



**Emergency Support Function 13  
Public Safety and Security**

**ESF Coordinator:** Mills County Emergency Management Agency

**Primary Agencies:** Mills County Sheriff's Office  
Glenwood Police Department

**Support Agencies:** Mills County E-911 Communications  
Mills County Emergency Management Agency  
Mills County Attorney's Office  
Fire and Rescue Departments

**I. INTRODUCTION**

A. Purpose

Emergency Support Function 13 (ESF-13), Public Safety and Security, provides for the effective coordination of countywide law enforcement operations during emergency or disaster situations.

B. Scope

The scope of this ESF is to outline law enforcement procedures required to effectively respond to a countywide emergency or disaster. ESF-13, Public Safety and Security, capabilities include force and critical infrastructure protection, security planning and technical assistance, technology support and public safety in both pre-incident and post-incident situations.

**II. POLICIES**

- A. Local, state, and specific federal authorities have primary responsibility for public safety and security. These agencies typically are the first line of response and support during incidents having the potential or actual threat to public safety and security.
- B. In most situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing National Incident Management System (NIMS)/Incident Command System (ICS) procedures. In large scale incidents needing additional resources, mutual aid agreements (locally or through IMAC) will be activated.
- C. ESF-13, Public Safety and Security, does not supersede plans, procedures and protocols implemented by public safety agencies or law that address scene management and emergency operations.
- D. Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made.
- E. Primary and support agencies will participate in drills and exercises to test existing plans and procedures.
- F. All law enforcement agencies within the county will maintain up-to-date contact lists and resource typing information of their resources.
- G. Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.

**III. CONCEPT OF OPERATIONS**

A. General

1. In an emergency that is within the capabilities of local law enforcement organizations, regular activity such as traffic control or emergency law enforcement functions will remain the responsibility of the affected jurisdiction.

2. In an emergency beyond the capabilities of the local law enforcement agency, additional personnel will be provided through mutual aid agreements and/or specific requests from Incident Command or the on-scene supervisor.
3. The Iowa State Patrol (ISP) may advise or assist within the county, but will not supersede the authority of the Sheriff/Chief of Police except as identified by state statute and ESF-10, Hazardous Materials.
4. All traffic regulations/requirements will be closely coordinated with all city, county and state representatives.

B. Organization

1. Law enforcement operations will be coordinated locally unless the emergency or disaster has countywide significance. In this event, Incident Command will coordinate operations from an Incident Command Post (ICP) or at the Mills County Emergency Operations Center (MCEOC), led by this ESF.
2. When necessary, an ICP will be activated and staffed to centralize coordination of operations. It may be necessary for the command structure to incorporate into a Unified Command Team with other response agencies, such as fire, medical, and transportation. The established ICP will relay information to their liaison at the EOC.

C. Procedures

1. When circumstances dictate emergency or disaster operations, law enforcement agencies will follow guidelines identified in procedure manuals for their organizations and the Mills County Emergency Operations Plan (MCEOP).
2. When the MCEOC is activated, a representative of the affected jurisdiction(s) will respond to the MCEOC as the ESF Primary Agency Lead to coordinate operations and exchange information with field units, and other resource point of contacts.
3. Additional resources beyond local capabilities and mutual aid agreements will be requested and coordinated through the Mills County EOC in accordance with state statute and the Mills County EOP.

D. Phases of Emergency Management

1. Mitigation Activities
  - a. Law enforcement agencies will comply with facility, property, and personnel protection mitigation plans promulgated by their jurisdictions.
  - b. Ensure that all law enforcement personnel within the jurisdiction, including full-time, reserves, or auxiliaries, are trained to the appropriate NIMS/ICS level, in traffic control and evacuation procedures, and in basic search and rescue procedures.
  - c. Coordinate and maintain liaison with support agencies and state and federal law enforcement agencies.
  - d. Review plans and procedures and assure that all law enforcement personnel are informed of existing or revised procedures.
3. Response Activities
  - a. Assist with the dissemination of warnings and notifications as time and resources allow.
  - b. Jointly with the Fire Chief, assist with search and rescue operations within the respective jurisdiction. (*Refer to ESF-9, Search and Rescue*).

- c. Document expenditures for disaster/emergency related activities and report to the EOC.
  - d. Provide senior-level representation at the MCEOC and/or ICP in multi-agency operations.
  - e. Coordinate all public information with implemented ICS structure and the Mills County PIO/Joint Information Center.
4. Recovery Activities
- a. Mills County Sheriff's Dept and Glenwood Police Dept
    - i. Demobilize resources. Return equipment and vehicles to response ready condition.
    - ii. Document costs and provide copies to the EOC.
  - b. Mills County Emergency Management Agency
    - i. Serve as liaison between local law enforcement agencies and state or federal teams, as appropriate.
    - ii. Coordinate information with Iowa Homeland Security and Emergency Management Division.
    - iii. Demobilize EOC when appropriate (Refer to ESF-5, Emergency Management).

#### IV. RESPONSIBILITIES

- A. Mills County Sheriff's Dept and Glenwood Police Dept
1. Notify the E-911 Communications Center of a major law enforcement emergency.
  2. Coordinate and control traffic, warn and evacuate the public, control access to affected areas, and protect life and property in coordination with all response agencies.
  3. Assist in necessary investigation, identification, recovery, and management of deceased persons under direction of the Mills County or State Medical Examiner.
  4. Develop and maintain plans and procedures to support emergency responsibilities and functions.
  5. Manage law enforcement resources and assistance upon request from other jurisdictions.
  6. Provide a representative with the authority to coordinate law enforcement functions to the EOC.
  7. Provide damage assessment and situation reports to the EOC.
  8. Establish an ICP and coordinate with support agencies, as appropriate.
  9. Provide incident documentation, reports, and financial information to the EOC when appropriate.
- B. Mills County Emergency Management Agency
1. Activate the EOC and issue emergency warnings, when appropriate.
  2. Serve as the point of contact for regional, state, and federal emergency or disaster assistance.
  3. Coordinate documentation of emergency activities and recovery of funds when required.

V. **ATTACHMENTS**

ESF Attachment 13.1      Emergency Response Checklist

**ESF Attachment 13.1  
Emergency Response Checklist – Public Safety & Security**

<b>Emergency Response Checklist – Public Safety &amp; Security</b>	
<b>Emergency Management Phase</b>	<b>Actions</b>
<p><b><u>Mitigation</u></b> Activities designed to prevent or lessen the effects of a hazard.</p>	<ul style="list-style-type: none"> <li>___ Participate in hazard identification process and identify and correct vulnerabilities in public safety and security.</li> <li>___ Develop safety programs, to include disaster situations, and present them to the public.</li> </ul>
<p><b><u>Preparedness</u></b> Activities designed to improve Readiness capabilities.</p>	<ul style="list-style-type: none"> <li>___ Maintain this ESF Annex as well as supporting Operating Procedures and Guidelines.</li> <li>___ Ensure law enforcement personnel receive appropriate emergency operations training.</li> <li>___ Ensure mutual aid agreements with surrounding jurisdictions are current.</li> <li>___ Develop and maintain mutual aid agreements with private area resources that could be used to augment local law enforcement capabilities.</li> <li>___ Develop and maintain standard operating guides and checklists to support emergency operations.</li> <li>___ Ensure emergency personnel call-up and resource lists are current and available to Emergency Management.</li> <li>___ Ensure the availability of necessary equipment to support law enforcement activities.</li> <li>___ Participate in Emergency Management training and exercises.</li> </ul>
<p><b><u>Response</u></b> Activities designed to save lives, protect property and contain the effects of an event.</p>	<ul style="list-style-type: none"> <li>___ Respond as required on a priority basis.</li> <li>___ Activate mutual aid if needed.</li> <li>___ Coordinate activities with other responding agencies by ensuring integration into the ICS.</li> <li>___ Coordinate law enforcement agencies responding from outside the jurisdiction.</li> <li>___ Alert or activate off-duty and auxiliary/reserve personnel as required by the emergency.</li> <li>___ Conduct other specific response actions as dictated by the situation.</li> </ul>
<p><b><u>Recovery</u></b> Activities designed to ensure continued public safety and return the community to pre-disaster levels.</p>	<ul style="list-style-type: none"> <li>___ Review plans and procedures with key personnel and make revisions and changes.</li> <li>___ Replenish supplies and repair damaged equipment.</li> <li>___ Continue all activities in coordination with the EOC.</li> <li>___ Participate in after-action briefings and develop after-action reports.</li> </ul>