



Governor's Office of Homeland Security and Emergency Preparedness

Strategic Plan
FY 2020-2021 through FY 2024-2025

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INTRODUCTION

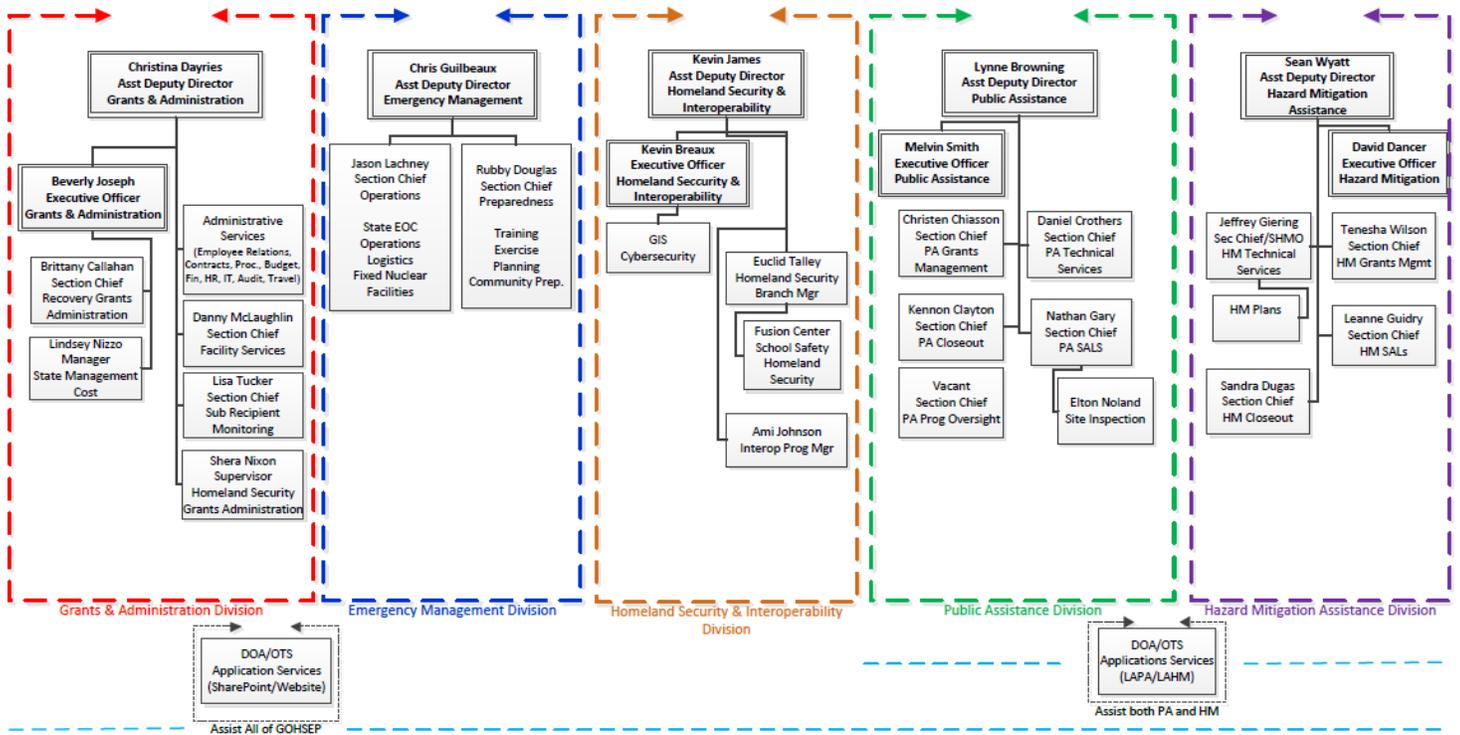
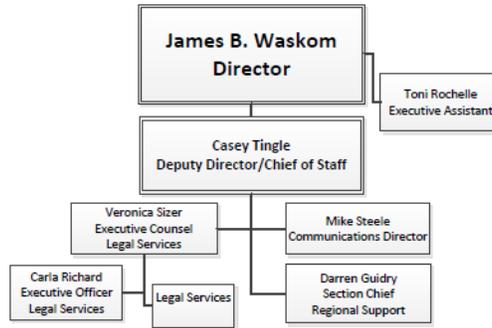
The Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) is the state agency responsible for the preservation of the lives and property of the people of the state in respect to emergencies, disasters and recovery. This responsibility—assigned to GOHSEP in chapters 6, 8, and 9 under Title 29 of the Louisiana Revised Statutes—is of great magnitude. Today, there exists the real possibility of the occurrence of emergencies and disasters of unprecedented size and destructiveness resulting from terrorist events, enemy attack, sabotage, or other hostile action, or from fire, flood, hurricane, earthquake, or other natural or manmade causes. Therefore, it is GOHSEP's duty to ensure that preparations of this state will be adequate to deal with such emergencies or disasters.

GOHSEP strives to continue to improve Louisiana's (1) prevention of, (2) preparation for, (3) response to, (4) recovery from, and (5) mitigation of the next emergency or disaster event. To become better prepared, Louisiana needs communities educated and committed to prevention and prepared to respond to emergencies and disasters. To ensure better response, Louisiana must have emergency response capabilities which focus on the protection of life, property, and the environment. Further, it is vital for Louisiana to have the capabilities to execute and sustain safe and timely recovery from emergencies and disasters. Because GOHSEP's stakeholders are the 4,659,978 people of Louisiana, it is imperative to enhance citizen participation and create opportunities to inform the public through the exchange of ideas and concerns, which will mitigate the impact of future events. All of GOHSEP's existing programs support these goals and are essential to the State's efforts, to protect its citizens and to create a resilient infrastructure.

There is no better indication of the State's success in achieving its mission in emergency management and homeland security than our collective response to Hurricanes Gustav and Ike, where 1.9 million citizens were evacuated (the largest in our country's history) and our entire state was impacted. The State's successes were highlighted by both federal officials and the national media who previously had been very critical. Another indication of our recent success in meeting our mission—as highlighted by the Secretary of the Department of Economic Development—businesses are now citing the State's successful emergency preparedness and response efforts as an additional reason to consider Louisiana for relocation and expansion.

GOHSEP remains dedicated to the development and maintenance of programs that meet our core mission are cost effective, improve communication at the local, state, and federal levels, and assist Louisiana in moving closer to disaster independence. While the threat of emergencies and disasters will never be completely eliminated, GOHSEP is committed to continually adapting to the ever changing environment to effectively and efficiently protect the lives and property of the people of Louisiana and to create the resilience to effectively recover.

AGENCY ORGANIZATION



KEY CONTACT PERSONS

EXECUTIVE		
<i>James B. Waskom</i>	<i>Director</i>	<i>(225) 925-7345</i>
<i>Casey Tingle</i>	<i>Deputy Director/Chief of Staff</i>	<i>(225) 925-7345</i>
ASSISTANT DEPUTY DIRECTORS		
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SUPPORTING INFORMATION

Potential External Factors

GOHSEP's external factors affecting the performance of this program include:

- *Louisiana is at high risk for potential large-scale disasters*
- *Disaster preparedness depends on thorough integration with local governments*
- *Inadequate funding levels*
- *Changes in Federal and State mandates*
- *Loss of experienced personnel*
- *Increase in request for services but no increase in workforce or funding*

Duplication of Effort

There is no duplication of effort in GOHSEP due to both the careful organization and structure of activities and our focus on cooperation and collaboration between the divisions and sections. Communication among the different divisions is accomplished through periodic meetings and work groups. Each division has unique goals, objectives, and strategies—all of which are directed toward the successful accomplishment of our mission lead and support Louisiana and its citizens to prevent, prepare for, respond to, recover from and mitigate against man-made or natural disasters that threaten our State.

Principal Clients

The primary client of the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) is the general public. State and parish emergency response agencies, as well as business and industry, are a major portion of the GOHSEP clientele. Business and industry clients include, but are not limited to, the chemical industry, the petroleum industry, nuclear facility industry, and suppliers of goods and services to restore and sustain health and welfare of the citizens of Louisiana. These clients benefit either directly or indirectly from the services and expertise provided in preservation of the lives and property of the people of the state in respect to emergencies and disasters. GOHSEP services over 4,200 state agencies, local governmental entities, and private non-profit entities in the non-disaster and disaster grant programs through the Preparedness and Stafford Act programs.

Program Evaluation Used to Develop Objectives and Strategies

Goals were established, and objectives and strategies were developed by the GOHSEP staff through a problem identification process using internal/external assessments, statewide plans, and legislative input. Problem identification involved the examination of relations between GOHSEP and the public, agencies, business, and

industries it serves. A draft was presented to GOHSEP Executive Management for review and approval.

Performance Measure Validity, Reliability

Performance indicators are used to evaluate the effectiveness of the various sections. These more detailed indicators will further allow the agency to evaluate cost effectiveness, the processes used to provide service, and the services provided.

Children's Budget Link:

Not applicable.

Human Resource Policies Beneficial to Women and Families Link

GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

AGENCY MISSION STATEMENT

It is GOHSEP's mission to lead and support Louisiana and its citizens to prevent, prepare for, respond to, recover from and mitigate against man-made or natural disasters that threaten our State.

AGENCY VISION STATEMENT

To be a center of excellence for emergency management and homeland security known for leadership, innovation and service for the benefit of Louisiana, its citizens and all other stakeholders.

AGENCY VALUES

Leadership

- *Setting a positive professional example to influence others toward achieving goals and outcomes that are “state of the art” or “best practice”.*

Innovation

- *Maintaining a work environment that encourages new solutions accomplished through effective processes, services, technologies or ideas that are readily available to GOHSEP and its stakeholders.*

Service

- *Providing communication, learning, mentoring, coaching, and support for activities by individual GOHSEP employees that enhance a stakeholder's experience and results in GOHSEP being known for its ability to deliver services in a supportive, efficient, fair and cost effective manner.*

AGENCY GOALS

- 1. Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq. and Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.
- 2. Prepare the state to respond to and recover from emergencies and disasters at the individual, local and state levels.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.; Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.; 44 CFR Parts 13 and 206; 2 CFR Part 200; Governor's Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19.
- 3. Lead and/or coordinate Louisiana's response to all hazards events.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.; Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.; Governor's Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19.
- 4. Administer and coordinate all aspects of disaster recovery.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.; Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.; 44 CFR Parts 13 and 206; 2 CFR 200; Governor's Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19.
- 5. Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.; Governor's Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19; 44 CFR Part 13 and 206 Subpart N; 2 CFR Part 200
- 6. Establish and maintain, through the Statewide Interoperability Executive Committee (SIEC), an infrastructure that provides an interoperable environment at the local, state and federal level.** La. R.S. 29:725.3; La. R.S. 29:725.4; La. R.S. 29:725.5; Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.; Governor's Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19.
- 7. Provide a Center of Excellence for GOHSEP and its stakeholders.** Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.; Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.; 44 CFR Parts 13 and 206, 2 CFR 200.

OUR PLAN

GOAL 1. Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.

- **Statutory Authority for Goal:**
 - *Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.*
 - *Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.*

- Objective 1.1** Enhance statewide intelligence, information sharing and situational awareness capabilities to reduce the threat from terrorism.
- Objective 1.2** Document, assess, and facilitate the enhancement of protective measures for Critical Infrastructure.
- Objective 1.3** Identify private sector Critical Infrastructure (CI) networks and coordinate cyber vulnerability assessments.
- Objective 1.4** Set priorities, provide guidance, and maintain oversight of the GOHSEP school safety program.
- Objective 1.5** Integrate the latest imagery data and mapping technologies to create a robust GIS platform for authorized local, state and federal entities.

Objective 1.1 Enhance statewide intelligence, information sharing and situational awareness capabilities to reduce the threat from terrorism.

Strategy 1.1.1 Develop and distribute weekly intelligence summaries to stakeholders throughout the state.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 1.1:

Outcome Percentage of Weekly Intelligence Summary (WIS) reports produced during each one week period.

Objective 1.2 Document, assess, and facilitate the enhancement of protective measures for Critical Infrastructure.

Strategy 1.2.1 Work closely with Department of Homeland Security (DHS), local, state and tribal governments and industry to reduce the vulnerability to Critical Infrastructure.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 1.2:

Outcome Number of on-site vulnerability assessments annually.

Objective 1.3 Coordinate cyber vulnerability assessments to identify private sector Critical Infrastructure (CI) networks that are exposed to malicious cyber threats.

Strategy 1.3.1 Work in concert with DHS, public and private specialists to develop and implement a cyber security module.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 1.3:

Outcome Percentage of participating private and public sector Critical Infrastructure (CI) facilities scanned annually.

Objective 1.4 Set priorities, provide guidance, and maintain oversight of the GOHSEP school safety program.

Strategy 1.4.1 Develop and maintain the GOHSEP school safety program in conjunction with DHS and the Department of Public Safety Services, Louisiana State Police (LSP).

Strategy 1.4.2 Develop a comprehensive planning/training model that will ensure all stakeholders can adopt and or integrate in their current school safety plans.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 1.4:

Outcome Percentage of stakeholders that have adopted or incorporated the school safety model.

Objective 1.5	Integrate the latest imagery data and mapping technologies to create a robust GIS platform for authorized local, state and federal entities.
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Strategy 1.5.1 Establish and maintain a GIS program to ensure the most current information is available through a highly reliable and stable platform.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator 1.5

Outcome Percentage of uptime for GIS application.

GOAL 2. Prepare the state to respond to and recover from emergencies and disasters at the individual, local and state levels.

- **Statutory Authority for Goal:**

- *Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;*
- *Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.;*
- *Governor’s Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19;*
- *44 CFR Parts 13 and 206;*
- *2 CFR Part 200.*

Objective 2.1 Through the Preparedness Activity, validate the preparedness of Louisiana’s emergency management stakeholders by providing education and by coordinating and/or conducting annual training, plan reviews, exercises, threat assessments and education and outreach initiatives.

Objective 2.2 Develop and manage a comprehensive homeland security and emergency management planning program for state, local, and non-governmental emergency management stakeholders.

Objective 2.3 Manage and maintain the Governor’s Office of Emergency Preparedness and Homeland Security Radiological program for support of Fixed Nuclear Facilities (FNF) and Waste Isolation Pilot Plants (WIPP).

Objective 2.4 Set priorities, provide guidance, and maintain oversight of the Preparedness Grant Programs.

Objective 2.1 Through the Preparedness Activity, validate the preparedness of Louisiana’s emergency management stakeholders by providing education and by coordinating and/or conducting annual, training, plan reviews, exercises, threat assessments and educational and outreach initiatives.

Strategy 2.1.1 Develop and execute the “Get a Game Plan” campaign.

Strategy 2.1.2 Produce Public Service Announcements addressing all hazards.

Strategy 2.1.3 Utilize social networking tools such as Twitter and Facebook for reaching broader audiences.

- Strategy 2.1.4** Utilize additional media outlets such as crawls on the Weather Channel and hurricane preparedness announcements during television and radio traffic reports during peak viewer/listener times.
- Strategy 2.1.5** Develop and maintain an all-hazards children's activity/coloring book for all first through fourth grade classes throughout the state.
- Strategy 2.1.6** Participate in specific exercises, drills, meetings, seminars and workshops focused on emergency preparedness and coordination.
- Strategy 2.1.7** Attend monthly Parish Office of Emergency Preparedness Directors meetings to convey critical state issues and to ensure understanding of critical local issues.
- Strategy 2.1.8** Provide instructors for outreach programs.
- Strategy 2.1.9** Provide Subject Matter Experts (SME) as trainers for specific classes (i.e., Emergency Operations Center Class, WebEOC).
- Strategy 2.1.10** Provide NIMS/ICS, Emergency Management, and/or Homeland Security Training to appropriate personnel statewide.
- Strategy 2.1.11** Conduct annual training needs assessment to identify customer requirements, through the activity of training and exercise planning workshops.
- Strategy 2.1.12** Maintain appropriate training records to validate and document all program compliance.
- Strategy 2.1.13** Conduct, coordinate, and/or participate in an all-hazards exercise program.
- Strategy 2.1.14** Annually participate in emergency management and homeland security exercises.
- Strategy 2.1.15** Participate in After Action Review (AAR) and the Improvement Plan Process.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 2.1:

- Outcome Percentage of recurring Regional Parish Director meetings attended, in support of situational awareness and coordination between local and state Emergency Managers.
- Output Number of Emergency Management and Homeland Security Training courses provided annually.
- Output Number of education and outreach events conducted annually on preparedness initiatives.

Objective 2.2	Develop and manage a comprehensive homeland security and emergency management planning program for state, local, and non-governmental emergency management stakeholders.
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- Strategy 2.2.1** Review and maintain the State Emergency Operations Plan and applicable Supplements.
- Strategy 2.2.2** Provide technical assistance to parishes, state agencies and non-governmental emergency management stakeholders upon request.
- Strategy 2.2.3** Provide technical review of 25% of the parish Office of Emergency Preparedness and Homeland Security plans.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 2.2:

- Outcome Percentage of parish Office of Emergency Preparedness and Homeland Security plans reviewed annually.

Objective 2.3 Manage and maintain the Governor’s Office of Emergency Preparedness and Homeland Security Radiological program for support of Fixed Nuclear Facilities (FNF) and Waste Isolation Pilot Plants (WIPP).

Strategy 2.3.1 Assist parishes by providing and maintaining instrumentation for use during a radiological incident.

Strategy 2.3.2 Assist first responders by providing Modular Emergency Response Training (MERRT), and monitoring and decontamination training.

Strategy 2.3.3 Coordinate and participate in exercise activities in support of Fixed Nuclear Facilities.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 2.3:

Outcome Percent of fixed nuclear facility and waste isolation pilot plant equipment annually calibrated and maintained.

Objective 2.4 **Set priorities, provide guidance, and maintain oversight of the Preparedness Grant Programs.**

Strategy 2.4.1 Develop a comprehensive management and administration process to meet grant project objectives and ensure funds are expended and accounted for in accordance with Federal regulations and guidance, and agency policy and procedures.

Strategy 2.4.2 Develop a comprehensive plan that will ensure sub recipients adhere to performance goals, time schedules and other Federal or agency requirements.

Strategy 2.4.3 Produce quarterly reports of preparedness grants.

Strategy 2.4.4 Conduct education and outreach for preparedness grant program sub recipients.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 2.4:

Outcome Submit 100% of the required quarterly preparedness grant reports on time.

GOAL 3. Lead and/or coordinate Louisiana’s response to all hazards events.

• Statutory Authority for Goal:

- *Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;*
- *La. R.S. 29:726;*
- *Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.;*
- *Governor’s Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19.*

Objective 3.1 Through the Response Activity, manage the State Emergency Operations Center twenty four hours a day seven days a week (24/7) in order to provide situational awareness to the Unified Command Group and coordinate timely assistance in support of local and state stakeholders during natural and manmade crisis.

Objective 3.2 Provide support to the local and state stakeholders during all disasters and emergencies.

Objective 3.3 Enhance coordination between local, state and federal response agencies.

Objective 3.1 Through the Response Activity, manage the State Emergency Operations Center twenty four hours a day seven days a week (24/7) in order to provide situational awareness to the Unified Command Group and coordinate timely assistance in support of local and state stakeholders during natural and manmade crisis.

Strategy 3.1.1 Maintain complete and accurate contact information used for alerts and information sharing.

Strategy 3.1.2 Maintain and enhance Emergency Management tools to effectively coordinate response.

Strategy 3.1.3 Maintain Emergency Operations Center personnel readiness status.

Strategy 3.1.4 Provide annual training of GOHSEP Unified Manning Roster Staff and State Emergency Support Function Primaries and Supports.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Object 3.1:

Outcome Percent of internal and external stakeholders electronically notified within one hour of an emergency event.

Objective 3.2	Provide support to the local and state stakeholders during all disasters and emergencies.
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Strategy 3.2.1 Activate the Crisis Action Team and/or Emergency Operations Center at appropriate level based on the incident requirements to respond as needed.

Strategy 3.2.2 Manage and Coordinate distribution of approved amounts of emergency supplies and services at strategic locations statewide.

Strategy 3.2.3 Integrate GOHSEP Regional Coordinators into incident /event based parish and/or regional support strategy.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 3.2:

Outcome Percent of emergency response activity initiated within 1 hour of request.

Objective 3.3	Enhance coordination between local, state and federal response agencies.
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Strategy 3.3.1 Maintain an accurate Threat, Hazard Identification Risk Assessment (THIRA) to identify shortfalls at local and state Levels.

Strategy 3.3.2 Maintain and improve integrated planning strategy with state and federal agencies.

Strategy 3.3.3 Ensure the synchronization of all state agency emergency preparedness and response activities in support of the state emergency operations plan.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 3.3:

Output Conduct quarterly planning meetings with state agencies.

Outcome Percentage of State Emergency Operations Plans reviewed annually with state agencies.

GOAL 4. Administer and coordinate all aspects of disaster recovery.

- **Statutory Authority for Goal:**

- *Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;*
- *La. R.S. 29:726;*
- *Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.;*
- *Governor’s Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19;*
- *44 CFR Parts 13 and 206;*
- *2 CFR Part 200.*

Objective 4.1 Cultivate cooperative working relationships with Federal, State, and local partners to effectively deliver funding for the Public Assistance, and other Stafford Act recovery programs.

Objective 4.2 Lead, manage and coordinate overall recovery efforts and technical support for State of Louisiana by setting appropriate State policies to ensure consistency with Federal regulations while maintaining the highest levels of customer service.

Objective 4.3 Through effective administration and monitoring of Stafford Act Grant programs evaluate grant closeout readiness and work with sub-recipients to submit a final accounting of all costs incurred and paid in the performance of completed eligible work as soon as practicable.

Objective 4.1 Cultivate cooperative working relationships with Federal, State, and local partners to effectively deliver funding for the Public Assistance, and other Stafford Act recovery programs.

Strategy 4.1.1 Conduct monthly Federal and State working groups to identify and resolve obstacles to obligating, reimbursing and closing projects.

Strategy 4.1.2 Coordinate with Federal, Tribal, State and local partners to enhance knowledge of recovery programs through job aids, fact sheets, educational workshops and outreach initiatives.

Strategy 4.1.3 Collaborate with Federal, Tribal, State and local partners to pre-identify and educate private non-profits in order to enhance their situational awareness of funding opportunities.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 4.1:

- Outcome Improved timelines to resolve project specific and global issues.
- Output Conduct annual education and outreach workshops for GOHSEP regions.
- Output Build a database of potential private non-profit sub-recipients allowing us to improve our ability to deliver PA funding.

Objective 4.2 Lead, manage and coordinate overall recovery efforts and technical support for State of Louisiana by setting appropriate State policies to ensure consistency with Federal regulations while maintaining the highest levels of customer service.

- Strategy 4.2.1** Ensure that recovery personnel are adequately trained in federal and state laws and regulations that pertain to Stafford Act grant programs to effectively execute recovery for impacted communities.
- Strategy 4.2.2** Evaluate Express Pay Policy for each event to determine appropriate guidelines to fund recovery efforts while supporting the need for documented payments.
- Strategy 4.2.3** Work closely with applicants to identify and resolve grant issues that might represent risk to the State.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

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Other Link(s): Not Applicable.

Performance Indicator Objective 4.2:

- Output Damage Assessment Teams will be deployed within 24 hours upon confirmation from local officials, in order to provide comprehensive assessments within 72 hours of arrival at the affected areas to support State and/or Federal declaration.

- Outcome Maximize eligible reimbursements to applicants while minimizing the State’s exposure to the de-obligation of grant funding.

Objective 4.3	Through effective administration and monitoring of Stafford Act Grant programs evaluate grant closeout readiness and work with sub-recipients to submit a final accounting of all costs incurred and paid in the performance of completed eligible work as soon as practicable.
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- Strategy 4.3.1** Collaborate with FEMA and sub-recipients to identify and agree upon the definition of grant closeout readiness and expedite the submission of the final claim.

- Strategy 4.3.2** Annually evaluate any closeout metrics or deadlines and determine the appropriate staff or process changes needed in order to meet the expected outcomes.

- Strategy 4.3.3** Use appropriate data to determine closeout timelines and deploy necessary resources to facilitate compliance with timelines.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 4.3:

- Outcome Increase the number of closeout ready grants completed annually

GOAL 5. Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.

- **Statutory Authority for Goal:**

- Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;
- Governor’s Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19;
- 44 CFR Part 13 and 206 Subpart N;
- 2 CFR Part 200

Objective 5.1 Coordinate the Hazard Mitigation planning activities for the State of Louisiana and support local plan updates through funding opportunities and/or technical assistance.

Objective 5.2 Effectively administer and monitor the Hazard Mitigation Assistance grant programs to ensure the submission of complete sub applications, prompt reimbursements of eligible expenses, and submit each subaward for closeout as soon as practicable and within the established period of performance all while maintaining the highest levels of customer service.

Objective 5.3 Enhance the cooperative working relationships with federal, state, and local partners to improve the delivery of Hazard Mitigation Assistance programs and maximize investment opportunities to reduce the State’s vulnerabilities.

Objective 5.1 Coordinate the Hazard Mitigation planning activities for the State of Louisiana and support local plan updates through funding opportunities and/or technical assistance.

Strategy 5.1.1 Implement and maintain a comprehensive and effective enhanced statewide hazard mitigation plan.

Strategy 5.1.2 Integrate mitigation practices throughout all state plans, programs, and policies.

Strategy 5.1.3 Promote timely implementation and updates of local hazard mitigation plans through local and state collaborative efforts

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and

Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): *Not Applicable.*

Performance Indicator Objective 5.1:

Outcome Demonstrated capability to effectively manage the HMA grant programs resulting in a 5% increase in Hazard Mitigation Grant Program allocation after a major disaster declaration.

Output Maintain 100% of all approved and adopted parish mitigation plans.

Objective 5.2	Effectively administer and monitor the Hazard Mitigation Assistance grant programs to ensure the submission of complete sub applications, prompt reimbursements of eligible expenses, and submit each subaward for closeout as soon as practicable and within the established period of performance all while maintaining the highest levels of customer service.
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Strategy 5.2.1 Ensure that all Hazard Mitigation Assistance personnel are adequately trained in applicable Federal and state laws, regulations, and guidance to facilitate the efficient delivery of the grant programs.

Strategy 5.2.2 Provide comprehensive technical assistance to all stakeholders to ensure sub applications submitted are within prescribed time limits, complete, technically feasible, and cost-effective.

Strategy 5.2.3 Work closely with subrecipients through effective project monitoring to ensure that any issues are identified and resolved to successfully close out projects in a timely manner.

Strategy 5.2.4 Conduct joint project reviews and regular meetings/calls with Federal partners to identify and resolve obstacles preventing the timely approval of projects, reimbursing of eligible costs, and closing of subawards.

State Outcome Goal: *Hurricane Protection and Emergency Preparedness*

Children's Cabinet Line: *Not Applicable*

Human Resource Policies Beneficial to Women and Families Link: *GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.*

Other Link(s): *Not Applicable.*

Performance Indicator Objective 5.2:

- Outcome Improved efficiency and consistency of HMA grant delivery by a well-trained team of employees
- Outcome Improved timeliness of issue resolution and problem solving advancing each project from approval/award through grants management and ultimately to closeout while identifying internal policies or procedures that may require updating.

Objective 5.3 Enhance the cooperative working relationships with federal, state, and local partners to improve the delivery mechanisms for Hazard Mitigation Assistance programs and maximize investment opportunities to reduce the State’s vulnerabilities.

- Strategy 5.3.1** Conduct and/or facilitate educational opportunities for eligible sub-applicants.
- Strategy 5.3.2** Attend regional workshops and national conferences to strengthen relationships with Federal partners.
- Strategy 5.3.3** Leverage other funding opportunities through FEMA non-disaster HMA grant programs and/or appropriate funding sources from other agencies to promote State and community resiliency.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 5.3:

- Output Conduct annual workshops for mitigation stakeholders in all nine (9) GOHSEP regions.
- Output Conduct annual conference calls with hazard mitigation stakeholders for all nine (9) GOHSEP regions to discuss non-disaster grant opportunities and priorities.
- Outcome Increased and enhanced working knowledge of HMA grant programs by our partners and stakeholders in the local communities

GOAL 6 . Establish and maintain, through the Statewide Interoperability Executive Committee (SIEC) an infrastructure that provides an interoperable environment at the local, state and federal level.

- **Statutory Authority for Goal:**

- Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;
- La. R.S. 29:725.4
- La. R.S. 29:725.5
- Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.;
- Governor’s Executive Orders: JBE 2016-21, JBE 2016-20, JBE 2016-19;

Objective 6.1 Advance state governance board to provide clear, synchronized, and effective long-term operation of the Louisiana Wireless Information Network (LWIN).

Objective 6.2 Maintain the Statewide Communications Interoperability Plan (SCIP) and develop supporting plans and policies for interoperable communications.

Objective 6.1 Advance state governance board to provide clear, synchronized, and effective long-term operation of the Louisiana Wireless Information Network (LWIN).

Strategy 6.1.1 Assist local and state agencies in development of migration plans to LWIN.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 6.1:

Outcome Number of Statewide Interoperability Executive Committee meetings conducted quarterly.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Objective 6.2	Maintain the Statewide Communications Interoperability Plan (SCIP) and develop supporting plans and policies for interoperable communications.
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Strategy 6.2.1 Review and update the Statewide Communications Interoperability Plan (SCIP) annually.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 6.2:

Output Number of updates to the Statewide Communications Interoperability Plan.

GOAL 7. Provide a Center of Excellence for GOHSEP and its stakeholders.

- **Statutory Authority for Goal:**

- *Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq.;*
- *Louisiana Health Emergency Powers Act, La. R.S. 29:760, et seq.*
- *44 CFR Parts 13 and 206*
- *2 CFR Part 200*

Objective 7.1 Recruit and retain a diverse, capable and motivated workforce.

Objective 7.2 Create a safe, sufficient, and operative work environment.

Objective 7.3 Empower employees through education, training, and recognition programs.

Objective 7.4 Provide effective and efficient administration to facilitate the support and resources to accomplish program objectives.

Objective 7.1 Recruit and retain a diverse, capable and motivated workforce.

Strategy 7.1.1 Utilize traditional and non-traditional sources such as GOHSEP website, LA Careers, college recruiting, professional organizations, and statewide blast emails to create a qualified, motivated, and diverse pool of applicants thereby ensuring that hiring managers have a sufficient number of applicants for each vacant position.

Strategy 7.1.2 Develop a comprehensive annual performance evaluation system ensuring employees have clear job expectations, participate in planning their job attainments, and are given a comprehensive review of their performance.

State Outcome Goal: *Hurricane Protection and Emergency Preparedness*

Children's Cabinet Line: *Not Applicable*

Human Resource Policies Beneficial to Women and Families Link: *GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.*

Other Link(s): *Not Applicable.*

Performance Indicator Objective 7.1:

Outcome	Percentage of performance evaluation system (PES) evaluation documents completed and submitted on time.
Outcome	Percentage of performance evaluation system (PES) planning documents completed and submitted on time.

Objective 7.2 Create a safe, sufficient, and operative work environment.

Strategy 7.2.1	Provide a habitable, clean, safe, and secure work place.
Strategy 7.2.2	Ensure safety coordinators in all GOHSEP facilities are adequately trained.
Strategy 7.2.3	Conduct and document quarterly safety meetings in all applicable facilities.
Strategy 7.2.4	Maintain and distribute written policies and procedures regarding all aspects of the loss prevention program.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 7.2:

Outcome	Safety and Security Policies for GOHSEP reviewed annually.
Outcome	Conduct quarterly safety meetings and ensure 100% compliance
Outcome	Percent reduction of insurance premium applied.

Objective 7.3 Empower employees through education, training, and recognition programs.

- Strategy 7.3.1** Seek training opportunities from State, Federal and private sources.
- Strategy 7.3.2** Maintain a skills development program by providing the training and testing required facilitating job progression.
- Strategy 7.3.3** Administer an Awards and Recognition program that will emphasize outstanding performances and contributions to the Agency and its stakeholders.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children’s Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 7.3:

Outcome Conduct an annual GOHSEP Award Ceremony.

Objective 7.4 Provide effective and efficient administration to facilitate the support and resources to accomplish program objectives.

- Strategy 7.4.1** Maintain and update policies and procedures that ensure a strong organizational structure, which guides in the fulfillment of GOHSEP’s mission and goals in accordance with Federal and State guidelines.
- Strategy 7.4.2** Improve management of GOHSEP resources by securing goods, services and contracts in the most effective, efficient and economical manner.
- Strategy 7.4.3** Monitor and promote cost effectiveness of programs and streamlining of activities.
- Strategy 7.4.4** Maintain a comprehensive Sub-recipient Monitoring Program for all federal programs administered by GOHSEP.

State Outcome Goal: Hurricane Protection and Emergency Preparedness

Children's Cabinet Line: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: GOHSEP provides flexible work schedules to accommodate employees with child care or other family issues, supports the Family and Medical Leave Act, and provides eligibility for health and other insurances for employees and/or family members.

Other Link(s): Not Applicable.

Performance Indicator Objective 7.4

- Outcome Number of repeat audit exceptions.
- Outcome Number of Desk Reviews conducted.
- Outcome Number of onsite monitoring visits conducted.

STRATEGY ANALYSIS CHECKLIST

GOHSEP has utilized the Strategy Analysis Checklist as each goal, objective, and strategy has been developed.

Strategy 1.1.1 Develop and distribute daily intelligence summaries to stakeholders throughout the state.

X **Analysis**

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, if so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X **Authorization**

- Authorization exists
- Authorization needed

X **Organization Capacity**

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X **Time Frame**

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X **Fiscal Impact**

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 1.2.1

Work closely with DHS, local/state governments and industry to reduce the vulnerability to Critical Infrastructure and Key Resources.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 1.3.1

Work in concert with DHS, public and private specialists to develop and implement a cyber security module

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 1.4.1

Develop a comprehensive planning/training model that will ensure all stakeholders can adopt and or integrate in their current school safety plans.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 1.5.1

Establish and maintain a GIS program to ensure the most current information is available through a highly reliable and stable platform.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.1

Develop and execute the "Get a Game Plan" campaign.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.2

Produce Public Service Announcements addressing all hazards.

X Analysis

Cost/benefit analysis conducted

- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

Authorization

- Authorization exists
- Authorization needed

Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 2.1.3

Utilize social networking tools such as Twitter and Facebook for reaching broader audiences.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.4

Utilize additional media outlets such as crawls on the Weather Channel and hurricane preparedness announcements during television and radio traffic reports during peak viewer/listener times.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.5

Develop and maintain an all-hazards children's activity/coloring book for all first through fourth grade classes throughout the state.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.6

Participate in specific exercises, drills, meetings, seminars and workshops focused on emergency preparedness and coordination.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.7

Attend monthly Parish Office of Emergency Preparedness Directors meetings to convey critical state issues and to ensure understanding of critical local issues.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.8

Provide instructors for outreach programs.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.9

Provide Subject Matter Experts (SME) as trainers for specific classes (i.e., Emergency Operations Center Class, WebEOC).

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, if so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.10

Provide NIMS/ICS, Emergency Management, and/or Homeland Security Training to appropriate personnel statewide.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.11

Conduct annual training needs assessment to identify customer requirements, through the activity of training and exercise planning workshops.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.12

Maintain appropriate training records to validate and document all program compliance.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.13

Conduct, coordinate, and/or participate in an all-hazards exercise program.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.14

Annually participate in emergency management and homeland security exercises.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.15

Participate in After Action Review (AAR) and the Improvement Plan Process.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.1.16

Conduct educational outreach on preparedness initiatives at local, community, parish and state level.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.2.1

Review and maintain the State Emergency Operations Plan and applicable Supplements.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.2.2

Provide technical assistance to parishes, state agencies and non-governmental emergency management stakeholders upon request.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.2.3

Provide technical review of 25% of the parish Office of Emergency Preparedness and Homeland Security plans.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.3.1

Assist parishes by providing and maintaining instrumentation for use during a radiological incident.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.3.2

Assist first responders by providing Modular Emergency Response Training (MERRT), and monitoring and decontamination training..

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.3.3

Coordinate and participate in exercise activities in support of Fixed Nuclear Facilities.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.4.1

Develop a comprehensive management and administration process to meet grant project objectives and ensure funds are expended and accounted for in accordance with Federal regulations and guidance, and agency policy and procedures.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 2.4.2

Develop a comprehensive plan that will ensure sub recipients adhere to performance goals, time schedules and other Federal or agency requirements.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.4.3

Produce quarterly reports of preparedness grants.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 2.4.4

Conduct education and outreach for preparedness grant program sub recipients.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.1.1

Maintain complete and accurate contact information used for alerts and information sharing.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.1.2

Maintain and enhance Emergency Management tools to effectively coordinate response.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.1.3

Maintain Emergency Operations Center personnel readiness status.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.1.4

Provide annual training of GOHSEP Unified Manning Roster Staff and State Emergency Support Function Primaries and Supports.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.2.1

Activate the Crisis Action Team and/or Emergency Operations Center at appropriate level based on the incident requirements to respond as needed.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.2.2

Manage and Coordinate distribution of approved amounts of emergency supplies and services at strategic locations statewide.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.2.3

Integrate GOHSEP Regional Coordinators into incident /event based parish and/or regional support strategy.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.3.1

Maintain an accurate Threat, Hazard Identification Risk Assessment (THIRA) to identify shortfalls at local and state Levels.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.3.2

Maintain and improve integrated planning strategy with state and federal agencies.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 3.3.3

Ensure the synchronization of all state agency emergency preparedness and response activities in support of the state emergency operations plan.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.1.1 Conduct monthly Federal and State working groups to identify and resolve obstacles to obligating, reimbursing and closing projects

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.1.2

Coordinate with Federal, Tribal, State and local partners to enhance knowledge of recovery programs through job aids, fact sheets, educational workshops and outreach initiatives.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 4.1.3

Collaborate with Federal, Tribal, State and local partners to pre-identify and educate private non-profits in order to enhance their situational awareness of funding opportunities.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.2.1

Ensure that recovery personnel are adequately trained in federal and state laws and regulations that pertain to Stafford Act grant programs to effectively execute recovery for impacted communities.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.2.2

Evaluate Express Pay Policy for each event to determine appropriate guidelines to fund recovery efforts while supporting the need for documented payments.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify:
- Impact on other strategies
- Stakeholders identified and involved

Applicant risk analysis, size and complexity of the disaster, geographical areas impacted

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 4.2.3

Work closely with applicants to identify and resolve any grant issues that might represent risk to the State.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.3.1

Collaborate with FEMA and sub-recipients to identify and agree upon the definition of grant closeout readiness and expedite the submission of the final claim.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 4.3.2

Annually evaluate any closeout metrics or deadlines and determine the appropriate staff or process changes needed in order to meet the expected outcomes.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 4.3.3

Use appropriate data to determine closeout timelines and deploy necessary resources to facilitate compliance with timelines.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.1.1 Implement and maintain a comprehensive and effective enhanced statewide hazard mitigation plan.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 5.1.2 Integrate mitigation practices throughout all state plans, programs, and policies.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.1.3 Promote timely implementation and updates of local hazard mitigation plans through local and state collaborative efforts.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.2.1 Ensure that all Hazard Mitigation Assistance personnel are adequately trained in applicable Federal and state laws, regulations, and guidance to facilitate the efficient delivery of the grant programs.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.2.2 Provide comprehensive technical assistance to all stakeholders to ensure sub applications submitted are within prescribed time limits, complete, technically feasible, and cost-effective.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 5.2.3 Work closely with subrecipients through effective project monitoring to ensure that any issues are identified and resolved to successfully close out projects in a timely manner.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.2.4 Conduct joint project reviews and regular meetings/calls with Federal partners to identify and resolve obstacles preventing the timely approval of projects, reimbursing of eligible costs, and closing of subawards.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 5.3.1 Conduct and/or facilitate educational opportunities for eligible sub-applicants.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.3.2 Attend regional workshops and national conferences to strengthen relationships with Federal partners.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 5.3.3 Leverage other funding opportunities through FEMA non-disaster HMA grant programs and/or appropriate funding sources from other agencies to promote State and community resiliency.

X Analysis

- Cost/benefit analysis conducted
- Financial audit(s) used
- Performance audit(s) used
- Benchmarking for best management practices
- Stakeholder or customer surveys
- Other analysis or evaluation tools used, If so, identify: _____
- Impact on other strategies
- Stakeholders identified and involved

X Authorization

- Authorization exists
- Authorization needed

X Organization Capacity

- Needed structural or procedural changes identified
- Resource needs identified
- Strategies developed to implement needed changes or address resource needs
- Responsibility assigned

X Time Frame

- Already ongoing
- New, startup date estimated
- Lifetime of strategy identified

X Fiscal Impact

- Impact on operating budget
- Impact on capital outlay
- Means of finance identified
- Return on investment determined to be favorable

Strategy 6.1.1

Assist local and state agencies in development of migration plans to LWIN.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 6.2.1

Review and update the Statewide Communications Interoperability Plan (SCIP) annually.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.1.1

Improve the quality of GOHSEP contracts.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.1.1

Utilize traditional and non-traditional sources such as GOHSEP website, LA Careers, college recruiting, professional organizations, and statewide blast emails to create a qualified, motivated, and diverse pool of applicants thereby ensuring that hiring managers have a sufficient number of applicants for each vacant position.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.1.2

Develop a comprehensive annual performance evaluation system ensuring employees have clear job expectations, participate in planning their job attainments, and are given a comprehensive review of their performance.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.2.1 Provide a habitable, clean, safe, and secure work place.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.2.2

Ensure safety coordinators in all GOHSEP facilities are adequately trained

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.2.3

Conduct and document quarterly safety meetings in all applicable facilities.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.2.4

Maintain and distribute written policies and procedures regarding all aspects of the loss prevention program.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.3.1

Seek training opportunities from State, Federal and private sources.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.3.2

Maintain a skills development program by providing the training and testing required facilitating job progression.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.3.3

Administer an Awards and Recognition program that will emphasize outstanding performances and contributions to the Agency and its stakeholders.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.4.1

Maintain and update policies and procedures that ensure a strong organizational structure, which guides in the fulfillment of GOHSEP's mission and goals in accordance with Federal and State guidelines.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.4.2

Improve the management of GOHSEP resources by securing goods, services, and contracts in the most effective, efficient, and economical manner.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.4.3

Monitor and promote cost effectiveness of programs and streamlining of activities.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

Strategy 7.4.4

Maintain a comprehensive Sub-recipient Monitoring Program for all federal programs administered by GOHSEP.

X Analysis

Cost/benefit analysis conducted

Financial audit(s) used

Performance audit(s) used

Benchmarking for best management practices

Stakeholder or customer surveys

Other analysis or evaluation tools used, If so, identify: _____

Impact on other strategies

Stakeholders identified and involved

X Authorization

Authorization exists

Authorization needed

X Organization Capacity

Needed structural or procedural changes identified

Resource needs identified

Strategies developed to implement needed changes or address resource needs

Responsibility assigned

X Time Frame

Already ongoing

New, startup date estimated

Lifetime of strategy identified

X Fiscal Impact

Impact on operating budget

Impact on capital outlay

Means of finance identified

Return on investment determined to be favorable

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Homeland Security
GOAL:	1-Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.
OBJECTIVE:	Enhance statewide intelligence, information sharing and situational awareness capabilities to reduce the threat from terrorism.
INDICATOR NAME 1:	Percentage of weekly Intelligence Summary (WIS) reports produced during each one-week period.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	All Information gathering and dissemination efforts support the accomplishment of the GOHSEP mission objectives of Preparedness, Response and Recovery and the objective of mitigating terrorist threats.
Use:	The gathering and sharing of intelligence supports internal and external Information Needs that are prerequisites for Preparedness, Response and Recovery.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	Daily Intelligence summaries are published, disseminated and archived.
Data Source, Collection and Reporting:	The Homeland Security Branch provides a daily summary of intelligence and maintains a local database for archived intelligence information. Intelligence highlights are shared during weekly intelligence gathering meetings.
Calculation Methodology:	The published Daily Intelligence Summaries are released weekdays, once in every 24 hour period. Simple addition and percentage calculation.
Scope:	Department of Homeland Security releases various grants and different times of the year. Tracking of award notices take place across those parameters.
Caveats:	Local and State funding and staff limitations.
Responsible Person:	Buren Ric Moore, Fusion Center Support, (225) 925-7500, buren.moore@la.gov

80% each quarter and final target

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Homeland Security
GOAL:	1-Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.
OBJECTIVE:	Document, assess, and facilitate the enhancement of protective measures for Critical Infrastructure/Key Resources.
INDICATOR NAME:	Number of on-site vulnerability assessments conducted annually.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	All Critical Infrastructure Protection efforts support the accomplishment of the GOHSEP mission objectives of Preparedness, Response and Recovery and the objective of mitigating terrorist threats.
Use:	The indicator will be used by both internal and external customers and business partners in determining what Critical Infrastructure and Key Resources may qualify for federal funding for the purpose of enhancing site security. This indicator links directly to Homeland Security Grant Program (HSGP).
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	This indicator is not auditable due to the sensitivity of information. Measurement of validity and reliability can be determined through the effective population of state associated CI/KR information in the Federal DHS associated database.
Data Source, Collection and Reporting:	Annual Data calls which will accurately reflect the states populated CI/KR information.
Calculation Methodology:	Simple addition calculation.
Scope:	Local and state Critical Infrastructure/Key Resource information will be collected. The collaborative information from the state will serve to identify the Regional and National significant CI/KR.
Caveats:	Local and State funding and staff limitations.
Responsible Person:	Buren Ric Moore, Fusion Center Support, (225) 925-7500, buren.moore@la.gov

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Homeland Security
GOAL:	1-Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.
OBJECTIVE:	Deploy proprietary cyber security information database tool to identify private sector CI/KR networks that are exposed to malicious cyber threats.
INDICATOR NAME:	Percentage of participating private and public sector Critical Infrastructure (CI) facilities scanned annually.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	The Cybersecurity tool supports the objective of mitigating Cyber threats.
Use:	The use of the Cybersecurity tool to scan public address space for detection of intrusions supports internal and external customers and business partners in their ability to identify and recover from Cyber attacks.
Clarity:	The indicator defines the measurement.
Validity, Reliability and Accuracy:	This indicator has not been audited. Measurement of reliability is directly related to the number of identified and subsequently mitigated cyber intrusions.
Data Source, Collection and Reporting:	The federal generated US-CERT is provided daily in addition to the Federal Bureau of Investigation Cyber analysis products in the development of this training module.
Calculation Methodology:	Simple addition and percentage calculation.
Scope:	The Cybersecurity tool is available to all state, local and tribal assests as well as private sector partners throughout the state.
Caveats:	State/private industry funding and level of participation.
Responsible Person:	Kevin Breaux, Executive Officer, Kevin.Breaux@la.gov (225) 925-7500

80% each quarter

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Homeland Security
GOAL:	1-Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.
OBJECTIVE:	Set priorities, provide guidance, and maintain oversight of the GOHSEP school safety program.
INDICATOR NAME:	Percentage of stakeholders that have adopted or incorporated the school safety model.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Develop and maintain the GOHSEP school safety program in conjunction with DHS and the Department of Public Safety Services, Louisiana State Police (LSP) that facilitates adoption of comprehensive school safety plans..
Use:	The indicator will be used by both internal and external customers and school personnel to ensure public safety for Louisiana's schools in addition to applying for grant opportunities.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	This indicator is measured by calculating the number of schools that have formerly adopted or incorporated the school safety model.
Data Source, Collection and Reporting:	Annual data calls.
Calculation Methodology:	Simple addition calculation.
Scope:	The indicator is a statewide figure that can be broken down by region, parish and/or agency.
Caveats:	Local and State funding and staff limitations.
Responsible Person:	Kevin James, Asst. Deputy Director, Kevin.James@la.gov, 225.925.7500

6.25% each quarter with 25% as final target

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Homeland Security
GOAL:	1-Prevent and protect against hazards or threats by detection, deterrence and mitigation efforts.
OBJECTIVE:	Integrate the latest imagery data and mapping technologies to create a robust GIS platform for authorized local, state and federal entities.
INDICATOR NAME:	Percentage of uptime for GIS application.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator reflects GOHSEP's ability to provide a stable and robust GIS platform that has an interoperable dependency on GOHSEP's infrastructure and a direct correlation to GOHSEP's mission of supporting local, state and federal emergency managers. By integrating and manipulating the latest imagery data on the GIS platform, GOHSEP can provide the latest GIS technologies available to all local, state and federal emergency managers.
Use:	With a highly reliable and robust GIS platform, GOHSEP management can evaluate the effectiveness and use of the imagery and mapping resource implementation for the 2,635 authorized account holders.
Clarity:	The Indicator Name clearly ties back to the Objective; which is to integrate imagery data with the existing mapping technologies whereby creating a robust GIS platform for all local, state and federal stakeholders.
Validity, Reliability and Accuracy:	The GIS platform has not been singled out and specifically audited by the Office of Legislative Auditors (OLA) however the GIS platform is included in the Information Technology Audit. The results of the IT Audit found the GOHSEP information technology infrastructure is in compliance with acceptable standards and practices.
Data Source, Collection and Reporting:	The data source for this indicator is a combination of various device logs and network work order tickets. Server logs are reviewed on a periodic basis to determine the potential cause of any down time experienced.
Calculation Methodology:	The methodology to determine downtime is to divide the actual amount of downtime by the maximum amount of time available within the window of interest.
Scope:	The scope of this indicator is an aggregate of the various components of the GIS platform that is made up of the servers, network devices and the GIS imagery collected.
Caveats:	None

Responsible Person:

Kevin Breaux, Executive Officer, Kevin.Breaux@la.gov (225) 925-7500

DIVISION NAME	Emergency Preparedness
SECTION NAME:	Preparedness
GOAL:	2-Prepare the state to respond to and recover from emergencies and disasters by developing disaster independence at the individual, local and state levels.
OBJECTIVE:	Through the Preparedness Activity, prepare and validate the disaster independence of Louisiana emergency management stakeholders by providing education and by coordinating and/or conducting annual, training, plan reviews, exercises and threat assessments.
INDICATOR NAME:	Number of Emergency Management and Homeland Security Training courses provided annually.
Indicator LaPAS PI Code:	24305
Indicator Type	Output
Indicator Level:	Key
Rationale:	To assist parishes and state agencies with their homeland security and emergency management training needs. Training is a key element of NIMS compliance for both parish and state agencies.
Use:	To meet NIMS compliance metrics, all-hazards training must continue throughout the state of Louisiana. Numbers of training courses conducted also necessary for performance based budgeting purposes.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator is measured and accurately reported by course rosters which are maintained by the GOHSEP training branch. The Learning Management System (LMS) also captures training courses and can produce reports that validate training courses and participants.
Data Source, Collection and Reporting:	Information is captured and reported each time training is conducted through class rosters, which are entered into the Learning Management System (LMS) for tracking. Numbers are reported quarterly for LAPAS Participant feedback forms /evaluations are also completed and collected.
Calculation Methodology:	Calculated by the number of courses conducted annually, and by the number of student participants.
Scope:	The indicator is a statewide figure that can be broken down by region, parish and/or agency, and by person.
Caveats:	Funding can severely limit the State's ability to continue to provide locals and state agencies with federally mandated training requirements. Decreased funding
Responsible Person:	Rubby Douglas, Section Chief Preparedness, 225-358-5656

20 per quarter with 80 as final target

DIVISION NAME	Emergency Preparedness
SECTION NAME:	Preparedness
GOAL:	2-Prepare the state to respond to and recover from emergencies and disasters by developing disaster independence at the individual, local and state levels.
OBJECTIVE:	Through the Preparedness Activity, prepare and validate the disaster independence of Louisiana emergency management stakeholders by providing education and by coordinating and/or conducting annual, training, plan reviews, exercises and threat assessments.
INDICATOR NAME:	Number of education and outreach events conducted annually on preparedness initiatives.
Indicator LaPAS PI Code:	New
Indicator Type	Output
Indicator Level:	Key
Rationale:	To assist parishes and state agencies with their homeland security and emergency management training needs. Training is a key element of NIMS compliance for both parish and state agencies.
Use:	To meet NIMS compliance metrics, all-hazards training must continue throughout the state of Louisiana. Numbers of training courses conducted also necessary for performance based budgeting purposes.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator is measured and accurately reported by course rosters which are maintained by the GOHSEP training branch. The Learning Management System (LMS) also captures training courses and can produce reports that validate training courses and participants.
Data Source, Collection and Reporting:	Information is captured and reported each time training is conducted through class rosters, which are entered into the Learning Management System (LMS) for tracking. Numbers are reported quarterly for LAPAS Participant feedback forms /evaluations are also completed and collected.
Calculation Methodology:	Calculated by the number of courses conducted annually, and by the number of student participants.
Scope:	The indicator is a statewide figure that can be broken down by region, parish and/or agency, and by person.
Caveats:	Funding can severely limit the State's ability to continue to provide locals and state agencies with federally mandated training requirements. Decreased funding
Responsible Person:	Rubby Douglas, Section Chief Preparedness, 225-358-5656

8 per quarter, 32 final target

DIVISION NAME	Emergency Management
SECTION NAME:	Planning
GOAL:	2-Prepare the state to respond to and recover from emergencies and disasters by developing disaster independence at the individual, local and state levels.
OBJECTIVE:	Develop and manage a comprehensive homeland security and emergency management planning program for state, local, and non-governmental emergency management stakeholders.
INDICATOR NAME:	Percentage of parish Office of Emergency Preparedness and Homeland Security plans reviewed annually.
Indicator LaPAS PI Code:	24306
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	The Louisiana Disaster Act requires GOHSEP to coordinate planning activities with parish governments. Parishes are required to maintain a viable and updated parish emergency operations plan. The Parish Plan Review Schedule is consistent with the Louisiana Emergency Response Commission's Hazardous Materials Plan Review Schedule.
Use:	Technical reviews of Parish Emergency Operations Plans allow GOHSEP the opportunity to validate the existence of parish plans; identify opportunities to enhance parish capabilities in the upcoming 4 years; and work with parishes to develop a strategic plan to be used by the Parish Emergency Management Advisory Council established by Act 534 of the 2009 Legislature.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	This indicator will be measured by the production of a technical report produced at the conclusion of each technical review.
Data Source, Collection and Reporting:	The data for this indicator will be the parish emergency operations plan. The Louisiana Emergency Response Commission has established a 4 year plan review schedule. 16 parish hazardous materials plans are reviewed each year. GOHSEP has adopted this schedule to conduct technical reviews of parish emergency operations plans. At the beginning of a quarter, GOHSEP Regional Coordinators will collect from within their Region official copies of a parish emergency operations plan scheduled for review and submit these plans to the GOHSEP Plans Branch. The Plans Branch will then conduct 4 technical reviews a quarter.
Calculation Methodology:	Simple addition and percentage calculation.

Scope: Parish Emergency Operations Plans are used as a guide to local officials during disasters. The document outlines the roles and responsibilities of specific local agencies prior to, during, and after a disaster or unusual occurrence. This indicator can be combined with Goal 1-Objective 1.3, 1.4; Goal 2-Objective 2.1; Goal 3-Objective 3.2, 3.3: and Goal 4-Objective 4.1

Caveats: Present planning guidance provided to parishes has been limited to the Pelican Crosswalk Planning Document. Within the upcoming reporting year, GOHSEP Plans Branch will develop a formal Parish Planning Guidance documents addressing Homeland Security and Emergency Management planning considerations. Planning guides will focus on all-hazards planning and scenario specific planning annexes to include target capabilities. The development of these planning guides will allow GOHSEP Plans to better evaluate and monitor enhancement to parish emergency management and homeland security capabilities.

Responsible Person: Rubby Douglas, Section Chief Preparedness, 225-358-5656

6.25% each quarter with 25% for final target

DIVISION NAME	Emergency Managment
SECTION NAME:	Operations
GOAL:	2-Prepare the state to respond to and recover from emergencies and disasters by developing disaster independence at the individual, local and state levels.
OBJECTIVE:	Manage and maintain the Governor's Office of Emergency Preparedness and Homeland Security Radiological program for support of Fixed Nuclear Facilities (FNF) and Waste Isolation Pilot Plants (WIPP).
INDICATOR NAME:	Percent of fixed nuclear facility and Waste Isolation Pilot Plant equipment annually calibrated and maintained
Indicator LaPAS PI Code:	24307
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Support for first responders along the I-20 corridor (WIPP) and those that lie within the emergency planning zones of Fixed Nuclear Facilities. Assist parishes by providing and maintaining instrumentation for use during a radiological incident.
Use:	
Clarity:	The indicator clearly defines what is being measured.
Validity, Reliability and Accuracy:	Instruments are tracked by the radiological shop.
Data Source, Collection and Reporting:	Instruments are tracked by the radiological shop and calibrated annually.
Calculation Methodology:	The indicator is calculated by the number of instruments maintained and calibrated annually
Scope:	The indicator is a statewide figure that can be broken down by parish.
Caveats:	Manpower, funding.
Responsible Person:	Todd Hollenbaugh, Manager 925-7702, todd.hollenbaugh@la.gov

Quarterly targets 30%, 0%, 60%, 90%

DIVISION NAME	Grants and Administration
SECTION NAME:	Homeland Security Grants Administration
GOAL:	2-Prepare the state to respond to and recover from emergencies and disasters at the individual, local and state levels.
OBJECTIVE:	Set priorities, provide guidance, and maintain oversight of the Preparedness Grant Programs.
INDICATOR NAME:	Submit 100% of the required quarterly preparedness grant reports on time.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Tracking the timeliness of sub-recipient quarterly reports.
Use:	The indicator will be used by both internal and external customers and business partners in determining effectiveness of the GOHSEP grants management process. This indicator links directly to Emergency Management Grant Program.
Clarity:	The indicator defines the measurement.
Validity, Reliability and Accuracy:	This indicator has been audited. Audit recommendations indicated a need for better implementation and monitoring of quarterly reports.
Data Source, Collection and Reporting:	Tracking of quarterly reports from sub-grantees commences upon receipt of the electronic email with excel attachment to the G&A specialist.
Calculation Methodology:	Simple addition and percentage calculation.
Scope:	This indicator is aggregated. The same quarterly report standard applies for all sub-recipients throughout the state.
Caveats:	Local and State funding and staff limitations.
Responsible Person:	Christina Dayries, Deputy Director, Grants and Administration, (225) 358-5599, christina.dayries@la.gov

100% each quarter with final target 100%

DIVISION NAME	Emergency Management
SECTION NAME:	Operations
GOAL:	3-Lead and/or coordinate Louisiana's response to All Hazard Events.
OBJECTIVE:	Through the Response Activity, manage the State Emergency Operations Center twenty four hours a day seven days a week (24/7) in order to provide situational awareness to the Unified Command Group and coordinate timely assistance in support of local and state stakeholders during natural and manmade crisis.
INDICATOR NAME:	Percent of internal and external stakeholders electronically notified within one hour of an emergency event.
Indicator LaPAS PI Code:	23334
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	As a Multi Agency Coordination Center (MACC) - it is imperative that the SEOC be able to provide situational awareness to appropriate stakeholders in a timely manner. This is a priority mission for GOHSEP Operations.
Use:	Other agencies (ESF) depend on GOHSEP Operations to provide them pertinent information on emergencies. Their missions and tasks derive from request submitted to GOHSEP.
Clarity:	Very Clear
Validity, Reliability and Accuracy:	Unknown
Data Source, Collection and Reporting:	Our current advisory system has the ability to confirm receipt of notifications. We have access to these confirmations for data gathering.
Calculation Methodology:	Validated notifications divided by sent notifications within one hour.
Scope:	Aggregated
Caveats:	One caveat is that recipients must click on a link or press "1" to acknowledge receipt. Not one hundred percent fool proof.
Responsible Person:	Jason Lachney, Section Chief, 925-7500, jason.lachney@la.gov

100% each quarter and final target of 100%

DIVISION NAME	Emergency Management
SECTION NAME:	Operations
GOAL:	3-Lead and/or coordinate Louisiana's response to All Hazard Events.
OBJECTIVE:	Provide support to the local and state stakeholders during all disasters and emergencies.
INDICATOR NAME:	Percent of emergency response activity initiated within 1 hour of request.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This is to rate the ability of our logistics branch to facilitate a request for materials, supplies or equipment for parishes and other stakeholders within one hour. The receipt of said material may not be within an hour, however the coordination would be.
Use:	The ability to provide resources is a major mission of the agency.
Clarity:	Very Clear
Validity, Reliability and Accuracy:	Unknown
Data Source, Collection and Reporting:	WebEOC (our emergency management and resource tracking software) is used to both request resources as well as track their distribution. Any request can be recalled to provide data on request date and time as well as distribution date and time.
Calculation Methodology:	One for one; Resource request versus resource provided. Simple addition and percentage calculation.
Scope:	Aggregated
Caveats:	The one hour response time is based on the coordination of the resource request and not necessarily on the delivery of the resource.
Responsible Person:	Jason Lachney, Section Chief, 925-7500, jason.lachney@la.gov

DIVISION NAME	Emergency Management
SECTION NAME:	Operations
GOAL:	3-Lead and/or coordinate Louisiana's response to All Hazard Events.
OBJECTIVE:	Enhance coordination between local, state and federal response agencies.
INDICATOR NAME:	Conduct quarterly planning meetings with state agencies.
Indicator LaPAS PI Code:	New
Indicator Type	Output
Indicator Level:	Key
Rationale:	The Louisiana Disaster Act requires GOHSEP to coordinate planning and response activities of state government. State agencies are required to maintain viable and updated emergency operations plans consistent with Executive Order BJ-08-32 and the State Emergency Operations Plan.
Use:	Conduct quarterly planning meetings with state agencies.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator will be measured by the production of sign in sheets and correspondence related to quarterly meetings.
Data Source, Collection and Reporting:	The data for this indicator will be the State Emergency Operations Plans and Supplements. The Louisiana Disaster Act requires state agencies to maintain an emergency response plan and continuity of operations plan. The measurement will be accomplished by quarterly review of State Agency supplements to the EOP.
Calculation Methodology:	Simple addition calculation.
Scope:	State Agency Emergency Operations Plans are used as a guide to local officials during disasters. The document outlines the roles and responsibilities of specific local agencies prior to, during, and after a disaster or unusual occurrence. This indicator can be combined with Goal 1-Objective 1.3, 1.4; Goal 2-Objective 2.1; Goal 3-Objective 3.2, 3.3; and Goal 4-Objective 4.1
Caveats:	None
Responsible Person:	Rubby Douglas, Section Chief, 925-7500, rubby2.douglas@la.gov

DIVISION NAME	Emergency Management
SECTION NAME:	Operations
GOAL:	3-Lead and/or coordinate Louisiana's response to All Hazard Events.
OBJECTIVE:	Enhance coordination between local, state and federal response agencies.
INDICATOR NAME:	Percentage of State Emergency Operations Plans reviewed annually with state agencies.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Annual reviews of state the state emergency operations plan is required to support the state's emergency preparedness, response, and recovery requirements.
Use:	Annual reviews will provide an opportunity to update, revise, or modify existing plans and protocols related to emergency preparedness and homeland security.
Clarity:	The indicator clearly defines the measurement
Validity, Reliability and Accuracy:	The indicator will be validated through improvements to the state emergency operations plan. Reliability will be based on the capabilities and resources of individual state agencies.
Data Source, Collection and Reporting:	The data source for this performance indicator will be the State Emergency Operations Plan and Supplements. Collection will be conducted by the Planning Section of GOHSEP. Reporting will be accomplished by the production of an updated state emergency operations as needed every 2 years plan and briefing to the State Unified Command Group
Calculation Methodology:	Simple addition and percentage calculation.
Scope:	This indicator can be combined with Goal 1-Objective 1.3, 1.4: Goal 2-Objective 2.1; Goal 3-Objective 3.2, 3.3: and Goal 4-Objective 4.1
Caveats:	None
Responsible Person:	Rubby Douglas, Section Chief, 925-7500, rubby2.douglas@la.gov

DIVISION NAME Public Assistance

SECTION NAME: PA Management

GOAL: 4-Administer and coordinate all aspects of disaster recovery.

OBJECTIVE: Cultivate cooperative working relationships with Federal, State, and local partners to effectively deliver funding for the Public Assistance, and other Stafford Act recovery programs

INDICATOR NAME: Improved timelines to resolve project specific and global issues.

Indicator LaPAS PI Code: New

Indicator Type Outcome

Indicator Level: Key

Rationale: This activity will provide a venue where both entities can identify historically proven areas of successes and impediments related to disaster recovery and develop processes and their feasibility to improve the implementation of the Stafford Act programs.

Use: Protocols derived from this activity will be shared with federal, state and local individuals involved with the recovery programs so that all parties can work in conjunction with each other effectively and efficiently.

Clarity: No further clarification needed.

Validity, Reliability and Accuracy: The indicator will be measured by the value of the information to all parties that is developed by this activity.

Data Source, Collection and Reporting: Protocols derived from this activity will be shared with federal, state and local individuals involved with the recovery programs so that all parties can work in conjunction with each other more effectively and efficiently.

Calculation Methodology: Simple addition calculation.

Scope: The local entities within the state are the true recipients of the benefits of this activity. The resulting information disseminated can be associated with Goal 4-Objective 4.1#2 and Objective 4.2#1.

Caveats: None

Responsible Person: Lynne Browning - Assistant Deputy Director, Public Assistance (225)
317-3106 lynne.browning@la.gov

DIVISION NAME	Public Assistance
SECTION NAME:	PA Management
GOAL:	4-Administer and coordinate all aspects of disaster recovery.
OBJECTIVE:	Lead, manage and coordinate overall recovery efforts and technical support for State of Louisiana by setting appropriate State policies to ensure consistency with Federal regulations while maintaining the highest levels of customer service.
INDICATOR NAME:	Damage Assessment Teams will be deployed within 24 hours upon confirmation from local officials, in order to provide comprehensive assessments within 72 hours of arrival at the affected areas to support State and/or Federal declaration.
Indicator LaPAS PI Code:	24309
Indicator Type	Output
Indicator Level:	Key
Rationale:	Implementation of multiple components throughout the PA (Recovery) effort ensures all potential PA Applicants are educated and operationally aware of their responsibility to effect emergency measures and long term
Use:	Multiple use facilitates education, operational implementation of, damage assessments, project formulation and grants management from project start to completion with all potential PA Applicants.
Clarity:	N/A
Validity, Reliability and Accuracy:	Objectives are coordinated between various governmental and quasi-governmental (PNPs) entities working on a priority basis.
Data Source, Collection and Reporting:	Internal SOP (GOHSEP Admin Plan) is the lead document establishes protocols within this area. Information sharing is gathered and assembled for submission to various Sections within GOHSEP based on operational tempo.
Calculation Methodology:	Simple addition calculation.
Scope:	This indicator includes approximately 1,300 potential PA Applicants that could be effected within this area.
Caveats:	None.
Responsible Person:	Lynne Browning - Assistant Deputy Director, Public Assistance (225) 317-3106 lynne.browning@la.gov

DIVISION NAME Public Assistance

SECTION NAME: PA Management

GOAL: 4-Administer and coordinate all aspects of disaster recovery.

OBJECTIVE: Through effective administration and monitoring of Stafford Act Grant programs evaluate grant closeout readiness and work with sub-recipients to submit a final accounting of all costs incurred and paid in the performance of completed eligible work as soon as practicable

INDICATOR NAME: Increase the number of closeout ready grants completed annually

Indicator LaPAS PI Code: New

Indicator Type Outcome

Indicator Level: Key

Rationale: FEMA nationwide has prioritized project closeouts as indicator of grant performance and heavily relies on closeout production to make key funding decisions.

Use: This indicator is used to make key funding decisions at the Federal and State levels

Clarity: N/A

Validity, Reliability and Accuracy: This indicator is tracked by both GOHSEP and FEMA in their respective IT platforms and the numbers are regularly validated and reconciled for accuracy.

Data Source, Collection and Reporting: The source for this information is FEMA's Data Warehouse platform and GOHSEP's MB3 Grant Management systems

Calculation Methodology: This indicator is tracked by determining the number of projects closed by FEMA within a given time period

Scope: This indicator is tracked by disaster or applicable disaster grouping as determined by FEMA

Caveats: In order to be effectively managed their should be concurrence between GOHSEP and FEMA on when a project is closeout ready and the resources required to meet any deadlines and/or metrics

Responsible Person: Lynne Browning - Assistant Deputy Director, Public Assistance (225) 317-3106 lynne.browning@la.gov

Number of large close-out projects submitted to FEMA Quarterly
Quarterly targets 150, 300, 450, 600

DIVISION NAME	Hazard Mitigation Assistance
SECTION NAME:	Hazard Mitigation Management
GOAL:	5-Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.
OBJECTIVE:	Coordinate the Hazard Mitigation planning activities for the State of Louisiana and support local plan updates through funding opportunities and/or technical assistance.
INDICATOR NAME:	Demonstrated capability to effectively manage the HMA grant programs resulting in a 5% increase in Hazard Mitigation Grant Program allocation after a major disaster declaration
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator demonstrates Louisiana's enhanced capability to deliver and manage the Hazard Mitigation Assistance programs.
Use:	This indicator allows Louisiana to access increased HMGP funding amounts after a major disaster declaration.
Clarity:	N/A
Validity, Reliability and Accuracy:	This indicator has not been audited by the LLA. HM staff maintains a database, LouisianaHM (LAHM) to track and maintain project and plan information.
Data Source, Collection and Reporting:	Louisianahm.com
Calculation Methodology:	Future approval of Louisiana's State Hazard Mitigation Plan
Scope:	Statewide
Caveats:	None
Responsible Person:	Sean Wyatt - Assistant Deputy Director, Hazard Mitigation Assistance (225)389-2403 sean.wyatt@la.gov

DIVISION NAME	Hazard Mitigation Assistance
SECTION NAME:	Hazard Mitigation Management
GOAL:	5-Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.
OBJECTIVE:	Effectively administer and monitor the Hazard Mitigation Assistance grant programs to ensure the submission of complete sub applications, prompt reimbursements of eligible expenses, and submit each subaward for closeout as soon as practicable and within the established period of performance all while maintaining the highest levels of customer service.
INDICATOR NAME:	Improved efficiency and consistency of HMA grant delivery by a well-trained team of employees
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator provides the mechanism by which GOHSEP provides enhanced customer service and program management.
Use:	This indicator assists management in developing strategies to enhance customer service and program management.
Clarity:	N/A
Validity, Reliability and Accuracy:	This indicator has not been audited by the LLA. HM staff maintains a database, LouisianaHM (LAHM) to track and maintain project and plan information.
Data Source, Collection and Reporting:	The source for this information is LAHM. Project information is constantly being updated in and reported out of the system.
Calculation Methodology:	N/A
Scope:	This indicator works in conjunction with Goal 5-Objective 5.1 and 5.3.
Caveats:	None
Responsible Person:	Sean Wyatt - Assistant Deputy Director, Hazard Mitigation Assistance (225)389-2403 sean.wyatt@la.gov

DIVISION NAME	Hazard Mitigation Assistance
SECTION NAME:	Hazard Mitigation Management
GOAL:	5-Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.
OBJECTIVE:	Effectively administer and monitor the Hazard Mitigation Assistance grant programs to ensure the submission of complete sub applications, prompt reimbursements of eligible expenses, and submit each subaward for closeout as soon as practicable and within the established period of performance all while maintaining the highest levels of customer service.
INDICATOR NAME:	Improved timeliness of issue resolution and problem solving advancing each project from approval/award through grants management and ultimately to closeout while identifying internal policies or procedures that may require updating.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator provides the mechanism by which GOHSEP provides enhanced customer service and program management.
Use:	This indicator assists management in developing strategies to enhance customer service and program management.
Clarity:	N/A
Validity, Reliability and Accuracy:	This indicator has not been audited by the LLA. HM staff maintains a database, LouisianaHM (LAHM) to track and maintain project and plan information.
Data Source, Collection and Reporting:	The source for this information is LAHM. Project information is constantly being updated in and reported out of the system.
Calculation Methodology:	N/A
Scope:	This indicator works in conjunction with Goal 5-Objective 5.1 and 5.3.
Caveats:	None
Responsible Person:	Sean Wyatt - Assistant Deputy Director, Hazard Mitigation Assistance (225)389-2403 sean.wyatt@la.gov

DIVISION NAME	Hazard Mitigation Assistance
SECTION NAME:	Hazard Mitigation Management
GOAL:	5-Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.
OBJECTIVE:	Enhance the cooperative working relationships with federal, state, and local partners to improve the delivery mechanisms for Hazard Mitigation Assistance programs and maximize investment opportunities to reduce the State's vulnerabilities.
INDICATOR NAME:	Conduct annual workshops for mitigation stakeholders for all nine (9) GOHSEP regions.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator provides opportunities through which GOHSEP improves the delivery mechanisms for Hazard Mitigation Assistance programs and maximizes investment opportunities to reduce the State's vulnerabilities
Use:	This indicator assists management improve the efficiency of program delivery.
Clarity:	N/A
Validity, Reliability and Accuracy:	This indicator has not been audited by the LLA. HM staff maintains a database, LouisianaHM (LAHM) to track and maintain project information and subrecipient contact information.
Data Source, Collection and Reporting:	N/A
Calculation Methodology:	N/A
Scope:	This indicator works in conjunction with Goal 5-Objective 5.1 and 5.2.
Caveats:	None
Responsible Person:	Sean Wyatt - Assistant Deputy Director, Hazard Mitigation Assistance (225)389-2403 sean.wyatt@la.gov

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DIVISION NAME	Hazard Mitigation Assistance
SECTION NAME:	Hazard Mitigation Management
GOAL:	5-Lead the effective and efficient delivery of Hazard Mitigation Assistance programs for the State of Louisiana to reduce risks to life and property by lessening the impacts from future natural disasters.
OBJECTIVE:	Enhance the cooperative working relationships with federal, state, and local partners to improve the delivery mechanisms for Hazard Mitigation Assistance programs and maximize investment opportunities to reduce the State's vulnerabilities.
INDICATOR NAME:	Conduct annual conference calls with hazard mitigation stakeholders in each of the nine (9) GOHSEP regions to discuss non-disaster grant opportunities and priorities.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	This indicator provides opportunities through which GOHSEP improves the delivery mechanisms for Hazard Mitigation Assistance programs and maximizes investment opportunities to reduce the State's vulnerabilities
Use:	This indicator assists management improve the efficiency of program delivery.
Clarity:	N/A
Validity, Reliability and Accuracy:	This indicator has not been audited by the LLA. HM staff maintains a database, LouisianaHM (LAHM) to track and maintain project information and subrecipient contact information.
Data Source, Collection and Reporting:	N/A
Calculation Methodology:	N/A
Scope:	This indicator works in conjunction with Goal 5-Objective 5.1 and 5.2.
Caveats:	None
Responsible Person:	Sean Wyatt - Assistant Deputy Director, Hazard Mitigation Assistance (225)389-2403 sean.wyatt@la.gov

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Interoperability
GOAL:	6-Establish and maintain an infrastructure that provides an interoperable environment at the local, state and federal level.
OBJECTIVE:	Advance local, regional and state governance boards to provide clear, synchronized, and effective long-term operation of the Louisiana Wireless Information Network (LWIN).
INDICATOR NAME:	Number of Statewide Interoperability Executive Committee meetings conducted quarterly.
Indicator LaPAS PI Code:	New
Indicator Type	Output
Indicator Level:	Key
Rationale:	The Statewide Interoperability Executive Committee (SIEC) is the governing body for the Louisiana Wireless Information Network (LWIN). Regularly scheduled meetings are a prerequisite for maintaining forward progress on resolving issues and conducting oversight activities for the management and operation of LWIN. Furthermore, the composition of the SIEC facilitates greater input from local representatives and provides the medium for creating the relationships necessary during times of emergency response operations.
Use:	Management will use this indicator to determine the involvement of local and regional representatives and determine the effectiveness of out-reach programs. The more involved local representatives are in the SIEC, the more assured the SIEC is that LWIN is meeting the needs of first responders and public safety personnel. Furthermore, the more successful out-reach programs are, the more knowledgeable and engaged the recipients of those programs will be.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	This indicator will be measured by the establishment of regularly reoccurring meetings of a regional governance body.
Data Source, Collection and Reporting:	The source of data for the indicator will be Statewide Interoperability Executive Committee (SIEC) reports.
Calculation Methodology:	The indicator will be calculated by totaling the number of SIEC meetings held on an annual basis.
Scope:	The indicator is an aggregated number of the total SIEC meetings held on an annual basis.
Caveats:	None
Responsible Person:	Kevin James, Asst. Deputy Director, Kevin.James@la.gov 225.925.7500

1 per quarter, 4 for final target

DIVISION NAME	Homeland Security & Interoperability
SECTION NAME:	Interoperability
GOAL:	6-Establish and maintain an infrastructure that provides an interoperable environment at the local, state and federal level.
OBJECTIVE:	Maintain the Statewide Communications Interoperability Plan (SCIP) and develop supporting plans and policies for interoperable communications.
INDICATOR NAME:	Number of updates to the Statewide Communications Interoperability Plan
Indicator LaPAS PI Code:	New
Indicator Type	Output
Indicator Level:	Key
Rationale:	The Statewide Communications Interoperability Plan (SCIP) is the strategic document that outlines the path forward for establishing, maintaining, and operating statewide interoperable communications. This document must be periodically reviewed and updated to ensure that goals are being completed and efforts, resources, and funding are all in alignment. Without this comprehensive plan, actions by individual organizations may become disjointed and counter-productive.
Use:	Management will use this indicator to determine budget allocation and prioritization for resources. The SCIP is a living document that provides guidance and long-range planning goals for LWIN and supporting interoperability programs.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	This indicator will be measured by the totaling the number of updates to the SCIP.
Data Source, Collection and Reporting:	The source of data for the indicator will be Statewide Interoperability Executive Committee (SIEC) reports.
Calculation Methodology:	The indicator will be calculated by totaling the number of updates to the SCIP.
Scope:	The indicator is an aggregated number of the total number of updates to the SCIP.
Caveats:	None
Responsible Person:	Kevin James, Asst. Deputy Director, Kevin.James@la.gov 225.925.7500

DIVISION NAME	Grants and Administration
SECTION NAME:	Grants and Administration Management
GOAL:	7-Provide a center of excellence for GOHSEP and its stakeholders
OBJECTIVE:	Recruit and retain a diverse, capable and motivated workforce.
INDICATOR NAME:	Percentage of performance evaluation system (PES) evaluation documents completed and submitted on time.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Conducting timely Performance Planning and Reviews (PPRs) improves communication between employees and supervisors, it allows employees to target specific areas of improvement, it is important in establishing appreciation of the employee. For these reasons, timely conducted Performance Planning and Reviews (PPRs) improve capacity and create high morale in the workforce.
Use:	Performance Evaluation System (PES) will be used by management to develop training opportunities, create high performing teams, and to justify performance based salary adjustments and or promotions.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator will be measured by the submission of completed PES to the HR department.
Data Source, Collection and Reporting:	The data for this indicator will be the completed, signed PESs submitted to the HR department. The data will be tracked using the ISIS HR information system. Periodic reports will be generated and shared with management to document progress towards reaching the objective.
Calculation Methodology:	Standard calculation is used. The percentage of PESs conducted is calculated by dividing the number of submitted Performance Planning and Reviews (PPRs) by the total number of employees multiplied by 100.
Scope:	This indicator is disaggregated. GOHSEP performs PESs for all employees on the same day annually.
Caveats:	None
Responsible Person:	Beverly James, Employee Relations Administrator, 358-5288, beverly.james@la.gov

DIVISION NAME	Grants and Administration
SECTION NAME:	Grants and Administration Management
GOAL:	7-Provide a center of excellence for GOHSEP and its stakeholders
OBJECTIVE:	Recruit and retain a diverse, capable and motivated workforce.
INDICATOR NAME:	Percentage of performance evaluation system (PES) planning documents completed and submitted on time.
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Conducting timely Performance Planning and Reviews (PPRs) improves communication between employees and supervisors, it allows employees to target specific areas of improvement, it is important in establishing appreciation of the employee. For these reasons, timely conducted Performance Planning and Reviews (PPRs) improve capacity and create high morale in the workforce.
Use:	Performance Evaluation System (PES) will be used by management to develop training opportunities, create high performing teams, and to justify performance based salary adjustments and or promotions.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator will be measured by the submission of completed PES to the HR department.
Data Source, Collection and Reporting:	The data for this indicator will be the completed, signed PESs submitted to the HR department. The data will be tracked using the ISIS HR information system. Periodic reports will be generated and shared with management to document progress towards reaching the objective.
Calculation Methodology:	Standard calculation is used. The percentage of PESs conducted is calculated by dividing the number of submitted Performance Planning and Reviews (PPRs) by the total number of employees multiplied by 100.
Scope:	This indicator is disaggregated. GOHSEP performs PESs for all employees on the same day annually.
Caveats:	None
Responsible Person:	Beverly James, Employee Relations Administrator, 358-5288, beverly.james@la.gov

DIVISION NAME	Grants and Administration
SECTION NAME:	Facility Management
GOAL:	7-Provide a Center of Excellence for GOHSEP and its stakeholders.
OBJECTIVE:	Create a safe, sufficient, and operative work environment.
INDICATOR NAME:	Safety and Security Policies for GOHSEP reviewed annually.
Indicator LaPAS PI Code:	23325
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	To create a reasonable level of safety and security to employees and visitors through the reduction of injuries/danger to persons and damage to facilities through compliance with Risk Management policies and procedures.
Use:	Risk management tools will be utilized to maintain updated Safety and Security policies, create safety conscious employees, train safety coordinators and determine when the facilities and equipment are in need of preventive maintenance and minor repairs.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	Compliance with the Office of Risk Management and all GOHSEP Safety and Security policies and procedures.
Data Source, Collection and Reporting:	Monthly safety inspection checklist, conduct and record quarterly safety meetings, and meet all Office of Risk Management reporting guidelines.
Calculation Methodology:	The percentage of the reduction in insurance premiums applied.
Scope:	The safety checklist encompasses areas of the facility, and will indicate any deficiencies and corrective actions needed.
Caveats:	All reported facility deficiencies or accidents will be documented and corrected in accordance with GOHSEP Safety and Security policies.
Responsible Person:	Daniel McLaughlin, Facility Manager, 925-7500, daniel.mclaughlin@la.gov

DIVISION NAME	Grants and Administration
SECTION NAME:	Facility Management
GOAL:	7-Provide a Center of Excellence for GOHSEP and its stakeholders.
OBJECTIVE:	Create a safe, sufficient, and operative work environment.
INDICATOR NAME:	Conduct quarterly safety meetings and ensure 100% compliance
Indicator LaPAS PI Code:	23325
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	To create a reasonable level of safety and security to employees and visitors through the reduction of injuries/danger to persons and damage to facilities through compliance with Risk Management policies and procedures.
Use:	Risk management tools will be utilized to maintain updated Safety and Security polices, create safety concious employees, train safety coordinators and determine when the facilities and equipment are in need of preventive maintenance and minor repairs.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	Compliance with the Office of Risk Management and all GOHSEP Safety and Security policies and procedures.
Data Source, Collection and Reporting:	Monthly safety inspection checklist, conduct and record quarterly safety meetings, and meet all Office of Risk Management reporting guidelines.
Calculation Methodology:	The percentage of the reduction in insurance premiums applied.
Scope:	The safety checklist encompasses areas of the facility, and will indicate any deficiencies and corrective actions needed.
Caveats:	All reported facility deficiencies or accidents will be documented and corrected in accordance with GOHSEP Safety and Security policies.
Responsible Person:	Daniel McLaughlin, Facility Manager, 925-7500, daniel.mclaughlin@la.gov

100% per quarter with 100% for final target

DIVISION NAME	Grants and Administration
SECTION NAME:	Facility Management
GOAL:	7-Provide a Center of Excellence for GOHSEP and its stakeholders.
OBJECTIVE:	Create a safe, sufficient, and operative work environment.
INDICATOR NAME:	Percent reduction of insurance premium applied.
Indicator LaPAS PI Code:	23325
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	To create a reasonable level of safety and security to employees and visitors through the reduction of injuries/danger to persons and damage to facilities through compliance with Risk Management policies and procedures.
Use:	Risk management tools will be utilized to maintain updated Safety and Security policies, create safety conscious employees, train safety coordinators and determine when the facilities and equipment are in need of preventive maintenance and minor repairs.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	Compliance with the Office of Risk Management and all GOHSEP Safety and Security policies and procedures.
Data Source, Collection and Reporting:	Monthly safety inspection checklist, conduct and record quarterly safety meetings, and meet all Office of Risk Management reporting guidelines.
Calculation Methodology:	The percentage of the reduction in insurance premiums applied.
Scope:	The safety checklist encompasses areas of the facility, and will indicate any deficiencies and corrective actions needed.
Caveats:	All reported facility deficiencies or accidents will be documented and corrected in accordance with GOHSEP Safety and Security policies.
Responsible Person:	Daniel McLaughlin, Facility Manager, 925-7500, daniel.mclaughlin@la.gov

5% annual reduction, one time reporting only

DIVISION NAME	Grants and Administration
SECTION NAME:	Grants & Administration Management
GOAL:	7-Provide a center of excellence for GOHSEP and its stakeholders
OBJECTIVE:	Empower employees through education, training and recognition programs.
INDICATOR NAME:	Conduct an annual GOHSEP Award Ceremony
Indicator LaPAS PI Code:	New
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Employees who are afforded education, training, and promotional opportunities are more likely to go above and beyond for their employer.
Use:	Management will use this indicator to identify and recognize highly effective, well trained, and motivated employees who produce high quality work and provide outstanding customer service.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator will be measured by the GOHSEP annual award ceremony.
Data Source, Collection and Reporting:	The data for this indicator will be completion of the award ceremony.
Calculation Methodology:	No calculation is necessary.
Scope:	Management determines employees recognized as having performed above and beyond their normal responsibilities during the last fiscal year.
Caveats:	None
Responsible Person:	Christina Dayries, Assistant Deputy Director, (225)358-5599 christina.dayries@la.gov

DIVISION NAME	Grants and Administration
SECTION NAME:	Grants and Administration Management
GOAL:	7-Provide a center of excellence for GOHSEP and its stakeholders
OBJECTIVE:	Provide effective and efficient administration to facilitate the support and resources to accomplish program objectives.
INDICATOR NAME:	Number of repeat audit exceptions.
Indicator LaPAS PI Code:	23326
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	The indicator was selected so that management could determine how effective GOHSEP is in meeting its' program objectives and strategies as outlined in the Strategic Plan. Also, this indicator would assist Internal Audit as to the areas of risk that should be considered in the Annual Audit plan.
Use:	Management will be able to use this indicator to determine if GOHSEP has established an adequate system of internal control and complied with prescribed laws and regulations. In addition, this indicator will assist management in determining how effective and efficient GOHSEP's operations are as a whole in meeting program objectives. Finally, this indicator would assist the Office of Legislative Auditor as they perform their annual risk analysis to determine areas of audit concentration.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator will be measured by the production of a report issued by the Office of Legislative Auditor on an annual basis.
Data Source, Collection and Reporting:	The number of repeat audit exceptions that are noted in the report issued by the Office of the Legislative Auditor as well as those brought up in the exit conference.
Calculation Methodology:	The data for this indicator will be the actual number of repeat audit exceptions.
Scope:	The annual report issued by the Office of Legislative Auditor will be the basis for this indicator as well as issues noted in their exit conference.
Caveats:	None.
Responsible Person:	Christina Dayries, Assistant Deputy Director, 358-5599, christina.dayries@la.gov

quarterly target of 0 with final target of 0

DIVISION NAME	Grants and Administration
SECTION NAME:	Subrecipient Monitoring (SRM)
GOAL:	7-Provide a Center of Excellence for GOHSEP and its stakeholders.
OBJECTIVE:	Provide effective and efficient administration to facilitate the support and resources to accomplish program activities.
INDICATOR NAME:	Number of Desk Reviews conducted.
Indicator LaPAS PI Code:	24299
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	The Single Audit "desk review" is performed by SRM on all subrecipients participating in GOHSEP grant programs (Public Assistance, Hazard Mitigation and Homeland Security) who have met the required threshold of federal expenditures. The Single Audit, conducted by independent auditors, may indicate finding(s) which affect the administration of the grants passed to the subrecipients by GOHSEP. SRM identifies the findings and the subrecipients proposed corrective action plan, if provided. Based on SRM's review of the corrective action plan's effectiveness to resolve the finding(s), a management letter is sent to the subrecipient accepting their corrective action or partially accepting plan and requesting additional information or making recommendations. Various stakeholders in the agency are also copied on these formal letters.
Use:	The desk review, based on the findings in the Single Audit report, provides information on what level of monitoring the sub recipient requires. The desk review process is considered "low" level monitoring. If the subrecipient has numerous findings in the Single audit report which reoccur, then a "higher" level of monitoring through an on-site monitoring visit is necessary.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator is audited by the Legislative Auditors and Department of Homeland Security Auditors on a yearly basis.
Data Source, Collection and Reporting:	The data for this indicator will be the number of program related recurring finding(s) from the subrecipients Single Audit Report located on the Legislative Auditor's and Harvester websites or sent to GOHSEP by the subrecipients as required.
Calculation Methodology:	Simple addition calculation
Scope:	Subrecipient monitoring activities are required for all sub recipients who receive funds and have open projects through the GOHSEP's grant programs (Public Assistance, Hazard Mitigation and Homeland Security).
Caveats:	None.

Responsible Person:

Lisa E. Tucker, Section Chief, (225) 358-5704, lisa.tucker@la.gov

Quarterly targets 200, 300, 500, 600

DIVISION NAME	Grants and Administration
SECTION NAME:	Subrecipient Monitoring (SRM)
GOAL:	7-Provide a Center of Excellence for GOHSEP and its stakeholders.
OBJECTIVE:	Provide effective and efficient administration to facilitate the support and resources to accomplish program activities.
INDICATOR NAME:	Number of on-site monitoring visits conducted
Indicator LaPAS PI Code:	24300
Indicator Type	Outcome
Indicator Level:	Key
Rationale:	Subrecipients receive an on-site visit as a result of recurring Single Audit findings and/or are identified by an extensive qualitative and quantitative risk assessment to be of "high or moderate risk" which increases the likelihood of deobligation of funds by FEMA for non-compliance with federal requirements. The on-site visit determines the subrecipients operational/programmatic deficiencies and provides recommendations for corrective action. Compliance with federal requirements reduces the risk of deobligation which benefits GOHSEP, its stakeholder, and the State.
Use:	On-site monitoring is conducted on select subrecipients in all GOHSEP grant programs (Public Assistance, Hazard Mitigation and Homeland Security). This extensive review of subrecipients program administrative requirements is done to determine, recommend and monitor compliance with Code of Federal Regulations (CFR 44; CFR 2), the Emergency Assistance Act, and the Single Audit.
Clarity:	The indicator clearly defines the measurement.
Validity, Reliability and Accuracy:	The indicator is audited by the Legislative Auditors and Department of Homeland Security Auditors on a yearly basis.
Data Source, Collection and Reporting:	The data collected for this indicator will be the number of deficiencies determined as a result of an on-site monitoring visit.
Calculation Methodology:	Simple addition calculation
Scope:	Subrecipient monitoring activities are required for all sub recipients who receive funds and have open projects through the GOHSEP's grant programs (Public Assistance, Hazard Mitigation and Homeland Security).
Caveats:	None
Responsible Person:	Lisa E. Tucker, Section Chief, (225) 358-5704, lisa.tucker@la.gov

Quarterly targets 7, 15, 29, 40