

Town of Freedom

Emergency Expenditure Policy

September 12, 2019

1. Purpose of Expenditure Policy

1.1. The Town of Freedom has created this policy to ensure that the Town meets all expenditure requirements as required in order to be reimbursed during a Public Assistance declaration by the President. This policy deals with the expenditure of funds by the municipal government when the Governor declares a State of Emergency due to a major emergency or disaster. This policy compliments FEMA Public Assistance Program and Policy Guide, FP 104-009-2, dated April 2018.

2. Emergency Protective Measures (Category B)

2.1. The Town Emergency Operations Center (EOC) may initiate Emergency Protective Measures before, during, and after an incident in order to eliminate or lessen immediate threats to lives, public health, or safety; or eliminate or lessen immediate threats of significant additional damage to improved public or private property in a cost-effective manner.

2.2. The Town EOC shall document that a threat exists, including identification and evaluation of the threat and recommendations of the work necessary to cope with the threat.

2.3. The following is a list of costs for emergency protective measures that the Town EOC may expend during an EOC activation. These measures save lives or protect public health or safety.

- Emergency Operation Center (EOC) operations
- Transporting and pre-positioning equipment and other resources for response
- Disaster logistics to include equipment and facility rental and supplies acquisition
- Supplies and commodities for public (food, water, clothes, fuel, etc.)
- Emergency transportation costs for evacuations and medical care transport
- Emergency sheltering for people and pets
- Disaster Volunteer Reception Center operations
- Disaster Volunteer shelters
- Mass Feeding Site operations
- Warming Center operations
- Child care for Town employees who are working emergency protective measures assignments
- Search and rescue to locate survivors, household pets, and service animals
- Search and recovery to locate and recover human remains
- Security for incident sites, impacted critical facilities, emergency facilities
- Traffic control and access control
- Use or lease of temporary generators for facilities that provide essential community services
- Dissemination of public information to provide warnings and guidance about health and safety hazards
- Area reconnaissance and initial damage assessment

2.4. Emergency Operations Centers

2.4.1. The Town EOC will direct and coordinate resources and response activities during the response and short-term recovery phase of the emergency. Expenditures associated with operating the EOC may include:

- Costs of operating the EOC facility stationary back-up generators, to include fuel, oil, filters, and general maintenance due to use of the generators during outages.
- Costs of supplies and materials for the EOC
- Costs for food consumed by the EOC staff. (EOC staff will not leave the EOC for lunch. Instead food will be brought into the EOC).

2.5. Supplies and Commodities

2.5.1. The EOC may purchase supplies and commodities required for emergency protective measures. Examples include, but are not limited to, safety equipment, personal protective equipment, radios, power tools, sand, and tarps.

2.5.2. The EOC may purchase life-saving and life-sustaining commodities and provide them to the impacted communities. Examples of such commodities include, but are not limited to, food, water, ice, personal hygiene items, cots, blankets, tarps, plastic sheeting for roof damage, and generators, as well as food and water for household pets and service animals.

2.5.3. The EOC may expend funds to deliver these same commodities to unsheltered residents in communities where conditions constitute a level of severity such that these items are not easily accessible for purchase. This includes food and water for household pets whose owners are in shelters. The EOC may rent vehicles, trailers and storage space for the commodities.

2.6. Meals

2.6.1. The Town EOC shall provide meals for Town employees, contractors and volunteers who are engaged in emergency protective measure tasks. The Town does not provide per diem reimbursements during major emergencies and disasters to Town employees, contractors and volunteers. The Town EOC will only expend funds for the cost of meals that are brought to the work location and purchased in a cost-effective and reasonable manner, such as bulk meals.

2.7. Evacuation and Sheltering

2.7.1. The EOC may expend funds for the evacuation and sheltering of survivors. This includes household pets and service and assistance animals, but not exhibition or livestock animals.

2.7.2. The EOC may fund the transportation of evacuees, household pets, service animals, luggage, and durable medical equipment. This includes emergency medical transportation. The mode of transportation should be customary and appropriate for the work required. The EOC may expend funds for:

- Transferring patients from inoperable, compromised, or overwhelmed eligible medical or custodial care facilities to another medical facility or to a shelter.

- Transferring patients back to original medical or custodial care facility, when appropriate.
- Transporting survivors, including shelterees, who require emergency medical care to and from the nearest existing or temporary medical care facility equipped to adequately treat the medical emergency. Transport may include emergency air, sea, or ground ambulance services if necessary.
- Use of equipment such as buses, trucks, or other vehicles (including accessible vehicles) to provide one-time transportation to evacuate survivors and their household pets and service and assistance animals to emergency shelters from pre-established pick-up locations. This includes stand-by time for drivers and contracted equipment while waiting to transport survivors.
- Paratransit transportation services, such as vans, minibuses, and buses, (including accessible vehicles) to transport senior citizens, individuals with disabilities (including mobility disabilities) or access and functional needs, individuals in nursing homes and assisted-living facilities, and homebound individuals impacted by the incident.
- Tracking of evacuees, household pets, service animals, luggage, and durable medical equipment. This includes the use of animal microchips for the purpose of tracking evacuated animals.
- Food and water provided during transport.
- Emergency medical care provided during transport, including emergency medical personnel and supply costs.
- Stabilization of individuals injured during evacuation.
- Costs incurred in advance of an incident necessary to prepare for evacuations in threatened areas. Costs may include mobilization of ambulances and other transport equipment.

2.7.3. The EOC may fund the operation of emergency shelters and warming centers. Costs may include:

- Hot and cold meals, snacks, beverages, and related supplies for survivors
- Cooking and serving supplies
- Food, water, and bowls for household pets and service and assistance animals
- Durable medical equipment
- Consumable medical supplies
- Medication for animal decontamination and parasite control
- Infant formula, baby food, and diapers
- Refrigerators, microwaves, and crock pots
- Cots, cribs, linens, blankets, pillows, tables, and chairs
- Crates, cages, leashes, and animal transport carriers
- Personal hygiene kits with items such as shampoo, soap, toothpaste, a toothbrush, towels, and washcloths
- Animal cleaning tables and supplies
- Washers and dryers (one of each per 50 shelter residents)
- Toys and books
- Supervision of paid and volunteer staff
- Cleaning the shelter, linens, and animal crates
- Shelter safety and security

- Use of equipment, such as ambulances, buses, trucks, or other vehicles, to provide sheltering support
- Phone banks for survivors
- Care for survivors with disabilities or access and functional needs
- Licensed Day Care for shelter residents