Code Enforcement Disaster Assistance Response Program

New York State Department of State
Division of Code Enforcement and Administration
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Emergency Management Unit
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History

- 1998 – Arcade (Wyoming County)
  - Code Enforcement Officials unofficially assist following a flood event
- 2003 – Department of State launches official program
- 2006 – Program is suspended
- 2011 – Code Enforcement Officials are organized and deployed following Hurricane Irene/Tropical Storm Lee
  - Division of Code Enforcement and Administration (DCEA) begins to formalize a disaster response program
- 2012 – Code Enforcement Officials are organized and deployed following Hurricane Sandy
- 2013 – Program to be launched officially
NYS DCEA Emergency Management Unit

• The Department of State has established an Emergency Management Unit within the DCEA
  • Coordinates the Code Enforcement Disaster Assistance Response program
    • Code Enforcement Officials
    • Code Compliance Technicians
    • Architects
    • Engineers
      • Trained to respond and conduct rapid evaluations
  • Provides equipment and forms
  • Is part of the NYS Incident Management System
DCEA Emergency Management Unit

• Created in March 2012
• Mission Statement
  • Provide communities with timely, appropriate post-disaster assistance
  • Part of a Statewide coordinated effort
    • Division of Homeland Security
    • Office of Emergency Management
  • In accordance with Executive Law Article 2 - B
Emergency Management Unit Functions

- Create Emergency Management Guidelines
- Identify Department of State staff to assist in
  - NYS State Emergency Operations Center
  - CEDAR Command Center
  - CEDAR Field Operations
- Develop Training Programs
  - Introduction to Emergency Management for the Code Official
  - CEDAR Certification
  - Emergency Managers
  - Local Municipal Leaders
  - Recertification inservices
  - Drills and training
Emergency Management Unit Functions

- Institute CEDAR Team Member application process
  - Create web page
  - Application process
    - Requirements
      - NYS Certification
        - Code Enforcement Official
        - Code Compliance Technician
      - Registered Design Professional
      - ICS 700
      - ICS 100
      - Employer commitment statement
Emergency Management Unit Functions

- Identify equipment needs
  - Personal protective equipment
    - Hard hats, hand sanitizer, dust masks, etc
  - Protective outwear
    - Vest with CEDAR identification
- Identification
  - Personal
  - Vehicle
- Communications
- Additional equipment
Emergency Management Unit Functions

- Assist Counties establish a Code Enforcement “Mutual Aid” system
- Develop working relationships with State Agencies
- Establish a Disaster Response Network
  - New York City Building Department
  - Private sector organizations
  - Outside New York State
    - EMAC
- Represent DCEA in all emergency management activities
Emergency Management Unit Functions

• CEDAR’s Initial Disaster Response (IDR)
  • Provide staffing for the NYS Emergency Operations Center
  • Activate CEDAR Command Center
  • Deploy CEDAR Teams to affected areas
    • Perform rapid post-disaster building damage evaluations
      • Document areas of damage
      • Provide documentation for State and Federal aid
Emergency Management Unit Functions

- Develop Long Term Disaster Response (LTDR)
  - Provide a unified method of access to resources
    - Within Department of State
    - Other State Agencies
    - Private partners
  - Support efforts to rebuild disaster-affected communities
CEDAR Team certification training

• Prerequisites:
  • State Certified:
    • Code Enforcement Official
    • Code Compliance Technician
  • Registered Design Professionals
  • Individuals meeting DOS criteria
  • Completed ICS 700 and ICS 100
  • Provide employer release form
  • Complete certification course
    • Pass exam
Team Expectations

- Respond to requests for assistance
- Be assigned to assist in different tasks
- Participate in drills and trainings
- Participate in debriefings
- Assist with equipment PM
- Assist the County Emergency Managers
  - Local “mutual aid” programs
CEDAR Teams

- Teams will be assigned by County
- Activity for each team will be coordinated with County Emergency Manager
Deployment Procedure

• “I AM RESPONDING”
• System is web based
• Accessible from anywhere
  • PC, laptop, smart phone
• Uses both email and cell phone
  • Simultaneous messages
  • Groups
    • Team
    • Function
    • Deployed
• Two way communication
DCEA CEDAR Functions

- Evaluation Team Leader
- Building Evaluation Team
- Operations Support
- DCEA Agency Liaison
Evaluation Team Leader

- Reports to CEDAR Command Center
- Assigned to Operations Center in affected area
- Supervises Building Evaluation Teams
- Works with County Emergency Management
Building Evaluation Team

- Reports to Evaluation Team Leader
- Assigned to Operations Center in affected area
- Conducts building evaluations
Operations Support

- Assigned to Operations Center
- Reports to Evaluation Team Leader
- Assists with day to day activities in the Ops Center
  - Data collection
  - Communication
DCEA Agency Liaison

- Assigned to the State Emergency Operations Center
- Reports to the CEDAR Command Center
- Handles communications between NYS EOC and CEDAR
  - Requests for assistance from Counties
  - Updates on missions underway
  - Close out missions
  - Request support for CEDAR Teams
CEDAR Team Request

1. A disaster occurs
2. Local Code Enforcement Official requests assistance through County Emergency Manager
3. County Emergency Manager sends request to the State EOC (Watch Center)
   • Extent of damage
   • Contact person
   • Location of local EOC
4. State EOC passes request to DCEA DRC
CEDAR Team Request cont.

5. DCEA DRC contacts requesting representative
   • Discuss extent of damage
   • Requests copy of local disaster declaration
   • Contacts DCEA Regional Representative
   • DCEA Regional Representative
     • Travels to location
     • Meets with local Officials
     • Assists with determining the level of CEDAR response needed
CEDAR Response Levels

- Level 1 – Code Enforcement Officials from the immediate area will be utilized
- Level 2 - CEDAR responders from other Counties
- Level 3 - CEDAR responders and State assets
- Level 4 - State assets only
- Level 5 - EMAC request

The response can be expanded/reduced as the event changes
CEDAR Response Levels

• Level 1 - Code Enforcement Officials from the immediate area will be utilized
  • Each County is encouraged to establish a mutual aid program for Code Enforcement
  • May or may not requires Local Disaster Declaration
• CEDAR provides equipment and forms
• Technical assistance only
• Local response – CEDAR not activated
CEDAR Response Levels

- Level 2 - CEDAR responders from other Counties
  - Requires a State Disaster Declaration
    - CEDAR program implemented
  - Evaluation Team Leaders are deployed
    - Staging Area
    - Operations Area
    - Housing
  - CEDAR Team members are polled for availability
    - List compiled
  - CEDAR Team members deployed
CEDAR Response Levels

- Level 3 - CEDAR responders and State assets
  - Requires a State Disaster Declaration
  - Evaluation Team Leaders are deployed
  - CEDAR Team members are polled for availability
    - List compiled
  - CEDAR Team members deployed
  - State assets are requested through the NYS EOC
    - Polled for availability
    - Deployed based on location
CEDAR Response Levels

- Level 4 - State assets only
  - Requires a State Disaster Declaration
  - Request is made through NYS EOC
  - State Agencies are polled for availability
  - Staff are deployed to affected area
CEDAR Response Levels

• Level 5 - EMAC request
  • Request for out of State assistance
    • Request made through NYS EOC

• Emergency Management Assistance Compact
  • congressionally ratified interstate mutual aid agreement that makes resource sharing among member states efficient and effective
Remember, When Requesting Assistance Done through the County Emergency Manager
Conduct Rapid Evaluations

- Identify the level of damage
  - ATC 45 standard
  - Inspected
  - Restricted
  - Unsafe

- Based on the amount of damage
  - 15 – 20 minutes per building

- Provides valuable information on extent of damage
  - Used in subsequent phases of the “disaster cycle”
# ATC-45 Rapid Evaluation Safety Assessment Form

## Inspection
- **Inspector ID:**
- **Affiliation:**
- **Areas inspected:**
  - [ ] Exterior only
  - [ ] Exterior and interior
- **Inspection date:**
- **Inspection time:**
  - [ ] AM
  - [ ] PM

## Building Description
- **Building name:**
- **Address:**
- **Building contact/phone:**
- **Number of stories:**
- **“Footprint area” (square feet):**
- **Number of residential units:**

## Type of Building
- [ ] Mid-rise or high-rise
- [ ] Low-rise multi-family
- [ ] Low-rise commercial
- [ ] Pre-fabricated
- [ ] One- or two-family dwelling

## Primary Occupancy
- [ ] Dwelling
- [ ] Other residential
- [ ] Public assembly
- [ ] Emergency services
- [ ] Other:

## Evaluation
**Investigate the building for the conditions below and check the appropriate column.**

<table>
<thead>
<tr>
<th>Observed Conditions</th>
<th>Minor/None</th>
<th>Moderate</th>
<th>Severe</th>
<th>Estimated Building Damage (excluding contents)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collapse, partial collapse, or building off foundation</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>0%</td>
</tr>
<tr>
<td>Building significantly out of plumb or in danger</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>&gt; 0 to &lt; 1%</td>
</tr>
<tr>
<td>Damage to primary structural members, racking of walls</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>1 to &lt; 10%</td>
</tr>
<tr>
<td>Falling hazard due to nonstructural damage</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>10 to &lt; 30%</td>
</tr>
<tr>
<td>Geotechnical hazard, scour, erosion, slope failure, etc.</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>30 to &lt; 70%</td>
</tr>
<tr>
<td>Electrical lines/flexures submerged/leaning trees</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>70 to &lt; 100%</td>
</tr>
<tr>
<td>Other (specify)</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>100%</td>
</tr>
</tbody>
</table>

[ ] See back of form for further comments.

## Posting
**Choose a posting based on the evaluation and team judgment. Severe conditions endangering the overall building are grounds for an Unsafe posting. Localized Severe and overall Moderate conditions may allow a Restricted Use posting.**

- [ ] INSPECTED (Green placard)
- [ ] RESTRICTED USE (Yellow placard)
- [ ] UNSAFE (Red placard)

Record any use and entry restrictions exactly as written on placard:

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**Number of residential units vacated:**

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## Further Actions
**Check the boxes below only if further actions are needed.**

- [ ] Barricades needed in the following areas:

- [ ] Detailed Evaluation recommended:
  - [ ] Structural
  - [ ] Geotechnical
  - [ ] Other:

- [ ] Substantial Damage determination recommended

- [ ] Other recommendations:

[ ] See back of form for further comments.

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