

P. APPENDIX XVI: EMERGENCY SUPPORT FUNCTION 16 - LAW ENFORCEMENT AND SECURITY

PRIMARY AGENCY: The Florida Department of Law Enforcement

SUPPORT AGENCIES: Department of Agriculture and Consumer Services, (Office of Agricultural Law Enforcement), Department of Business and Professional Regulation (Division of Alcoholic Beverages and Tobacco), Department of Corrections, Department of Environmental Protection (Division of Law Enforcement), Department of Financial Services (Division of Insurance Fraud), Florida Sheriff's Task Force, Florida Police Chief's Association, Department of Highway Safety and Motor Vehicles, Florida Highway Patrol, Department of Lottery (Division of Security), Department of Military Affairs (Florida National Guard), Department of Transportation (Division of Motor Carrier Compliance), Florida Fish and Wildlife Conservation Commission (Division of Law Enforcement), Department of Juvenile Justice.

I. INTRODUCTION

The purpose of Emergency Support Function 16 is to establish procedures for the command, control, and coordination of all State law enforcement personnel and equipment to support local law enforcement agencies. Emergency Support Function 16 also establishes procedures for the use of the Florida National Guard in security missions requested by local law enforcement agencies.

II. CONCEPT OF OPERATIONS

A. GENERAL

When an emergency situation is anticipated or occurs, the Florida Department of Law Enforcement will dispatch sworn personnel from the nearest Florida Department of Law Enforcement office to the affected agency(s) to establish State mutual aid liaisons and monitor the situation. Those personnel will coordinate any requests for additional State law enforcement resources from within the affected area of the State and make requested resources immediately available to the local law enforcement agency(s). Coordination of the use of State resources will be accomplished for the local law enforcement executive(s) by the Regional Director or a designee from the nearest Florida Department of Law Enforcement office. Should the situation escalate or require at the onset additional State law enforcement resources from outside the affected area, such resources will be dispatched in conjunction with other State law enforcement agency(s) listed in this appendix by the Florida Department of Law Enforcement Mutual Aid Director in Tallahassee.

B. ORGANIZATION

1. The organization of Emergency Support Function 16 consists of one primary agency, Florida Department of Law Enforcement, and all other support agencies are aligned along a horizontal plane. Each agency has

specific basic responsibilities, which are discussed, in Section III (Responsibilities) of this Appendix.

2. During an emergency or disaster, the primary and support agencies of Emergency Support Function 16 will respond directly to the Emergency Services Branch Chief who reports to the Operations Section Chief (**see Section IV. A. 2. Figure 3 of the Basic Plan**).

C. NOTIFICATION

1. Florida Department of Law Enforcement and the Division of Emergency Management routinely monitor incidents throughout the State that may require State law enforcement involvement and/or have the potential for escalation. When local law enforcement responds to an incident and requires State law enforcement assistance, Sheriffs and Chiefs may call directly on the regional commander of any agency from which they need assistance. Those State agencies notify the nearest Florida Department of Law Enforcement office of their involvement. The Florida Department of Law Enforcement actively monitors for potential escalation beyond the capabilities of regional State law enforcement resources, and the Mutual Aid Director notifies other Emergency Support Function 16 member agencies including the Florida National Guard and the Division of Emergency Management.
2. If it appears that State law enforcement resources will be required beyond those in the affected region, the Florida Department of Law Enforcement may request an activation of the State Emergency Operations Center including those Emergency Support Function 16 agencies that are necessary for the response. The support agencies activated will be notified by the Mutual Aid Director to report to the State Emergency Operations Center. Each Emergency Support Function 16 Emergency Coordination Officers will notify their regional offices of the need for additional resources, and prepare for response. The Division of Emergency Management will determine which other Emergency Support Functions are needed based on the incident, and ensure similar notifications and response to the State Emergency Operations Center.
3. The Florida Department of Law Enforcement Public Information Officer will assist the Emergency Support Function 14 Public Information Officer in the preparation and dissemination of information releases to the media and other interested parties, and provide any other operations support as needed.

D. ACTIONS

1. Preparedness
 - a. Training

Florida Department of Law Enforcement annually conducts training for State and local law enforcement in emergency

response. The courses involve an understanding of the Florida Mutual Aid Plan under Chapter 23, F.S., the Florida Mutual Aid Act, and the State Comprehensive Emergency Management Plan under Chapter 252, F.S., the State Emergency Management Act. Particular emphasis is given to the roles of Emergency Support Functions, particularly Emergency Support Function 16.

Emergency Support Function 16 member agencies participate in training conducted by the Division of Emergency Management in State Emergency Operations Center.

b. Resource Databases

Pursuant to Chapter 23, F.S., the Florida Department of Law Enforcement maintains an inventory of State and local law enforcement skills and equipment necessary for emergency response. The Mutual Aid Resource Inventory is maintained in a computer database known as the Mutual Aid Resource System (MARS).

c. Pre-positioning

Emergency Support Function 16 agencies are able to identify the number of law enforcement personnel and equipment available to respond anywhere in the State in four and eight hour time frames. When response time exceeds eight hours and initial assessments indicate that additional resources will be needed for initial response, Emergency Support Function 16 agencies will pre-position resources within those time frames as accommodations allow. In incidents such as high profile dignitary visits, trials, or public events, Emergency Support Function 16 may also pre-position resources.

2. Response

a. Assessments

Because of the statewide dispersal of Florida Department of Law Enforcement offices, contact with affected Sheriffs and Chiefs can be made quickly to determine their law enforcement resource needs for the particular incident. That information is collected and transmitted to the affected Florida Department of Law Enforcement Regional Operations Bureau, Headquarters Command Staff, and the Mutual Aid Director. The Florida Department of Law Enforcement Regional Operations Bureau activates its Emergency Operations Center, and selects locations in the impact area for establishing Mutual Aid Command Posts to fulfill assignments requested by local law enforcement. This information is provided to all Emergency Support Function 16 agencies. Mutually, Emergency Support Function 16 agencies begin response and pre-positioning preparations, as required.

b. Physical Deployment

The Emergency Support Function 16 agency Emergency Coordination Officers at the State Emergency Operations Center coordinate with Florida Department of Law Enforcement for deployment of their resources. All State law enforcement resources typically respond to the county(s) in numbers and types of equipment based on initial assessments made with Sheriff(s), Chiefs, and State agency operations requiring security. Based on the type of assignments, each Emergency Support Function 16 agency coordinates with Florida Department of Law Enforcement and their agency representative in the Mutual Aid Command Post, upon arrival in the county and assumes their responsibilities.

c. Force Reductions

Emergency Support Function 16 regularly assesses all State law enforcement and Florida National Guard security assignments being managed from the Mutual Aid Command Post(s). These assessments, which are done in conjunction with the respective Sheriff(s) and Chiefs, help determine the level of resources required and the duration expected. As assignments are taken over by local law enforcement, or no longer necessary, reductions in the number of State law enforcement and Florida National Guard personnel are taken into consideration. Unless other assignments require support, the first agency to begin withdrawal will be the Florida National Guard followed by out-of-region sheriff deputies and police officers, then out-of-region State law enforcement.

3. Recovery

Law enforcement and security assistance from Emergency Support Function 16 may continue to be required by affected Sheriff(s) and Chiefs into the recovery phase of an incident. Normally, by this time the majority of assignments has been assumed by local law enforcement, or is no longer required. The same requirement may continue to exist for State operations remaining active and requiring security, but typically are similar to local law enforcement needs, as described. Florida Department of Law Enforcement will continue to conduct assessments of all assignment requirements with the requesting agencies and will respond accordingly.

4. Mitigation

Mitigation actions, generally, are not applicable to Emergency Support Function 16. Consideration is given, however, after each incident to identify problems that need to be addressed within the Emergency Support Function to better enhance future emergency response.

E. DIRECTION AND CONTROL

1. Control

Pursuant to Chapter 23, F.S., The Florida Department of Law Enforcement is given the responsibility for command, and coordination of State law enforcement planning, operations, and mutual aid. In the State Comprehensive Emergency Management Plan, Florida Department of Law Enforcement is given the responsibility of lead agency for Emergency Support Function 16.

2. Mission Assignments

Emergency Support Function 16 agency assignments are determined by the basic responsibilities assigned to each member agency as described in this Appendix.

Assignment procedures follow established guidelines within the State Emergency Operations Center for all emergency support functions. Assignments come from several sources such as directly from the State Coordination Officer, State Emergency Operations Center Message Center, County Liaison, other Emergency Support Functions, and telephone calls from local and State law enforcement agencies in the impacted area. All assignments are input into the Emergency Management Tracker System at the State Emergency Operations Center, given a mission number, logged by Florida Department of Law Enforcement, and then given to the appropriate Emergency Support Function support agency for action. Florida Department of Law Enforcement also inputs into the Emergency Management Tracker and mission results.

3. Rapid Impact Assessment Team (RIAT)

Florida Department of Law Enforcement is the State agency representing Emergency Support Function 16 on the Rapid Impact Assessment Team teams. Once the decision is made to deploy a Rapid Impact Assessment Team, the Regional Operations Center command staff covering the impacted area is contacted. Contact is next made with the Florida Department of Law Enforcement representatives in the county Emergency Operations Center where the Rapid Impact Assessment Team(s) will be deployed. The Regional Operations Center command staff from where the Rapid Impact Assessment Team members will be deployed is notified of the number of members required and their reporting time and location for briefing. Upon arrival Rapid Impact Assessment Team members coordinate with the Florida Department of Law Enforcement representatives in the County Emergency Operations Center(s) to initiate assessments. Afterward copies of the Florida Department of Law Enforcement Rapid Impact Assessment Team's Checklists are provided to the representative in the County Emergency Operations Center, the Florida Department of Law Enforcement Special Agent Supervisor in the impact area, the Florida Department of Law

Enforcement Regional Operations Center Emergency Operations Center covering response in the impacted area, and the Florida Department of Law Enforcement coordinator in the State Emergency Operations Center.

4. Mutual Aid

Under the Florida Sheriff's Mobilization Plan, in the event of a disaster the Florida Sheriff's Association in Tallahassee will dispatch a representative to the State Emergency Operations Center upon Level II activation to coordinate with Sheriff's Offices prepared to assist in the impacted area. All Florida Sheriffs have signed a Mutual Aid agreement under Chapter 23, F.S., the Florida Mutual Aid Act, which gives them authority for such response. The coordination of assignments of those responding Sheriff's Office personnel is done at the State Emergency Operations Center in conjunction with Florida Department of Law Enforcement.

5. Forward State Emergency Response Team

Florida Department of Law Enforcement establishes a Mutual Aid Command Post as soon as possible in the impacted area from which Emergency Support Function 16 member agencies assume tactical management of in-place and arriving State law enforcement assets to assist local law enforcement. Further, if a Forward State Emergency Response Team is deployed to manage appropriate State response, Florida Department of Law Enforcement will provide a representative in that location for liaison.

6. Federal Resources

The Federal Response Plan developed by the Federal Emergency Management Agency does not have a counterpart federal law enforcement agency Emergency Support Function for the Florida State Comprehensive Emergency Management Plan. Under the Federal Response Plan, any requests for federal law enforcement made by Emergency Support Function 16 must pass through the State Coordinating Officer to the Federal Emergency Management Agency, which will contact the US Department of Justice for appropriate response. Federal agencies which respond will coordinate closely with Emergency Support Function 16, and provide liaison personnel in the State Emergency Operations Center as well as in the Mutual Aid Command Post(s) in the impact area. Should the Division of Emergency Management establish a Forward State Emergency Response Team, a federal liaison will be assigned at that location.

7. Radiological Emergencies (nuclear power plant)

In the event of a Radiological Emergency, Florida Department of Law Enforcement and Emergency Support Function 16 support agencies will provide general law enforcement functions in the impacted area, facilitate orderly evacuations as required, and prevent entrance into the impacted

or contaminated area. Specifically, Florida Department of Law Enforcement and Emergency Support Function 16 support agencies will:

- a. Conduct warnings and evacuation for all waterways in coordination with the United States Coast Guard, State parks and recreational areas, and assist local law enforcement in evacuations and checkpoints in and around affected nuclear power plants.
- b. Supply supporting agency watercraft to the Department of Health as needed in the collection of iota samples.
- c. Provide assistance in the rapid transport of samples for analysis as necessary.
- d. Establish checkpoints to prevent the distribution of radiological contaminated foodstuffs.

III. RESPONSIBILITIES

A. PRIMARY AGENCY - FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Lead agency responsible for overall command and coordination of Emergency Support Function 16, and the deployment of State law enforcement assets to affected local agencies. Responsible for staffing the State Emergency Operations Center, Regional Operations Center Emergency Operations Center's, State law enforcement Mutual Aid Command Posts, county government Emergency Operations Center's, and maintaining liaison with affected Sheriffs and Chiefs. Responsible for collecting statistics such as manpower, arrests, and disaster-related deaths, etc., in accordance with the Mutual Aid Plan, and assigning the Florida Department of Law Enforcement representatives to the Rapid Impact Assessment Teams. The Florida Department of Law Enforcement will participate in investigations/task forces related to the disaster, as necessary, and gather intelligence. Receive and respond to requests for the Florida National Guard to augment law enforcement. The Florida Capital Police will be responsible for security at the State Emergency Operations Center during periods of activation.

B. SUPPORT AGENCIES

1. Department of Highway Safety and Motor Vehicles, Division of Florida Highway Patrol

Will be responsible for assisting Florida Department of Law Enforcement in the coordination of Regional and Highway Evacuation Lane Plan (HELP), evacuations, traffic control, road status closure information, high visibility patrol, and escorts. Furthermore, provide assistance in fixed post and other assignments as required. In case of nuclear power plant emergencies, the Division of Florida Highway Patrol will assist in the transportation of samples for analysis, when immediate analysis is necessary.

2. Department of Environmental Protection, Division of Law Enforcement
Will be responsible for assisting the Florida Department of Law Enforcement in the coordination of State park and State law enforcement related activities such as security patrols, search and rescue missions, hazardous material incidents and damage assessments. The Division will also assist in operations where specialized equipment maybe needed (i.e., four-wheel drive vehicles, all terrain vehicles, mobile command posts, etc.). Additionally, Division personnel will assist in fixed post assignments and accept other law enforcement missions, in fixed as required. In case of nuclear power plant emergencies, the Division of Law Enforcement will cooperate with the Department of Health in the collection of isotope samples.
3. Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement

Will be responsible for conducting waterborne security evacuations, search and rescue, waterborne law enforcement, and patrol of rural natural areas. The Florida Fish and Wildlife Conservation Commission will assist the Florida Department of Law Enforcement with communications issues and assist in missions requiring four-wheel drive, all terrain vehicles, vessels or aircraft. Further, provide assistance in fixed post and other assignments as required. The Florida Fish and Wildlife Conservation Commission will also provide assistance to local law enforcement and county Humane Societies in animal issues regarding abandoned, escaped, or captive wildlife and exotics. In case of nuclear power plant emergencies, the Florida Fish and Wildlife Conservation Commission will cooperate with the Department of Health in the collection of isotope samples.
4. Department of Transportation, Division of Motor Carrier Compliance
 1. Will be responsible for assisting The Florida Department of Law Enforcement in coordinating size, weight and registration requirements, as they pertain to the movement of relief supplies and recovery equipment, including lowering size and weight restrictions and establishing fixed post assignments associated with Florida's transportation infrastructure, provide assistance to the Florida Highway Patrol in regional and Highway Evacuation Lane Plan evacuations, staff fixed post assignments, coordinate Emergency Support Function 16 missions with Emergency Support Functions 1 and 3 and assignments as required.
5. Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco

Will be responsible for assisting the Florida Department of Law Enforcement in staffing and coordinating fixed post assignments, and conducting assessments of all assignments staffed by Emergency Support Function 16. Further, provide assistance in other assignments as required.

6. Department of Agriculture and Consumer Services, Office of Agricultural Law Enforcement

Will be responsible for assisting Florida Department of Law Enforcement in the coordination of logistics (i.e., fuel, meals, generators, cots, etc.) in support of law enforcement. Assist in patrol assignments requiring four-wheel drive vehicles. Furthermore, provide assistance in fixed post and other assignments as required. In case of nuclear power plant emergencies, the Department of Agriculture and Consumer Services in concert with the Department of Health will assist in obtaining samples of animal food and water sources for radiological testing. When necessary, the Office of Agriculture Law Enforcement will also coordinate with the Department of Health the establishment of quarantine zones.

7. Department of Lottery, Division of Security

Will be available for limited logistical transport assistance to State law enforcement, as required, and provide other law enforcement services consistent with agency capabilities and responsibilities.

8. Department of Corrections

Will be responsible for State prison evacuations, assistance to the Florida Department of Law Enforcement in county prison evacuation, debris removal, and as a source on inmate labor (on public property) consistent with agency capabilities and responsibilities.

9. Department of Military Affairs, Florida National Guard

a. Will assist the Florida Department of Law Enforcement in providing manpower for augmenting State and local law enforcement on assignments to include, but not limited to fixed post, security patrol, assisting the Department of Agriculture and Consumer Services in logistical transport, and other assignments as required, particularly involving specialized equipment such as helicopters, humvees, and trucks. All law enforcement requests for the Florida National Guard assistance must be forwarded to and approved by the Florida Department of Law Enforcement.

b. Assist the Florida Highway Patrol during Highway Evacuation Lane Plan evacuations (e.g., contra-flow plans).

10. Florida Sheriffs Task Force

Will ensure that a representative is dispatched to the State Emergency Operations Center to assist the Florida Department of Law Enforcement in coordinating the response from other Sheriff's Offices in the State. Responding personnel will be available to provide general law enforcement services to the impacted Sheriff(s) and Chiefs, and will provide equipment as required to fulfill their assignments.

11. Florida Police Chiefs' Association

Will ensure that a representative from the Florida Police chiefs' Association is dispatched to the State Emergency Operations Center to assist the Florida Department of Law Enforcement in coordinating the response from other police departments in the State. Responding personnel will be available to provide general law enforcement services to the impacted sheriff(s) and chief(s), and will provide equipment as required to fulfill their assignments.

12. Florida Department of Financial Services, Division of Insurance Fraud

Will be responsible for assisting the Florida Department of Law Enforcement in staffing and coordination of intelligence gathering, search and rescue efforts with the State Fire Marshal, and post-disaster task forces and investigative efforts relating to unlicensed adjusters and fraudulent insurance claims and other insurance related crime. Further, provide assistance in other assignments as required.

13. Department of Juvenile Justice

When possible, the Department of Juvenile Justice will assist the Florida Department of Law Enforcement in coordinating activities and services, which may include but are not limited to: transporting victims and/or supplies to disaster relief sites, providing temporary housing, preparing supplies for dissemination to disaster relief sites, assisting with the relocation of displaced citizens, assisting with food support services, providing limited, temporary manpower for restoration and cleanup, providing clerical/administrative support for command/communications centers.

Also, will be responsible for the evacuation of juvenile offender facilities in the State, provide the services of sworn youth custody officers, and provide staff for the dissemination of information both written and electronic as needed.

IV. FINANCIAL MANAGEMENT

Florida Department of Law Enforcement follows the following procedures in accounting for disaster related costs. Each member agency in Emergency Support Function 16 follows generally similar procedures in accounting for their costs in seeking reimbursement for their agency.

FLORIDA DEPARTMENT OF LAW ENFORCEMENT GENERAL GUIDELINES TO ACCOUNT FOR DISASTER RELATED COSTS

- A. The Investigations and Forensic Science Program Office assigns a case number for each disaster. The case number is used to account for mileage for use of Florida Department of Law Enforcement vehicles on the case and to account for the hours worked on the case by each member.

- B. Each member prepares a Weekly Activity Report that indicates the hours worked on the case. Information from the Weekly Activity Report is used to update the Automated Investigative Management System.
- C. The Office of Finance and Accounting assigns the following accounting codes to account for encumbrances and expenditures, such as overtime, travel and other costs, related to the case; Organization Code, Expansion Object Code and Other Cost Accumulator Code. The accounting system is known as the State Automated Management Accounting Subsystem.
- D. The Office of Finance and Accounting obtains State Automated Management Accounting Subsystem accounting reports monthly or as needed to document costs for the case. The reports most frequently used are the Schedule of Allotment Balances and the Detail Journal by Other Cost Accumulator within Fund. These reports provide detailed information including the voucher number, vendor name, purchase order number, amount paid or encumbered, etc.
- E. At the end of each pay cycle, members prepare a Weekly Activity Report in the Automated Investigative Management System and submit Attendance and Leave forms to their supervisor. The Attendance and Leave forms indicate which case(s) overtime was accrued on.
- F. The accounting office obtains appropriate information from the Automated Investigative Management System as support documentation for the payment of overtime on the case.
- G. Using the State Automated Management Accounting Subsystem reports, the Automated Investigative Management System reports, Weekly Activity Report reports, attendance and leave forms, and other expenditure supporting documentation, automated Excel spreadsheets are prepared by the Office of Finance and Accounting for overtime (including benefits) mileage, travel expenses, and other operating expenses. The spreadsheets and all supporting documentation are forwarded to either the Department of Community Affairs or the Federal Emergency Management Agency for reimbursement of costs.
- H. Upon receipt of reimbursement from the Federal Emergency Management Agency, the State Automated Management Accounting Subsystem accounting records are adjusted to reimbursement the appropriate operating budgets.

V. REFERENCES AND AUTHORITIES

Chapter 23, F.S., The Florida Mutual Aid Act and the Florida Mutual Aid Plan
Mass Immigration Emergency Plan