

**AGENCY ANNEX F  
AGENCY OF HUMAN SERVICES**

**I. MISSION**

To provide assistance to the people of Vermont covering the entire range of basic human needs.

**II. AUTHORITY**

Vermont Division of Emergency Management and Homeland Security - Title 20, Chapter 3a, duties of the commissioner (public safety) - ... The commissioner, subject to the approval of the governor, shall delegate to the several departments and agencies of the state government appropriate emergency management responsibilities, and review and coordinate the emergency management activities of the departments and agencies with each other and with the activities of the districts and neighboring states, the neighboring Canadian province of Quebec, and the federal government.

Title 3 VSA – Chapter 53

Title 18 VSA – Health and Mental Health

Title 33 VSA – Welfare

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**III. SITUATION AND ASSUMPTIONS**

State agency and department heads and their staffs develop, plan and train to internal policies and procedures to meet preparedness, mitigation, response and recovery needs as identified in this plan including annexes, appendices, tabs and other supporting documents including the State Hazard Mitigation Plan. Training includes not only what may be accomplished within the agency but multi-level, interagency training and exercises to develop and maintain necessary capabilities.

The Agency of Human Services is the division of Vermont State Government involved with the well being of the population of the State. Headed by a Secretary, appointed by the Governor, the Agency has six Departments: Aging and Disabilities, Corrections, Health, Mental Health, Children and Families, and Vermont Health Access. Each Department is headed by a Commissioner appointed by the Secretary. All Departments have emergency response assignments. The Agency also has the Office of Child Support and the Office of Economic Opportunity, each headed by a Director.

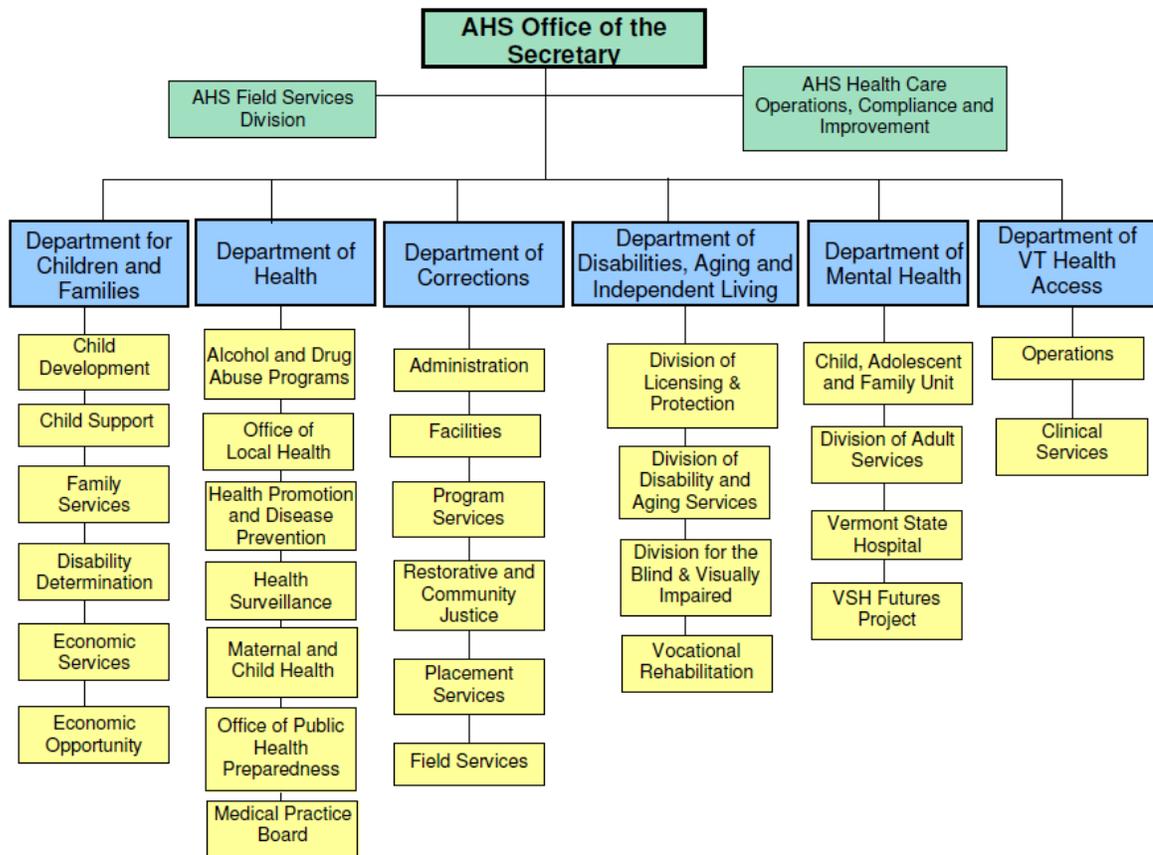
Natural and technological disasters within the State of Vermont will create conditions affecting the well being of the populace. The Agency of Human Services will respond through its Departments to alleviate hardship and suffering and protect the health and welfare of the people.

The situation and assumptions in section ii of the Base Plan also apply.

**IV. ORGANIZATION AND RESPONSIBILITIES**

The chart on the following page outlines the emergency response of the Agency of Human Services.

The Agency is a lead agency for State Support Function #6 (Mass Care, Emergency Assistance, Housing & Human Services) and a support agency for State Support Function #5 (Emergency Management, Recovery & Mitigation, #7 (Resource Support), #8 (Health and Medical Services), and #14 (Public Information) and assumes the responsibilities as outlined in those annexes. The Agency is also a participating agency in the Recovery and Restoration Multi-Agency Coordination Group as designated in the Disaster Recovery and Restoration Annex.



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**V. IMPLEMENTATION**

This Annex will be implemented with the assigned responsibilities by means of direct coordination from the Commissioner, Department of Public Safety or Director, DEMHS with the Commissioner and/or upon the order of the Governor within the framework of the State Emergency Operations Plan (SEOP).

**VI. ADMINISTRATION**

The Secretary is responsible for the overall emergency response of the Agency.

**VII. CONTINUITY OF GOVERNMENT**

In accordance with the provisions of title 20, “agency heads will in addition to any deputy authorized pursuant to law, designate by title three emergency interim successors and specify their order of succession. These designations shall, each year, be reviewed and revised, as necessary, to ensure their current status.”

Line of succession for the Agency is as follows:

Doug Racine, Secretary  
Dixie Henry, Deputy Secretary  
Monica Hutt, Director of Policy and Planning