

Chapter 23 – LONG-TERM DISASTER RECOVERY PLAN

Sec. 23-1 Authority

In accordance with the authority granted under the Illinois Compiled Statutes, 55 ILCS 5/1-1001, this plan is adopted to provide the legal and operational parameters to County officials regarding long-term recovery actions following a declared disaster in the Unincorporated County, and shall be codified as part of the DeKalb County Code.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-2 Purpose

The purpose of this plan is to guide the recovery efforts by County Officials, emergency personnel, disaster response organizations, and volunteers following a disaster declaration by the federal, state, or County Government for any declared disaster in any portion of the unincorporated County. This plan focuses on meeting the short-term and long-term recovery needs of individuals, property owners, business owners, public or private organizations, and any other entities negatively impacted by a declared disaster. This plan is intended to serve as a companion to the County emergency operations plan, which focuses on disaster response, by providing guidance, authorizing temporary powers, and directing human, material, and organizational resources needed for disaster recovery.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-3 Possible Recovery Activities

This plan provides guidance related to the following recovery activities. Not every declared disaster will entail every listed activity, the need for which will be determined by the evaluation of short-term and long-term recovery needs following each such declaration. Disaster recovery efforts may require:

1. *Policy and oversight.* Designation of responsibility/authority to an individual or organization for establishing and adjusting policies specific to each disaster recovery effort and directing, managing, and monitoring the activities carried out under the recovery effort;
2. *Community outreach/coordination.* Identification of and communication with the community of affected individuals, community organizations, and other entities in the affected area, in person, via mass media (including on-line), at public meetings, and in writing, and coordination with units of government within the affected area. Note: In-person contact with affected individuals and families is of particular importance to establish trust and confidence in the long-term recovery efforts;
3. *Funding and financial management.* Establishment of a central repository for donated and granted recovery funds, identification of any grant applications to possible additional funding sources, coordination with independent funding sources, determining financial needs of affected individuals and entities and disbursement of funds to the same, financial prioritization, record-keeping, and accounting;
4. *Community planning and land use.* Identification of land uses that existed prior to a declared disaster, determination of the future land uses toward which recovery efforts will be directed, assessment of the existing and needed regulatory tools and physical and service infrastructure to achieve the envisioned recovery, and initiation and management of recovery planning and land use processes;
5. *Housing recovery.* Assessment of short-term and long-term housing needs for individuals and entities displaced by a disaster, coordination of disaster area-wide housing recovery efforts;
6. *Infrastructure recovery.* Assessment of necessary physical and service infrastructure within the disaster area, identification of needed repairs and new construction and new or expanded service areas, coordination and management of projects to re-establish or create required and desired infrastructure;

7. *Natural and cultural recovery.* Assessment of natural and cultural resources affected by a disaster, coordination and management of projects to restore or enhance such resources;
8. *Economic recovery.* Assessment of impacts to the local economy with a disaster area, identification and management of needed projects to assist in economic recovery;
9. *Mental and emotional recovery.* Assessment of the mental and emotional needs of individuals affected by the disaster, both short-term and long-term, and coordination with agencies and organizations for the provision of needed mental and emotional assistance;
10. *Public health and welfare response.* Assessment of public health and welfare concerns following a disaster, identification of needed public health and welfare efforts and projects, cooperation with public health and welfare agencies, and coordination, management, and monitoring of such projects where needed;
11. *Public safety measures.* Assessment of long-term security and safety improvements, projects, policies, laws, and regulations that may be necessitated by the disaster;
12. *Livestock and pet recovery.* Development of short-term search, rescue, veterinary service, feed and housing, and reunion program for displaced and injured pets and livestock;
13. *Future disaster mitigation.* Assessment of conditions that facilitated or caused the disaster, identification of projects, policies, or regulations that could avoid or mitigate a future occurrence of the disaster, initiation and management of such mitigation efforts.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-4 Long-Term Recovery Effort Initiation

- A. *Disaster declaration.* A declaration of disaster area by any authorized federal, state, or County authority for any event in the Unincorporated County shall be cause or implementation of this plan.
- B. *Evaluation of disaster.* As soon as possible following a disaster declaration, an initial evaluation shall be made by the persons identified herein of the extent and duration of damage, disruption, and danger to individuals and the public, the prospects for recovery, and the likely time required to return to a pre-disaster or improved status.
- C. *Initiation of plan.* Following subsections, A and B above, the County Board Chairman, in consultation with the County Administrator, the County ESDA Director, and County Sheriff, shall determine whether and which of the powers, policies, and processes of this plan shall be in effect for the specific disaster.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-5 Duties and Temporary Authorities of Key County Officials

The following duties and temporary authorities are granted by adoption of this plan by the County Board, and effective following a disaster declaration and a determination that a long-term recovery effort is appropriate in accordance with section 22-54 above, without need for further consideration or action by the County Board.

1. *County Administrator.* Authorized to:
 - a. Initiate the processes, policies, and authorities set forth in this plan;
 - b. Coordinate with the County ESDA Director and County sheriff to assure continuity of relief efforts to recovery efforts;
 - c. Contact and direct key staff, agencies, and organizations regarding duties set forth in this plan;
 - d. Determine, in consultation with the ESDA Director, County Sheriff, and County Board Chair, if a disaster recovery manager is needed;
 1. If yes, locate and secure services of a disaster recovery manager. A determination should be made as to whether the manager will be a volunteer position, or a paid position subject to an agreement;

Note: Retired former Mayors and Managers, or other Community Leaders, frequently make ideal disaster recovery managers by virtue of their knowledge of the affected area, its population, personnel, resources, history and needs, and the respect and relationships they already have.

2. If no, undertake those duties of the disaster recovery manager, or delegate those duties to other County staff;
- e. Execute agreements with the County Community Foundation, the County Long-Term Recovery Corporation, or other individuals, agencies, or organizations regarding fulfilling elements of this plan or providing services related to long-term recovery;
2. *Community Development Director (formerly: Planning Director)*. Authorized to waive building permit, site development permit, and zoning permit fees administered by the planning, zoning and building department for all construction and reconstruction associated with disaster recovery;
3. *Administrator of Health Department*. Authorized to waive septic permit, well permit, inoculation, and other fees related to relief and recovery;
4. *County Engineer*. Authorized to devote County highway resources to relief, rebuilding and recovery efforts without charges to beneficiaries;
5. *County Collector/Treasurer*. Requested to consider initiated the process to defer the due date for property taxes for properties damaged by the disaster, in accordance with the provisions of 35 ILCS 200/21-40, if such deferral would benefit the recovery efforts;
6. *County Clerk and Recorder*. Requested and authorized to waive fees, other than those that are required by state statute, to produce copies of personal records (birth, death, and marriage certificates);
7. *Disaster Recovery Manager*.
 - a. Coordinate with IEMA and FEMA personnel on long-term recovery needs, funding and assistance,
 - b. Contact key staff/agencies regarding duties related to this plan;
 - c. Direct the plan processes and activities set forth below;
 - d. Serve as the primary liaison for all elements of the disaster recovery process.

[\(Ord. No. 2015-13, 11-18-2015\)](#)

Sec. 23-6 Initial Long-Term Recovery Meeting

As soon as practical, convene a meeting regarding long-term recovery:

1. *Participants*:
 - a. County/City Representatives:
 1. Elected: County Board Chair, County Board District Representatives (within whose district the disaster occurred), Township Supervisor and Highway Superintendent, Mayor/Village President of affected community (if any) and key municipal staff;
 2. Disaster Recovery Manager;
 3. County Administrator and other key County staff;
 - b. ESDA Director;
 - c. County Sheriff;
 - d. IEMA/FEMA Representative(s);
 - e. Relief Agency Representatives (Red Cross, Americorps, etc.);
 - f. Civic Organization Representatives (those that have been actively involved in the emergency response);
 - g. County Community Foundation Representative (possible central repository for donated funds);

- h. Federal and State Agencies: Army Corps of Engineers, HUD, IDOT, IEPA, Department of Natural Resources;
 - i. Public and Private Utilities (ComEd, NlCor, Enbridge, Guardian, NextEra);
 - j. Banks and other Financial Institutions;
 - k. Mental Health Agencies;
 - l. Social Service Agencies.
2. *Moderator:* Disaster Recovery Manager.
3. *Topics to be covered:*
- a. Overview of emergency response status, scope of damage;
 - b. Identification and prioritization of the needed long-term recovery activities (see section 22-53 above);
 - c. Establish central site for monetary donations;
 - d. Establish central site(s) for material donations;
 - e. Identify potential government partners, local, regional, state and federal (FEMA, IEMA, HUD, DCEO, Chamber of Commerce, etc.);
 - f. Identify potential volunteer/civic organization partners;
 - g. Determine the model for the long-term recovery process:
 - 1. Standing committee;
 - 2. Not-for-profit corporation;
 - 3. Staff-level effort under direction of disaster recovery manager.
 - h. Set up community meeting for affected persons to discuss long-term recovery process.
4. *Contact information:* The names and contact information for meeting attendees are maintained in the emergency operations plan for the County.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-7 Long-Term Recovery Needs

- A. Identify all affected property owners and tenants.
- B. Establish case manager for each affected property owner and tenant:
 - 1. The case manager is the point of contact for each affected person for all needs, monetary, housing, material, financial, physical, emotional, throughout the long-term recovery process;
 - 2. Volunteer agencies (Red Cross, Americorps, etc.) may be able to provide case managers.
- C. Identify affected persons' needs: financial, physical, mental, short-term and long-term.
- D. Collect/disperse materials and funds.
- E. Identify affected persons' long-term plans for relocation or reconstruction.
- F. Identify affected community's long-term needs:
 - 1. Repair;
 - 2. Reconstruction;
 - 3. Improvements to existing infrastructure and services;
 - 4. Creation of new, needed infrastructure and services.
- G. Conduct regular (weekly) community meetings to disseminate information to affected persons.
- H. Oversee and direct long-term recovery efforts, including adjusting the process over time to reflect changing conditions.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-8 Finances

The menu of tasks set forth in this plan have financial costs and consequences. Funding sources will depend on a number of factors that will vary over time, including the financial situation of the County, and the monetary donations and grants from individuals, units of government, and public and private organizations for each declared disaster. Consideration should be given to the following:

1. Establishment by the County of a disaster recovery fund with an annual appropriation;
2. Use of a portion of donated or granted funds associated with a specific declared disaster to pay the disaster recovery manager;

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-9 Termination of Long-Term Recovery Efforts

The County Administrator, in consultation with the County Board Chair and the disaster recovery manager, shall have the authority to:

1. Determine that the long-term recovery effort is concluded and end any associated contracts or agreements;
2. Determine that the disaster recovery manager's duties are completed, whether or not the long-term effort is completed;
3. Appoint a replacement disaster recovery manager as needed;
4. Dismiss the disaster recovery manager for cause.

(Ord. No. 2015-13, 11-18-2015)

Sec. 23-10 Plan Review/Update

This plan should be reviewed and updated as needed not less often than every five years from the date of its adoption by the County Board.

(Ord. No. 2015-13, 11-18-2015)