

State Capability Assessment Project



Draft Questions

OPERATIONAL COORDINATION

Capability Description:	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.
Mission Area:	Prevention, Protection, Mitigation, Response, and Recovery
Resources Used to Develop Questions:	<ul style="list-style-type: none"> Target Capabilities List (Emergency Operations Center Management, On-Site Incident Management)

PLANNING

1. Does your jurisdiction have plans that address on-scene operations? *Answer: radio button, yes/in progress/no*
2. If yes, do the plans include the following elements: *Answer: multi-answer*
 - a. Process for establishing on-scene incident command (*source: TCL*)
 - b. Development of an incident action plan (e.g., to establish priorities, procedures, actions to meet incident objectives)? (*source: TCL*)
 - c. Capability of Incident Command Posts equipped with processes and /or technologies to maintain accountability of deployed resources and personnel? (*source: TCL*)
3. Does your jurisdiction have plans that address emergency operations center operations? *Answer: radio button, yes/in progress/no*
4. If yes, do the plans include the following elements: *Answer: multi-answer*
 - a. Procedures establishment, activation, operations and demobilization of an Emergency Operations Center.
 - b. Procedures to implement ICS or an incident management structure that is consistent with NIMS.
 - c. Procedures for communications between on-scene operations and the EOC.
 - d. EOC staffing plans
 - e. Access and security procedures for the EOC.
 - f. Procedures for 24-hr operation of the EOC.
 - g. Identification and procedures for an alternate EOC.
5. Does your jurisdiction have plans that address resource management? *Answer: radio button, yes/in progress/no*
6. If yes, do the plans include the following elements: *Answer: multi-answer*

- a. Procedures for requesting resources
 - b. Mutual aid processes
 - c. Procedures for tracking, prioritizing and allocating resources
 - d. Procedures for deploying resources
 - e. Procedures for demobilization resources
 - f. Procedures for typing resources
 - g. Identification of resource staging areas
 - h. Coordination with local and mutual aid partners
 - i. Coordination with state and federal agencies
 - j. Coordination with the private sector
7. Does your jurisdiction have plans that address coordination between jurisdictions? *Answer: radio button, yes/in progress/no*
8. If yes, do the plans include the following elements: *Answer: multi-answer*
- a. Procedures for establishment of a Unified Command
 - b. Procedures for establishment of a Multi-Agency Coordination group
 - c. Procedures for establishment of an Area Command
9. **Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to planning?** *Answer: dropdown, 1 - 10*

ORGANIZATION

10. Have you identified primary and supporting agencies responsible for coordinating operational coordination efforts? *Answer: radio button, yes/in progress/no*
11. Do you have a mechanism in place to engage local partners in planning for operational coordination? *Answer: radio button, yes/in progress/no*
12. Do your emergency management plans and SOPs address command management (e.g., transitioning from Incident Command to Unified Command, interface with agency administrators like municipal executives)? (*source: TCL*) *Answer: radio button, yes/in progress/no*
13. Are mutual aid agreements in place to acquire additional resources to aid in operational coordination efforts? *Answer: radio button, yes/in progress/no*
14. **Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to organization?** *Answer: dropdown, 1 - 10*

EQUIPMENT

15. Do you have adequate equipment and supplies to implement operational coordination actions for your jurisdiction? *Answer: radio button, yes/in progress/no*
16. If not, which of the following equipment and/or associated resources are you most in need of to support operational coordination actions? *Answer: multi-answer*
- a. Planning resources
 - b. Qualified personnel

- c. Information management tools
 - d. Other (note in gaps)
- 17. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to equipment? Answer: dropdown, 1 - 10**

TRAINING

18. Have you identified staff and key partners responsible for implementing operational coordination actions? *Answer: radio button, yes/in progress/no*
19. Have identified staff been trained on operational coordination actions? *Answer: radio button, within the past year/within the past 2 years/within the past 5 years/no*
20. Do chief executive and other key officials of the jurisdiction participate in annual command and control training and exercises for large-scale emergencies? (*source: TCL*)
21. Are EOC (primary and backup) staff trained to perform assigned roles and responsibilities as part of the EOC team? (*source: TCL*)
22. Have chief executive and other key officials of the jurisdiction been briefed in the jurisdiction's command and control plans for large-scale emergencies? (*source: TCL*)
23. Are local elected officials adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*
24. Are your Department heads adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*
25. Is your EOC staff adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*
26. Are local responders adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*
- 27. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to training? Answer: dropdown, 1 - 10**

EXERCISES

28. Has your emergency management organization conducted an exercise that incorporates elements of operational coordination? *Answer: radio button, yes/in progress/no*
- e. If yes, when? *Answer: radio button, within the past year/within the past 2 years/within the past 5 years/no*
29. Has exercising of the operational coordination capability led to identification of corrective actions in regard to this capability? Please identify in the gaps section of this question. *Answer: radio button, yes/in progress/no*
- 30. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to exercises? Answer: dropdown, 1 - 10**

GLOBAL

31. Based on your responses to the questions above, how would you rate your overall operational coordination capability? *Answer: dropdown, 1 - 10*
32. Based on your responses to the questions above, what priority (high, medium, low) would you assign to the operational coordination capability for your jurisdiction? *Answer: radio button, H, M, L*
33. Please identify which hazard/threat would most likely tax your ability to perform the operational coordination capability? *Answer: dropdown, hazards*
34. Have you identified any planning barriers or do you have any additional notes or comments regarding the operational coordination capability? *Answer: Text*