

State Capability Assessment Project



Draft Questions

PLANNING

Capability Description:	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or community based approaches to meet defined objectives.
Mission Areas:	Prevention, Protection, Mitigation, Response, and Recovery
Resources Used to Develop Questions:	<ul style="list-style-type: none"> Target Capabilities List (Planning)

PLANNING

1. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage County departments/agencies in planning activities. *(answer: dropdown with 1-10 and N/A)*
2. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage local/regional jurisdictional partners in planning activities. *(answer: dropdown with 1-10 and N/A)*
3. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage State/Federal partners in planning activities. *(answer: dropdown with 1-10 and N/A)*
4. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage private sector partners in planning activities. *(answer: dropdown with 1-10 and N/A)*
5. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage community-based and faith-based organizations in planning activities. *(answer: dropdown with 1-10 and N/A)*
6. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate the engagement of County departments/agencies in planning activities. *(answer: dropdown with 1-10 and N/A)*
7. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate the engagement of local/regional jurisdictional partners in planning activities. *(answer: dropdown with 1-10 and N/A)*

8. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate the engagement of State/Federal partners in planning activities. *(answer: dropdown with 1-10 and N/A)*
9. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage private sector partners in planning activities. *(answer: dropdown with 1-10 and N/A)*
10. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate the engagement of community-based and faith-based organizations in planning activities. *(answer: dropdown with 1-10 and N/A)*
11. Does your jurisdiction have a strategic plan for your emergency management organization?
12. If yes, does the strategic plan address the following elements;
 - a. Mission
 - b. Vision
 - c. Goals and Objectives
 - d. Organizational priorities
 - e. Planning priorities
 - f. Equipment and resource priorities
 - g. Training and exercise priorities
13. Does your jurisdiction have an Emergency Operations Plan (EOP)?
14. If yes, does your EOP include the following elements?
 - a. Emergency Support Functions
 - b. Functional Annexes
 - c. Incident Annexes
15. If yes, does your EOP address?
 - a. Populations with access and functional needs
 - b. Needs of children and unaccompanied minors
 - c. Animals in disaster
16. Do you have a Continuity of Operations (COOP) Plan in place? *(source: TCL)*
17. If yes, does your COOP plan contain the following elements?
 - a. Program plans and procedures
 - b. Risk Management
 - c. Budgeting and acquisition of resources
 - d. Essential Functions
 - e. Orders of Succession
 - f. Delegations of Authority
 - g. Continuity Facilities
 - h. Continuity Communications
 - i. Vital Records Management
 - j. Human Capital
 - k. Test, Training and Exercise Program
 - l. Devolution of Control

- m. Reconstitution Operations
18. Do you have a Continuity of Government (COG) Plan in place? (*source: TCL*)
 19. Do you have a Hazard Mitigation Plan in place? (*source: TCL*)
 20. If yes, does your Hazard Mitigation Plan contain the following elements?
 - a. Community Profile
 - b. Planning Process
 - c. Stakeholder Involvement
 - d. Hazard Identification
 - e. Risk Assessment
 - f. Vulnerability Analysis
 - g. Identification of Mitigation Strategies
 - h. NFIP Participation
 21. Are plans for your jurisdiction consistent with the National Response Framework (NRF) and National Incident Management System (NIMS)? (*source: TCL*)
 22. Have your plans been approved by the appropriate decision makers prior to their implementation? [CPG]
 23. Do each of your response plans clearly indicate who has the authority to activate the plan? [CPG]
 24. Do your plans include primary and alternate contact information for decision makers and their designated alternates within your emergency management organization?
 25. Do your plans include contact information for decision makers of local partners? [CPG]
 26. Do your plans clearly define the roles and responsibilities of decision makers, such as in direction and control, during emergency response? [CPG]
 27. Do your plans clearly define the authorities of decision makers during emergency response? [CPG]
 28. **Based on your responses to the questions above, how would you rate your overall planning capability? Answer: dropdown, 1 - 10**

ORGANIZATION

29. Have you identified primary and supporting agencies responsible for coordinating planning efforts?
30. Do you have a mechanism in place to engage local partners in planning?
31. **Based on your responses to the questions above, how would you rate your overall planning capability as it relates to organization? Answer: dropdown, 1 - 10**

EQUIPMENT

32. Do you have adequate equipment and supplies to implement planning actions for your jurisdiction? *Answer: radio button, yes/in progress/no*
33. If not, which of the following equipment and/or associated resources are you most in need of to support planning actions? *Answer: multi-answer*

- a. Planning resources
 - b. Qualified personnel
 - c. Information management tools
 - d. Other (note in gaps)
- 34. Based on your responses to the questions above, how would you rate your overall planning capability as it relates to equipment? Answer: dropdown, 1 - 10**

TRAINING

35. Are your planners trained and equipped with the knowledge and tools necessary?
- a. If not, what areas of knowledge are most needed?
 - b. What tools are most needed?
36. Does your emergency management organization collaborate with local partners (to provide training around planning)?
- 37. Based on your responses to the questions above, how would you rate your overall planning capability as it relates to training? Answer: dropdown, 1 - 10**

EXERCISES

38. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage County departments/agencies in emergency management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
39. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage local/regional jurisdictional partners in emergency management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
40. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage State/Federal partners in emergency management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
41. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage private sector partners in emergency management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
42. On a scale of 1 to 10, with 1 being 'very limited' and 10 being 'very extensive', how do you rate your emergency management organizations efforts to engage community-based and faith-based organizations in emergency management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
43. management exercises for your jurisdiction? (answer: dropdown with 1-10 and N/A)
44. Are plans exercised and evaluated according to Homeland Security Exercise and Evaluation Program (HSEEP) requirements? (source: TCL)

45. Has your emergency management organization conducted prevention, protection, mitigation, response, and recovery exercises that incorporate elements of planning?
46. **Based on your responses to the questions above, how would you rate your overall planning capability as it relates to exercises? *Answer: dropdown, 1 - 10***

GLOBAL

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