

Fairfax County Pre-Disaster Recovery Plan, Stakeholder Review DRAFT (dated Nov. 16, 2011)

Comments Sheet (raw inputs from collected comment sheets and web-based survey; compiled Dec. 20, 2011)

- *Plan elements that received no comments do not appear in the below table*
- *Identifying initials and Names are at the end of the form*

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
BASE PLAN					
Overall Comments	Mmc	The first page of each section and annex	While often in documents, the first page of a section is not numbered, I recommend doing it in this document so that each page will have the identifying plan name (PDRP), date and section title		<i>Good suggestion. If time permits we will make the change.</i>
	Kl	Very thorough, easy to follow!			<i>No action needed</i>
	Cv	Page I-9	(page I-9): The last sentence on this page reads: “The Recovery Agency and County leadership will strive to communicate useful, practical, relevant, accurate, and timely information regarding services and resources to all impacted members of the community, using all communications capabilities available to reach county residents in their homes or in temporary	I believe the sentence should read “The Recovery Agency and County leadership will strive to communicate useful, practical, relevant, accurate, and timely information regarding services and resources to all	<i>Add “including reasonable accommodations and alternate formats for people with disabilities, as appropriate” as proposed in comment</i>

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			housing and making accommodations for non-English speakers and others with access and functional special needs.	<p>impacted members of the community, using all communications available to reach county residents in their homes or in temporary housing and making accommodations for non-English speakers and others with access and functional special needs (<i>including reasonable communication accommodations and alternate formats for people with disabilities, as appropriate</i>).</p> <p>The reason I suggest this is because the County's communications strategy approved by senior management includes a dedicated section on the need for an ADA statement regarding reasonable accommodations and alternate formats in communications.</p>	
	Cv	Page III-8	(page III-8): c) Public Information Officer	I believe the sentence should	<i>Change text to include</i>

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			<p>The Public Information Officer (PIO) serves as the official spokesperson for the Recovery Agency and is responsible for responding to all media and general public inquiries. In addition, the PIO is responsible for maintaining the appropriate flow of information about the Recovery Agency's efforts to the media for public dissemination through public information releases via multiple channels (including print, radio, television, email and text, social media, community groups, message boards in public buildings, and other existing resources and communication networks available to the Office of Public Affairs). This includes the identification of alternate methods of communication in the event traditional methods are affected by utility outages.</p>	<p>read: "c) Public Information Officer</p> <p>The Public Information Officer (PIO) serves as the official spokesperson for the Recovery Agency and is responsible for responding to all media and general public inquiries. In addition, the PIO is responsible for maintaining the appropriate flow of information about the Recovery Agency's efforts to the media for public dissemination through public information releases via multiple channels (including print, radio, television, email and text, social media, community groups, message boards in public buildings, and other existing resources and communication networks available to the Office of Public Affairs). This includes the identification of alternate methods and</p>	<p><i>boldface additions, per comment: "This includes the identification of alternate methods and alternate formats for communication in the event traditional methods are insufficient because of utility outages or the communicated needs of people with special needs such as people with disabilities."</i></p>

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				<p><i>alternate formats for communication in the event traditional methods are insufficient because of utility outages or the communicated needs of people with special needs such as people with disabilities.</i></p> <p>The reason for this suggested change is the same as for the first change I recommended above.</p>	
	Ta	Entire plan	I participated in one of the reviews of the plan. The recovery plan looks very comprehensive to me. Also during the review seemed that the various county departments, businesses, and volunteer groups were working well together in planning for recovery.		<i>No action needed</i>
	Cq	Entire plan	Having have reviewed the County's Pre-Disaster Recovery Plan (PRDP) for issues from the perspective of the Office of Elections, we would like to surface one issue for your review and consideration. That issue is to make clearer what is the plan/procedures for agencies not contemplated as always being involved in		<i>The issue raised is a COOP issue, not recovery. No action needed (though some explanation may be warranted in the discussion of interaction with COOP plan.</i>

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			<p>recovery, but that may, depending on circumstances, also need to be integrated into the plan at certain points in the year, or due to certain types of disasters. To better elucidate what is meant by this comment, consider the issue of the Office of Elections. While we operate our offices every day, and would not in the general scheme of things be integral to a disaster recovery effort, there are times when such recovery would need to integrate elections into such efforts. While the elections are of a more episodic nature, if a disaster strikes just prior to or during an election, the County must hold that election due to legal requirements in most, if not all cases. There is little latitude within the law to cancel or delay an election; this is particularly true for November federal elections. You may not be aware, for example, that on 9/11 in New York City it was an election day, and elections continued, except where the situation made it impossible. This has even happened here in Fairfax, where during the August earthquake it was an election day. Just as procedures would need to be in place to allow the Fairfax County elections to go forward, should a countywide disaster occur during or immediately before an election, so too might other County functions have legal requirements that would require them to be incorporated into the Plan if something were to happen at a critical</p>		

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			point in their annual cycle.		
	Km	Entire plan	Have reviewed plan as we are a support agency. The roles defined for DCC are in conjunction with our mission and technical skills.		<i>No action necessary</i>
	MI	Entire plan	Consider using pages numbers so those navigating the PDF can go directly to a specific page to view content.		<i>Final .pdf will have an index, but pagination will remain by section</i>
	Anon	Entire plan	<p>Please search "Citizen Corps" throughout document. You will find that it is referenced as "County Citizen Corps" "Fairfax Citizen Corps" "Citizen Corps" "Citizen Corps Council" please make it standards.</p> <p>Ian Sterne is listed as the Citizen Corps Liasion. While the Red Cross is a member of the Citizen Corps Council, his comments were those of the American Red Cross and he did not seek input directly from the council and did not report on this to the council. It is also not clear when the council voted on him as the representative. Public Citizen Corps Council Meeting minutes do not appear to reflect this.</p>		<p><i>Comment 1: Check for consistency (should be "Fairfax Citizen Corps Council")</i></p> <p><i>Comment 2: no action needed (CCC participation was sought by OEM planner, and Mr. Sterne came on to represent them after none were forthcoming)</i></p>
Front	Mmc	Page xi	Letter of Promulgation cites legal authorities for	Remove letter of	<i>Remove letter of</i>

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Materials			an Emergency Operations Plan, not a PDRP	promulgation	<i>promulgation</i>
	Kb	Front materials and base plan	Para. 2, "It also incorporates the National Incident Management System (NIMS) as the county standard for emergency response operations, as adopted by Fairfax County resolution on November 21, 2005." Why is this sentence in the recovery plan forward?		<i>No action necessary. The text in question is a statement of fact.</i>
	Kb		How will notices of change be distributed (p. xvii)? Please provide some detail, e.g. publication on county or OEM website, distribution through Board of Supervisors notice, others.		<i>No action necessary. Distribution of change notices described in paragraph above under the Plan Distribution heading.</i>
Base plan	Jgg		page viii: Acknowledge Jeff McKay (liaison....liasion) repeat of the word "liaison"		<i>Remove repeated word</i>
	Jgg	C.4	Table III.4 Potential Lead and Supporting Agencies for all Recovery Groups: Environmental Quality Advisory Council is listed as a supporting group for National Resources. EQAC is a citizens' advisory council to the Board of Supervisors. I don't know the conversations that were held about EQAC's involvement, but I'm not sure it should be listed as a supporting agency.		<i>No action necessary; DPZ, Parks, DPWES, and Chairman Bulova's rep all agreed that EQAC was appropriate to list</i>

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Acknowledgements	Lh	Viii	Carl Varner is a county employee in the Department of Family Services. Disability Services Board is a county board with volunteers	Carl Varner, Fairfax County, Department of Family Services- Disability Services	<i>Change listing to “Carl Varner, Fairfax County, Department of Family Services- Disability Services” per comment (same change needed in “planning process” appx)</i>
	Lh		Sandra Chisholm is a county employee	Sandra Chisholm- Fairfax County Dept of Neighborhood and Community Services	<i>No action necessary Sandy Chisholm participated as an FCIA representative not NCS on the steering committee.</i>
	Lh		Faith Communities-in-Action is a Faith Based Community Group		<i>No change necessary.</i>
Signatures	Lh	xiv	Nannette M. Bowler (misspelled on signature page)	Nannette M. Bowler	<i>Change to « Nannette M. Bowler, » per comment</i>
	Mc	Signatories	Dot has a permanent Director now should be updated.	Acting Director became Director. Take out “acting”.	<i>Remove “acting,” per comment</i>
	Mc	Letter of Promulgation	Town of Vienna hired a new Manager in April should be updated.	Mercury Payton, Town Manager	<i>Change made. Added to signatory page in place of LOP.</i>

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I. Introduction					
I.D Project Purpose	Kb	I.D	The "Project Purpose" section is the first item the reader should encounter. Please move it to the very front of the Introduction. Also, this section includes the first reference to the planned Recovery Agency (p. I-3). Please include the adjective "temporary" wherever the Agency designation appears. I first saw that adjective on p. III-1. It is a critical distinction that may appease critics mindful of the growth of county government.		<i>Comment 1: Move "project purpose" from I.D to I.B</i> <i>Comment 2: insert "temporary" before "Recovery Agency" the first time it is used in any section</i>
I.E Project Scope	Mmc	Page I-4	The map is dated 2001 and there has been a redistricting since then	Replace map with a current map.	<i>Replace existing map with a current map – preferably a simple base map w/o supervisory districts.</i>
	Kl	I-3	Mentioned "large incidents vs. catastrophic: incidents	Might be helpful to include a definition here related to number of casualties/fatalities, monetary total of damage, amount of debris, number of days without utilities, etc.	<i>Confirm that a sufficiently specific qualitative definition of "disaster" is included (i.e., capabilities exceeded, long duration, etc.), but do NOT include specific triggers; activation</i>

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				(under “Project Scope: Disasters?”)	<i>should be a judgment call based on FFX’s ability to manage recovery with or without activation of the plan</i> <i>Adding a statement (as above) to explain why there are no triggers.</i>
	Kl	I-6	Title separate from text; mention of access and functional needs but do not include definition (just that you are using the Fairfax County definition)	Move “NIMS/ICS” title down with text if need to; suggest including the Fairfax County definition for access and functional needs or where one can find it	<i>Comment 1: check text for widows/ orphans</i> <i>Comment 2: include link/reference to FFX definition of access & functional needs</i>
I.E Project Scope	Nk	Page I-7; Subsection 5	The document states: “By resolution on November 21, 2005, Fairfax County adopted the National Incident Management System (NIMS) as the county standard for incident management. NIMS incorporates the Incident Command System (ICS) as the national standard for incident management and defines the relationships between local, state, and federal resources and authorities during response and recovery. It is the policy of Fairfax County to manage recovery	It would be helpful in this introductory section for a brief (no more than one paragraph?) description of what these things are and what they will mean to those of us who will be brought into the recovery implementation process. A brief explanation of ICS would be of particular help,	<i>Add to E.5 page I-61 paragraph description or provide reference describing NIMS and ICS</i>

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			operations in accordance with NIMS.” I do not know what “NIMS” or “ICS” are.	as it is referenced elsewhere in the document as an organizing principle informing the recovery agency staff structure.	
	Kb	I.E.	"An incident of this magnitude would almost certainly trigger a request from the Governor to the President for an Emergency or Disaster Declaration under the Stafford Act." (p. I-3) The Robert T. Stafford Disaster Relief and Emergency Assistance Act should be cited (42 U.S.C. 5121 et seq) and fully named before being abbreviated as the "Stafford Act."		<i>Fully write out “Robert T. Stafford Disaster Relief and Emergency Assistance Act should be cited (42 U.S.C. 5121 et seq)” the first time it appears in the text</i>
	Kb	I.E.	The plan discusses four EM phases. If I recall correctly, DHS added a fifth, "prevention" in a Strategic Plan. It may be useful to add to the preparedness subsection that prevention of human caused disasters is an important facet of EM.		<i>No action needed</i>
I.F Vision, Goals, and Priorities	Lh	I 10 (f) pg	Lh-What is the “Recovery Agency”? –it is defined later in the document.		<i>Ensure that “[temporary] Recovery Agency” has a “see _.” reference</i>
	Nk	Page I-12; Subsection 4	The list of priorities on page I-12 omits any reference to natural resource protection/restoration (or cultural resources, for	Add a reference to natural resources (and cultural resources, too?) within the	<i>In I-12, add vii Protect and restore natural resources</i>

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			that matter). While I understand that this would need to be a low priority relative to life-safety, public safety/security, etc., is there a reason why it has not been recognized at all, particularly when a Recovery Support Function branch would focus largely on this issue?	priority list. This could be done through the addition of a new item vii (“Protect and restore natural resources”) or by adding a reference to natural resources to existing item vi.	
	Lh	I-12	I do not think we have a “Fairfax County COOP Plan”. Jim C was working on a Fairfax County “Business Continuity” Plan but I do not think it has been completed		<i>No action needed – if the COOP plan is not there, then it will not be referred to for the purpose stated</i>
	Mmc	Page 1-7	This page says “For more on the planning process, see Section III.” I believe that should refer to Section II.		<i>Change reference to “Appendix 5”</i>
	Mmc		I do not think we have a “Fairfax County COOP Plan”. Jim C was working on a Fairfax County “Business Continuity” Plan but I do not think it has been completed	Clarify, and if necessary correct.	<i>This is a duplicate comment (see above)</i>
	Kl	I-12	ACAMS is not within parentheses	It is an acronym so should be in parentheses	<i>Place parens around “(ACAMS)”</i>
	Kb	I.F.	I consider the Vision statement to be of questionable use. The statement should be clear and free of jargon. Is the "new normal" to be seen after approval of the plan? After recovery from a		<i>Insert “following a disaster” following the words “new normal” in the vision statement</i>

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			catastrophe? How does the County "embrace" "existing approaches" as well as "new?" Please consider the following: "Through adoption of this plan Fairfax County will bring about a “new normal” that creates a safer, stronger, and smarter community that identifies and adopts (1) new development patterns, (2) growth strategies that are innovative, environmentally sound, and entrepreneurial, and (3) policies that eliminate or reduce hazards and threats from future catastrophes."		
	Kb	I.F. 2b	In the county leadership goal include a reference to "not impede private sector and individual recovery efforts". If not that, consider some language concerning assisting, coordinating or expediting such efforts.		<i>Insert “County government will support and facilitate private sector and individual recovery efforts” at the end of this text</i>
	Kb	I.F. 2e	Fairness in disaster recovery is an important goal. Consider mentioning the need to establish a benchmark or evaluation process to ensure fairness is monitored and measured.		<i>In III.C.2.b, end of paragraph 1, add “The Planning Section Chief will be in charge of monitoring and documenting consideration of fairness and equity during recovery decision-making and action planning.” In appx 3, make a to-do</i>

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					<i>item under “Planning SC”: “Establish a benchmark or evaluation process to ensure fairness and equity are monitored and documented during recovery decision-making and action planning.”</i>
	Kb	I.F 2g	Please insert a sentence concerning the need for individuals and businesses to prepare for financial backup and to make difficult resource allocation decisions.		<i>No action needed – this is covered in various annexes</i>
	Kb	I.F 4	The priorities look fine, but the basic liberties bullet should be a cross-cutting priority. I understand they are not exclusive of each other, but by rank-ordering the priorities and placing liberties at location 4 it seems that the plan places liberty lower than public safety. Liberty should be seen concurrent with the need for public safety.		<i>No action needed – this difficult prioritization was made on purpose, and vetted/ approved by the steering committee, working group, and OEM</i>
	Kb	I.F 4	The allocation of scarce resources will be critical during recovery. The plan references plans and documents the contents of which are largely unknown. Whether through public education, some reference in this section of the plan to future information distribution, or some other means, the		<i>No action needed – this is beyond the scope of this plan, and much of the information requested is not available b/c it is held by groups who do not</i>

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			reader (and the public) should have some idea of how resource allocation decisions will be made.		<i>consider it to be public information</i>
II. Situation	Kb		In general, I find that this section comprises factual and supportive information that would be better suited for the appendix. It disrupts the concept/strategic flow initiated in Section I. However, the "E. Planning Assumptions" section should be retained in the main body, perhaps after goals or objectives. Also note, some of the "Assumptions" in Section E are process oriented. The Assumptions should be scrubbed and reexamined and sorted as to whether they are assumptions, goals, process oriented, or informational.		<i>No change needed – existing content was reviewed by OEM and others</i>
II.B Hazard Identification and Risk Analysis	Mmc	Pages II-2 and II-4	Table reference in text are Tables 2.1 and 2.2 whereas in Table heading they are Tables II.1 and II.2.	Make consistent	<i>Change text references to "II.1" and "II.2"</i>
II.C Critical Infrastructure	Kl	II-8	It has written that because ACAMS has restricted access, during disaster recovery "requisite information would therefore have to be queried"	I do not understand what this sentence means. To get around the "restricted access" barrier, DHS recommends that those who might need access to the information in ACAMS	<i>Insert, "Those who might need access to the information in ACAMS should get certified in Protected Critical Infrastructure Information (PCII). Then these</i>

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				during an incident (response/recovery) get certified in Protected Critical Infrastructure Information (PCII). This is an online course you can take and get a certificate. Then those that have access to ACAMS can share this information with you during disaster recovery.	<i>individuals can access ACAMS and share this information during disaster recovery.”</i> <i>However, would need to confirm that this cert would be sufficient for FFX to allow access to its ACAMS database.</i>
II.D Planning Authorities	Kb	II.D.	The list of planning authorities is very useful. Note, however that in the federal list, the first bullet is wrong, the CDA of 1950 was integrated as Title VI of Stafford (covered by the second bullet). Also, the third bullet is not necessary. DMA2K amended the Stafford Act, which is noted in the second bullet. Also, check the status of HSPD 8, I thought that was in the process of being amended a year ago. Perhaps nothing came of it.		<i>Need to check this info with DHS/ FEMA, but assuming Kb is correct, these changes should be made</i>
II.E Planning Assumptions	Rs	II-10, Bullet 5	Needs to be reworded.	Request used 3 times in one sentence. Unclear	<i>Rephrase, as indicated in comment</i>

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	Rs	II-10, Bullet 6	Statewide Mutual Aid (SMA) needs to be included.	Add to bullet.	<i>Add "Statewide Mutual Aid (SMA)" per comment</i>
III. Recovery Agency Organization	Kl	III-3	The text talks about how the Recovery Coordinator can appoint a deputy and other staff persons.	Perhaps add that until these support people are appointed, the Recovery Coordinator will be working with the existing personnel who were activated for the response phase of the incident and are transitioning into their recovery roles. (unless I misunderstood this)	<i>Add, "Until deputy and other support staff are appointed, the Recovery Coordinator will work with personnel who were activated during the response phase – in particular personnel in the EOC Recovery Branch, but potentially including others as well –and are transitioning into their recovery roles."</i>
III.B Recovery Guidance and Command	Kb	III.B.	In general, I found that this section relies on federal guidelines and makes scant reference to state authorities. For example, the second para. begins "Consistent with federal guidance..." Why not refer to the state authorities and local ordinances (referenced in the next para.) as well?		<i>No action needed. The "federal guidance" reference is to the NDRF, and nothing comparable currently exists at the state/local level</i>
	Kb	III.B.	A comment for future consideration: are "mission assignments" just that, or are they really "requests for assistance" that may be denied, modified, or even ignored? The plan does not have to address		<i>Point taken, but no action needed. They are indeed "mission assignments," but the political heft</i>

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			this, but OEM and county officials better have an understanding.		<i>granted the RA will determine whether/ how they are carried out</i>
	Kb	III.B.	Why doesn't the Recovery Coordinator connect directly or indirectly with the Recovery Policy Advisory Board (see Figure III-1). Also, I do not see any reference to how procedures/rules of order for the Board will be established. The plan should at least indicate those must be developed.		<i>County B & C's connect through an assigned deputy county exec. No change necessary.</i> <i>Comment 2: insert in last paragraph of III.B.3.a, "The Board will establish procedures and rules of order consistent with County practice and rules."</i>
	Kb	III.B.	The text of footnote 2 (page III=12) needs to be reconsidered. It is not grammatical and is confusing.		<i>Remove "are" from the end of sentence 1 of FN2, p. III-12. Double-check the rest of the note for grammar.</i>
III.C Recovery Agency Staff and Structure	Lh	Lh-1II.16	Lh-HCD & NCS should also be designated as "Lead" depending upon the emergency? *This was labeled III.P		<i>No action needed – addressed in note below</i>

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	Mmc	1)Page II-7, 5 th line under Command Staff	1)Change Recovery Commander to Recovery Coordinator		<i>Change to “Recovery Coordinator,” per comment</i>
	Mmc	2)Page III-12, fn.2	2)Remove word “are” from end of first sentence.		<i>No action needed. Duplicate note – see above</i>
	Mmc	3)Page III, in para. Under the bullets	Misspelled word	Change spelling to “historically	<i>Change to “historically,” per comment, p. III-13</i>
	Mmc	4)Page III-14	Names for RSF branches don’t match headings for the branches in the annexes, e.g., Economic Recovery Branch vs. Economic RSF Branch; Public Safety vs. Safety and Security Branch	Conform names	<i>Confirm consistency of Branch names (Sec III and Annexes)</i>
	Kl	III-5	The text mentions that all staff will be properly credentialed upon mobilization but what does that mean?	Perhaps consider including “credentialing sheets” that list what is required for each position.	<i>No action needed – too detailed for this project; file under “SOPs/ next steps”</i>
	Kl	III-6	The text earlier mentions that the Recovery Coordinator will be unable to perform his day to day responsibilities (III-2) due to his/her duties as	Add that the Recovery Agency Staff will be relieved from having to	<i>Insert, “Recovery Agency staff will be relieved (full or part-time) from</i>

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			Recovery Coordinator. Is the staff for the Recovery Agency given this leeway as well?	perform both recovery duties and permanent job duties until released from recovery role	<i>permanent job duties until released from their recovery role," bottom page III-5 or top III-6</i>
	KI	III-9	The Safety Officer is assigned to oversee the Medical Unit and the Comp/Claims Unit. I see the connection, but do not think it is wise to move those Units under a Command Position. The Safety Officer would still approve the Medical Plan and support the Comp/Claims Unit but managing the Units along with his/other duties may not be practical.	Consider putting the Units back under Logs and F/A as is typical under the ICS structure.	<i>Change as recommended. Comp/Claims should report to Finance/Admin Section Chief.</i>
	KI	III-10	The text includes a reference to single point ordering during the response phase.	Remove this reference or clarify. My understanding from Roy is that the EOC will not move towards single point ordering for response operations.	<i>No action needed – this was all vetted by OEM and the SC, and Roy reviewed this document as well; it can be changed in the PDRP update if needed</i>
	KI	III-11	The text has the Resource Unit under Planning in the Recovery organization. In the Response phase, my understanding is that the Resource Unit will fall under Logistics in the EOC.	There should be some language in the text about transitioning this unit from the Logistics Section during response to the Plans Section during recovery.	<i>No action needed – this was all vetted by OEM and the SC, and Roy reviewed this document as well; it can be changed in the PDRP update if needed</i>
	KI	III-13	HUD not spelled out in second paragraph; No	Since HUD is written for the	<i>Comment 1: spell out "US</i>

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			space between “Appendix 4” and “for” in the fourth paragraph.	first time, spell out acronym; Add in a space between “4” and “for”.	<i>Department of Housing and Urban Development” for first use</i> <i>Comment 2: insert space, per comment</i>
	MI	III-16	III-16: Correct department name to "Department of Cable and Consumer Services."		<i>Make correction per comment (and d/c throughout document, incl. Annexes)</i>
	Nk	Page III-19; Table III.4; Subsection 4	The “Northern Virginia Planning Commission” is identified as a regional participant. Was the intent to identify the “Northern Virginia Regional Commission?”	Revise the reference to “Northern Virginia Regional Commission,” if this is what was intended.	<i>Add, “Regional to the “Northern Virginia Regional Commission,”</i>
IV. Recovery Agency Functions and Activities	Kl	IV-3	ESF is not spelled out, but it is the first time it is used in the plan.	Spell out what ESF stands for.	<i>spell out “Emergency Support Function” for first use</i>
	Kb	Base Plan	I find the intersection of the lines in Figure IV. 2 to be misleading. The transition from response to recovery is not a single point in time or a		<i>Comment 1: no action necessary -- the lines represent volume of activity below them; so</i>

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			<p>snapshot. The phases work in congruence for a period of time. Also, why not graphically display the three elements of recovery on that figure. Also, recovery can be dynamic, as noted on the bottom of page IV-10. There may be 2d or 3d strikes after the first, which means we move back to response while recovery is underway.</p> <p>The RAP figures (IV.6a through 6c) are of little value and generally confusing.</p> <p>It would be useful for plan to note the potential for blockages and inertia in the RAP cycle, so that readers are primed to bulldoze through those problems when necessary.</p>		<p><i>they DO convey overlap</i></p> <p><i>Comment 2: no action necessary – if no one else found them confusing, we will leave them</i></p> <p><i>Comment 3: no action needed; I agree that this will be a likely issue, but I do not think it needs to be noted in the text</i></p>
IV.A Section Overview	Kl	IV-6	The text explains that the IC (during the response phase) assigns a Deputy IC who is qualified to eventually serve as the Recovery Coordinator but on p. III-2, the text has the County Executive or designee appointing the Recovery Coordinator.	Clarify in either or both sections that the Deputy IC (initially appointed by the IC) could become the Recovery Coordinator if approved by the County Executive. (or did I misunderstand the process?)	<i>No action needed -- bullet 2 on IV-6 makes this clear, stating that the Dep IC should be qualified to become the RC</i>
IV.C PDRP Activation and Implimenta	Rs	IV. C.	Last sentence. Incident Commander should be EOC Commander.	Replace all references within the document from Incident Commander to EOC Commander when referring	<i>Change to “Recovery Coordinator” and d/c all references in PDRP</i>

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tion				to Command out of the EOC. IC is in the field. References to IC found throughout the section. Also, in Figure IV.3.	
	Mmc	Page IV-5	Check EOP reference at bottom of page for accuracy. At a minimum, the punctuation is off.		<i>Remove the word “such” from bullet 8, IV-5</i>
IV.D The Recovery Action Planning Cycle	Mmc	Page IV-11	Refers to Figure 5.4 for detail on Planning Cycle. Should be Figure 4.4. Also see earlier note about conforming text reference to tables to table headings, i.e., don’t refer to both Figure 4.4 and Figure IV-4	See comment.	<i>Change to “IV-4”</i>
IV.E Policies for Lead and Supporting Agencies	Kb	IV.E.	The second bullet under Policies should be reconsidered. There should be an allowance for expediting actions and not relying on SOPs.		<i>No action needed – bullet reads “to the degree applicable”</i>
IV.G Common Objectives: Supporting Agencies	Dc	III-14 (p.57)	The Red Cross should be removed from a supporting agency of long term housing recovery and be added to health and mental health services.	See comment.	<i>Comment 1: Remove RC from “long-term housing” in table III.4 and in the Annexes</i> <i>Comment 2: Add RC to health and medical and</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
					<i>social and human services in table III.4 and in the Annexes</i>
IV.H Recovery Sites and Facilities	Kb	IV.H	The recovery sites and facilities subsection should be moved to the appendix.		<i>No action needed – OEM and SC vetted this</i>
IV.I Maintenance of Local Control	Mmc	Page IV-21	The second sentence of the first paragraph refers to the Recovery Policy Advisory Board as having a role as a County official. The next sentence goes on to refer to the County officials as having the authority to allocate and deploy resources. That exceeds the scope of what the RPAB is tasked to do.	Not sure. Requires further discussion.	<i>Delete “and Recovery Policy Advisory Board.”</i>
IV.L Interactions with Other Fairfax County Plans	Kl	IV-28	No mention of departmental level plans.	Include a reference to departmental level EOPs, SOPs, etc.	<i>Insert item VI.L.6: “Departmental Plans Many County departments have plans or SOPs that may be enacted during response or recovery. These may be implemented concurrently with activities described in the PDRP.</i>
	NK	IV-30	The document identifies “Other County Plans,” including the “Comprehensive Development	If the intent was to reference the sections noted, it would be appropriate to revise these	<i>Cross check and revise for county specific</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			Plan,” “Neighborhood Development Plans,” and “District Development Plans.” Is the intent to reference the Fairfax County Comprehensive Plan and the detailed planning district and community planning sector guidance (and guidance addressing special planning areas) found within the Area Plan volumes of the Plan?	references to track the terms used in the Comprehensive Plan. If not, there should be clarification provided regarding the specific documents that are being referenced.	<i>terminology.</i>
V. Plan Maintenance, Training, and Exercise	Kl	V-3	The text says a “five year comprehensive review” under Section D, third bullet. But on pg. V-4, it says “four year comprehensive review.”	Make it consistent.	<i>Change to “four”</i>
V.B PDRP Subcommittee of the EMCC	Mmc	Page V-1	The text does not refer to an EMCC PDRP subcommittee, only to an EMCC review. It then goes on to refer to a bulleted list of agencies, not all of whom are on the EMCC.	Further discussion needed. Dave McKernan requested a meeting of the Policy Subcommittee of the EMCC in early January. Not sure is that meeting has been scheduled.	<i>V. B. paragraph 1. Insert, “A committee or a subcommittee, possibly under the Fairfax County Emergency Management Coordination Committee (EMCC) shall serve as the ...”</i>
V.C Training and Exercise	Mmc	Page V-2	1)The bottom of the page refers to each four-year update cycle of the PDRP. While the EOP is required to be updated every four year, there is not a similar legal requirement for the PDRP (at		<i>No change required – following 4-year review as a best practice</i>

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			least yet).		
	Mmc	Page V-3	2)The last sentence of Section C is ambiguous as worded.	2)Consider ending this last sentence after the phrase “by the EMCC.”	<i>Delete all after “by the EMCC,” per comment</i>
ANNEXES					
Annex A. Community Recovery Planning Branch	MI	A-5	III-16: Correct department name to "Department of Cable and Consumer Services."		<i>No action necessary – duplicate comment (see above)</i>
A Purpose	Lh	A-10	Use of foreign language groups, may want to substitute community based organizations, including those serving persons with limited English proficiency.		<i>Under e), change “foreign-language groups” to “community based organizations serving persons with limited English proficiency”</i>
	Mc	A-5	Errors in formatting currently reads – “Department of Code Compliance Department of Family Services Department of Finance.”	Department of Code Compliance	<i>Insert line-break, per comment</i>
Annex B: Economic Branch	MI	B-5	B-5: Correct department name to "Department of Cable and Consumer Services."		<i>No action necessary – duplicate comment (see above)</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
B Organization	Mc	B-11	DCC is listed as a support agency for Expedited Permitting – Unaware of any role in this functional area. DCC would provide technical support.	Error in formatting currently reads – “Department of Management and Budget Department of Planning and Zoning”	<i>Insert line-break, per comment</i>
	Mc	B-19	DCC is listed as a support agency for Expedited Permitting – Unaware of any role in this functional area.	DCC would provide technical support.	<i>No action necessary – as noted from reviewer, DCC would provide technical support</i>
Employment Recovery Group					<i>(no comments)</i>
Business Restoration Recovery Group					<i>(no comments)</i>
Business Retention and Recruitment Recovery Group					<i>(no comments)</i>
Supply					<i>(no comments)</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
Chain Recovery Group					
Annex C: Natural and Cultural Resources Branch					<i>(no comments)</i>
Natural Resources Recovery Group					
B Organization	Nk	C-5	DPZ is identified as a Lead Agency on this Recovery Group. While I would feel more comfortable with DPZ in a Support Agency role, I can understand the proposed designation given DPZ's role in development of land use-related environmental policy and DPZ's role as the liaison agency for the Environmental Quality Advisory Council. However, DPZ should only be assigned a leadership role on this group if there is a commitment from all support agencies and organizations to the provision of the necessary resources to implement the Plan actions.	There are no changes needed here, although I would support the assignment of DPZ as a Support Agency rather than a Lead Agency—I just want to get this concern on the record.	<i>No action necessary</i>
B	Nk	C-5	DPWES-Land Development Services should be	Move DPWES-LDS from	<i>Need to discuss</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
Organization			<p>identified as a Lead Agency rather than a Support Agency. LDS has responsibility for site plan/subdivision plan/grading plan/etc. approvals (which include a number of environmental components) and as it is likely that, in any disaster requiring implementation of response and recovery plans, a significant amount of permitting can be anticipated. Further, the Urban Forest Management Division resides within LDS, and UFMD would be a critical participant, if not leader, in the pre-event processes of developing an inventory of area natural resources and identifying relevant federal programs. UFMD involvement would also be critical in any disaster that may increase the potential for plant disease and/or pest infestation of trees.</p>	<p>the list of Support Agencies to the list of Lead Agencies</p>	
B Organization		C-5	<p>The Health Department and hazardous materials function in the Fire and Rescue Department should be identified as support agencies (if not, in the case of the Health Department, a lead agency designation). While not every potential disaster would require the efforts of these agencies on natural resource recovery efforts, any disaster with a chemical/biological/radiological/nuclear hazard component would necessitate their involvement in natural resource recovery efforts. Further, the Health Department could offer significant assistance with the natural resources</p>	<p>Identify the hazardous materials function of the Fire and Rescue Department as a Support Agency.</p> <p>Identify the Health Department either as a Lead Agency or Support Agency</p>	<p><i>No action necessary. Hazmat and CBRN issues addressed within Annex F. Safety and Security</i></p>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			inventory, and both departments would be able to provide expertise in regard to the identification of relevant federal programs. Health Department involvement would also be critical in the event of any disaster resulting in a pest infestation or potential increase in wildlife-borne disease (e.g., increased mosquito populations resulting from increased standing water).		
B Organization		C-5	The Police Department’s Animal Services Division/Wildlife Biologist should be identified as a support entity.	Identify Police-Animal Services/Wildlife Biologist as a Support Agency	<i>Needs further discussion.</i>
B Organization		C-5	It is appropriate to identify the Environmental Quality Advisory Council as a support agency; I appreciate the recognition of EQAC as an important independent voice in natural resource restoration-related matters. However, EQAC is identified as having “Oversight of Environmental Considerations.” It is not clear what the intent of this designation is, and EQAC is neither qualified for an oversight role nor compensated in a manner that would lend itself to such a role. EQAC members serve voluntarily, without any compensation, and it should be assumed that, in the time following a disaster, the attention and priorities of individual EQAC members may need	Perhaps “Coordination and Advice on Environmental Considerations” would be preferable to “Oversight of Environmental Considerations.” EQAC should also be considered for representation on the Recovery Policy Advisory Board’s Natural Resources subcommittee if such a subcommittee is established per pages III-4 and III-5 of the draft.	<i>Change “oversight to advisory” after EQAC in support agency list.</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			to be focused elsewhere. As EQAC’s role is to advise the Board of Supervisors on environmental matters, and as it is likely that EQAC could provide advice following an emergency, it may be best to characterize EQAC’s role on the Natural Resources Recovery Group as “advisory” rather than “oversight.”		
B Organization		C-5	It may be appropriate to identify the Department of Information Technology as a Support Agency, as GIS expertise would be needed in the development of a natural resources inventory.	Identify DIT as a Support Agency	<i>Add Department of Technology-GIS to list of support agencies.</i>
B Organization		C-6	The Northern Virginia Soil and Water Conservation District possesses valuable technical and public outreach expertise relating to environmental matters. NVSWCD should therefore be identified as a Support Organization.	Identify NVSWCD as a regional Support Organization.	<i>Add Northern Virginia Soil and Water Conservation District (NVSWCD) as a regional Support Organization.</i>
B Organization		C-6	It may be appropriate to identify the Northern Virginia Regional Commission as a Support Organization; NVRC has a number of environmental programs, including several programs relating to the protection and restoration of water resources. (see http://www.novaregion.org/index.aspx?NID=190)	Identify NVRC as a regional Support Organization	<i>Add Northern Virginia Regional Commission as a Support Organization</i>
C	Mc	C-11	DCC listed as support agency for Expedited	DCC would provide	<i>No action necessary – as</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
Activation and Mobilization			Permitting - Unaware of any role in this functional area.	technical support.	<i>noted from reviewer, DCC would provide technical support</i>
C Cultural Resources Recovery Group					<i>(no comments)</i>
C Activation and Mobilization	Lb	C-11	<p>C-11 seems to account for hazard planning and mitigation for cultural properties. Internally, a procedure could be arranged for those projects where the ARB has to make an emergency decision or needs to be consulted - perhaps a subcommittee.</p> <p>The Department of Homeland Security lists eighteen sectors of critical infrastructure, one of which is "National Monuments and Icons." For Fairfax County, I would recommend that National Historic Landmarks, National Register listed and eligible properties, Historic Overlay Districts, and properties listed on the Inventory of Historic Sites all be included under that category. I presume that the locations and boundaries of each of those properties is already a layer in the county GIS database, since the history commission map shows them all. Geospatial data is an important</p>	<p>Jason D. Sutphin City Planner Board of Architectural Review Liaison (703) 293-7155</p> <p>John_A_Burns@nps.gov</p> <p>The Architectural Review Board (ARB) should be listed as a support agency. Preferably text indicating that properties included in a historic district, listed on the County's inventory, or listed or eligible for listing on the National Register should be considered.</p> <p>The corresponding</p>	<p><i>Include Architectural Review Board as a support agency</i></p> <p><i>No action on further comments; there is a lot of great detail in these comments, but they go well beyond the "strategic" level approach of this plan.</i></p> <p><i>The suggestion re calling out historic districts or national register properties is covered generally under D.1.a on p. C-13.</i></p>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			<p>source of information following any disaster because normal points of reference (street signs, house numbers, etc.) may have been lost in the disaster. If that data is not in the county GIS database, it needs to be added. Further, every county historic site should have a disaster preparedness plan.</p> <p>Probably the most predictable disaster scenario is flooding because we can plot locations of historic resources against flood plains and prepare risk assessments and appropriate mitigation strategies. Following Hurricane Katrina, there was a huge amount of cultural resources disaster recovery information generated by the National Park Service. See http://ncptt.nps.gov/category/disaster-recovery/. Archeological sites on flood plains are particularly at risk.</p> <p>If possible, the county should make owners of historic sites aware of the extensive information available online and alert them to their special status should they experience a disaster.</p> <p>I have received state disaster training in damage assessment and have volunteered to assist recovery efforts (although I have never been called</p>	<p>documents should include and reference all of the above along within a GIS layer map.</p>	

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			<p>to do so). Are any other members of the ARB similarly trained? It's a way the ARB could become an integral part of the county response to future disasters.</p> <p>FEMA has come to rely on the National Park Service concerning cultural resources in disaster areas. For instance, NPS GIS data quantified the total number of cultural resources impacted by Hurricane Katrina, their locations and boundaries, and descriptive information (to the extent that it was available in digital form). Same thing after the BP oil spill.</p> <p>Jason is correct that the information in the Cultural Resources Recovery Group section (in Annex C-11) needs to be expanded. In an emergency, responders should have more than just the name of support agencies; they need specific contact information. Just saying "Department of the Interior" is not very helpful. Also, the organization Heritage Preservation has prepared several excellent publications on disaster preparedness and recovery (the best known of which is "the disaster wheel"). See http://www.heritagepreservation.org/programs/TASKFER.HTM.</p>		

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D Recovery Objectives	MI	D-13	D-13: Correct department name to "Department of Cable and Consumer Services."		<i>No action necessary – duplicate comment (see above)</i>
Annex D: Housing Branch	Cv*	Page: Annex D-8	<p>In the middle of this page, there is a sentence that reads: “Also, in such scenarios, strategies should advance resiliency and best practices in terms of hazard mitigation, storm water management, “universal access” (design principles that go beyond the Americans with Disability Act (ADA) to promote accessibility and utility for the elderly, those in wheelchairs, etc.) and other aspects identified in the County Comprehensive Plan, Hazard Mitigation Plan, or elsewhere.”</p> <p>*This was originally posted under Overall Comments.</p>	<p>I believe the sentence should read: “Also, in such scenarios, strategies should advance resiliency and best practices in terms of <i>physical access for people with disabilities</i>, hazard mitigation, storm water management, “universal access” (design principles that go beyond the Americans with Disability Act (ADA) to promote accessibility and utility for the elderly, those in wheelchairs, etc.) and other aspects identified in the County Comprehensive Plan, Hazard Mitigation Plan, or elsewhere.”</p> <p>The reason for the above bolded and italicized clause is that, without it, the</p>	<p><i>Insert bold text, as shown: “Also, in such scenarios, strategies should advance resiliency and best practices in terms of <i>physical access for people with disabilities</i>, hazard mitigation, storm water management, “universal access,” per comment</i></p>

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				sentence would only mention universal design. Mentioning universal design is great, but universal design does not necessarily subsume all required physical access features required by law to make a structure accessible to people with disabilities.	
B Organization	Lh	D-5	Add Office to Prevent and End Homelessness under Support Agencies	Add Office to Prevent and End Homelessness under Support Agencies	<i>Add "Office to Prevent and End Homelessness" under Support Agencies, per comment</i>
Intermediate Housing Recovery Group					<i>(no comments)</i>
A Purpose	Kl	D-5	The text talks about the purpose of intermediate housing because until the survivors' homes are rebuilt. I would also add that it could be until the survivors find new housing. Sometimes survivors have to relocate, as we saw with Katrina.	Add language about relocation possibility as well.	<i>Add "or relocated" at the end of graf 2 under A, P. D-5.</i>
B Organization	Kl	D-5	There is no mention about getting transportation from the temporary housing to schools for	Suggest adding in FCPS as a support agency under this	<i>Add FCPS as a support agency</i>

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n			children.	Group and including the need to take into consideration transportation from temporary housing to schools when deciding on appropriate temporary housing solutions.	
D Recovery Objectives	Kl	D-5	There is no mention about getting transportation from the temporary housing to schools for children.	Suggest adding in FCPS as a support agency under this Group and including the need to take into consideration transportation from temporary housing to schools when deciding on appropriate temporary housing solutions.	<i>Insert, "and efficient servicing by public school buses," to the end of graf 3 of D.1.b, p. D-8.</i>
Long-Term Housing Recovery Group					<i>(no comments)</i>
B Organization	Lh	D5	As stated in previous reviews, Family Services does not provide intermediate or long term housing. DFS no longer has housing resources. The management and operation of the County's homeless shelters and emergency housing services were transferred to Office to End and	If you want to keep Family Services in this Group then we would be support agency providing supportive housing services. Also add CSB And Neighborhood and	<i>Move DFS to Supporting Agency, but DFS should be aware that in a major disaster, mass care and sheltering may take on a larger role than they have</i>

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			Prevent Homelessness in FY10(?) Evacuation shelters are considered short term housing and are normally closed asap.	Community Services which also provide supportive housing services	<i>experienced; listing DFS as a potential Lead was to provide continuity in this regard from response to recovery</i>
Annex E: Infrastructure Branch	Mc	E-5	DCC listed as support agency for Expedited Repairs Permitting - Unaware of any role in this functional area.		<i>(no comments)</i>
Utility Restoration Recovery Group	MI	E-5	E-5: Correct department name to "Department of Cable and Consumer Services."		<i>No action necessary – duplicate comment (see above)</i>
Transportation Recovery Group					<i>(no comments)</i>
Capital Repairs and Reconstruction Recovery Group	Mc	E-17	DCC listed as support agency for Expedited Reconstruction Permitting - Unaware of any role in this functional area.		<i>Remove DCC from Supporting Agency list</i>
Debris Management					<i>(no comments)</i>

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nt Recovery Group					
Annex F: Safety and Security Branch	Mc	F-11	DPZ listed as support agency for Assessment Teams and Strategy Development - Unaware of any role in this functional area.	DCC would provide Assessment Teams.	<i>Remove DPZ from supporting agency list</i>
Public Safety Recovery Group					<i>(no comments)</i>
Structural Safety and Damage Assessment Recovery Group					<i>(no comments)</i>
D Recovery Objectives	Kl	F-14	Under damage assessments, there is no mention about the preliminary damage assessment (PDA) which is usually done during response or that transition period from response. As this is work that's already done and can be a working off point, it might be helpful to include this information in this section. Also, the American Red Cross personnel (at least in Indianapolis) also	See "Comment" box for suggested additions to the "damage assessment" section; also recommend adding in ARC in the Support agencies under "non-profit" if it's applicable here that they too do damage	<i>After "... Recovery Group will" in line 1 of D.2.a and D.2.b (p. F-14) insert "build upon initial efforts made during the preliminary damage assessment process and".</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			do their own damage assessment. It's helpful to incorporate information that they obtain in their own assessments. May also need to include the responsibility of having to escort FEMA officials to the damaged areas.	assessments and you feel their information is valuable.	
CBRN Recovery Group					<i>(no comments)</i>
A Purpose	Kl	F-17	Why is it not called CBRNE (explosive)?	In the WMD world, the "E" was added. If you decide to add it to this plan, I would recommend adding the PD as a Lead Agency if the hazard is explosive related. Also include a section on recovery operations as they pertain to explosive incidents, such as clean-up, evidence collection, etc.	<i>No action needed – "E" was deliberately left off, because any explosion large enough to trigger this plan would likely do so under the auspices of its CBRN impacts, not its E impacts.</i>
Annex G: Community Services Branch	Dc	Annex G-8 (p.242)	The Red Cross is referred by its old name National Capital Area (NCA). This should be updated to reflect the American Red Cross in the National Capital Region (ARC NCR).	See Comment.	<i>Change "ARC NCA" to "ARC NCR" here and throughout document</i>
	Dc		<i>Do you want me to add Red Cross as a supporting agency to the health and medical recovery group under the Community Services (RSF)Branch?</i>		<i>No change needed – addressed in another</i>

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			Yes. *Conversation between Amanda Phan and David Chesler		<i>comment (see above)</i>
Social and Human Services Recovery Group					<i>(no comments)</i>
B Organization	Lh	G-5	OEM, Neighborhood and Community Services should also be lead agencies; Office to Prevent and End Homelessness is a support agency; If this includes the evacuation shelters, then Police is a support agency (animals) and Fire & Rescue is support agency for emergency first aid.	Add OEM, Neighborhood and Community Services, HCD as lead agencies; Add Office to Prevent and End Homelessness as support agency; Add Police as support agency (animals); Add Fire & Rescue due to emergency first aid.	<i>No change needed – existing content establishing a lead was reviewed by the Steering Committee, Working Group, OEM and others</i> <i>Add Office to Prevent and End Homelessness as support agency</i> <i>Add Police Department as support agency (animals);</i> <i>Add Fire and Rescue as support agency (emergency first aid).</i>
A Purpose	Kl	G-5	I was surprised the Health Department is not at least a support agency for this Recovery Group. There is also mention of animal care and control	I would recommend that you consider the Health Department as a support	<i>Add Health Department as a support agency</i> <i>Others – no action needed</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			but the Police Department is not listed as a support agency. Since I believe animal care and control falls under the PD, they should be listed as a support agency.	agency for this group since there are responsibilities related to medical needs listed in the text under this group. FCHD personnel could also be holding the role of the Human Services Branch Director in the EOC during the response phase so it might be helpful to have them in this Recovery Group during the recovery phase. Also include the PD as a support agency.	<i>(addressed above)</i>
D Recovery Objectives	Lh	G-8	Coordination of commodities is not a social services function	Remove this from this section	<i>No action needed—responsibility for this function was the topic of extensive debate and discussion by the Steering Committee, and this is where it ended up. It should be noted that the “social and human services recovery group” is not the same as “social services” or “DFS”</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
Health and Medical Recovery Group	Lh	G-9	<p>G9- d) Identify and bring into the system children who may newly be custodians of the County due to a disaster incident</p> <p>Are you talking about children who come into the custody of Fairfax County? If so, this is foster care and is the responsibility of DFS by Code of VA and I do not think it needs to be addressed by this plan</p>		<p><i>Delete objective D.2.d on p. G-9 (and re-sequence subsequent objectives)</i></p>
	Kl	G-15b	<p>There is no longer a separate Medical Needs Shelter Plan</p>	<p>Delete Medical Needs Shelter Plan</p>	<p><i>No action needed- Once the shelter plan has been revised and approved, to include provisions for people with access and functional needs references to the Medical Needs Shelter Plan will be replaced. Consider for the next review period.</i></p>
	Kl	G-15	<p>We no longer use the phrase “medical needs shelter”</p>	<p>Everyone is now supposed to be put in a general population shelter, and those arranging for the shelter ensure that there are people/equipment there that can accommodate medical needs.</p>	<p><i>Replace references to “medical needs” populations with access and functional needs.</i></p>

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APPENDICES					
Overall Comments	Rs	Appendix 5-17 C. 4, second paragraph	The draft was never made available specifically to the public libraries.	Remove “available for review at public libraries”	<i>Remove “available for review at public libraries”</i>
	Dc	Appendix 4-5 (p.316)	<p>The Red Cross delivers disaster housing assistance in three main forms: Sheltering, Rental Assistance, and Emergency Housing Repair. The Red Cross, with local governments, opens and operates shelters before, during and after a disaster occurs including evacuations. They also assist emergency managers and other sheltering partners to identify and manage emergency shelters for those affected by disaster. Through Red Cross damage assessment and a casework process, Emergency Home Repair and Rental Assistance <i>can become available under certain circumstances to assist with meeting</i> the short-term housing needs of disaster clients. Funding usually covers one month of rent or money for materials to make the house livable until more substantial repairs are carried out.)</p>		<p><i>After “... and Rental Assistance,” insert “can become available under certain circumstances to assist with meeting” in place of “are available to meet.”</i></p> <p><i>Delete “Funding usually covers one month of rent or money for materials to make the house livable until more substantial repairs are carried out.”</i></p>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
	Mb	Appendix 3 p.5	Appendix 3 - Page 5: "6. Identify and address any training needs of assigned staff, such that all Recovery Agency staff have requisite understanding of disaster recovery, the Incident Command System (ICS), and other relevant principles and skills." - seems like a tall order for the Recovery Coordinator to do this. This is something that should fall to Logs and Planning as they work to identify resources to support the recovery effort.		<i>Move task 6 (p. 3-5) from Recovery Coordinator to LSC</i>
	Mb	Appendix 3	Appendix 3 - general comment - all positions should participate in after-action related activities (hot wash, debrief, etc.)		<i>Add "participate in after-action related activities (hot wash, debrief, etc.)" for all positions</i>
	Mb	Appendix 3 p.21	Appendix 3 - page 21: Section Chiefs meetings are referred to. Isn't it better just to say "participate in meetings as directed or required"? Not sure what a Section Chiefs meeting is; it is not referred to anywhere else that I found.		<i>Change all references to "Section Chiefs meetings" to "meetings as directed or required," per comment</i>
	Mb	Appendix 3 p.22	App 3 - page 22 - "Brief the Command Staff and other Section Chiefs on all major recovery changes." Command and General Staff (ICS terminology) App 3 pg 22: "Deactivate branches and any		<i>Comment 1: change "other Section Chiefs" to "General Staff," per comment</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
			organizational elements, when no longer required." - OSC should identify what needs to be demobilized, but Command (Recovery Coordinator) should approve this as part of the Demob plan.		<i>Comment 2: change bullet referenced at left to "Identify branches and any organizational elements for deactivation (with Recovery Coordinator approval), when no longer required."</i>
	Mb	Appendix 3 p.24	<p>App 3 - pg 24: "Determine scale and scope of need, and report to Planning Section." Of what?</p> <p>App 3 - pg 24: "Ensure coordination of all public information releases through the Public Information Officer in order to keep the public informed of progress through the recovery period as necessary." Shouldn't this go up the chain of command to OSC, then to the PIO? Why is a branch independently doing releases?</p>		<p><i>Comment 1: under #2, p 3-23, add "needs under the Branch's mission area" in place of "need"</i></p> <p><i>Comment 2: no action necessary – the text is not intended to convey that the branch does its own releases, nor does the text read that way (it says "through the PIO")</i></p>
	Mb	Appendix 3 p.30	3 - 30: What about oversight of Demob planning (under responsibilities)?		<i>Replace first clause of first task under Demob, p. 3-30 with: "Prepare the Demobilization Plan for the Recovery Agency and ensure that it is complete,</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
					... ”
	Mb	Appendix 3 p.41	App 3 pg 41: "Ensure that all recovery documentation is accurately maintained and submitted to the appropriate agencies as necessary." - Documentation Unit in the Planning Section?		<i>Replace “appropriate agencies” with “Documentation Unit (Planning Section)”</i>
Position Checklists	Kl	3-13, 3-14		Weird spacing issues.	<i>No action needed – not sure what the issue is, but spacing appears consistent throughout this appx to me</i>
Planning Process	Kl	5-7		Delete last line in table.	<i>Delete last line in table A5.3.</i>
Annual Reports	Kl	7-1	Annual reports are referred to in the past, but since they will be completed annually, might be better to refer to them in the present.	Suggest writing “Annual reports are prepared by OEM...”	<i>Change “were” to “are” on p. 7-1.</i>
MISC FINAL FORMATTING					
					<i>Address hi-lit text on 5-18; check rest of document for any other hi-lit placeholder text</i>
					<i>Re-check all sections for widows/ orphans</i>

Section		Specific page and subsection	Comment	Proposed solution (commenter)	How addressed (OEM + contractor): <i>red text = to-do; black text = complete or no action</i>
					<i>Re-check that all “last” even pages are labeled “intentionally blank” (and that no odd pages are)</i>
					<i>Remove all marginal notes</i>
					<i>Double-check pagination vs. TOC</i>
					<i>Change footers in all sections: “Final: January 5, 2012”</i>
					<i>Remove all “DRAFT” watermarks</i>

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Mmc	Marilyn McHugh	Office of the County Attorney
Kl	Kristin Lion	Health Department
Mc	Michael	Department of Code Compliance

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