

## RELATED TERMS

- Bioterrorism
- Emergency Operations Centers
- Functional Exercises



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## LESSON LEARNED

## PRIMARY DISCIPLINES

- Veterinary
- Emergency Communications
- Emergency Management

### **Emergency Management: Developing a Contact List of Subject Matter Experts**

#### **SUMMARY**

Prior to an incident, emergency managers should develop a contact list for different types of subject matter experts (SMEs) to consult during emergencies. These contact lists should be updated regularly and included in emergency operations center (EOC) standard procedures and other materials. Additionally, SMEs should be included in exercises to familiarize them with EOC activities and staff.

#### **DESCRIPTION**

On September 22, 2005, the Iowa Homeland Security and Emergency Management Department conducted a multi-county functional exercise in the 17 counties of District 5, located in the state's southeast corner. This exercise tested the effectiveness of then current standard operating procedures and emergency operations plans for responding to a terrorist incident. In the exercise scenario, law enforcement personnel raided the home of a suspected member of an anti-farming terrorist organization. Based on intelligence from the raid, state animal health authorities began monitoring area farming operations for foot-and-mouth disease (FMD). On the morning of September 22, the USDA confirmed a case of FMD in Henry County. Shortly thereafter, a conference call was conducted between all participating counties, and EOCs were activated to support response efforts.

Several counties lacked onsite or on-call SMEs that they could consult for response procedures during an FMD outbreak. EOC staff noted the particular difficulties resulting from an absence of on-staff veterinarians and emergency communications experts. Without an on-staff veterinarian, EOC staff did not have the technical information about FMD necessary to tailor their response actions. Similarly, the absence of an emergency communication expert prevented the EOC's staff from using available emergency communications systems to their full capability.

Prior to an incident, emergency managers should develop a contact list of various SMEs to consult during emergencies. These contact lists should be updated regularly and included in EOC procedures and materials. Additionally, SMEs should be included in exercises to familiarize them with EOC activities and staff.

#### **CITATION**

State of Iowa, Department of Homeland Security and Emergency Management. *Iowa District 5 Multi-County Functional Exercise After-Action Report*. 22 Sep 2005. [https://www.llis.dhs.gov/member/secure/detail.cfm?content\\_id=15572](https://www.llis.dhs.gov/member/secure/detail.cfm?content_id=15572)

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