployment of liaison staff to local ICPs/EOCs to support the implementation of this plan and supporting SOP.

IV. SSF ACTIONS

The emergency operations necessary for the performance of this function include, but are not limited to:

- A. Preparedness
 - 1. Maintain a current inventory of resources, including trained personnel, which could support search and rescue operations. Maintain records reflecting local capability.
 - 2. Participate in state exercises and conduct, at least annually, an SSF-9 exercise to validate this annex and supporting SOPs. Involvement in actual incidents in which the SEOP is activated satisfies this requirement.
 - 3. Maintain liaison with federal urban search and rescue assets and plan for reception of external assets.

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4. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
5. Assist local governments in training of personnel and rescue organizations for search and rescue operations.
6. Plan for employment of US Army Corps of Engineers structures specialists and System to Locate Survivors (STOLS).

B. Response

1. Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
2. Using an incident command system, assume responsibility for coordinating and tracking all resources committed to an incident. This may include placing personnel at a forward command post. Establish staging areas with the requesting group.
3. Deploy liaison teams to local ICP/EOC or incident base of operations, as needed.
4. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
5. Coordinate other state and federal support for search and rescue operations to include planning for reception and deployment to area of operations.
6. Request US Army Corps of Engineers structures specialists and System to Locate Survivors (STOLS), as appropriate.
7. Coordinate with SSF-1 for use of buses to transport rescue teams or rescued victims or persons evacuated from an emergency area to a safe location or emergency shelter.

C. Recovery

1. Continue to support local operations and plan for a reduction of operations.
2. Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.
3. Anticipate and plan for arrival of, and coordination with, SSF-9 personnel in the SEOC and the Joint Field Office (JFO).
4. Require SSF-9 team members and their agencies maintain appropriate records of costs incurred during the event.

D. Mitigation

1. Support and plan for mitigation measures.

2. Support requests and directives from the Governor and/or FEMA concerning mitigation and/or re-development activities.
3. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

V. RESPONSIBILITIES

A. Department of Public Safety

1. Search and Rescue Coordinator
 - a. Identify, train, and assign personnel to staff SSF-9 in the SEOC.
 - b. Advise DEMHS to notify all SSF-9 supporting agencies, as needed, upon activation.
 - c. Identify and maintain a current resource inventory of all rural search and rescue assets within the state.
 - d. Coordinate rural search and rescue team deployment to, employment in, and redeployment from disaster area.
 - e. Coordinate logistical support for rural search and rescue assets during field operations.
 - f. Develop policies and procedures for the effective use and coordination of rural search and rescue assets.
2. Urban Search and Rescue Program Manager
 - a. Identify and maintain a current resource inventory of all urban and swiftwater search and rescue assets within the state.
 - b. Coordinate urban and swiftwater search and rescue team deployment to, employment in, and redeployment from disaster area.
 - c. Coordinate logistical support for urban and swiftwater search and rescue assets during field operations.
 - d. Develop policies and procedures for the effective use and coordination of urban and swiftwater search and rescue assets.
3. Division of Emergency Management and Homeland Security
 - a. Provide communications and equipment to support operations in the SEOC.
 - b. Notify all SSF-9 supporting agencies, as needed, upon activation.

- c. Provide information to SSF-9 concerning Threat Condition Levels.
 - d. Provide coordination for the implementation of protective actions or measures related any change in Threat Condition level.
- B. Agency of Natural Resources
- 1. Department of Environmental Conservation
 - a. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 - b. Provide technical assistance for water and mountain area operations.
 - 2. Department of Fish and Wildlife, Law Enforcement Division
 - a. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 - b. Plan, coordinate and execute rural search and rescue operations as requested by SSF-9.
 - c. Provide search and rescue teams, technical assistance, equipment and communications support.
 - 2. Department of Forests, Parks & Recreation
 - a. Identify, train, and assign FPR personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 - b. Provide personnel for search operations.
 - c. Provide communications, personnel, equipment, and transportation.
- C. Agency of Transportation
- 1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 - 2. Assist with debris removal and engineering support. (An SSF 3 function)
 - 3. Assist with coordination of transportation support assets. (An SSF 1 function)
 - 4. Assist with coordination of locating lost or downed aircraft including coordination with Civil Air Patrol.
- D. Department of Labor

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1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Provide technical assistance related to worker safety issues.
- E. Department of States Attorneys & Sheriffs' Association
1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Assist with search and rescue (ground and air), as personnel and equipment availability allow.
- F. Department of Health
1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Provide personnel for EMS response in support of SSF-9 as personnel and equipment availability allow.
- G. Office of the Adjutant General, VT National Guard
1. Identify, train, and assign VTNG personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Assist with search and rescue (ground and air), as personnel and equipment availability allow.
 3. If an air branch is established, VTNG will provide an air boss to coordinate use of airspace.
- H. Civil Air Patrol
1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Plan and execute aerial search and rescue operations in coordination and cooperation with other air assets that may be operational at an incident.
 3. Be prepared to provide personnel for rural search operations.
- I. American Red Cross
1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of SSF-9 during periods of activation.
 2. Be prepared to provide mass care services to rescue workers during extended operations.

VI. FEDERAL INTERFACE

- A. This annex is supported by National Response Framework ESF-9 (Urban Search and Rescue). The Regional Director of the Federal Emergency Management Agency (FEMA) is authorized to provide federal assistance as emergency protective measures under the emergency and major disaster provisions of the Stafford Act. ESF-9 will generally be a part of the Emergency Response Team (ERT) and may be represented on the advance element of that team Incident Management Assistance Team (IMAT).
- B. ESF-9 rapidly deploys components of the National Urban Search and Rescue (US&R) Response System to provide specialized lifesaving assistance. Operational activities include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures. ESF-9 addresses only urban search and rescue and does not include any other form of search and rescue (e.g. water, wilderness, subterranean).
- C. The National US&R Response System is an integrated system of US&R task forces, Incident Support Teams (ISTs), and technical specialists.
 - 1. The system is built around a core of task forces primarily staffed by local emergency services personnel who are prepared to deploy immediately and initiate US&R operations. There are 28 task forces composed of 72 individuals in 31 positions. These positions are organized in five functional teams (management, search, rescue, medical, and technical), with each team staffed to permit 24-hour operations. On activation, US&R task forces become federal assets.
 - 2. ISTs provide coordination and logistical support to US&R task forces during emergency operations. They also provide needs assessments and provide technical advice.
 - 3. Technical specialists provide expertise in various US&R disciplines to supplement task force and IST resources.
- D. SSF-9 will coordinate with DEMHS and Federal ESF-9 to obtain federal assistance as required.
- E. The State of Vermont has an agreement with the Inland SAR Coordinator (United States Air Force Rescue Coordination Center – AFRCC) in support of the National Search and Rescue Plan.
 - 1. This agreement provides for federal assistance to local or state agencies conducting SAR missions.
 - 2. This agreement addresses two types of SAR incidents; civil incidents and non-civil incidents.
 - a) Civil incidents, to aid distressed civilian persons, will be under the operational control of the State of Vermont as described elsewhere in this annex.
 - b) Non-civil incidents are defined as those involved scheduled air carriers, an aircraft on interstate flights, missions of national concern and missions

involving military personnel as the objective. All non-civil SAR incidents will be under the operational control of the AFRCC. The State of Vermont may be requested to assist the AFRCC on non-civil SAR incidents.

- c) The AFRCC will notify the Agency of Transportation or the Department of Public Safety prior to initiating any active search within Vermont.

**TAB B TO SSF ANNEX 9
INCIDENT COORDINATION TEAM (ICT)
ACTIVATION & IMPLEMENTING PROCEDURES – SSF-9**

The attached procedure provides general guidance to the State Support Function (SSF) Lead or other Agency Representative who is designated to staff the appropriate position as a member of the Incident Coordination Team (ICT) in the Vermont State Emergency Operations Center (SEOC), when activated in response a minor, major or catastrophic incident affecting Vermont.

The SSF Lead or Agency Representative is the Secretary/Commissioner/Director or Senior Executive or is acting on their behalf when a member of the ICT in coordinating and providing agency support during an emergency requiring a state level response.

UNUSUAL EVENT (Applies to a Vermont Yankee (VY) Event Only) or SITUATIONAL AWARENESS UPDATE

- Receive notification of VY plant status or expected/occurring incident not related to VY.
- Confirm notification by calling the designated 800#.
- Make any internal agency notifications, as appropriate.
- Report to the SEOC, if requested.

ALERT, SITE AREA EMERGENCY, GENERAL EMERGENCY (Applies to Vermont Yankee Event) or ICT ACTIVATION (notification for a non – Vermont Yankee incident)

- Receive notification of VY plant status or expected/occurring incident not related to VY.
- Confirm notification by calling the designated 800#.
- Make any internal agency notifications, as appropriate.
- Report to the SEOC as soon as possible.
- Sign in at security desk of Department of Public Safety and obtain an identification badge.
- Report to Liaison Officer or Operations Section Chief and obtain an initial situational awareness briefing.
- Open the DisasterLAN daily action log & make appropriate entries concerning information received and actions undertaken.
- Ensure adequate staffing for 24-hour coverage. Confirm names and hours of liaison staff with appropriate agencies.
- Establish filing system (may include, but not limited to, status reports, situation reports, briefing papers, assignments/mission tasking, telephone rosters, daily reports, etc).
- Establish contact with forward deployed teams or other agencies, as required. Establish reporting times for all elements.
- Identify necessary additional staffing requirements and make those notifications or contact the Resources Unit Leader of the Planning Section.
- Be prepared to coordinate or identify resources to meet support requests in your area of responsibility.
- Prepare for periodic incident coordination team situational updates.
- Conduct shift change briefings as needed.
- Retain all documentation developed in support of your activities.

DEMOBILIZATION (Applies to all incidents requiring the ICT Activation)

- Receive demobilization briefing from SEOC Director.
- Make any internal agency notifications, as appropriate.
- Retain all documentation developed in support of your activities and provide copies to the Planning Section Documentation Unit.
- Identify and update internal agency procedures, as needed.
- Make recommendations for changes to the ICT procedures or SSF Binders, as appropriate, and provide to the Planning Section Chief or SEOC Director.
- Provide additional after action comments to the VEM, Deputy Director, Preparedness & Planning as soon as possible or at a scheduled After Action Review.
- Document costs associated with the activation and provide to agency Financial Officer and the ICT Finance & Administrative Section Chief.