



Homeland Security &  
Emergency Management  
Program Services

# Homeland Security & Emergency Management



## Safety and security is a concern for everyone in today's high-risk environment.

With increased terrorist threat, and natural, man-made, and technological disasters on the rise, having your organization prepared and protected against potential threats is a necessary step to ensure your organization's survival, should the unthinkable occur.

When disaster strikes, the first step taken is as important as the hundredth to ensure that the effects of the disaster are minimal and the best possible outcome is realized.

Animus Solutions provides your organization with the best value for support of Homeland Security and Emergency Management (HSEM) programs in private, public, and not-for-profit organizations and agencies. Our personnel have extensive experience interfacing with organizations across the country in risk assessment, crisis and consequence planning, and training exercises related to "all-hazards" emergency and disaster preparedness. The Animus HSEM professionals have a record of sustained excellence across the nation.

Our services encompass all four phases of emergency management, and with an additional focus on homeland security we offer prevention services as well.

Whether your organization needs assistance in developing and sustaining a holistic program, or simply needs help to deliver specific programs that include: exercises, mitigation strategies, assessments, strategic plans, standard operating procedures, job specific training, logistics, or response support, Animus can provide everything your organization will need to prepare for, respond to, and recover from any type of situation.

Disasters come in many forms – whether it's a hurricane, a cyber-attack, an environmental disaster, or a public relations crisis, every situation requires a unique set of solutions for maximum impact. We have the experience and knowledge of dealing with disasters of all kinds and are prepared to provide a solution tailored to your organization's goals, objectives, and budget to reduce the risk and adverse effects of an unwanted situation.

# Mitigation Services



## Risk Assessment

Animus Solutions has created a risk assessment methodology to effectively, efficiently and properly identify risks and achieve assessment objectives. The methodology balances between a qualitative and quantitative risk assessment approach and follows a logical approach to identify risk:

**Step 1: Asset Identification**

**Step 2: Business Impact Analysis**

**Step 3: Threat Likelihood Determination**

**Step 4 Vulnerability Analysis**

**Step 5: Risk Determination**

**Animus Solutions offers services for Mitigation programs** in an effort to help our customers reduce loss of life and property by lessening the impact of disasters.

### Services include:

- Risk Assessment
- Risk Reduction
- Mitigation Planning
- Grant Assistance and Management

## Risk Reduction

Once Risk is defined, Animus assists you in reducing the risk to life and property, which includes existing structures and future construction, in the pre and post-disaster environments. Our professional staff will help you develop regulations, local ordinances, land use and building practices. The resulting mitigation projects will roll into your overall mitigation planning to reduce or eliminate long-term risk from hazards and their effects.

## Mitigation Planning

Animus has some of the top disaster planners in the country, with experience in the National Flood Insurance Program (NFIP), Community Rating System (CRS), local hazard mitigation strategies, and hazard mitigation plans.

State, Indian Tribal, and local governments are required to develop a hazard mitigation plan as a condition for receiving certain types of non-emergency disaster assistance. According to the Federal Emergency Management Agency (FEMA), these plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. The planning process is as important as the plan itself. It creates a framework for risk-based decision making to reduce damages to lives, property, and the economy from future disasters.

## Grant Assistance

The Grant Assistance program offered by Animus encompasses all phases of the grant process. From the application through the audit, Animus can assist your organization. While many organizations fall into the trap of thinking they can save money by managing grants in-house, grant management is a skill that is learned over time, and therefore may be ultimately more cost-effective to outsource. Animus services include:

- **Grant Review.** Includes a review of the narrative as well as grant specific assistance with the entire application.
- **Grant Writing Services.** Our experienced and successful grant writers will develop your grant narrative and application.
- **Grant Administration and Management.** Perhaps the most difficult part of the grant process comes after it has been awarded to your organization. Federal grants come with a myriad of administration, maintenance, compliance, and audit requirements. Working as agents of our customers, Animus helps to successfully manage your grant program, and if warranted can assist in the selection of an appropriate grant management software. As Animus is vendor agnostic, we will use industry best practices to find the appropriate tool to match your organizations specific requirements and budget.



# Preparedness



## Planning and Analysis

Animus supports a multi-discipline, technically-oriented approach to emergency planning and plans development. We clearly understand the challenges involved in a crisis response and the operational procedures needed to preserve lives. We have solid experience in developing operational plans and procedures and in designing realistic training and exercises that support the implementation of those procedures and validate the plans we develop. Each plan, training program, and exercise is custom designed around the client's needs and budget.

The threat posed by natural, man-made, and technological disasters, including terrorism, may well have a catastrophic impact on critical functions of a business, or on community and national infrastructure. Our staff has worked with public and private sector clients in the protection of essential operations and assets, and has developed programs and plans for all levels of government and private industry.

Animus marries the planner's art with the planner's science, utilizing industry best practices, lessons learned, and the latest technology – backed by a wealth of practical real-world experience to produce current and relevant planning information that is dynamic rather than

**Disasters and emergencies come in many forms**, and they may require anything from a brief absence from your home or business to permanent evacuation, costing millions of dollars. Each type of disaster requires different measures to ensure your organization's preparedness. Animus adheres to an all-hazards approach with our Preparedness services.

### Services include:

- Planning and Analysis
- Training
- Exercises

static, that is accessible by any authorized user virtually anywhere there is internet connection, rather than sitting on a shelf in a dusty three-ring binder. Our Planning and Analysis services include:

- **Mitigation Plans**
- **Continuity of Operations Plans (COOP)**
- **Continuity of Government (COG)**
- **Business Continuity Planning (BCP)**
- **Strategic and Tactical Plans**
- **Comprehensive Emergency Management Plans (CEMP)**
- **Response Plans**
- **Standard Operating Procedures (SOPs)**
- **Environmental Impact Analysis**
- **Threat and Vulnerability Assessments**
- **Capabilities and Needs Assessments**
- **Gap Analyses**
- **GIS, Photo, and Video Integration**



## Training

Animus understands everyone learns differently and in order to be an effective trainer we must first understand how people learn. To that end, Animus offers training on a number of different platforms to meet the unique needs of each customer. We offer traditional classroom, hands-on, and e-learning options across all disciplines - providing a complete Emergency Management and Disaster Preparedness/Response training program for public and private sector workers, first responders and supervisors. Animus can also assist you in managing your training program by developing new curriculum, assigning lessons, conducting registration, keeping attendance, and maintaining student records within the Animus Learning Management System (LMS). Our curriculum includes:

- **National Incident Management System (NIMS)**
- **Incident Command System (ICS)**
- **Community Emergency Response Team (CERT)**
- **Hazardous Materials (HazMat) and Weapons of Mass Destruction (WMD) Awareness**
- **Hospital and Pre-Hospital (for example HEICS and Decontamination)**
- **Public Health and Biological Response**
- **Personal Protective Equipment**
- **Counter/Anti-Terrorism**

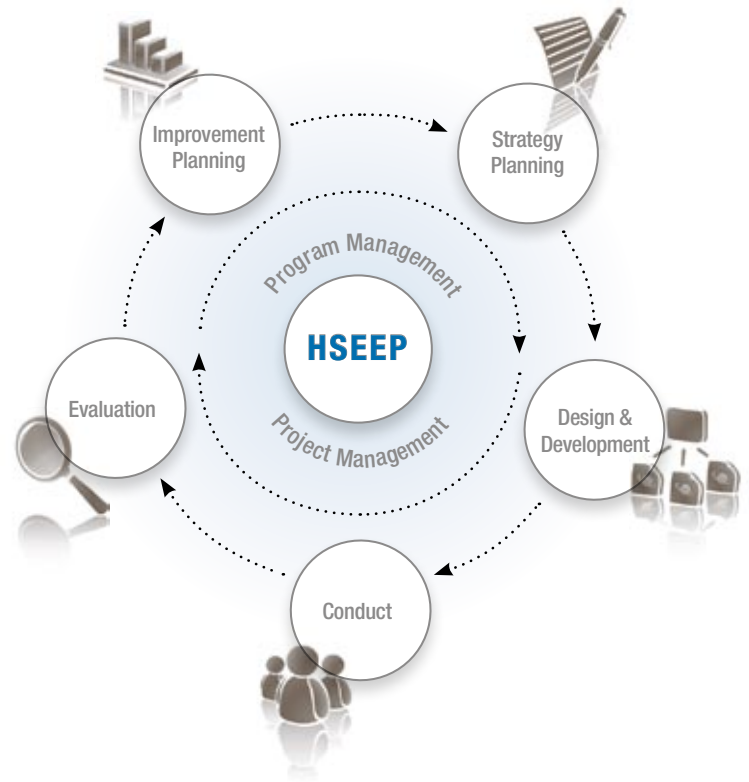
## Exercises

The Animus approach to training and exercises begins with a comprehensive understanding of the client's needs. Our philosophy maintains that each client has unique capabilities, responsibilities, and needs. Therefore, exercises are tailor-made to each client. All exercise offerings begin with a comprehensive needs assessment. We stress the interactive process at each stage of development, recognizing that the client is the ultimate subject matter expert. After each exercise, we conduct a thorough evaluation to determine what revisions, if any, are required. We follow the Homeland Security Exercise and Evaluation Program (HSEEP) to ensure an adherence to national standards.

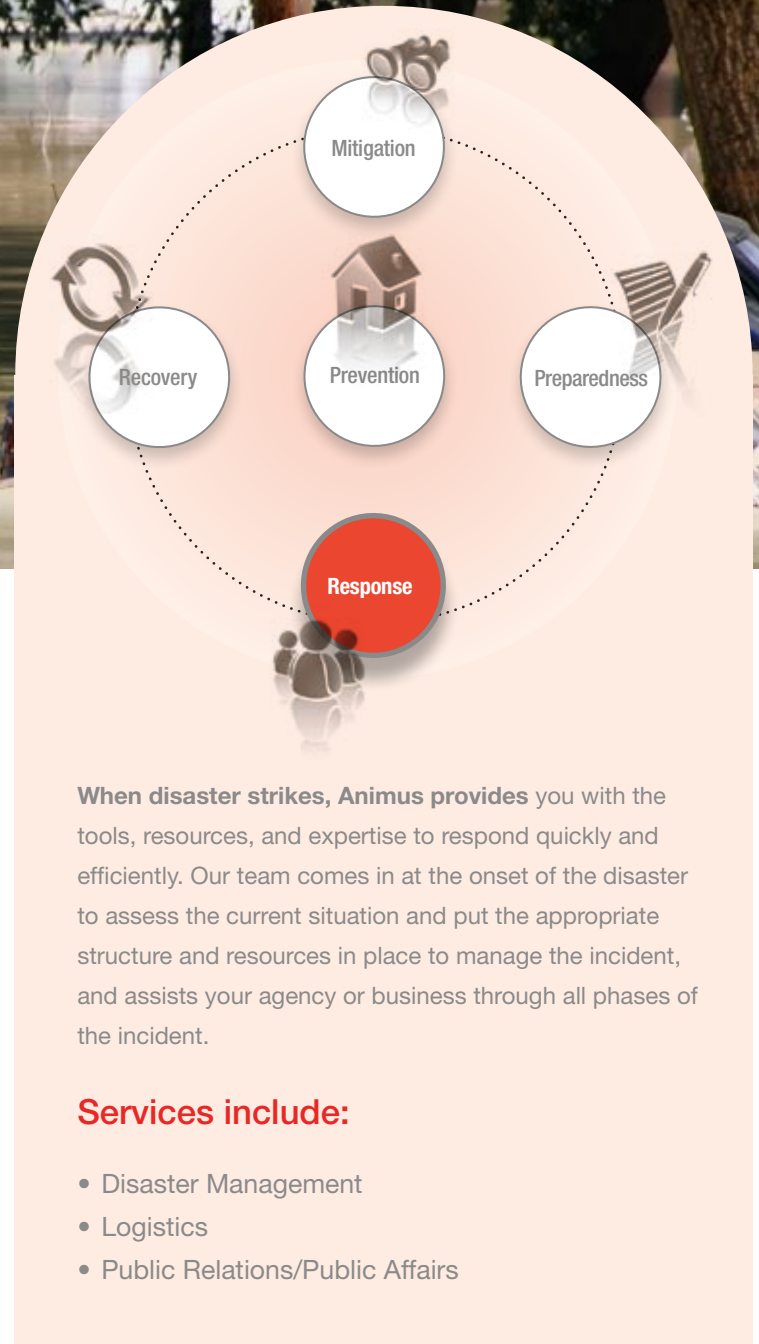
This structure allows our customers to achieve an objective assessment of their capabilities so that strengths and areas for improvement are identified, corrected, and shared as appropriate before an actual disaster or emergency.

Animus offers a variety of all-hazard exercises including:

- **Seminars**
- **Workshops**
- **Drills**
- **Multimedia Tabletop**
- **Functional**
- **Full-Scale**



# Disaster Response Services



## Disaster Management and Staff Augmentation

Animus applies the principles of the National Incident Management System (NIMS) and the Incident Command System (ICS) in support of your operations, planning, finance, and logistics functions during a disaster or emergency. We can augment your existing personnel or provide an incident management team to run parts of, or the entire operation. We also hire and train temporary staff from the affected community to provide a sustainable skilled workforce for future operations and to help bolster the local economy.

Our personnel are skilled, experienced emergency managers with expertise in:

- **Public Assistance (PA)**
- **Rapid Impact Assessment**
- **Damage Assessment**
- **Mass Care**
- **Finance and Audit**
- **IT Support**
- **GIS**

**When disaster strikes, Animus provides** you with the tools, resources, and expertise to respond quickly and efficiently. Our team comes in at the onset of the disaster to assess the current situation and put the appropriate structure and resources in place to manage the incident, and assists your agency or business through all phases of the incident.

### Services include:

- Disaster Management
- Logistics
- Public Relations/Public Affairs

## Logistics

Animus offers complete logistics support in disaster relief operations with complete management of relief logistics operations. We can provide limited logistics support or manage your entire logistics function depending on your organization's needs. In addition to our services, Animus can provide potable water, transportation resources, security, mobile kitchens, living quarters, alternative power solutions, and more.

Our Logistics services include:

- **Procurement**
- **Inventory Control**
- **Resource Management**
- **Database Design and Maintenance**
- **Warehouse Space Acquisition**

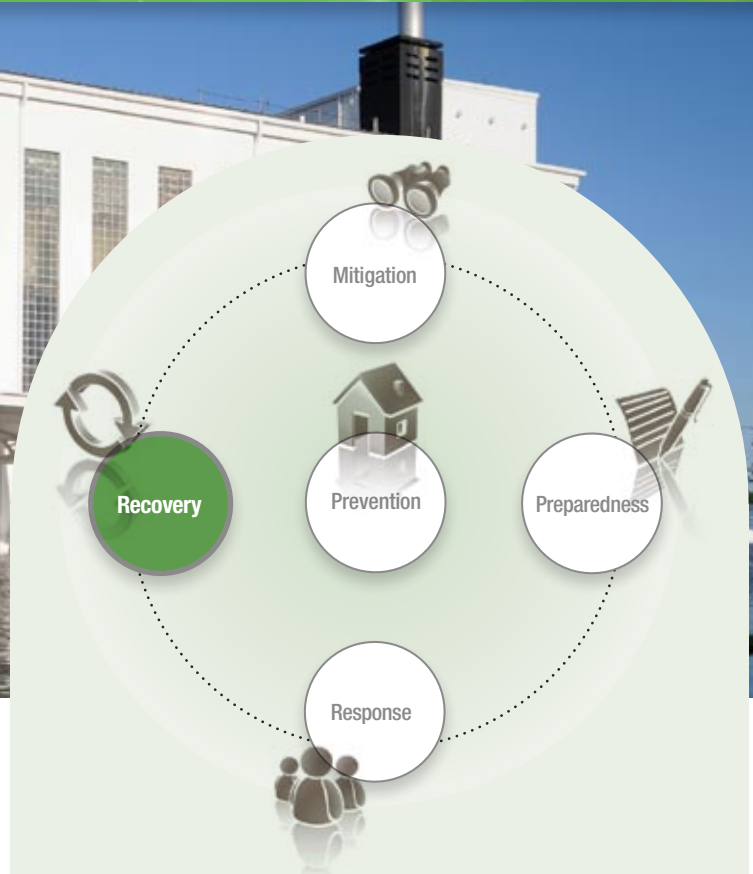
## Public Relations/Public Information

The Animus Public Relations/Public Affairs team provides your organization with experienced public information officers, media relations specialists, graphic artists, web designers and more. Animus can provide:

- **Joint Information Center (JIC) Support**
- **Press Release Management**
- **Public Awareness Campaigns**
- **Video, Audio, and Photography Services**
- **Access to Local, Regional, and National Media**
- **Spokespersons**



# Recovery Services



## Business Continuity (BCP) and Continuity of Operations (COOP)

The goal of any business is to stay in business and the goal of every government organization is to provide the services they are mandated to perform. Animus has the BCP and COOP expertise to help your organization achieve those goals in the event of disaster incidents that include local emergencies like building fires, regional incidents like hurricanes or earthquakes, or national incidents such as pandemic illnesses.

From project initiation to business impact and risk analysis through development of emergency response, recovery plans and procedures, Animus is in the business of helping you stay in business.

## Disaster Recovery

Having a disaster recovery implementation for critical information assets could make the difference between an organization's survival and its demise. In today's competitive landscape, businesses and government organizations rely heavily on access to their data. Often, this data must be available 24/7, and any interruption of that access can be catastrophic.

**In the event a disaster occurs**, the goal of any organization is to recover as quickly as possible. Animus Solutions has the experience and tools required to help return your organization to a pre-disaster state.

Recovery includes two major components – Business Continuity and Disaster Recovery. The first includes planning for non-IT related aspects such as facilities, personnel, and communications, while the latter refers to the IT related recovery of key systems, data, and infrastructure. Most organizations are very strong in one area or the other.

Animus promotes a holistic approach to recovery that includes both aspects.

### Services include:

- Business Continuity and Continuity of Operations
- Disaster Recovery
- Human Capital/Resource Management
- Information Security
- Disaster and Damage Assessment

Animus provides a holistic solution that includes:

- **Organization-specific Risk Analysis**
- **Assessing and prioritizing the specific potential risks faced by each component of your organization**
- **Identifying critical business processes, then creating recommendations for priorities and timelines for recovery**
- **Determining your preferred options for organizational recovery by simulating possible disaster scenarios and analyzing the effects on all levels of your organization**
- **Implementing a focused, “organization-specific” disaster recovery plan that encompasses your organization’s overall strategy and business recovery concerns, while developing detailed action plans for various disaster scenarios.**



## Disaster and Damage Assessment

One of the most critical steps in recovery is determining the scope and cost of the damage. The Animus HSEM team has extensive experience in major disasters to quickly identify the extent of damage to your infrastructure, personal and private property. We can assist your organization in:

- **Locating the resources to repair or replace damaged infrastructure**
- **Assessing and documenting damage to your equipment and facilities for insurance claims**
- **Conducting damage assessment for public and private property to qualify for Public and Individual Assistance from FEMA**

# Prevention



## Assessments

The Animus HSEM Team has extensive experience in conducting assessments that ultimately lead to the prevention of disaster effects. Coupled with our background in performance management and process improvement, we provide a streamlined approach that keeps our projects on task and produces results of high quality.

The assessment is conducted in a linear fashion, building upon each step with the final result of producing a recommendation report that is prioritized by criticality grounded by risk, and measured against capabilities and needs.

## WMD Awareness

Our training provides employees, executives, and emergency responders with awareness-level instruction on recognition, avoidance, isolation, and notification techniques in a Weapons of Mass Destruction (WMD) environment. The training covers prevention and deterrence and chemical, biological, radiological, nuclear, and explosive (CBRNE) hazards.

While Animus supports the four phases of emergency management, the addition of Homeland Security to our practice, allows us to offer our customers Prevention services as well.

While mitigation serves to reduce the effects of disaster, prevention serves to eliminate them altogether.

### Services include:

- Assessments
  - Threat Assessment
  - Security Assessment
- WMD Awareness
- Terrorism Awareness
- Counter-measures
- Security Consulting
  - Security Implementation
  - Security Maintenance

## Terrorism Awareness

Terrorism is one of the most daunting threats facing everyone today, yet few people know what to do in the event of a terrorist event. Animus will train your organization on understanding the threat and what you can do to protect your personnel and facilities.

## Protective Measures

Animus can assist by making recommendations for putting protective measures in place that prevent the effects of a disaster or emergency. From policies and procedures to engineering improvements and security systems, Animus will help you prioritize the recommendations based on a complete threat, risk, and vulnerability analysis.

