

**TEXAS DEPARTMENT OF PUBLIC SAFETY  
TEXAS DIVISION OF EMERGENCY  
MANAGEMENT (TDEM)**

**TEXAS A&M FOREST SERVICE (TFS)**

**Type III**

**Incident Management Teams**



Texas Department of Public Safety  
**DIVISION OF EMERGENCY MANAGEMENT**

# AGENDA

- Welcome/Introductions
- Disaster Districts and Texas Government Code Chapter 418 – the DDC
- TFS and TDEM
- TFS Chief of Party
- Primary IMT Roles and Responsibilities
- Logistics Resource Management and Process Flow
- Financial Tracking Requirements
- Q&A
- WebEOC 305



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# Texas Government Code

## Chapter 418.113

(a) This state is divided into disaster districts to engage in homeland security preparedness and response activities. The boundaries of the disaster districts coincide with the geographic boundaries of the state planning regions (COGs) established by the governor under Chapter 391, Local Government Code.



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# Texas Government Code

## Chapter 418.113

(b) A disaster district committee is established for each disaster district. Each committee is composed of local representatives of the state agencies, boards, and commissions and organized volunteer groups with representation on the emergency management council.

(32)



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# Texas Government Code

## Chapter 418.113

(c) Each disaster district committee shall coordinate with political subdivisions located in the Disaster District to ensure that State and Federal emergency assets are made available as needed to provide the most efficient and effective response possible.



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# Texas Government Code

## Chapter 418.113

(d) The Public Safety Director of the Department of Public Safety of the State of Texas shall appoint a commanding officer from the Texas Highway Patrol to serve as chair of each disaster district committee.

(Captain/Lieutenant)

(e) Representatives of the Emergency Management Council assigned to each district shall assist the chair of their Disaster District committee and provide guidance, counsel, and administrative support as required.



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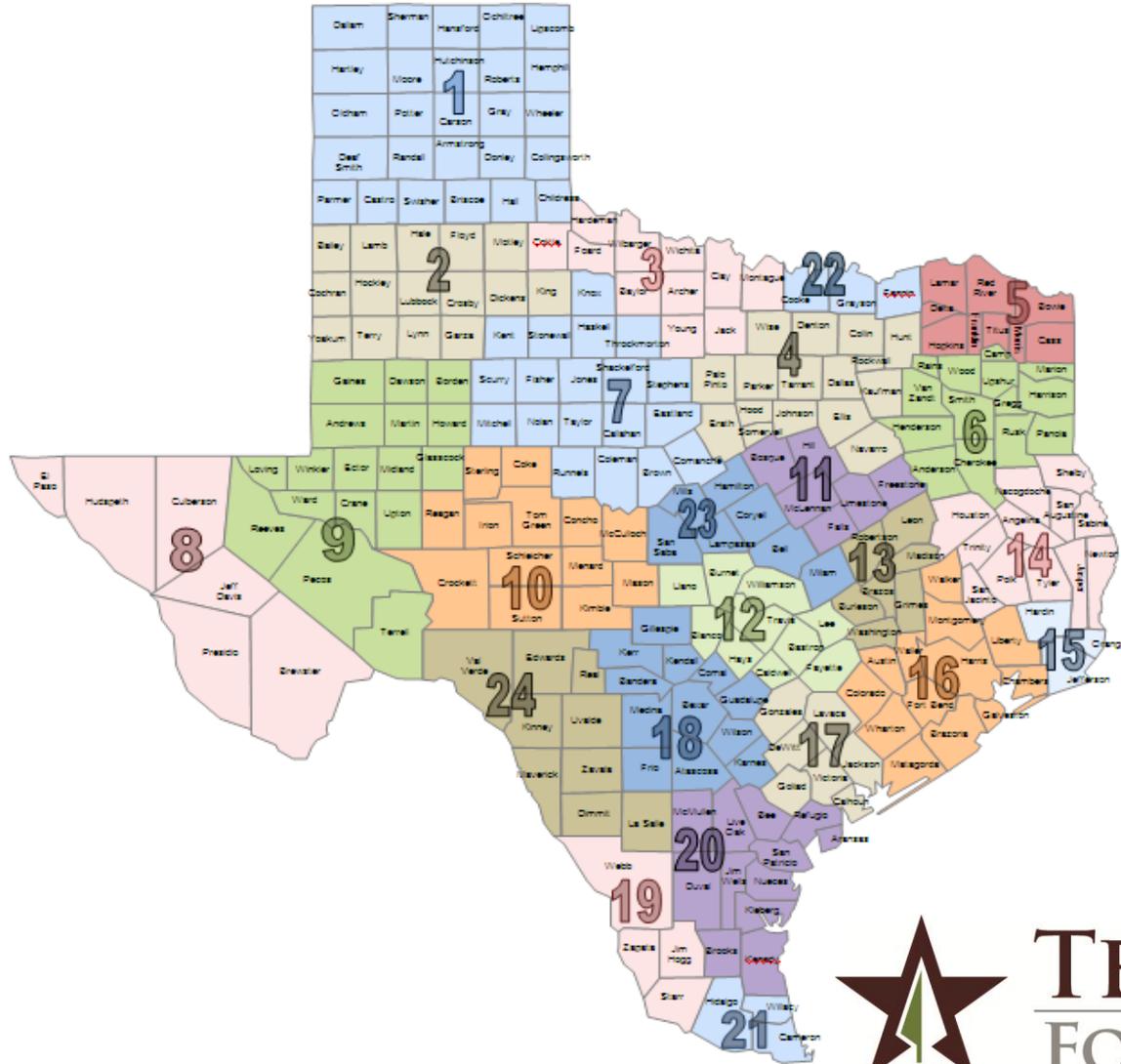
# DPS Regions



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# Disaster Districts



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# DDC, SC, DC

- Disaster District Chair (DDC)  
Texas Highway Patrol - Captain/Lieutenant
- TDEM Regional State Coordinator (SC)
- TDEM District Coordinator (DC)



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Capt. Tim Lite  
Amarillo



Capt. Bill Schneider  
Lubbock



Lt. Alan Troup  
Wichita Falls



Capt. Jay Webster  
Hurst



Capt. Bobby Nichols  
Garland



Lt. Hank Sibley  
Sherman



Capt. Audra Livingston  
Tyler



Capt. Douglas Farber  
Abilene



Capt. Christopher Jones  
Midland



Lt. Roger Looka  
San Angelo



Capt. Ricky Bryant  
Mt. Pleasant



Capt. Luis Najera  
El Paso



Capt. Tim Smith  
Waco



Lt. Robert Lujan  
Del Rio



Capt. Juan Rodriguez, Jr.  
McAllen



Lt. Glen Garrett  
Victoria



Lt. James Reyer  
Texas City



Capt. Ben Urbanczyk  
Bryan



Lt. Douglas Heigley  
Lufkin



Capt. Orlando Alanis  
Laredo



Capt. Michelle Johnson  
Corpus Christi



Capt. Steven Tellez  
San Antonio



Capt. Terry Truett  
Conroe



Capt. Derek Rodriguez  
Houston



Lt. Daniel Terronez  
Pierce



Capt. Larry Allen  
Beaumont



Capt. Paul Schulz  
Austin



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# TDEM REGIONAL COORDINATORS



**David Solis**  
Region 5  
806.517.0581  
david.solis@dps.texas.gov



**Phillip Mongeau**  
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phillip.mongeau@dps.texas.gov



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**Mike Miller**  
Region 6  
210.259.3583  
mike.miller@dps.texas.gov



**Ray Resendez**  
Region 4  
915.728.5078  
raymundo.resendez@dps.texas.gov



**Tony Pena, Jr.**  
Region 3  
956.270.0728  
tony.pena@dps.texas.gov



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# DDC

## Disaster District Chairman

- Responsible for receiving requests (STAR) for state assistance from local governments or other state agencies responding to emergencies
- If local assets are not available, forward requests to the State Operation Center (Austin)
- Provide Direction & Control for state resources, federal & out-of-state resources dispatched to the District and monitor the use of the resource.
- Prepare Operational Plans for the evacuation of geographical areas, coordinating with local governments to facilitate the flow of evacuees and emergency responders into the affected areas. (DDC Chairman wears 2 hats)



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# DDC – DPS General Manual

- Chapter 13.30.01

3. **Disaster District.** The responsibilities of the Disaster District chairperson include:

- a. Equipping the Disaster District OC.
- b. Developing and maintaining OC Standard Operating Guidelines.



# DDC – DPS General Manual

- c. Maintaining a call list for the DDC State agency representatives for activation.
- d. Receiving requests from local governments for state assistance, validating such requests, and coordinating response to those requests by tasking DDC members, or forwarding requests for assistance to the SOC if they cannot be satisfied at the district level.



# DDC – DPS General Manual

- e. Providing direction and control for state resources including any federal and out-of-state resources dispatched to emergencies within the district, and monitoring the use of those resources.
- f. Providing emergency and disaster reports in accordance with Section 13.50.00.



# DDC – DPS General Manual

The DDC chairperson will activate the Disaster District OC and convene the DDC. The chairperson may convene the DDC as a whole or summon specific agencies to work at the OC. *The chairperson (THP Captain/Lieutenant) is responsible for providing direction and control for state resources responding to an emergency or disaster within the district.*



# EMERGENCY MANAGEMENT COUNCIL

Sec. 418.013. EMERGENCY MANAGEMENT COUNCIL.

- The emergency management council is composed of representatives of state agencies, boards, commissions, and organized volunteer groups designated by the head of each entity.



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# EMERGENCY MANAGEMENT COUNCIL

- The emergency management council shall assist the division in identifying, mobilizing, and deploying state resources to respond to major emergencies and disasters throughout the state.



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# The Type III IMT Program

## **17 Type 3 Incident Management Teams (IMT) and single resources working under the direction of the Texas A&M Forest Service**

- Strategically located throughout the state
- State IMT Coordinator located at the State Operations Center (SOC) during activation of IMTs to ensure coordination of deployed teams
- Activated at the request of a Disaster District Chair (DDC) and is assigned and reports to the DDC
- Assigned to assist and report to a local jurisdiction when requested by the local jurisdiction through the DDC
- All teams accompanied by TFS Chief of Party



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# TEXAS A&M CHIEF OF PARTY ROLES AND RESPONSIBILITIES



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- Serves as TFS representative and spokesperson and negotiates Letter of Expectation along with Team Leader
- Communicates with TFS Incident Response Department throughout the assignment
- Communicates with DDC and/or local jurisdiction to confirm mission assignment and receive any special instructions



- Confirms that all IMT members have active Memorandums of Understanding (MOU)
- Develops emergency procedures for all IMT members
- Approves and coordinates all request for purchases by IMT members
- Assures IMT personal needs are met
- Monitors team conduct and performance



- Assures that IMT has the necessary supplies and equipment for assignment
- Along with the Team Leader, communicates daily with the DDC and/or local jurisdiction representative concerning appropriateness and quality of assignment
- Conducts, in conjunction with the Team Leader, daily team briefing and status assessment



- Along with the Team Leader, conducts the assignment debriefing, critique, evaluation and after action report
- Assure that position task books are reviewed and initialed or signed as appropriate
- Coordinates demobilization information and assures that all crew time reports have been submitted and Emergency Firefighter Reports prepared



# IMT Roles

- DDC Support
- DDC Staging Area Support
- Local Government Support
- RSA/POD Support



# INCIDENT MANAGEMENT TEAM CONFIGURATIONS



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# DDC Initial Overhead Team

- TFS Chief of Party
- Planning Chief
- RESL and SITL unit leaders
- Logistics Chief
- Staging Area Manager



# Support at DDC

- Support DDC Chair
- Support District Coordinator
- Resource Tracking
- Logistics Tracking
- Submission DDC Situation Report to SOC
- SOC Battle Rhythm



## – Disaster District Chair (DDC) Support

### - PLANNING

- Responsible for check-in and tracking of all state resources reporting to or working in the DDC area of operations
- Responsible for planning operations at the DDC to include the development of an Incident Action Plan (IAP) for the DDC
- Responsible for the preparation and submittal of the DDC situation reports



## – Disaster District Chair (DDC) Support

### – LOGISTICS

- Establish and maintain resource ordering for the DDC
- Track and document the receipt, assignment, and return of all equipment ordered by the DDC
- Operate Logistics Staging Sites and/or **Resource Staging Areas** as directed by the DDC



## – DDC Staging Area Responsibilities

- Establish and maintain resource check-in at staging for the DDC
- Track the receipt, assignment, and return of all equipment ordered by the DDC
- Operate DDC Staging Sites as directed by the DDC



# Local Government Support

- Coordinate with DDC
- Coordinate with Chief Elected Official
- Coordinate with EMC



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## – Local Jurisdiction Support ( City/County)

### - PLANNING

- Assist with check in and staging of all state resources reporting to or working in the local jurisdiction area of operations
- Assist with planning operations at a local Incident Command Post (ICP) or Emergency Operations Center (EOC) to include the development Incident Action Plans (IAP) and EOC Management Plans
- Provide situational awareness



## – Local Jurisdiction Support

### - PLANNING

- Responsible for the preparation and submittal of the Situation Reports to the Disaster District Chair (DDC)

### - PUBLIC INFORMATION

- Assist with Public Information requirements to include preparing news releases and establishing Joint Information Systems (JIS) operating from a Joint Information Center (JIC)



## – Local Jurisdiction Support

### – LOGISTICS

- Establish and maintain resource ordering
- Track and document the receipt, assignment, and return of all equipment provided by the DDC
- Operate Logistics Staging Sites and/or Resource Staging Areas as directed by the Chief EMD



# Notification of Request for IMT Resources

- State IMT Coordinator requests availability of team resources
- Team leaders provide availability roster within two hours of request
- State IMT Coordinator configures teams, notifies TFS EOC and STAR is completed
- TFS EOC coordinates with TICC for resource orders
- State IMT Coordinator notifies SOC of “wheels up” time



# Prior to In Area of Assignment

- Prior to arrival in assigned area, State IMT Coordinator will provide a copy of the approved State of Texas Assistance Request (STAR), resource orders and any other pertinent information to the responding jurisdiction
- State IMT Coordinator will provide a copy of resource orders with last four digits of the SSN to TWIRP for WebEOC user accounts.



# Arrival In Area of Assignment

- Upon arrival in the area of assignment the AHIMT Team Leader and a Texas A&M Forest Service, Chief of Party, will report to the DDC, gather situational awareness, receive mission assignment and execute a Letter of Expectation.

**CONFIRMING MISSION ASSIGNMENT AND OBJECTIVES**

=

**AVOIDING MISSION CREEP**



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# Letter of Expectation



Letter of Expectation  
DPS Disaster District \_\_\_\_\_

I have met with the TFS Chief of Party and the Team Leader of the Type 3 All-Hazards Incident Management Team and expect the following actions to be accomplished by the Team using resources assigned to the District.

- Establish staging and resource check in for the Disaster District
- Provide all planning operations for the Disaster District to include developing all Incident Action Plans (IAP) and supporting operational period briefings
- List remaining objectives and mission taskings.

\_\_\_\_\_  
DDC Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
TFS Chief of Party Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Team Leader Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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# Resource Tracking Terms

## Vendor Supplied Resources

- **Received** – materials have been checked in at Staging
- **In-Service** – materials have been relocated from Staging to requestor



# Resource Tracking Terms

## Overhead, Strike Teams, Task Forces, Single Resources

- **Available** – completed check in and are in Staging
- **Assigned** – moved from staging(**Forward Operating Base**) to an assignment
- **Released** – arrived and Staging, no longer required in the District and awaiting either reassignment or demobilization approval by the SOC
- **Demobilized** – no longer required by the SOC and enroute to home station



# SOC Battle Rhythm

- The Term "Battle Rhythm" is utilized to describe the daily agenda of the activities that are being coordinated in or through the State Operations Center.



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# Battle Rhythm will be published daily to WebEOC

- Battle Rhythm - will list all conference calls, deadlines for reports, and operational periods for the State Operations Center that will require interaction with field personnel and local communities.



# SOC Battle Rhythm - Hurricane

## 0700-1900

**0700:** Receive DDC Logistics/Resource Staging Area Situation Reports and IMT Status  
Check Reports from the previous operational period

**1000-1200:** Regional Calls (as needed)

**1030:** State Coordinator Call

**1200:** Statewide Conference Call (H-hour calls) (R-hour calls 0800)

**1400:** DDC Situation Reports & Regional Input for State Situation Report Received

**1500:** Receive State Agency Situation Report

**1700:** State Situation Report Due for Distribution



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# SOC Battle Rhythm

## 1900-0700

**1930: Receive DDC Logistics/Resource Staging Area Situation Reports and IMT Status Check Reports from the previous operational period**

**2200-2400: Regional Calls Based on Need**

**2400: Statewide Conference Call (If Needed)**

**0200: Receive DDC Situation Reports**

**0300: Receive State Agency Situation Report**



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# Conference Calls

- Designed to provide immediate strategic assessment of actions needed or anticipated regarding an impending disaster or no notice event.
- Structured information should be focused on life safety and immediate support needs.
- Reports should be quick, concise and follow the template
- Call sequence will go to each region and each DDC (or designee) will have the opportunity to report for their DDC by county
- Follow up calls can be scheduled as needed (weather, mass care, shelters, medical)



# Conference Calls

- There are 3 templates based on timelines of an event:
- H-120 to H-0 (Mainly hurricane specific but may also address flooding issues)
- H-0 to R+24 (Immediately follows impact-time period varies)
- R+24 to Recovery (Occurs daily as needed)
- Depending on the incident a template and instruction sheet will be attached to each call announcement from the SOC. Distribution to local jurisdictions is encouraged.



# H-120 to H-0

- Pre-impact hurricane specific statewide call
- State readiness brief out, weather report, establish H-120 timeline
- Report out by Region/DDCs
- Should address readiness and decision points by evacuation and shelter areas
- Issues will become more focused as H-0 approaches.



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# Texas Hurricane Conference Call Topics

## H-120 to H-0

- # of Jurisdictional Declarations filed or anticipated within 24 hours
- # of Evacuations (Mandatory/Voluntary) ordered/issued or anticipated within 24 hours
- # of Hospital / Nursing Home Evacuations (Man / Vol) ordered/issued or anticipated within 24 hours
- # of Embarkation HUBs active or anticipated within next 24 hours
- Anticipated # and type of transportation needs
- # of Shelters open or anticipated within next 24 hours
- Critical Road / Highway Infrastructure Issues
- Any other anticipated critical unmet needs



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# Texas Disaster Conference Call Topics

## H-0 to R+24

- To follow immediately after impact or incident
- Intended to immediately size up impact of event
- It is understood that info is preliminary
- Immediate situation or needs based on template are reported (life safety, initial support needed)
- Call schedule can be adjusted based on need
- H-0 to R+24 and R+24 to Recovery can be used for most no notice incidents.



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# Texas Disaster Conference Call Topics

## H-0 to R+24

- Search and Rescue Activities (areas/missions)
- Critical Infrastructure (Hosp, Water Plants, Waste Water Treatment, Electric, Communications etc)
- Flooding Areas / Estimated # of Structures
- Dam / Levee Status
- Curfews / Security / Checkpoints
- Additional Post Disaster/Storm Evacuation Needs Anticipated
- Emergency Services Status (Fire / Police / EMS / 911 / ERs)
- Re-entry Status



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# R+24 to Recovery

- Search and Rescue may still be occurring
- Post impact evacuations
- Alternate Shelters may be established in
- Status of power, water and other critical infrastructure
- Gov/jurisdiction stability/continuity
- POD status
- Shelter status in sheltering jurisdictions
- Re-population status/activity



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# Texas Disaster Conference Call Topics

## R+24 to Recovery

- Search and Rescue Activities (areas/missions)
- Critical Infrastructure (Hosp, Water Plants, Waste Water Treatment, Electric, Communications etc)
- Flooding Areas / Estimated # of Structures
- Emergency Services Status (Fire / Police / EMS / 911 / ERs)
- Status of Local Government
- Shelters by DDC: (# by type, ie. Gen Pop, Medical)
- Commodity PODS (# Open or anticipated in next 24 hours)
- Preliminary Damage Assessment Teams Anticipated / Date
- Curfews / Security / Checkpoints
- Repopulation Status (Areas open for return of evacuees)



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# Logistics Resources Management



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# Topics

- **Logistics resource requests**
  - State of Texas Assistance Request (STAR) Form
- **Logistics resource tracking**
  - Confirming arrival
- **WebEOC**
  - Primary tool for resource tracking



# Logistics Resource Requests

- Receiving, vetting, and processing requests
  - WebEOC STAR
  - Ensure accuracy and completeness of information



# State of Texas Assistance Request

https://www.soc.state.tx.us/?tableid=1228&viewid=6722&uvid=1.47380 - STAR II - SOC Desk Display - Microsoft Internet Explorer p

Requestor	Description	Delivery	Full Form
<b>THIS IS A TRAINING REQUEST</b>			
<b>Requested by Position (Name):</b> Logs Section Coord (ParksWade9969 )			
<b>Requestor Phone Number:</b> <input type="text"/>		<b>Requesting Entity:</b> Select County <input type="text"/>	
<b>Requestor Email:</b> <input type="text"/>			

<input type="button" value="Next (Item Description)"/>	<input type="button" value="Cancel"/>
--	---------------------------------------



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# State of Texas Assistance Request

https://www.soc.state.tx.us/?tableid=1228&viewid=6722&uvid=1.47380 - STAR II - SOC Desk Display - Microsoft Internet Explorer p

Requestor	Description	Delivery	Full Form
<b>THIS IS A TRAINING REQUEST</b>			
<b>Requested by Position (Name):</b> Logs Section Coord (ParksWade9969 )			
<b>Requestor Phone Number:</b> 512-555-5555	<b>Requesting Entity:</b> SOC-TX		
<b>Requestor Email:</b> wade.parks@dps.texas.gov			

<b>Next (Item Description)</b>	<b>Cancel</b>
--------------------------------	---------------



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# State of Texas Assistance Request

https://www.soc.state.tx.us/?tableid=1228&viewid=6722&uvid=1.47380 - STAR II - SOC Desk Display - Microsoft Internet Explorer

Requestor	Description	Delivery	Full Form
<b>Item Name:</b> Generator			
<b>Quantity:</b> 1		<b>Unit:</b> Each	
<b>Invalid Entry - Numbers Only (no "," or ".")</b>			
<b>Item Description: (Provide Details)</b> Requesting a generator to power 2 light sets, 4 computers, 4 space heaters, a refrigerator, a freezer, and a television set.			
<b>Provide Spec Sheet, Additional Forms, etc. if Available</b> Browse...			
<b>Justification / Purpose of Request:</b> <b>Please provide a detailed explanation of why you are submitting this request to include what event you are responding to and what it will be used for.</b> This will be used to power essential items at the base camp location in San Antonio, TX providing support for the management team.			
Spell Check			
This is a Draft Request			
<b>When Needed?</b> 4/10/2013		<b>For How Long? (Estimated)</b> <input type="radio"/> Consumable Resource <input checked="" type="radio"/> Demob / Returnable Resource Number: / Unit: 1 Months	

Next (Delivery Information)

Requestor

Cancel?



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# State of Texas Assistance Request

https://www.soc.state.tx.us/?tableid=1228&viewid=6722&uvid=1.47380 - STAR II - SOC Desk Display - Microsoft Internet Explorer p

Requestor	Description	Delivery	Full Form
<b>Delivery Address:</b> <input type="radio"/> Saved Address <input type="radio"/> New Address			
<b>Facility Name:</b> First Responder Base Camp			
<b>Facility Address:</b> 1734 Centennial			
<b>Facility City:</b> San Antonio <b>Facility State:</b> TX			
<b>Facility Zip:</b> 7821 <input type="button" value="Save Address to List"/>			
<b>Additional Instructions:</b> Please ensure fuel support and routine maintenance is included with the request.			
<b>Provide Map, Diagram, etc. if Available</b> <input data-bbox="884 811 977 829" type="button" value="Browse..."/>			
<b>Point of Contact (POC) Name:</b> IMT Logistics Chief			
<b>POC Telephone Number:</b> 210-555-1212			
<b>POC Email:</b> IMT.LSC@awesome.gov			
<b>POC Fax:</b> 210-555-1414			
<input data-bbox="531 1129 809 1186" type="button" value="Next (Review / Submit)"/>		<input data-bbox="823 1129 1099 1186" type="button" value="Back (Description)"/>	
<input data-bbox="1112 1129 1389 1186" type="button" value="Cancel?"/>			



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**This is a TRAINING REQUEST**

Request #:

SOC-2065-SOC

Incident Name:

2013 Daily OPS Log

Requesting Entity:

SOC-TX

Is this RR Tied to Another Request? (provide other Request Number)

Other Tracking Numbers:

**Requested Item Description**

Item Name:

Generator

Quantity (Numbers Only):

1

Unit:

Each

Item Description: (Provide Details)

Requesting a generator to power 2 light sets, 4 computers, 4 space heaters, a refrigerator, a freezer, and a television set.

Provide Spec Sheet, Additional Forms, etc. if Available

Purpose of Request:

This will be used to power essential items at the base camp location in San Antonio, TX providing support for the management team

When Needed? (mm/dd/yyyy)

4/10/2013

For How Long?

1Months

**Delivery Information**

Facility Name:

Facility Address:

Facility City:

State:

OK

Facility Zip:

Point of Contact (POC) Name:

POC Telephone Number:

POC Email:

POC Fax:

Additional Instructions:

**Delivery Information**

Facility Name:

Facility Address:

Facility City:

State:

OK

Facility Zip:

Point of Contact (POC) Name:

POC Telephone Number:

POC Email:

POC Fax:

Additional Instructions:

Provide Map, Diagram, etc. if Available

**Requestor Information / Approval**

Requested by Position (Name):

Logs Section Coord

(ParksWade9969)

Requestor Phone Number:

512-555-5555

Requestor Email:

wade.parks@dps.texas.gov

**Signature Required before Routing Options display**

(Type Signature then press the Tab key)

Requestor Signature:

Date / Time:

**Cancel this Request?**



# Logistics Resource Tracking

- DDC/IMT support
  - What's been ordered
  - What's arrived / on-hand
  - What's no longer needed
- Documentation (Finance discussion)



# Logistics Resource Tracking

- What's been ordered
  - Maintain visibility of STARs
  - Be able to provide status to the DDC and/or locals for their resource requests



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# Logistics Resource Tracking

- What's arrived / in-use
  - Ensure accurate and complete accounting at the DDC and/or assets being used in the DDC district
  - Click the  on the associated STAR when it has arrived



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https://www.soc.state.tx.us/?tableid=1228&viewid=6722&uvid=1.47380 - STAR II - SOC Desk Display - Microsoft Internet Explorer p

806-548-4344 | colleen.oneal@dps.texas.gov

**Requestor Signature:** Captain Doug Farber | **Date / Time:** 2/21/2013 16:53:12

Show SOC Admin Options

**Assigned To / SOC Notes to Provider**  
 Logs State Warehouse SA

<b>Agency POC</b>	<b>Able to Fill:</b>
Name: Frank Gaitan	Qty Filled: 520
Position: Manager -SA warehouse	Remaining: -20
Phone: 210 2167052	ETA: 3/05/2013
Email: francis.gaitan@dps.texas.gov	Est. Cost: 0

**F I L L 1**

Provider Notes:

**Authorizing Signature:** Frank Gaitan | **Date / Time:** 3/05/2013 14:11:27

<<< << Page 1 of 3 >> >>>  Disable Refresh



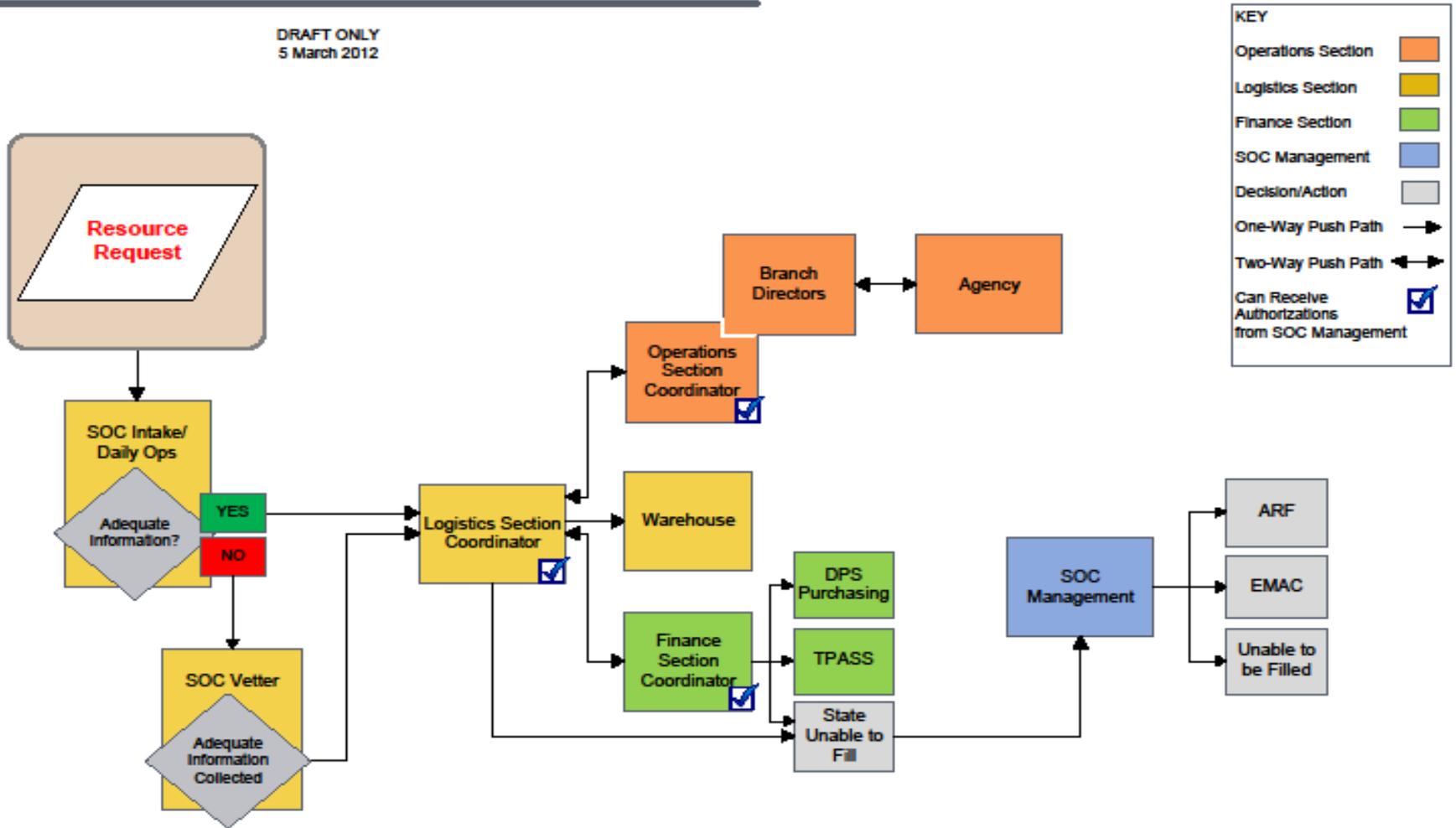
# Logistics Resource Tracking

- When assets are no longer needed
  - Provide demob information so vendors can be contacted to pick up items
  - Use the notes section in the STAR to keep track of partial demobs
    - 4/20/13: 10 of 20 port-a-potties were picked up
    - 4/24/13: 5 of remaining 10 potties were picked up
    - 4/26/13: Remaining 5 potties were picked up; STAR has been demobed
  - Obtain copies of delivery and pick up tickets



# Resource Request Process Flow

DRAFT ONLY  
5 March 2012



SUPPORTING THE  
DISASTER.

SUPPORTING THE  
AUDIT.



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# What Cost TDEM Tracks

Repairs

Personnel Cost

Leases

Other

Operating Cost

Travel Cost

Commodities

Contracts

Food



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Fuel



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# Requested Documentation

- Contract Deliverables Sign off
- Bill of Lading
- Packing Slip
- Equipment, Materials, Rental and Contract Tracking



# Documentation

Requestor Information / Approval	
Requested by Position (Name): DDC15-Beaumont (HallJay1507)	
Requestor Phone Number: (409) 284-9381	Requestor Email: jay.hall@dps.texas.gov
Requestor Signature: Larry Allen	Date / Time: 5/11/2012 14:43:10
Assigned To / SOC Notes to Provider LOGS - TDCJ <span>Reset Fill 1 Fields</span>	
Fill 1 Status: Assigned to Provider	
<b>F I L L 1</b> Agency POC Name: Position: Phone: Email:	Able to Fill: ETA: 12/31/1999 12:00:00 AM Est. Cost: 0 Provider Notes: Attachment <span>Browse...</span>
<span>Tag as a DEMOB Item</span> <span>Check in Final Destination</span>	
Authorizing Signature:	Date / Time:

Information for the DDC and the requestor can be found here.

- Provider Notes will contain vendor name, contact information and estimated time of delivery
- Attachments will include contract deliverables and reimbursement field worksheets.



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# Proof of Deliverables

- Transport Tanker (with or without Truck) with temporary fueling station pump
- Bobtail tanker with temporary fueling station pump
- Tanks with containment pads pans
- The mobile fueling operation must:
  1. Be self-sustaining in the event electricity is not available
  2. Have the ability to operate 24/7/365
- Driver Requirements:
  1. HazMat Certified
  2. Disaster response trained
- Response Personnel must be self-sufficient teams with the capability to:
  1. Provide onsite housing
  2. Operate a mobile command center unit
  3. Respond appropriately to fires and spills with the appropriate vehicles and equipment.

Completed \_\_\_\_\_



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# Documentation

Texas Standard Incident Reimbursement Field Worksheet  
FORCE ACCOUNT EQUIPMENT SUMMARY RECORD

APPLICANT																			INCIDENT / EVENT																		
City of Mayday																			Catastrophic Event																		
LOCATION/SITE																			CATEGORY																		
Possum Kingdom West																																					
DESCRIPTION OF WORK PERFORMED																			PERIOD COVERING																		
Wildfire Supression and Control																			02/05/12	TO	02/18/12																
EQUIPMENT DESCRIPTION																			FEMA EQUIP CODE #	OPERATOR'S NAME	DATE	DATES/HOURS USED EACH DAY														Total (Hours or Miles)	STAR Reference Number
Indicate size, capacity, horsepower, make & model, TIFMAS "E" number assignment, fleet number, etc.	2/5	2/6	2/7	2/8	2/9	2/10	2/11	2/12	2/13	2/14	2/15	2/16	2/17	2/18																							
F450 Type VI Engine E-0772	8690	S Smith	HRS	4.0	15.0	21.0	15.0												55.00																		
			HRS																0.00																		
			HRS																0.00																		
CERTIFY THE ABOVE INFORMATION TO BE ACCURATE AND THAT THESE COSTS ARE ELIGIBLE FOR REIMBURSEMENT ACCORDING TO STATE POLICY.																																					
AUTHORIZED SIGNATURE																			Your Name	TITLE	03/29/13																



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# Documentation

Texas Standard Incident Reimbursement Field Worksheet  
MATERIALS SUMMARY RECORD

APPLICANT						INCIDENT / EVENT		
City of Mayday						Catastrophic Event		
LOCATION/SITE						CATEGORY		
Possum Kingdom West								
DESCRIPTION OF WORK PERFORMED						PERIOD COVERING		
Wildfire Supression and Control						02/05/12	TO 02/18/12	
VENDOR / STAR Ref. #	DESCRIPTION OF PURCHASE MATERIALS / GOODS / SERVICES <small>Provide justification for purchase who/where/why</small>	QTY			DATE OF PURCHASE	DATE USED	INFO FROM (CHECK ONE)	
							INVOICE	STOCK
1	Boots, Ltd	1	Replace fire boots melted during wildfire containment		3/7/12	3/7/12	12345	
2								
3								
4								
SHEET TOTAL								
<p><b>CERTIFY THE ABOVE INFORMATION TO BE ACCURATE AND THAT THESE COSTS ARE ELIGIBLE FOR REIMBURSEMENT ACCORDING TO STATE OR AGENCY POLICY.</b></p>								
						Your Name	03/29/13	
AUTHORIZED SIGNATURE						TITLE	DATE	



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# Documentation

Texas Standard Incident Reimbursement Field Worksheet						RENTED EQUIPMENT SUMMARY RECORD		
APPLICANT					INCIDENT / EVENT			
City of Mayday					Catastrophic Event			
LOCATION/SITE					CATEGORY			
Possum Kingdom West								
DESCRIPTION OF WORK PERFORMED					PERIOD COVERING			
Wildfire Suppression and Control					02/05/12 TO 02/18/12			
TYPE OF EQUIPMENT <small>Indicate size, capacity, horsepower, make &amp; model.</small>	DATES			VENDOR / STAR Ref. #				
	HOURS USED							
	4							
I certify the above information to be accurate and that these costs are eligible for reimbursement according to state or agency policy.								
Your Name					03/29/13			
AUTHORIZED SIGNATURE					DATE			



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# Documentation

Texas Standard Incident Reimbursement Field Worksheet  
CONTRACT WORK SUMMARY RECORD

<b>APPLICANT</b>				<b>INCIDENT / EVENT</b>
City of Mayday				Catastrophic Event
<b>LOCATION/SITE</b>				<b>CATEGORY</b>
Possum Kingdom West				
<b>DESCRIPTION OF WORK PERFORMED</b>			<b>PERIOD COVERING</b>	
Wildfire Supression and Control			02/05/12 TO 02/18/12	
<b>DATES WORKED</b>	<b>CONTRACTOR</b>			<b>COMMENTS / SCOPE / STAR Ref #</b>
I certify the above information to be accurate and that these costs are eligible for reimbursement according to state or agency policy.				
			Your Name	03/29/13
<b>AUTHORIZED SIGNATURE</b>		<b>TITLE</b>		<b>DATE</b>



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# TIFMAS Specific Documentation

## OVERHEAD CHECK-IN SHEET

INCIDENT NAME/NUMBER: \_\_\_\_\_

CHECK-IN DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

*IMT USE ONLY*

Request Numbers Assigned:

O - \_\_\_\_\_

Associated Vehicle:

E - \_\_\_\_\_

### RESOURCE INFORMATION

LAST NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

CONTACT PHONE NUMBER (CELL): \_\_\_\_\_

OVERHEAD POSITION: \_\_\_\_\_

VEHICLE TYPE: \_\_\_\_\_

VEHICLE LICENSE: \_\_\_\_\_

DEPARTMENT/AGENCY NAME:  
\_\_\_\_\_

DEPARTMENT/AGENCY PHONE NUMBER (24hr):  
\_\_\_\_\_

REMARKS:

PREPARED BY: \_\_\_\_\_

TIFMAS-211-OH



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# TIFMAS Specific Documentation

## EQUIPMENT CHECK-IN SHEET

INCIDENT NAME/NUMBER: \_\_\_\_\_

CHECK-IN DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

<i>IMT USE ONLY</i>
Request Number Assigned: E- _____
Optional Support Vehicle: E - _____

### RESOURCE INFORMATION

EQUIPMENT TYPE: \_\_\_\_\_

CALL SIGN: \_\_\_\_\_ LICENSE: \_\_\_\_\_

DEPARTMENT/AGENCY NAME:  
\_\_\_\_\_

DEPARTMENT/AGENCY PHONE NUMBER (24hr):  
\_\_\_\_\_

Chief of Party Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

SUPPORT VEHICLE MAKE/MODEL:  
\_\_\_\_\_

VEHICLE LICENSE: \_\_\_\_\_

### CREW MEMBERS:

(Last Name, First Name)

.02) \_\_\_\_\_

.03) \_\_\_\_\_

.04) \_\_\_\_\_

.05) \_\_\_\_\_

.06) \_\_\_\_\_

.07) \_\_\_\_\_

### REMARKS:

PREPARED BY: \_\_\_\_\_



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# Easy Enough – But ??

- **Where does one acquire the forms listed ?**
  - <http://ticc.tamu.edu/Response/AHIMT.htm>
- **What does one do with the completed document ?**

## **TODAY**

- Scan and email to [fsc@soc.tx.gov](mailto:fsc@soc.tx.gov)
- Fax to 512-424-7160
- Originals to TFS EOC to SOC; copies to DDC and TFS

## **IN THE FUTURE**

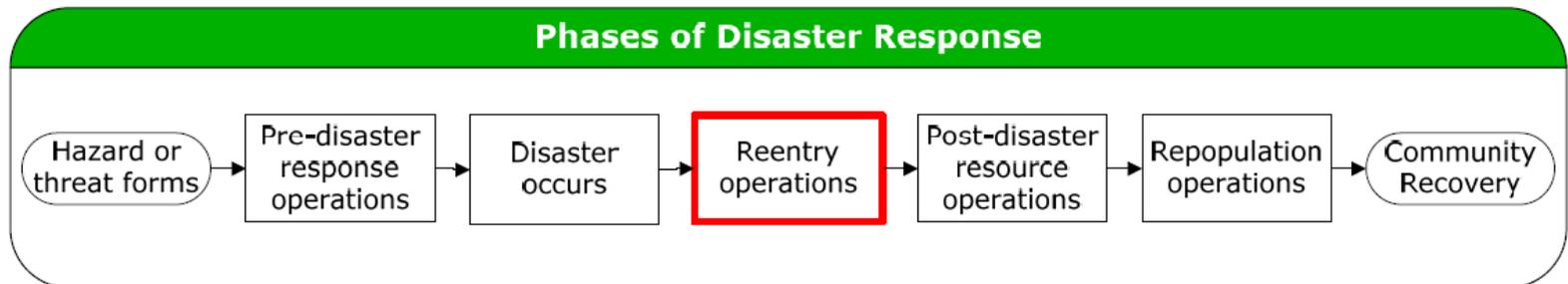
- Via WebEOC (under development)



# Reentry



- The phased return of disaster response personnel, the private sector, residents, and voluntary agencies with a role in disaster recovery.



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# Response Tiers Defined

Tier	Explanation	Example of Recommended Responders
<b>ER</b>	Emergency response	SAR, Fire and EMS, Law Enforcement, Emergency Management, Hazmat teams, Public Works and Transportation, Military, Locally designated response personnel
<b>1</b>	Infrastructure assessment and response support	CI/KR damage assessment teams, VOAD active in response, Locally designated response personnel
<b>2</b>	Infrastructure recovery and support	CI/KR restoration teams, State agency facility assessment teams, Health care personnel, Media, Local businesses as needed and approved, Locally designated response personnel
<b>3</b>	Rebuild and repopulate	VOADs active in recovery, Other business operators and residents as appropriate, Locally designated response personnel



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# Placards

- Placards assist with traffic management, and access control helping to assure that resources entering the disaster area have been properly activated and deployed in support of a coordinated response.
- Placards shall be issued at time of check in before resources enter into a disaster area.



# Placards and Letters of Access

Agency Logo	Place Card Identification Number: [Place Card ID #]	State-Designated Logo
[Placeholder]		[Placeholder]
[Incident/Event Name]		<b>Tier ER</b>
[Area of Operation]		
[Agency Name]		<b>ESF [#]</b>
[Person's Full Name]		

		Document Number [Document #]	
Organization Logo	Personal Photo (Optional)	Document Number	State-Designated Logo
[Event Name]			<b>Tier ER</b> <small>Red</small>
[Purpose/ Destination]			
To Whom it May Concern:			<b>ESF 10</b>
To holder of this Letter of Access is an employee or subcontractor and is considered essential life-saving emergency support and/or recovery efforts. Please contact the person listed below if you have any question, or to report misconduct or the loss or theft of this Letter of Access or the Companion Vehicle Placard (is appropriate)			
[Manager's Full Name]		[Manager's Title]	
[Manager's Email]		[Manager's Phone Number]	
[Agency Name]		[Person's Full Name]	
[Person's Full Name]		[Manager's 2 <sup>nd</sup> Phone Number]	
[Person-Specific Zones of Operation] [Listing of the person's IDs and attributes (credentials)]			
[Signature]		[Signature]	
Person's Signature		Manager's Signature	



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# Q & A

# LUNCH BREAK



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# WebEOC Training



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# TWIRP

TEXAS WEBOC INTEROPERABILITY PROJECT

## TWI-913

### State of Texas Assistance Request



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# LEARNING OBJECTIVES

- Regional Organization
- Statewide Requirements
- Request Entry Wizard
- When to Use It



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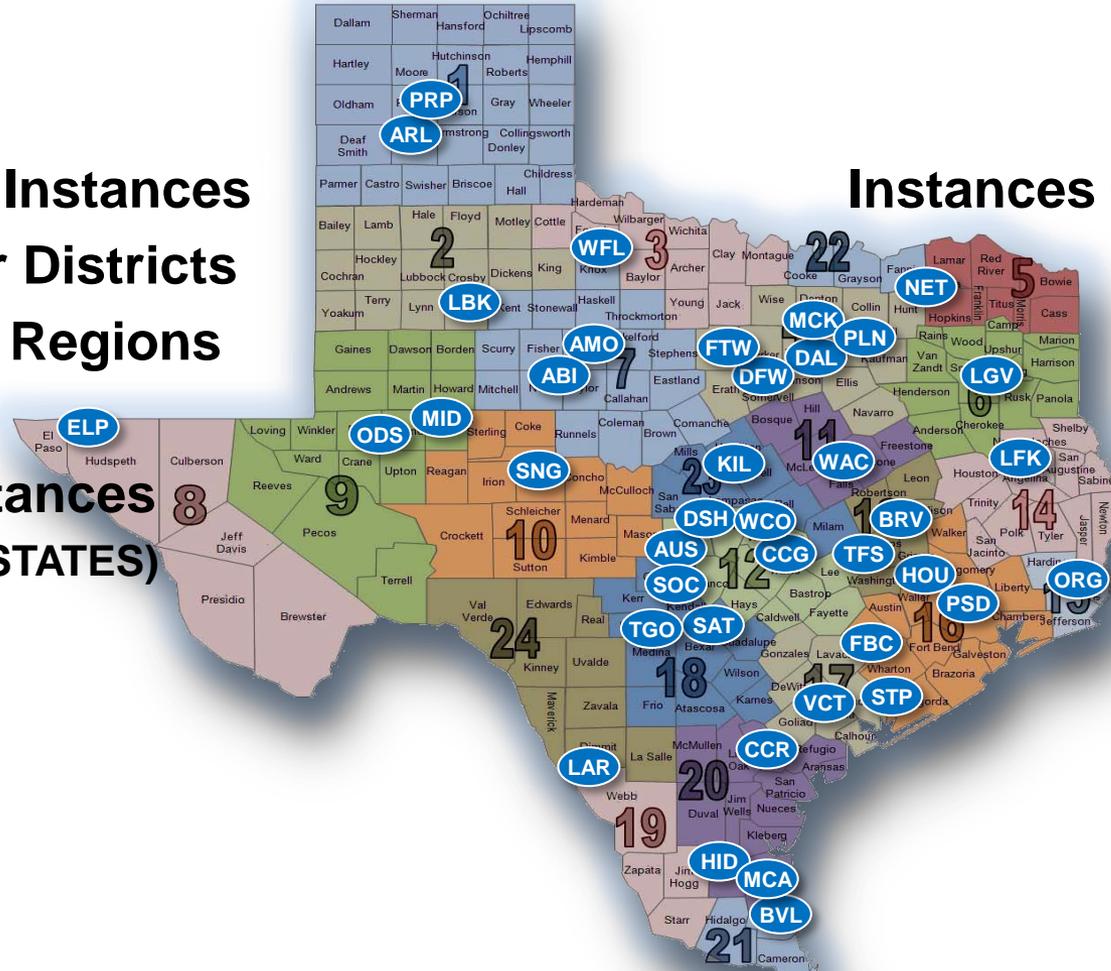
# REGIONAL ORGANIZATION

**Regional WebEOC Instances**  
**24 TxDPS Disaster Districts**  
**6 Highway Patrol Regions**

**State WebEOC Instances**  
**(FEMA REGION VI STATES)**

**Texas**  
**Arkansas**  
**Louisiana**  
**Oklahoma**  
**New Mexico\***  
 \* Via Eddy County

**Instances Owned by:**  
**Cities**  
**Counties**  
**States**  
**COGs**  
**RACs**  
**HPCs**



Map shown reflects the Texas Division of Emergency Management Disaster Districts



# REGIONAL ORGANIZATION

## Regional WebEOC Instances

11 HHSC Regions

22 Trauma Service Areas

## State WebEOC Instances (FEMA REGION VI STATES)

Texas

Arkansas

Louisiana

Oklahoma

New Mexico\*

\* Via Eddy County

## Instances Owned by:

Cities

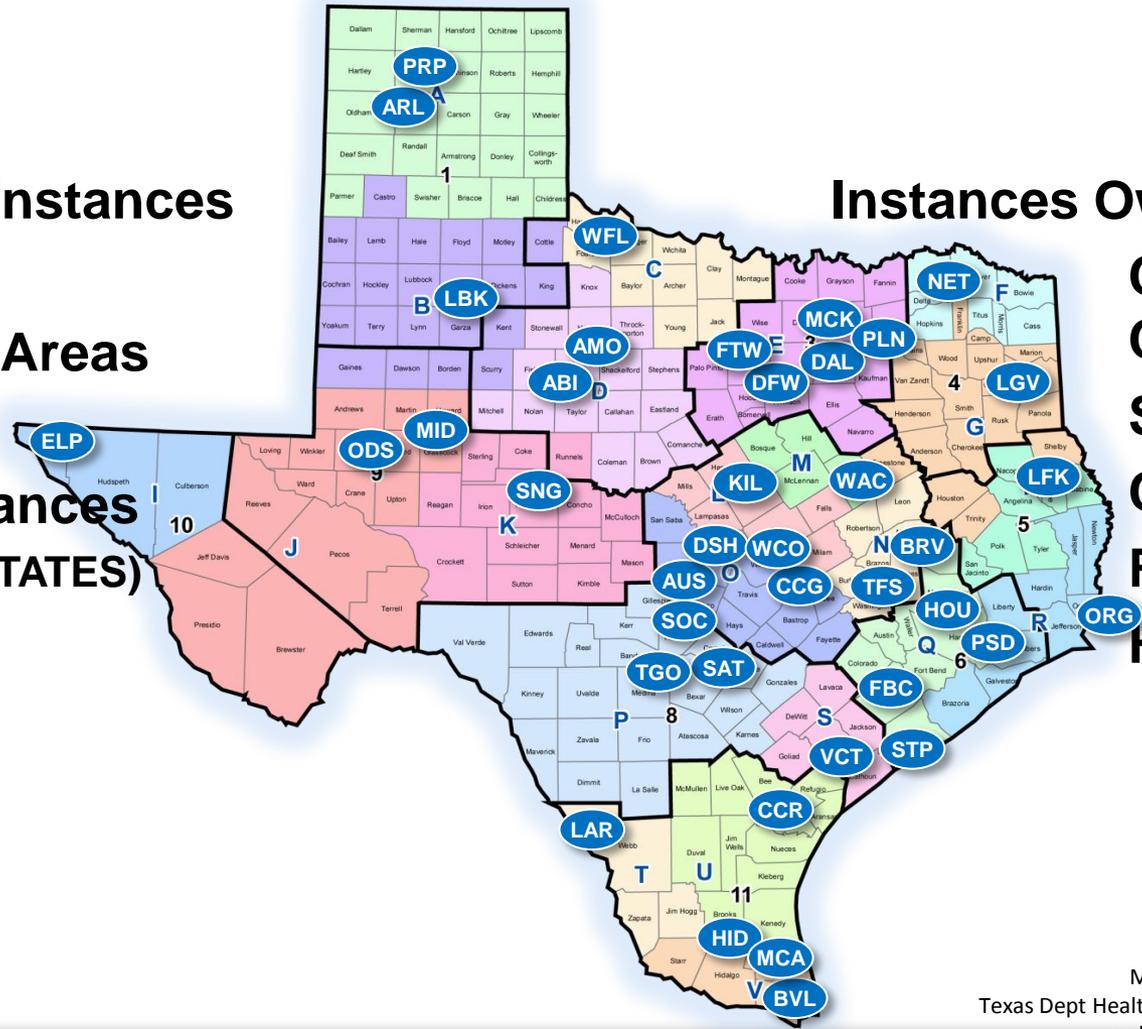
Counties

States

COGs

RACs

HPCs



Map shown reflects the Texas Dept Health and Human Services and Trauma Service Areas



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# REQUIREMENTS FOR S.T.A.R.

**Less Complicated Setup**

**Fast and Easy User Interface**

**Statewide Consistency**

**See Updates At / From All Levels**

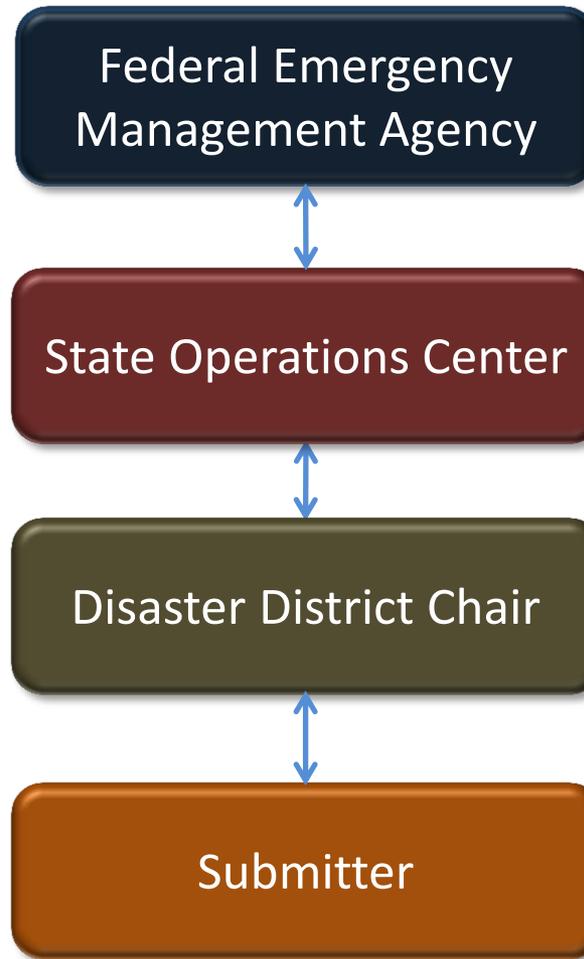
**Flexible Local Processes**



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# S.T.A.R. PROCESS FLOW

## STATE OF TEXAS ASSISTANCE REQUEST



# REQUESTOR INFORMATION

ENTER OR CONFIRM YOUR INFORMATION AND SELECT A COUNTY

Requestor	Description	Delivery	Full Form
<b>Requested by Position (Name):</b> Technical Information Specialist ( TriflilioFrank4964 )			
<b>Requestor Phone Number:</b> 210-388-2446		<b>Requestor / DDC:</b> BEXAR-18	
<b>Requestor Email:</b> frank.triflilio@STRAC.ORG			
<b>Next (Item Description)</b>		<b>Cancel</b>	



# RESOURCE INFORMATION

ENTER THE RESOURCES YOUR AGENCY REQUIRES

Requestor	Description	Delivery	Full Form
<b>Item Name:</b> <input type="text" value="Cots"/>			
<b>Quantity:</b> <input type="text" value="300"/>		<b>Unit:</b> <input type="text" value="Each"/>	
<b>Item Description: (Provide Details)</b> <input type="text" value="Aluminum Folding Frame Cots Capable of 250lb"/>			
<b>Provide Spec Sheet, Additional Forms, etc. if Available</b> <input type="button" value="Choose File"/> <input type="text" value="Cold front -...2-19-11.jpg"/>			
<b>Purpose of Request:</b> <input type="text" value="Cots needed to shelter displaced citizen following the destructive storms that damaged 42 homes"/>			
<input type="button" value="Spell Check"/>			
<b>When Needed?</b> <input type="text" value="02/16/2012"/> <input type="button" value="Calendar"/>		<b>For How Long?</b> <input type="text" value="Approximately 2 weeks (estimated Mar 1, 2012)"/>	



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# DELIVERY INFORMATION

ENTER OR SELECT DELIVERY LOCATION FOR RESOURCES

Requestor	Description	Delivery	Full Form
<b>Delivery Address:</b> <input checked="" type="radio"/> <b>Saved Address</b> <input type="radio"/> <b>New Address</b>			
<b>Facility Name:</b> Shelter One - San Antonio Mega Shelter			
<b>Facility Address:</b> 5550 Spruce Drive			
<b>Facility City:</b> San Antonio <b>Facility State:</b> TX			
<b>Facility Zip:</b> 78224 <input type="button" value="Save Address to List"/>			
<b>Additional Instructions:</b> All delivery drivers required to provide lift gate and pallet jacks as needed.			
<b>Provide Map, Diagram, etc. if Available</b> <input type="button" value="Choose File"/> no file selected			
<b>Point of Contact (POC) Name:</b> Sheldon Sheraton			
<b>POC Telephone Number:</b> 210-555-6789			
<b>POC Email:</b> Sheldon@sheltermgmt.com			
<b>POC Fax:</b> 210-333-4440			
<input type="button" value="Next (Review / Submit)"/>		<input type="button" value="Back (Description)"/>	
<input type="button" value="Cancel"/>			



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# REQUEST REVIEW

Requestor List Display

Report As: TriflioFrank4964

Requestor	Description	Delivery	Full Form
Sandbox - Frankie			

**Request #:** 18-2423RR-Tango

**Initial Request Date / Time:**

**Incident Name:** Statewide WebEOC Admin Testing

**Requesting County:** BEXAR-18

**Is this RR Tied to Another Request? (provide other Request Number)**

**Other Tracking Numbers:**

**Requested Item Description**

**Item Name:** Cots

**Quantity:** 300 **Unit:** Each

**Item Description: (Provide Details)**  
Aluminum Folding Frame Cots Capable of 250lb

**Provide Spec Sheet, Additional Forms, etc. if Available**  
Choose File no file selected

**Purpose of Request:**  
Cots needed to shelter displaced citizen following the destructive storms that damaged 42 homes

**When Needed?** 02/16/2012 **For How Long?** Approximately 2 weeks (estimated Mar 1, 2012)

**Delivery Information**

**Facility Name:** Shelter One - San Antonio Mega Shelter

**Facility Address:**

**Delivery Information**

**Facility Name:** Shelter One - San Antonio Mega Shelter

**Facility Address:** 5550 Spruce Drive

**Facility City:** San Antonio **State:** TX **Facility Zip:** 78224

**Point of Contact (POC) Name:** Sheldon Sheraton **POC Telephone Number:** 210-555-6789

**POC Email:** Sheldon@sheltermgmt.com **POC Fax:** 210-333-4440

**Additional Instructions:**  
All delivery drivers required to provide lift gate and pallet jacks as needed.

**Provide Map, Diagram, etc. if Available**  
Choose File no file selected

**Requestor Information / Approval**

**Requested by Position (Name):** Sandbox - Frankie (TriflioFrank4964)

**Requestor Phone Number:** 210-388-2446 **Requestor Email:** frank.triflio@STRAC.ORG

**Requestor Signature:** Jeff Newbold, Shelter Branch Director under San Antonio Area Command **Date / Time:** 2/16/2012 15:28:09

Submitted by TriflioFrank4964 as Sandbox - Frankie

**Spell Check** **Cancel** **Re-Route Request**

**Save as a Draft**

**Submit for Mutual Aid**

**Submit to Local DDC**



# REQUEST MANAGEMENT

Training Requests ON

Live Requests OFF

## Requests at DDC (Training)

Set DDC Request Restriction

Create New Request Go To Mutual Aid List (TRAINING)

(Training) Attention Needed Only OFF (Training) Filled Requests Only OFF

Search

Archive (OFF)

Request Number / Incident Name	Requestor	Request Description	Status		Submitted / Last Updated	Details
<p><b>RR</b></p> <p>18-0996RR-Tango <input type="button" value="Update"/></p> <p>Statewide WebEOC Admin Testing</p>	<p>Sandbox - Mel (GaspardMelton4371 ) 210-255-9903</p> <p>County: <b>BEXAR</b> DDC: 18</p>	<p><u>This is a TRAINING REQUEST</u> Item: Water Qty: 100 (100 Filled / 0 Not Filled)</p> <p>drinking water</p>	<p>Waiting on Confirmation of Receipt</p>	<p>TWIRP Support (SOC) (+25 Received)</p> <p>TWIRP Support (SOC) (+75 Received)</p>	<p>Submitted: 4/02/2012 15:33:50</p> <p>Last Update: 04/02/2012 16:12:43</p>	<p><input type="button" value="View"/></p>
<p><b>RR</b></p> <p>06-0596RR-Tango <input type="button" value="Update"/></p> <p>Statewide WebEOC Admin Testing</p>	<p>Planning (akinjeff2012 ) 903-555-5555</p> <p>County: <b>SMITH</b> DDC: 06</p>	<p><u>This is a TRAINING REQUEST</u> Item: Cots Qty: 200 (100 Filled / 100 Not Filled)</p> <p>Army Cots</p>	<p>Submitted to Local DDC *On Mutual Aid List</p>	<p>BAYLOR-03 (+100)</p>	<p>Submitted: 3/20/2012 15:01:47</p> <p>Last Update: 04/02/2012 15:39:36</p>	<p><input type="button" value="View"/></p>
<p><b>MR</b></p>	<p>Admin (MillerSam2944 )</p> <p>County: DDC:</p>	<p><u>This is a TRAINING REQUEST</u> Item: test Qty: 2</p>	<p>Not Submitted (Incomplete Form)</p>		<p>Submitted:</p> <p>Last Update: 04/02/2012 13:29:44</p>	<p><input type="button" value="View"/></p>



# MULTI-AGENCY COORDINATION

[Return to Previous List](#)

## My Requests for Mutual Aid (TRAINING)

Request Description	Status	Details
Req #: <b>18-1265MR-Tango</b> <a href="#">Update</a> Assistance assembling 200 aluminum folding frame cots in parish hall	Submitted for Mutual Aid	Submitted: 4/09/2012 14:20:42 Last Update: 04/09/2012 14:22:07 <a href="#">View</a>
Req #: <b>12-0188RR-Tango</b> <a href="#">Update</a> Item: Test item Qty: 1 This is a test item	Submitted for Mutual Aid	Submitted: 4/06/2012 15:34:41 Last Update: 04/06/2012 15:38:14 <a href="#">View</a>
Req #: <b>04-0191RR-Tango</b> <a href="#">Update</a> Item: Generator Qty: 1 15kW	Submitted for Mutual Aid	Submitted: 4/05/2012 13:00:51 Last Update: 04/05/2012 13:00:44 <a href="#">View</a>
Req #: <b>06-0596RR-Tango</b> <a href="#">Update</a> Item: Cots Qty: 200 (100 Filled / 100 Not Filled) Army Cots	Submitted to Local DDC BAYLOR-03 +100	Submitted: 3/20/2012 15:01:47 Last Update: 04/02/2012 15:39:36 <a href="#">View</a>
Req #: <b>14-0306RR-Tango</b> <a href="#">Update</a> Item: water Qty: 100 need drinking water	Submitted for Mutual Aid	Submitted: 3/20/2012 15:59:02 Last Update: 03/20/2012 15:58:59 <a href="#">View</a>
Req #: <b>05-0309RR-Tango</b> <a href="#">Update</a> Item: Miller Lite Qty: 30 cold	Submitted to Local DDC	Submitted: 3/20/2012 15:54:00 Last Update: 03/20/2012 15:53:57 <a href="#">View</a>
Req #: <b>14-0099RR-Tango</b> <a href="#">Update</a> Item: Ambulance Strike Team Qty: 1	Submitted for Mutual Aid	Submitted: 3/16/2012 18:10:06 Last Update: <a href="#">View</a>

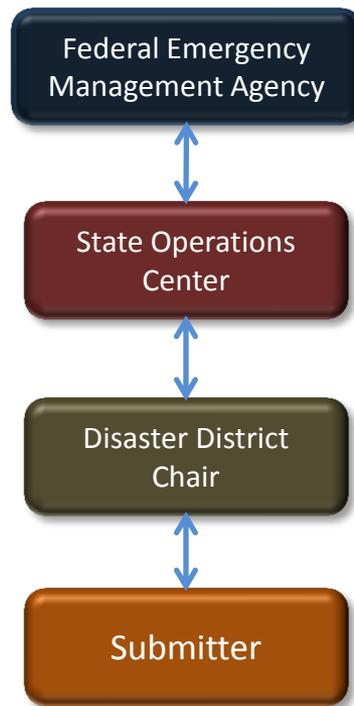
## Regional Requests for Mutual Aid (TRAINING)

Request Description	Requesting County	Status	Details
Req #: <b>18-1265MR-Tango</b> <a href="#">Commit</a> Assistance assembling 200 aluminum folding frame cots in parish hall	BEXAR-18 TriflioFrank4964 210-388-2446	Submitted for Mutual Aid	Submitted: 4/09/2012 14:20:42 Last Update: 04/09/2012 14:22:07 <a href="#">View</a>
Req #: <b>12-0188RR-Tango</b> <a href="#">Commit</a> Item: Test item Qty: 1 This is a test item	BURNET-12 schaefered6026 512-916-6026	Submitted for Mutual Aid	Submitted: 4/06/2012 15:34:41 Last Update: 04/06/2012 15:38:14 <a href="#">View</a>
Req #: <b>04-0191RR-Tango</b> <a href="#">Commit</a> Item: Generator Qty: 1 15kW	TARRANT-04 OrtonChip5566	Submitted for Mutual Aid	Submitted: 4/05/2012 13:00:51 Last Update: 04/05/2012 13:00:44 <a href="#">View</a>
Req #: <b>06-0596RR-Tango</b> <a href="#">Commit</a> Item: Cots Qty: 200 (100 Filled / 100 Not Filled) Army Cots	SMITH-06 akinjeff2012 903-555-5555	Submitted to Local DDC BAYLOR-03 +100	Submitted: 3/20/2012 15:01:47 Last Update: 04/02/2012 15:39:36 <a href="#">View</a>
Req #: <b>14-0306RR-Tango</b> <a href="#">Commit</a> Item: water Qty: 100	NACOGDOCHES-14 channelwendi2012	Submitted for Mutual Aid	Submitted: 3/20/2012 15:59:02 Last Update: <a href="#">View</a>



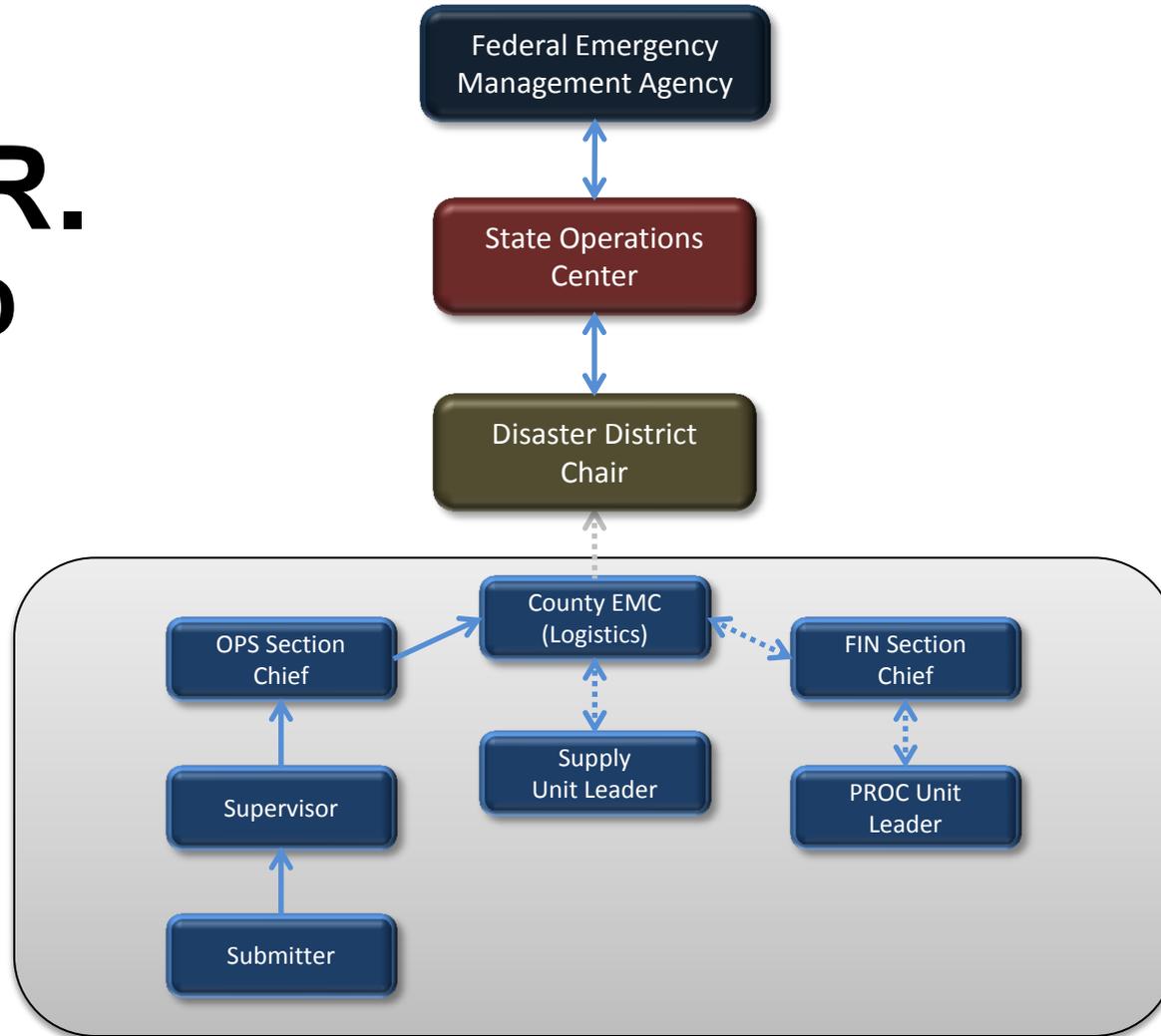
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# SIMPLE BIDIRECTIONAL FLOW



# FLEXIBLE LOCAL PROCESS

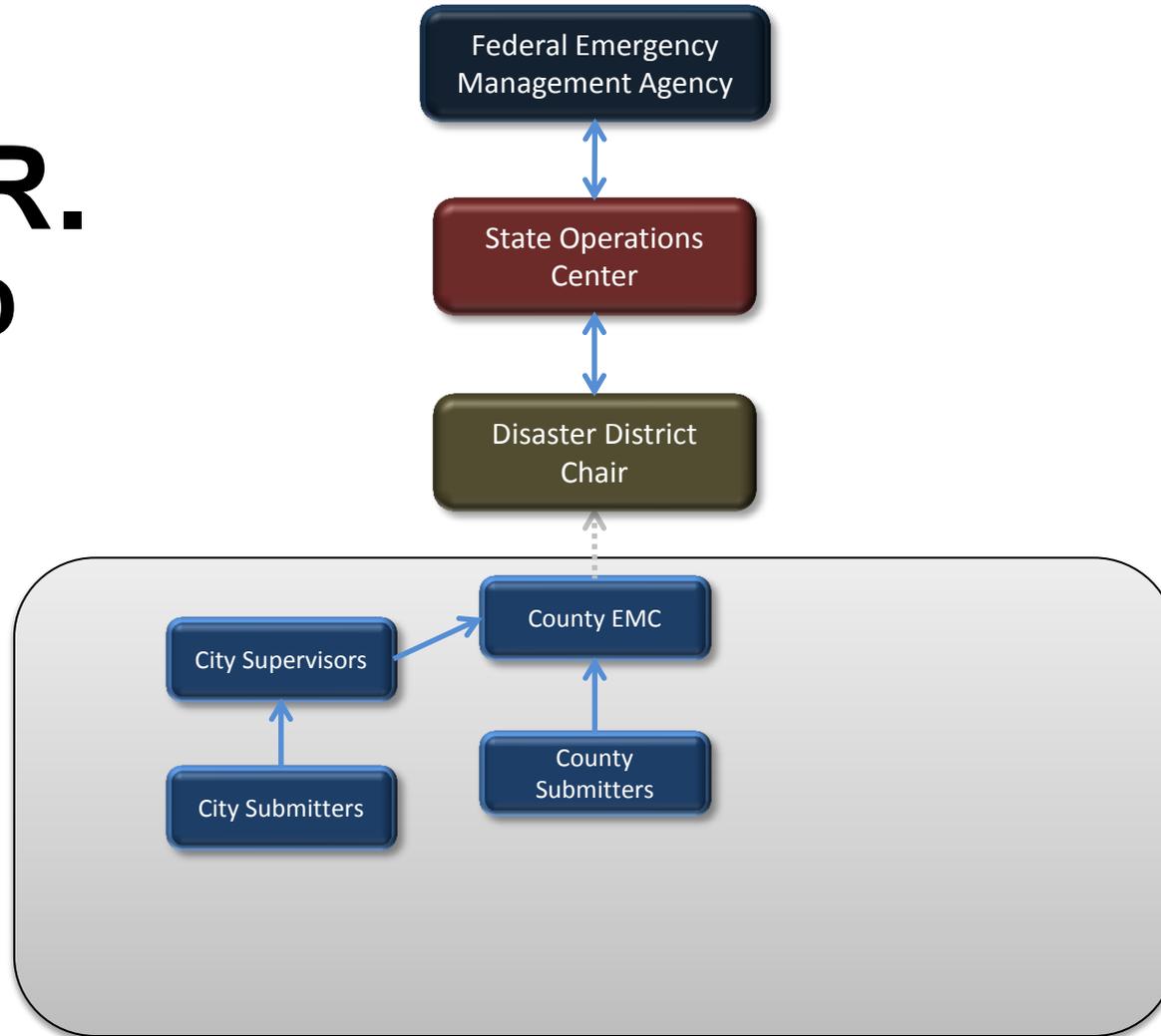
**S.T.A.R.**  
**HYBRID**



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# FLEXIBLE LOCAL PROCESS

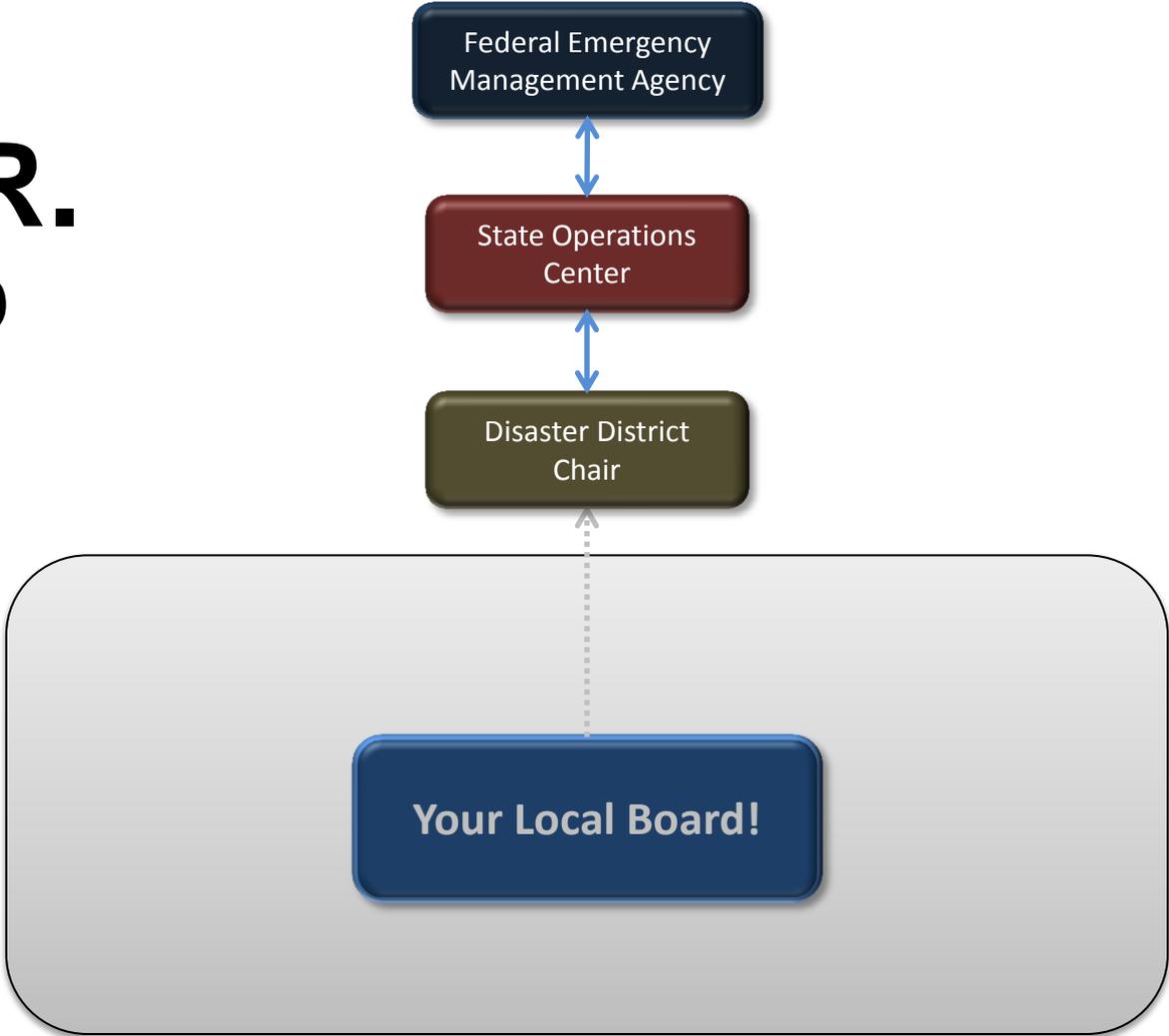
**S.T.A.R.**  
**HYBRID**



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# CONNECTS TO LOCAL BOARD

**S.T.A.R.**  
**HYBRID**



**IN SUMMARY**

**Fast Wizard-Based Input  
Save Frequently Used Locations  
Smart Phone and Tablet Friendly  
Bidirectional Status and Updates  
Required by State Agencies  
Connects to Your Request Board**



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# WHEN TO USE S.T.A.R.

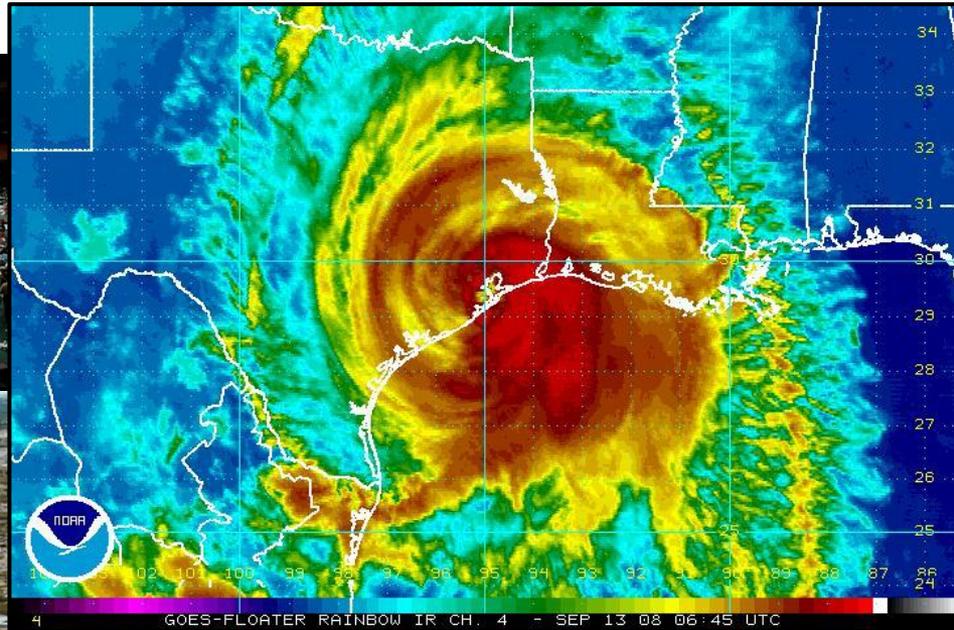
## SPECIAL EVENTS



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# WHEN TO USE S.T.A.R.

## STATEWIDE INCIDENTS



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# WHEN TO USE S.T.A.R.

## SEVERE WEATHER



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# WHEN TO USE S.T.A.R.

## FIELD OPERATIONS



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# THANK YOU

## Any Questions?



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# Joint TDEM/TFS Training

## Remaining Training Dates

- San Antonio – July 25
- Hillsboro – August 7



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