

Energy Emergency Support Function

Primary Coordinating Agency: Northern Indiana Public Service Company/American Electric Power

Support Agencies:

- ❑ Marshall County Rural Electric Membership Corporation
- ❑ New Carlisle Utilities
- ❑ Walkerton Utilities
- ❑ Mishawaka Utilities

Mitigation

√	Mitigation Task	Resource
1	Identify critical facilities vulnerable to terrorist attack, evaluate that vulnerability, and determine what mitigative actions could be taken to prevent or reduce that vulnerability.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
2	Identify potential funding sources that are available to mitigate acts of terrorism.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
3	Investigate new technology and procedures for use in completing Energy Emergency Support Function goals and objectives.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
4	Identify areas where mutual aid agreements and memoranda of understanding are needed with support agencies, ancillary or contract support services, and resource providers.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
5	Identify areas where public education programs detailing energy-related issues are needed.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & St. Joseph County Emergency Management Agency
6	Identify sources of hazard-specific needs, resources, and equipment.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
7	Identify requirements for Emergency Support Function specific standard operating procedures, plans, and checklists for lead and support agencies.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

√	Mitigation Task	Resource
8	Identify Emergency Support Function-specific training requirements.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
	For biological attack:	
9	Develop appropriate medical protective procedures for emergency responders and their immediate families.	All Support Agencies, St. Joseph County Health Department, & Acute Care Facilities

Preparedness

√	Preparedness Task	Resource
1	Develop and maintain sections in standard operating procedures/guidelines, other plans, and procedures necessary for the Energy Emergency Support Function and its support agencies to operate effectively.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
2	Develop and conduct awareness training and exercise programs for the Energy Emergency Support Function personnel.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & St. Joseph County Emergency Management Agency
3	Develop and maintain mutual aid agreements and memoranda of understanding for energy resources with support agencies and ancillary or contract support services.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
4	Develop and maintain resource lists.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

√	Preparedness Task	Resource
5	Develop and maintain roster of Energy Emergency Support Function manpower list with leads/supervisors, shift change/staffing procedures, including emergency contact information such as address, phone, cell, facsimile numbers, and email, delineating specialized skills and certifications of personnel.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
6	Obtain detailed maps of County jurisdictions.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
7	Provide guidance on State and Federal energy regulations.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
8	Establish and maintain a coordination link with non-regulated power generators and government agencies to ensure activities and operations are coordinated during emergencies.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
	Considerations for conventional attack:	
9	Process applications of entities requesting critical infrastructure status for priority restoration in the event of an emergency.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
10	Develop an energy service monitoring system to facilitate the early detection of a significant disruption of energy service (a loss of 10% service or loss of power to 1,000 or more customers).	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

√	Preparedness Task	Resource
11	Develop procedures for energy providers to contact the St. Joseph County Emergency Management Agency if a significant energy service disruption occurs (a loss of 10% service or loss of power to 1,000 or more customers).	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
	For chemical attack:	
12	Develop procedures for decontaminating energy production and distribution facilities as well as personnel.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Hazardous Materials Emergency Support Function
	For biological attack:	
13	Implement appropriate medical protective procedures for emergency responders and their immediate families.	All Support Agencies, St. Joseph County Health Department, & Acute Care Facilities
14	Complete tasks listed under conventional attack.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

Response

√	Response Task	Resource
1	Assess scope, magnitude, extent, and potential duration of incident.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

√	Response Task	Resource
2	Activate the Energy Emergency Support Function and its personnel, based on incident assessment.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
3	Assist in the development of an incident action plan.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Information and Planning Emergency Support Function
4	Provide technical assistance as requested.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
5	Support other Emergency Support Functions as needed.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
6	Attend meetings for periodic situation updates.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
7	Document incoming and outgoing notifications.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
8	Critical incident stress and mental health services will be provided to responders, volunteers, Emergency Operations Center staff, and other support staff during and after an incident as needed or requested.	Indiana Northern Critical Incident Stress Management, Contracted Employee Assistance Programs

√	Response Task	Resource
9	Maintain record of actions taken.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Information and Planning Emergency Support Function
10	If Joint Information or Operations Centers are activated, send Emergency Support Function representative to those locations if appropriate.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
11	Request State and Federal assistance/resources as needed.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & St. Joseph County Emergency Management Agency
12	Interface with State and Federal personnel to coordinate the Emergency Support Function information and planning functions/activities, as needed.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Information and Planning Emergency Support Function
13	In the event of disruptions in the communications system, coordinate with the Communications and Warning Emergency Support Function to establish back up power to communication systems as required.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Communications and Warning Emergency Support Function
	Considerations for conventional attack:	

√	Response Task	Resource
14	Provide waivers for normally disallowed energy sources, when energy resources are necessary for a time-critical action and acceptable sources are unavailable in necessary amounts.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
15	Prioritize the re-establishment of energy to affected areas based on emergency response and hazard mitigation needs.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
16	Provide incident information and status of activities to energy providers in affected areas, to those in other regions or jurisdictions, and to mutual aid partners.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
17	Activate mutual aid agreements with other energy providers, as needed, to mitigate service disruptions.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations

Recovery

√	Recovery Task	Resource
1	Ensure Energy Emergency Support Function personnel have been decontaminated when applicable.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Hazardous Materials Emergency Support Function

√	Recovery Task	Resource
2	Collect and inventory all equipment used during incident.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
3	Provide guidance on State and Federal energy regulations.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
4	Coordinate with the Resource Support Emergency Support Function on resource accountability.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
5	Implement procedures for the restoration of energy production and distribution capabilities in an affected area.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
6	Ensure that all staff is properly debriefed, to include mental health debriefings if appropriate.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Indiana Northern Critical Incident Stress Management, Contracted Employee Assistance Programs
7	Prepare appropriate After-Action Reports.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, & Local Rural Electric Membership Corporations
	Considerations for conventional attack:	

√	Recovery Task	Resource
	For chemical attack:	
8	If energy production or distribution facilities are attacked, decontaminate energy production facilities and personnel as necessary.	American Electric Power, Northern Indiana Public Service Company, Mishawaka Utilities, Local Rural Electric Membership Corporations, & Hazardous Materials Emergency Support Function
	For biological attack:	