

## **Incident Command System**

- Information dissemination and media relations
- Provides information to internal and external stakeholders (staff. students, families, media)
- Ability to assess risk and develop safety measures
- Monitors and assures safety of all personnel responding (HazMat training)
- Coordinates with Law Enforcement. **Emergency Management**
- Point of contact for other response agencies
- Briefs, answers questions and coordinates with Law Enforcement, Fire/Rescue and Emergency Management

## **Operations**

- First and may be only section created; conducts operations to reach objectives
- Establishes strategy and tactics/actions to accomplish objectives
- Directs and coordinates all tactical operations
- Student supervision
- Transportation, evacuation
- Health Services/First Aid

- Overall responsibility for managing the incident
- Defines the incident objectives, strategies and priorities and directs all response actions
- Assigns roles and responsibilities

Incident

**Command** 

- Has authority to commit school resources
- Command may be transferred to another agency
- Each ESU creates and trains a PFA team with members from all school districts within the ESU boundaries.
- · When a crisis incident occurs, the ESU PFA Coordinator determines which team members will be sent to assist and support schools in their response.

Contacts ESU PFA-S Team

Coordinator

**Safety Officer Information** 

Liaison

School PFA-S **Team** 

**ESU PFA-S** Team

- Responds and involved from minute one of incident
- Leads the recovery process
- Assists with staff training and awareness of PFA

**Planning** 

Public

Officer (PIO)

- Collects and evaluates incident information
- Maintains incident documentation
- Develops plan for demobilization
- Conducts check-in activities and maintains status of incident resources

Logistics

- Orders, obtains, maintains and accounts for essential personnel, equipment and supplies
- Tracks resources (personnel, supplies, equipment)
- Provides communication planning and resources
- Arranges for food service

Finance/ Administration

- Monitors costs related to incident
- Negotiates and monitors contracts, hires personnel if needed
- Records time of incident personnel
- Tracks and processes incident expenses
- Arranges compensation for injury or damage to property, files insurance claims