



NEW YORK STATE  
DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES  
OFFICE OF EMERGENCY MANAGEMENT



Andrew M. Cuomo, Governor

Andrew X. Feeney, Director

February 7, 2011

Dear Preparedness Partner:

On November 1, 2010, the Federal Emergency Management Agency (FEMA) issued new sheltering guidance for local and state agencies that plan for and manage emergency sheltering. This guidance was produced in response to a new emphasis on longstanding federal legislation that requires shelter planners to plan for the integration of functional needs support services (FNSS) in all general population shelters. It provides emergency planners with best practices, guidelines, and an understanding of the requirements for providing FNSS to individuals and families in emergency shelters.

Staff from the New York State Office of Emergency Management, the New York State Department of Health, and the New York State Office of Temporary and Disability Assistance have partnered in this effort as members of the State Human Services Branch. The State Human Services Branch provides support for human services activities during State emergency operations. Staff has been working with their federal counterparts and the American Red Cross to identify issues and prepare guidance for New York State to address the renewed federal emphasis on FNSS integration.

I have attached this new State guidance document. This document explains what the changes mean to local agencies and organizations that are involved in emergency sheltering. Additional initiatives and guidance are underway also. State OEM will provide updates as these efforts progress. To assist in facilitating additional information, the State Office of Emergency Management has hosted a link on its website that can serve as a clearinghouse of FNSS information. The link is <http://www.semo.state.ny.us/programs/planning/>.

On behalf of the State agencies working on FNSS integration, I look forward to working with you and your partner agencies.

Sincerely,

Andrew X. Feeney

Director

Attachment