Oregon Unified Damage Assessment Tool Project Plan
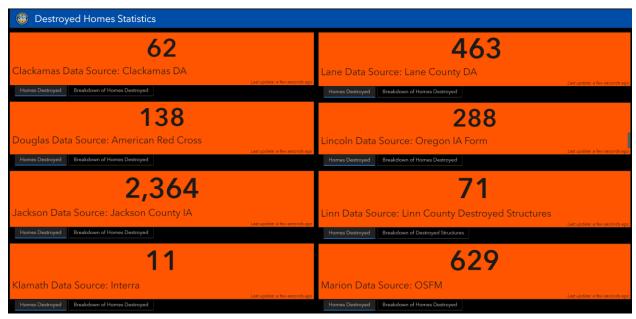
Date: November 13, 2020

Goal: To provide and incorporate a damage assessment tool based upon commercial-off-the-shelf (COTS) applications for use by state and local emergency management staff to capture damage assessment data in a unified manner.

Background: OEM collects damage assessment data as a part of the recovery process and summarizes reports to FEMA for inclusion in potential disaster declarations and to provide justification for individual assistance federal funding and small business administration funding. This process involves coordination with local and tribal entities to determine the impacts to businesses and residences.

The 2020 Oregon wildfire season highlighted the need and necessity to pull in damaged structure information to provide proper justification for a federal declaration of disaster. While the declaration was granted prior to assessments being completed, the necessity of this information was brought to the forefront in an effort to provide relevant data to response partners for:

- Determination of appropriate housing assistance needs,
- Right-of-entry access for household hazardous waste cleanup,
- Individual assistance claim coordination and reach-out,
- Business impacts and assistance needs,
- And many others

For this event, counties either built their own solutions or integrated data gathered by another agency to provide relevant data for damaged and destroyed structures and homes. For the eight counties declared, there were eight separate sources of data, not including the federal datasets for the US Search and Rescue teams (USAR data) and geospatial damage assessments.

Destroyed Homes Statistics Dashboard from 2020 Oregon Wildfires for Eight Declared IA Counties

In some jurisdictions, they utilized up to three different sources of data to determine and produce a unified report of data to OEM. This resulted in difficult to understand data definitions, fields of data not being collected due to inconsistent reporting, a high number of replicated assessments and data collection efforts, and a large workload for designated Emergency Coordination Center (ECC) Planning Section staff to determine the total number of destroyed structures and residences.

While the data collected was all shared within the same group, it became clear that there needed to be a solid foundation of consolidated data collected to meet the needs of those that required the data for their components of response and recovery.

It is the goal of this project to:

- Identify key stakeholders for producing and utilizing damage assessment data for both individual assistance and businesses
- Identify requirements for damage assessment data collection
- Create a holistic solution for gathering damage assessment data into a GIS format
- Mitigate and reduce duplicated damage assessment and data collection efforts
- Determine appropriate reporting/visualization of damage assessment data

Project Lead:

Daniel Stoelb, Oregon Office of Emergency Management

Collaborators:

- Oregon Office of Emergency Management IA, SBA, and regional coordinator staff
- State Emergency Support Function leads/staff/GIS

- Local and Tribal emergency management coordinators/staff/GIS
- Federal partners
- American Red Cross

Project Objectives:

1. Develop a project plan documenting the purpose and intent of the project.
2. Identify key stakeholders.
3. Conduct needs assessment on data requirements for damage assessment data.
4. Creation of an initial draft damage assessment survey/tool solution.
5. Develop and conduct training on tool/utility.
6. Creation and testing of reports from damage assessment data gathered.

Project Constraints:

1. This project will focus on the individual assistance and small business components of damage assessment as the public assistance components have an established process for consolidated reporting to OEM.
2. External partner input is imperative to identifying and meeting the needs of all stakeholders.
3. Attempts will be made to accommodate as many inputs as possible, however the purpose and intent of this tool is to provide OEM and state partners with the information required for reporting damages to associated federal and state partners.
4. In the event of another subsequent disaster prior to development of this tool, resources will be then devoted to that disaster, which will cause delays in completing this project.

Deliverables and Milestones:

The following tasks and products represent the anticipated project milestones representing work completed by collaborators identified in this project plan.

SPECIFIC DELIVERABLE/MILESTONE	DATE OF COMPLETION
Task 1: Develop project plan a. Determine requirements/needs for project plan	11/13/2020

Task 2: Identify key stakeholders
    a. Email and correspondence to local and tribal emergency management staff (with a focus on declared counties first) and GIS staff
    b. Email and correspondence to state emergency support function partners and GIS staff, with a focus on those involved with response and recovery operations
	11/30/2020

Task 3: Conduct needs assessment on data requirements for damage assessment data a. Schedule listening sessions/meetings (virtual/in-person where appropriate) with emergency management staff and GIS staff to gauge local/tribal level needs using regional coordinators	1/29/2021

b. Schedule listening sessions/meetings (virtual/in-person where appropriate) with state ESF partners and GIS staff to gauge state needs		
Task 4: Creation of an initial draft damage assessment survey/tool solution a. Using commercial-off-the-shelf (COTS) solutions, creation of a draft damage assessment template for collecting relevant data	3/1/2021	

Task 5: Develop and conduct training on tool/utility
    a. Schedule meetings/training sessions with response partners and local/tribal emergency management staff to conduct unit testing (both in the field and on premise) for the proposed solution
    b. Obtain feedback on tool use and revisions as necessary
	3/15/2021	

Task 6: Creation and testing of reports from damage assessment data gathered and finalization of tool
    a. Schedule meetings/listening sessions with state/federal/local partners to identify relevant reports necessary
    b. Finalize tool
	4/30/2021	

Project Timeline:

TASKS	Nov	Dec	2021 Jan	Feb	March	Apr
Task 1: Develop Project Plan	X					
Task 2: Identify key stakeholders	X					
Task 3: Conduct needs assessment on data requirements for damage assessment data	X	X	X			
Task 4: Creation of an initial draft damage assessment survey/tool solution			X	X		
Task 5: Develop and conduct training on tool/utility				X	X	
Task 6: Creation and testing of reports from damage assessment data gathered and finalization of tool						X