



FAIRFIELD COUNTY OFFICE OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY

Procedures for Requesting State Disaster Assistance

NOTE: A key provision to requesting state assistance – All available local resources from your jurisdiction must be committed prior to determining if state assistance is needed. The needs resulting from the disaster must exceed local assets and capabilities.

Coordinate requests for assistance with:

The Fairfield County Emergency Management Agency

Office Phone (740) 654-4357 or FAX (740) 652-1520

Fairfield County EMA Director

Jon Kochis

Office Number (740) 652-7961

Mobile (740) 438-5304

Deputy Director of Operations

Garrett Blevins

Office Number (740) 652-7964

Mobile (740) 215-9315

Community Elected Officials (CEO) of Affected Jurisdictions

NOTE: Refer to Annex K: Disaster Recovery of the Fairfield County Emergency Operations Plan (EOP) for assistance in response and recovery, including necessary reporting methods.

A local elected official must issue a Local Declaration of Emergency and provide the following information to Fairfield County Emergency Management Agency for natural and/or man-made disasters:

- Name of Jurisdiction(s) Affected (City, Township and Village)
- Name and title of individual making request
- Description of disaster
- Statement of actions taken
- State type of specific help needed
- Estimate of number persons affected
- Estimate numbers of homes, businesses and public property damaged/destroyed
- **Any other pertinent information regarding the event**

Important Notes

CEOs should telephone their initial situation report and requests to County EMA, and follow with the WRITTEN DECLARATION, which will be forwarded by County EMA to the Board of Commissioners or to OEMA if Commissioners are unavailable.

Information from all jurisdictions affected will be forwarded by County EMA to OEMA. If more than one jurisdiction is affected, the Board of Commissioners may issue a county declaration addressing all affected jurisdiction. Emergency declarations and specific requests are forwarded by the County EMA agency.