

May 17, 2020 WC-ARES Net Training: FEMA Logistics Section

Presented by Mike Moody, KG5HDG

FEMA Logistics Section

Service Branch and Support Branch

Service Branch – Comms, Medical and Food

The Communication Unit - is responsible for effective incident communications planning, especially during a multiagency incident. Planning is critical for determining required radio nets, establishing interagency frequency assignments, and ensuring the inter-operability and the optimal use of all assigned communications capabilities. In addition, the Communications Unit is responsible for a number of other duties, such as developing the facilities Communications Plan (ICS 205) to make the most effective use of the communications equipment and facilities assigned to the incident, installing and testing all communications equipment, and supervising and operating the incident communications center.

- Comms – Network, Telecom, Internal Communications, Help Desk, Message Center/Switchboard.
- The Medical Unit - is responsible for the effective and efficient provision of medical services to incident personnel. The Medical Unit develops procedures for handling any major medical emergency involving incident personnel and developing the Incident Medical Plan (for incident personnel). This Medical Plan becomes part of the Incident Action Plan.
- The Food Unit - is responsible for determining food and hydration requirements, planning menus, ordering food, providing cooking facilities, cooking and serving food, maintaining food service areas, and managing food security and safety concerns.

Support Branch – Facilities, Ordering, Supply, Ground Support

The Facilities Unit - sets up, maintains, and demobilizes all facilities used in support of incident operations. This unit also coordinates facility maintenance and janitorial services, as required. Providing security is also a part of the facilities unit.

- Facilities – Work/Office space, Billeting
- The Ordering Unit - is responsible for establishing a single-point ordering system that provides visibility and status of all orders. In large disasters, resources become scarce quickly, and single-point order helps to minimize duplication orders and eliminate unnecessary costs. Additionally, the Ordering Unit serves as the focal point for all local purchases. In conjunction with the Logistics Chief, the Ordering Unit screens all material and service purchase requests to determine if the request can be filled from existing resources that are already on-hand or are available through the Logistics Supply Chain Management System.
- The Supply Unit - is responsible for receiving, storing and distributing all inventory ordered by the Ordering Unit. This separation of ordering and receiving duties serves as a “checks and balances” system to ensure accountability and fiscal responsibility. The Supply Unit documents

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the receipt of all goods and services obtained at the disaster. The unit stores and maintains all equipment in the local inventory and distributes it to the disaster responders as required.

- Supply – Receiving and Supply, Mail Room, Supply Room, Accountable Items Manager
- The Ground Support Unit - Along with its primary functions of maintaining and servicing vehicles and mobile equipment, the Ground Support Unit also maintains a transportation pool for major incidents. This pool consists of vehicles (e.g., staff cars, buses, or pickups) that are suitable for transporting personnel. The unit is responsible for managing fleet vehicle reservations and assignments. The unit also provides for fueling of vehicles, which normally includes the management of fleet fuel credit cards.