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**From:** Schimsa, Rebecca  
**Sent:** Wednesday, October 28, 2015 5:40 PM  
**To:** Haley, Nikki  
**Cc:** Patel, Swati  
**Subject:** FW: DRC Closing Process and Sunday Operations

Governor – In case Colonel Shwedo has not yet shared this information with you, please see below about the process for closing DRCs due to low visitor traffic. Pending your feedback, the targeted DRCs for closure this weekend are in Cayce (Lexington) and South Strand (Horry), both of which have seen only 5-7 people per day for the past several days.

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**From:** Stenson, Kim [mailto:Kstenson@emd.sc.gov]  
**Sent:** Tuesday, October 27, 2015 5:01 PM  
**To:** Schimsa, Rebecca; Shwedo, Kevin  
**Cc:** Batson, Steven; Ryan, Elizabeth; Sanderson, Jeffrey  
**Subject:** DRC Closing Process and Sunday Operations

Please see recommendation below regarding closing most DRCs on Sundays and the overall methodology for standing DRCs down.

Regards,

Kim

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**From:** Ryan, Elizabeth  
**Sent:** Tuesday, October 27, 2015 4:55 PM  
**To:** Batson, Steven <[sbatson@emd.sc.gov](mailto:sbatson@emd.sc.gov)>; Stenson, Kim <[Kstenson@emd.sc.gov](mailto:Kstenson@emd.sc.gov)>  
**Subject:** DRC Closing Process and Sunday Operations

Good Afternoon,

As you know, FEMA Disaster Recovery Centers (DRCs) have been established throughout the counties that have been declared for Individual Assistance. Many of the DRCs continue to have significant daily traffic and will need to stay open for some amount of time, while others have seen drastic drops in daily visits. For those DRCs whose daily customers have continued to decline and where numbers have dropped below 20 per day, we have begun the process with FEMA to evaluate closing or relocating those DRCs. This process has several steps, as outlined below.

#### Evaluation for DRC closure includes:

- At or below 20 people visiting daily
- County EM indicates lack of effectiveness
- FEMA DRC staff indicate lack of effectiveness

#### Process

- DRCs are evaluated for closure by SCEMD and FEMA
- SCEMD communicates with County EM about potential closure
- County EM gathers any input needed to make decision, makes recommendation to SCEMD

- SCEMD communicates with external stakeholders (DMH, DHEC, Governor's Office) about potential closure
- SCEMD makes recommendation to FEMA for closure
- External Affairs is notified and publicizes closure
- DRC is closed

We also spoke with the affected county Emergency Managers today by telephone, and all but Georgetown indicated that the traffic at the DRCs on Sundays is not sufficient to require the DRCs stay open on Sundays. Unless you have any objections, we will recommend closing the DRCs on Sunday beginning this Sunday and will publicize that with External Affairs and our Public Information staff.

Please let me know of any questions.

Thanks!  
Elizabeth

Elizabeth M. Ryan  
Chief of Recovery and Mitigation  
South Carolina Emergency Management Division  
2779 Fish Hatchery Road, West Columbia, SC 29172  
Office - 803-737-8774  
Cell - 803-201-3739