

DOUGLAS COUNTY, NEBRASKA

LOCAL EMERGENCY OPERATIONS PLAN

Dated December 15, 2015

This Plan complies with Title VI
of the Civil Rights Acts of 1964 (P. L. 88-352)
and was developed for the actions described herein
that will be carried out without discrimination against anyone
due to color, race, national origin, religion, sex, age, or handicap.

This Plan meets the requirements of the
Superfund Amendment and Reauthorization Act of 1986 (SARA),
also known as the
Emergency Planning and Community Right-to-Know Act (EPCRA)

Prepared by the
Douglas County Emergency Management Agency
with the assistance of the
Nebraska Emergency Management Agency, Lincoln, Nebraska

DOUGLAS COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

This Douglas County Local Emergency Operations Plan (referred to as the LEOP or Plan) establishes the policies, plans, guidelines and procedures that will allow agencies with emergency planning, response, recovery or mitigation responsibilities to function effectively as a team, when disaster strikes.

This Plan is compliant and consistent with Homeland Security Presidential Directives (HSPD) 5 and 8. The State of Nebraska and participating local authorities, offices and departments assisting with community emergencies and natural disasters will operate within the principles of the National Incident Management System (NIMS) in support of the National Response Plan and the National Response Framework (2008).

This Plan also provides for the performance of specific functions across the spectrum of hazards to include all Stafford and non-Stafford Act incidents. Most tasks and capabilities described in this plan apply across this broad range of hazards. In this manner, all emergency functions will operate with a unified and integrated approach to disaster management. Unique aspects of certain hazards are addressed separately as necessary. Therefore, this is a multi-hazard plan that addresses emergency functions and capabilities when responding to Community Emergencies and Natural Disasters of all types.

No specific outcomes are guaranteed, expressed or implied by this Plan. Local and state assets are vulnerable to disasters and may be overwhelmed. Government entities will attempt to make every reasonable effort to respond appropriately based on the situation, information and resources available during and following the disaster. And furthermore:

1. Since not all Community Emergencies and Natural Disasters rise to the level at which government may provide additional support or assistance (financial or other means), and;
2. Since not all organizations and entities may be eligible for government assistance, and;
3. Since it is likely that some or all incurred expenses may not be reimbursable for those organizations and entities who are otherwise eligible;
4. It therefore necessitates the understanding that there may be certain circumstances (beyond those involving immediate life safety needs) for which organizations and entities must take reasonable steps to plan, prepare, and insure themselves to sustain their own viability to the extent feasible, realizing that government assistance should not or cannot be provided.

This Plan is not intended to limit or restrict initiative, judgement or independent action required to provide appropriate and effective disaster mitigation, preparation and recovery. However, compliance with this Plan is necessary by Plan participants in order to

accomplish mutually shared objectives. The manifestation of these objectives is dependent on the coordinated, effective and observable communication and activities as outlined in this Plan. This Local Emergency Operations Plan is considered a dynamic document and accordingly there will be a current version but no final version.

The Plan is organized in a manner that enhances this functional approach by incorporating the following components:

1. Basic Plan: Describes Nebraska's approach to emergency management, assigns responsibilities defines roles and broad policies, plans and procedures.
2. Annexes: Functional Annexes address the tasks deemed critical to response by the Emergency Support Function (ESF) Coordinator.
3. Appendices: These address unique hazard specific requirements or specific Agency actions.
4. Tabs: Where necessary, procedures or guidelines for carrying out specific tasks defined in an Annex or Appendix are contained in Tabs.
5. Attachments: Other supporting information is attached where needed (maps, lists, checklists, etc.)

County Basic Emergency Operations Plan

Executive Summary

Purpose: It is the responsibility of all elected/appointed officials to protect citizens' lives and public and private property from the effects of hazards and disasters. This Plan describes the roles and responsibilities of the elected and appointed officials, state and federal agencies in support of the County's efforts to prevent, prepare for, respond to, recover from and mitigate against hazards and disasters.

Authority: The primary legislation directing the elected officials' responsibilities and actions during an emergency or disaster and for establishing a local emergency management agency is: RRS Sections 81-829.36 to 81-829.75, Nebraska Emergency Management Act of 1996, as amended, Cum. Supp. 2002. County, tribal, city and village officials accept this LEOP plan by resolution; generally the County has the primary responsibilities of implementation.

Scope: Implementation of this all-hazards plan will reduce or prevent the loss of life, damage to property and aid in the community economic and infrastructure recovery. Officials within the County are aware of the possibilities of an emergency or disaster and of their responsibilities in the execution of this Plan and will fulfill those responsibilities as needed. All responding elected and appointed officials, departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities.

Concept of Operations: The responsibility for the safety and welfare of the communities rests with the respective governments. The chief elected officials of the local governments must individually, and where possible jointly, provide policy leadership, and strategic guidance for the emergency management process and provide the necessary resources during emergency preparedness, response and recovery activities and give trained responders the authority to accomplish the incident objectives.

The local Emergency Manager (EM) will establish and implement programs to enhance the communities' awareness of, and capabilities to prevent, protect, respond, recover and mitigate disasters. During a disaster the EM will act as an operations manager/advisor/resource to local governments. Local forces supplemented by trained auxiliary personnel and resources available from neighboring jurisdictions or the State, will conduct emergency operations. First responders will establish Incident Command to address life safety, stabilize the incident and conserve property.

This Plan, approved by the elected officials, has specific primary functional areas of responsibility (see Annexes) that define the additional roles, responsibilities and tasks necessary to ensure public safety and welfare. This Plan is developed and tested by a thorough training and exercise program.

RESOLUTION

WHEREAS, the Board of Commissioners of Douglas County, Nebraska, pursuant to Nebraska Statute, is vested with the authority of administering the affairs of Douglas County, Nebraska; and

WHEREAS, it has been determined that a Douglas County Local Emergency Operations Plan has been developed in order to provide for a coordinated response to a community emergency or natural disaster in Douglas County, the City of Omaha and other cities and villages in Douglas County; and

WHEREAS, the Board of Commissioners of Douglas County, deems it advisable and in the best interest of Douglas County to approve said Local Emergency Operations Plan;

WHEREAS, the acceptance of this 2015 Local Emergency Operations Plan supersedes all previous approved Douglas County Local Emergency Operations Plans;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Douglas County, Nebraska, that the Douglas County Local Emergency Operations Plan be, and hereby is, approved.

PASSED AND APPROVED THIS 15th DAY OF December, 2015.



Board of County Commissioners,
Douglas County, Nebraska

ATTEST:



County Clerk

DOUGLAS COUNTY LEOP

APPROVED AS TO FORM:

SIGNATURE PAGE

Theresa M. White
Deputy County Attorney

We the undersigned, accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

SIGNATURES OF AGREEMENT ARE ATTACHED VIA FORMAL CORRESPONDENCE

Mark A. Bergeson
Signature and Printed Name
Chair, Douglas County Board of Commissioners

12-15-2015
Date

Signature and Printed Name
Sheriff, Douglas County

Date

Signature and Printed Name
Engineer, Douglas County

Date

Signature and Printed Name
Mayor, City of Omaha

Date

Signature and Printed Name
Mayor, City of Bennington

Date

Signature and Printed Name
Executive Director, Boys Town

Date



Timothy F. Dunning - Douglas County Sheriff

3601 NORTH 156TH STREET
OMAHA, NEBRASKA 68116-6461
PHONE 402-444-8641

DATE: 12/08/2015
FROM: Tim Dunning, Douglas County Sheriff
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

A handwritten signature in black ink that reads "Timothy F. Dunning".



TOM DOYLE
DOUGLAS COUNTY ENGINEER

15505 West Maple Road
Omaha, Nebraska 68116-5173
(402) 444-6372

DATE: December 4, 2015
FROM: Tom Doyle, Douglas County Engineer
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

A handwritten signature in black ink that reads "Tom Doyle".



City of Omaha
Jean Stothert, Mayor

Office of the Mayor
1819 Farnam Street, Suite 300
Omaha, Nebraska 68183-0300
(402) 444-5000
FAX: (402) 444-6059

DATE: December 4, 2015
FROM: Mayor Jean Stothert
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

Jean Stothert, Mayor
City of Omaha



CITY OF BENNINGTON
15514 WAREHOUSE ST., P.O. BOX 221
BENNINGTON, NEBRASKA 68007
(402) 238-2375
FAX (402) 238-2470
www.bennington-ne.com

DATE: December 3, 2015
FROM: Gordon Mueller, Mayor
City of Bennington
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

Mayor, City of Bennington

BOYS TOWN
Saving Children Healing Families
Department of Public Safety
Village of Boys Town
County of Douglas, Nebraska



DATE: 12-02-15
FROM: John A. Sing, Director of Public Safety/Fire Chief
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Approved By:

John A. Sing, Director of Public Safety/Fire Chief

12-04-2015
Date



MAYOR
Donald A. Groesser

CITY COUNCIL
Maureen Konwinski
Lee Fidelity
Craig Alberhasky
Jerry Krause
Michael Sanchez
Ben Preis

CITY CLERK/TREASURER
Dolores L. Costanzo

DATE: 12/3/15
FROM: Donald A. Groesser
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

Donald A. Groesser

Mayor

City of Ralston

*The Spirit of
Independence*

5500 South 77th Street
Ralston, NE 68127-3896
(402) 331-6677
Fax (402) 331-4553
E-mail: city.hall@cityofralston.com

City of

VALLEY

203 NORTH SPRUCE STREET
P.O. BOX 682
VALLEY, NEBRASKA 68064-0682
402-359-2251
402-359-2610 FAX



DATE: December 3, 2015

FROM: City of Valley

TO: Douglas County Emergency Management Agency

SUBJECT: Douglas County Local Emergency Operation Plan

We accept the provisions and content of the 2015 Local Emergency Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

A handwritten signature in cursive script that reads "Carroll L. Smith".

Carroll L. Smith, Mayor
CITY OF VALLEY



Village of Waterloo
PO BOX 127 · WATERLOO, NEBRASKA 68069
(402) 779-2292 · (402) 779-3387



Village Clerk

DATE: December 8, 2015
FROM: Village of Waterloo
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

Ken Hitchler
Village Chairperson



**American
Red Cross**

Omaha Metro Chapter
2912 S 80th Ave
Omaha, NE 68124
402-343-7700
www.redcross.org

December 7, 2015

Paul Johnson, Director
Douglas County Emergency Management Agency
Civic Center EOC, Rm 114
1819 Farnam St
Omaha, NE 68183

DATE: December 7, 2015
FROM: Jill S. Orton
TO: Douglas County Emergency Management Agency
SUBJECT: Douglas County Local Emergency Operations Plan

We accept the provisions and content of the 2015 Local Emergency Operations Plan for Douglas County and the responsibilities that pertain to our organization as defined therein. We will communicate its content to our personnel as necessary and respond when needed to local community emergencies and natural disasters. Furthermore, we will provide mutual aid resources to requesting jurisdictions if we determine that they are appropriate, feasible and available.

Sincerely,

A handwritten signature in black ink that reads "Jill S. Orton".

Jill S. Orton | Regional Chief Executive Officer
American Red Cross
Kansas/ Nebraska/ SW Iowa Region

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Douglas County Clerk	1	4	PDF
Douglas County Sheriff	0		PDF only
Douglas County Assessor	0		PDF only
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Mayor, Police, Fire, EM, etc	0		PDF only

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City Clerk	0		PDF only
Mayor, Police, Fire, EM, etc.	0		PDF only
<u>Village of Boys town</u>			
City Clerk	0		PDF only
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Nebraska Forest Service			PDF only
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Once the Douglas County Local Emergency Operations Plan (LEOP) is published by NEMA, each Individual / Organization listed will receive an e-letter from the Douglas County Emergency Management Agency stating the location and URL internet address on NEMA's website where the most current PDF version of the LEOP may be viewed and printed.

GLOSSARY OF TERMS AND ACRONYMS

Access and Functional Needs Populations: Individuals having additional needs before, during and after an incident in functional areas including but not limited to: maintaining independence and self-care, communication, transportation, supervision and medical care. Such individuals may have physical or behavioral disabilities, live in institutionalized settings including jails, may be elderly, children, from diverse cultures, have limited English proficiency or non-English speaking or transportation disadvantaged.

All-Hazards: Describing an incident, natural or man-made, that warrants action to protect life, property, environment, public health or safety and minimize disruptions of government, social or economic activities.

APHIS - Animal and Plant Health Inspection Service: A part of U. S. Dept. of Agriculture responsible for protecting animal and plant resources from pests and diseases, promoting agricultural health, administering the Animal Welfare Act, wildlife damage management activities.

ART - Animal Response Team

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision making.

AVIC - Area Veterinarian in Charge: A U.S.D.A. veterinarian trained in animal disease control.

Bio-security: A system designed to protect a group of organisms (plants, animals, humans) from infectious agents (i.e. viruses, bacteria, fungi, or parasites) or hazardous chemicals.

BSE - Bovine Spongiform Encephalopathy: A slowly progressive, degenerative, fatal disease affecting the central nervous system of adult cattle; also known as "Mad Cow" disease.

Business Band Radio: Any commercial radio communications not otherwise specifically stated.

CAD - Contagious Animal Diseases: Diseases that spread from one animal to other animals.

CEC - Community Emergency Coordinator: The single point of contact under SARA Title III for the community who makes determinations necessary to implement the plan. This is generally the jurisdiction's Fire Chief.

CEND – Community Emergency Natural Disaster: An incident consistent with State of Nebraska Statute, Section 81-829.39 (1), (2), (3).

CERCLA: Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (PL 96-510)

CHEMTREC - (1-800-424-9300) Chemical Transportation Emergency Center: Located in Washington, D.C., this facility, sponsored by the chemical industry, provides 24-hour assistance in dealing with chemical transportation emergencies.

Citizen Corps: A volunteer organization trained in individual preparedness and to assist first response units in administrative or minor support functions.

Civil Defense Emergency: An emergency declared by the President of the United States or Congress pursuant to applicable federal law finding that an attack upon the United States has occurred or is anticipated and that national safety requires the invocation of the emergency authority provided for by federal law.

Continuity of Government (COG): Activities that address the continuance of constitutional governance to insure that constitutional, legislative and administrative responsibilities are maintained in any potential incident.

Continuity of Operations (COOP): Planning for disruption at all levels of government, across the private sector and non-governmental organizations as appropriate to provide the continued performance of core capabilities, essential functions, or critical agency/organizational operations during any potential incident.

County Emergency Board (CEB): A group comprised of representatives from three USDA agencies, Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS) and the Cooperative Extension Service (CES).

Decontamination: The reduction or removal of contaminating radioactive, biological or chemical material from a structure, area, object, or person.

Demobilization: The orderly, safe and efficient return of an incident resource, including equipment, supplies, individuals, to the original location and status.

DEQ: Nebraska Department of Environmental Quality, also NDEQ

DHS: Department of Homeland Security

DHHS: Department Health and Human Services,

DMP: Debris Management Plan

DOR: Nebraska Department of Roads, also NDOR

Disaster - (Reference 81-829.39[3]): Occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made cause, including, but not limited to fire, flood, earthquake, wind, storm, chemical spill, or other water contamination requiring emergency action to avert danger or damage,

epidemic, air contamination, blight, drought, infestation, explosion, riot, civil disturbance, or hostile military or para-military action.

DRC - Disaster Recovery Center: A location established in a disaster area which can house all federal, state, and local agencies that deal directly with the needs of the individual survivor. DRCs are established only after a Presidential Declaration. Tele-registration will be available.

EAS - Emergency Alert System: The Emergency Alert System is composed of AM, FM and TV broadcast stations and non-government industry entities operating on a voluntary, organized basis during emergencies at the national, state, or operational levels.

Emergency: Any unplanned incident that interrupts the daily function of the jurisdiction and requires an emergency response.

Emergency Worker: A person(s) who is primarily responsible for carrying out emergency functions. Emergency functions include radiological monitoring, firefighting services, law enforcement, medical and health services, rescue activities, area security, communications, evacuation measures, social services, and other related functions assigned by competent authority to protect the health, safety, and property of the general populace. Reference: RRS 81-829.55

EMAC – Emergency Management Assistance Compact: An agreement between *all* states for mutual aid so that needed resources are obtained, transported and utilized during a disaster.

EMS: Emergency Medical Services

EMT - Emergency Medical Technician: An individual who has completed the required training and is licensed by the State of Nebraska to perform emergency basic life support functions.

Emergency Protective Actions: Measures taken prior to or after a release of hazardous materials to prevent or minimize exposures to persons in the threatened area. Examples of emergency protective actions as discussed in this plan are area access control, evacuation, in-house shelter, decontamination, and respiratory protection.

EOC - Emergency Operation Center: A facility from which local government officials exercise management of information, tasking and acquisition of resources during and following a CEND incident.

EOC Staff: Members of the emergency management organization assigned to operate the Emergency Operation Center during disasters.

EMSAT: The Emergency Management Senior Advisory Team comprised of key elected officials and department heads who provide input to the Command Staff via Emergency Management for the purpose of providing policy and guidance for a CEND incident.

EPA: Environmental Protection Agency (Federal Agency)

EPI - Emergency Public Information: Information concerning individual actions that will be made available to affected residents, transients, and evacuees in an emergency to ensure their safety and well-being.

ESF – Emergency Support Functions: Various state agencies that may be requested or mandated to participate in disaster related activities, responses or support.

Evacuation: The organized, phased and supervised withdrawal, dispersal or removal of people from dangerous or potentially dangerous areas, their reception and care in safe areas and eventual return when possible.

Executive Group: Consists of the Chief Executives (Mayor, County Board Chairman, etc.) of the affected jurisdictions and/or their deputies.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties; and demonstrate operational capability.

FAD – Foreign Animal Disease: Any animal disease not naturally found in the United States. These diseases must be brought into the country by some vector, a diseased animal, food, soil, transportation. Examples of FADs include Foot-and-Mouth Disease, Newcastle Disease, Avian Influenza and African Swine Fever.

FADDs – Foreign Animal Disease Diagnosticians: Specially trained veterinarians and laboratory technicians specializing in identifying foreign animal diseases.

FCO - Federal Coordinating Officer: The person appointed by the Associate Director, Federal Emergency Management Agency, who operates under the Regional Director, FEMA, to coordinate federal assistance in a major disaster.

FDA: Food and Drug Administration

FEC - Facilities Emergency Coordinator: The single point of contact under SARA Title III for a facility that reports extremely hazardous substances. This person will coordinate all activities of the facility in the event of a spill or release.

Federal Agency Disaster Designation: Certain federal agencies that have programs under their own authorities that allow them to provide assistance without a Presidential Declaration.

Federal Response Plan (FRP): The Federal plan developed under Public Law 93-288 (Stafford Act) in order to facilitate the delivery of all types of Federal Response Assistance to States to help them deal with the consequence of significant disasters. Any response provided will supplement state and local response efforts. Requests for Federal assistance will be made by the State after an assessment of state and local ability to respond to the specific disaster.

FEMA - Federal Emergency Management Agency: The federal agency charged with development of an Integrated Emergency Management System and with supporting Emergency Management and Disaster Assistance efforts at all levels of government.

First Responder: Local and nongovernmental agencies; police, fire and other emergency personnel responsible for the initial activities to protect and preserve life, property, evidence and the environment; including emergency management, public health, clinical care, public works and other skilled support personnel from federal, state, local tribal and non-governmental organizations.

FMD: Foot and Mouth disease

FSA: Farm Services Agency

Governor's Emergency Fund: A fund established by state law that may be expended, upon direction of the Governor, for any State of Emergency to supplement local efforts to maintain and/or promptly restore essential public facilities or services when threatened or damaged as a result of a natural disaster.

Governor's Proclamation - State of Emergency: When the Governor has found that a disaster has occurred or that the occurrence or threat thereof is imminent within the state or any part thereof, and he has activated the disaster response and recovery aspects of state, local, and inter-jurisdictional plans for the purpose of aiding the affected individuals and local governments.

HAN - Health Alert Network: A statewide communications system used to alert all medical doctors, hospitals, veterinarians and animal clinics of a medical or animal disease emergency.

Hazard Analysis: The process of identifying the potential danger or harm that could affect the jurisdiction and determine the probable impact each of these hazards could have on people and property.

Hazard Area: A specified area directly affected by a disaster, or with high probability of being affected by specific hazards.

Hazard Mitigation: Measures which will eliminate or reduce the potential for damage to an area or facility from the effects of an emergency or disaster.

HazMat - Hazardous Materials: Substances which, if released in an uncontrolled manner (i.e., spilled), can be harmful to people, animals, property, and/or the environment.

HSEEP – Homeland Security Exercise Evaluation Program: The method used to measure the success of all local, state and national emergency/disaster training sessions and programs; to include standards, record keeping and is the basis for the LEOP and local SOP improvement process.

ICS/IMS - Incident Command System/Incident Management System: The combination of facilities, equipment, personnel, procedures, and communications necessary to manage resources at the scene of an incident. See NIMS.

ICU: Intensive Care Unit

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategies for managing an incident, the initial response activities, formalized steps to achieve recovery, staffing and other resources needed during one or more operational periods.

Incident Status Report (ISR): The ISR as included in the LEOP is used by emergency managers to report an emergency management incident to NEMA. Initial field responders and public works agencies use the ISR to collect the initial damage assessment information on damage which has occurred to the infrastructure in the jurisdiction. Part of the ISR must also include estimating the amount and types of debris which will need to be handled.

In-Place Shelter: Protective shelter action directed in the event of a short-term or low-level radioactive or toxic material release where evacuation actions may not be rapid enough to protect the affected population from an approaching hazard. Taking in-place shelter means staying indoors, closing all windows and openings to the outside air, and turning off all air conditioners or fans vented to the outside.

Infected zone: The area around a specific location of a suspected or confirmed animal/wildlife disease; also known as the quarantine or control zone.

Ingestion Exposure Pathway EPZ (Nuclear Power Station Incidents): An Emergency Planning Zone which refers to exposure primarily from eating or drinking water or foods such as milk and fresh vegetables that have been contaminated with radiation. The duration of primary exposure could range from hours to months.

JFO, Joint Field Office: Federal and State agencies co-located in a facility during recovery.

JIC, Joint Information Center: Locally designated location for release of information to the general media for dissemination to the public.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political (elected officials) or geographical (state, county, village) or functional (law, fire, public health).

Key Personnel: Those officials of local government and other agencies and organizations who have primary functional responsibilities under this plan.

LEDRS: Nebraska Livestock Emergency Disease Response System

Local Emergency Operations Plan (LEOP): A county wide, all-hazards plan, required by Nebraska R. R. S. Section 81-829.31, 81-829.36 to 81-829.75, 1996, that establishes the policies, responsibilities, plans, guidelines and procedures for all elected and appointed officials, Emergency Managers, and First Responders to function effectively during an emergency or disaster.

Local Emergency Planning Committee (LEPC): A local committee appointed by the State Emergency Response Commission (SERC) responsible for emergency planning and community right to know under SARA Title III.

Logistics: Providing resources (equipment, supplies, services, personnel, money) to support an incident response and recovery.

MCI - Mass Casualty Incident: An incident, emergency, or disaster which generates sufficient casualties where:

- A. The number of patients and the nature of their injuries make the normal level of stabilization and care unachievable, or
- B. The number of Emergency Medical Technicians and ambulances that can be brought to the field within the time allowed is not enough, or
- C. The stabilization capabilities of the hospital are insufficient to handle all the patients.

MIL - Nebraska Military Department: A state agency consisting of the Nebraska Emergency Management Agency, the Nebraska Air National Guard and the Nebraska Army National Guard.

MOU – Memoranda of Understanding: An MOU agreement NEMA has with cities based upon State Statute 81-829.52 that allows the Adjutant General, upon orders of the Governor, to establish “such number of state emergency response teams as may be necessary”. The Statute allows for payment to the jurisdictions, workman’s compensation and liability coverage for members of an established team.

MSDS: Material Safety Data Sheet

Mutual-Aid Agreements: Arrangements between organizations, either public or private, for reciprocal aid and assistance in case of emergency or disaster too great to be dealt with unassisted or when local resources are inadequate or exhausted.

NAWAS - National Warning System: A system of special telephone lines linking Nebraska with federal authorities in other states. A sub-network portion of the system, the State NAWAS Circuit, ties together state and local warning points as well as the National Weather Service, Nebraska State Patrol Stations, and nuclear power stations.

NCP - National Contingency Plan: Prepared by EPA to put into effect the response powers and responsibilities created by CERCLA.

NDA: Nebraska Department of Agriculture

NEMA – Nebraska Emergency Management Agency: A state agency mandated to administer the Emergency Management Act, R. R. S. Section 81-829.31, .36 to .75 and Homeland Security directives for the State.

NGPC: Nebraska Game and Parks Commission

NHIT: Nebraska Hazardous Incident Team

NIMS – National Incident Management System: A comprehensive, national approach to incident management, includes the Incident Command System, multi-agency Coordination systems, and Public Information systems and must be adopted by all jurisdictions to be compliant for DHS grants and awards.

NRF: National Response Framework; a guide to how the Nation conducts all-hazards responses (Jan. 2008)

NRP: National Response Plan, a guide for governmental agencies or roles and responsibilities for disaster response. emphasizing the Emergency Support Functions, (2004, rev '06)

NRT: National Response Team. Consists of representatives of government agencies as the principal organization for implementing the NCP.

NSP: Nebraska State Patrol

Nuclear Incident: An event where nuclear materials with consequent radiation are uncontrollably released. Synonymous with the terms "radiation spill" and "nuclear accident".

OSC - On Scene Coordinator: Federal official who directs Federal response under NCP.

OSHA: Occupational Safety and Health Administration (Federal Agency).

Pathogen: An organism (bacteria, virus, fungus, parasite) that is capable of causing disease or death.

PDA: Preliminary Damage Assessment

Presidential Emergency Declaration: Under PL 93-288, as amended by PL 100-707 this is issued when the President has decided that a catastrophe, in any part of the United States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the federal government.

Presidential Major Disaster Declaration: Is issued when in the determination of the President, a catastrophe causes damage of sufficient severity and magnitude to warrant federal assistance under PL 93-288, as amended by PL 100-707, or subsequent legislation, above and beyond emergency services provided by the federal government to supplement the efforts and available resources of states, local governments, and other relief organizations in alleviating the damage, loss, hardship, or suffering as a result of the catastrophe.

Protective Shelter: Any shelter with the capability to protect individuals, animals, or equipment from the effects of hazards such as tornadoes, blast, fire, initial radiation, and fallout.

Quarantine zone: Area where livestock, vehicle or human movement, either in or out of a geographic area is prohibited.

Radiological Emergency: A radiological incident/accident that requires immediate action to save lives, to protect public health, to preserve property, or to reduce or avoid an increase in the threat resulting from the incident/accident.

Radiological Monitoring: The use of detection equipment to measure the presence or levels of radiation and concentration of radioactive contamination to include the planning and data collection necessary to the task.

Radiological Protection: The organized effort, through warning, detection, and preventive or remedial measures, to minimize the effect of nuclear radiation on people and resources.

REM - Radiation Equivalent in Man: A measure of the overall effectiveness of a radiation dose at causing physical harm.

Restricted Zone: The area around a suspected or confirmed animal disease location where the movement of livestock or people is controlled or stopped. The size of the zone is dependent on weather, terrain, animal concentrations, etc.

Risk: A function of three variables: Threat, Vulnerability and Consequence.

RRT - Regional Response Team: representatives of Federal agencies and a representative from each state in the Federal Region. During a response to a major hazardous materials incident involving transportation or a fixed facility, the OSC may request that the RRT be convened to provide advice or recommendations.

Rumor Control: The activity and location where information requests from the public can be handled. Special Disaster Information telephone numbers may be published.

SARA: Superfund Amendments and Reauthorization Act of 1986. Contains Title III provisions for Hazardous Materials Emergency Planning and Community Right-to-Know.

Secondary spread: The spread of a disease by carriers (vectors) such as people, other animals, vehicles or by contaminated materials such as soil, food, bedding, wastes, etc.

SEOC: State Emergency Operations Center, usually in Lincoln, at the NEMA facilities

SEOP: State Emergency Operations Plan

SERC - State Emergency Response Commission: A commission, appointed by the governor to oversee LEPCs.

SERT - State Emergency Response Teams: Specially trained Hazmat team, technician level. Three levels of response teams: Governor's appointment, Nebraska Hazardous Incident Team, Wildfire Team

SFM: State Fire Marshal

SOP: Standard Operating Procedures, a list of specific or detailed actions, methods or skills used to accomplish a specific task or job; also known as SOGs, Standard Operating Guides.

State Coordinating Officer (SCO): The person named by the Governor in the Federal-State Agreement to execute on behalf of the State all necessary documents for disaster assistance following the declaration of an emergency or major disaster, including certification of applications for public assistance.

State Radiation Team/Radiological Monitoring Team: Response team sent to a radiological incident/accident by the Nebraska Health and Human Services System. This team(s) may be augmented by emergency management radiological monitoring resources, including aerial monitoring. On scene, all radiation control activities are coordinated by the HHSS which also furnishes technical guidance and other services to local governments.

Superfund: The trust fund established under CERCLA to provide money the OSC can use during a cleanup.

Surveillance zone: In an animal disease situation this could initially include the entire state and those near to the infected area where livestock would be closely monitored. This zone would be adjusted based on the findings about the disease and its ability to spread.

Title III: The "Emergency Planning and Community Right-to-Know" portion of SARA. This specifies requirements for minimum plan content, for fixed facility owners to inform officials about extremely hazardous substances present at the facilities and for making information about extremely hazardous substances available to citizens.

Traffic Control (Entry-Exit) Points: Places along evacuation routes that are either manned by law enforcement personnel or volunteers, or marked with barricades to direct and control movement to and from the area being evacuated.

Triage: A system of assigning priorities of medical treatment to the injured and/or ill on the basis of urgency, chance of survival, etc.

UNS: University of Nebraska System

USDA: United States Department of Agriculture

Volunteer: For the purposes of NIMS, any person accepted to perform services by the lead agency to accept such services when the person performs services without promise, expectation or receipt of compensation for services performed. (16 USC 742f© and 29 CFR 553.101.

VOAD – Voluntary Organizations Active in Disasters, see the “Emergency Manager’s Handbook: 2008”.

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DOUGLAS COUNTY BASIC EMERGENCY OPERATIONS PLAN

I. PURPOSE

This Local Emergency Operations Plan (LEOP) predetermines to the extent possible, the actions to be taken by the responsible elements of government within Douglas County before, during, and after Community Emergency and Natural Disaster (CEND) incidents as defined in the Glossary of this LEOP. The signatories and participants who have accepted this LEOP and its contents and who are responsible for the elements of government within Douglas County including its cities, villages, and cooperating private organizations will, to the extent consistent with this LEOP:

- A. Prepare, detect and protect against threats or incidents of terrorism, natural disasters, community emergencies, and incidents of national significance,
- B. Prevent against avoidable disasters by reducing the vulnerability of Douglas County residents to any disasters that may strike,
- C. Enhance capabilities for protecting citizens from the effects of disasters,
- D. Respond effectively to the actual occurrence of disasters,
- E. Provide for the recovery in the aftermath of any CEND incident involving extensive damage or other detrimental effect on normal life activities within the community.
- F. Provide for mutual aid among and to the cities and county within the jurisdiction of Douglas County and agree to provide such mutual aid as requested by Incident Command. The terms of such mutual aid shall be established based on continuing precedent of such aid as is routinely rendered based on availability and feasibility. Mutual aid provided outside of Douglas County shall be based on agreement with the participating entities.

II. AUTHORITY REFERENCES

Authority for this Plan is contained in:

- A. Public Law 81-920 (Federal Emergency Management Act of 1950) as amended;
- B. Public Law 93-288 (Disaster Relief Act of 1974) as amended by PL 100-707;

- C. Public Law 99-499 (Superfund Amendments and Reauthorization Act of 1986) as amended;
- D. 44 CFR, Part 302, Emergency Management: State and Local Emergency Management Assistance (EMA), October 2011, as amended;
- E. RRS Sections 81-829.36 to 81-829.75, Nebraska Emergency Management Act of 1996, as amended, Cum. Supp. 2002;
- F. Nebraska Administrative Code, Chapter 7; Nebraska Emergency Management Agency Title 67, July 21, 2001.
- G. Nebraska Revised Statutes 81-201 (Reissue 1996), 54-701 (reissue 1998 and Cum. Supp. 2002, and 54-1180 to 54-1182 (Reissue 1998 and Cum. Supp. 2002), (Nebraska Department of Agriculture's general response procedures); 2-1072 to 2-10, 117, the Plant Protection and Pest Act; and 54-847 to 54-863, (Reissue 1998) the Commercial Feed Act; 81-2,257 to 81-2,261 (Reissue 1996 and Cum. Supp. 2002), the Nebraska Pure Food Act; S2-3901 to 2-3911 (Reissue 1997 and Cum. Supp. 2002), the Nebraska Pasteurized Milk Law; 2-3913 to 2-3946 (Reissue 1997 and Cum. Supp. 2002), Manufacturing Milk Act;
- H. USC Title 21, section 134(a), (USDA response procedures for animal disease incidents);
- I. USC Title 7, sections 7701-7772, (USDA Plant Protection Act);
- J. 21 CFR, Parts 500-599 (Food, Drug, and Cosmetic Act);
- K. Homeland Security Presidential Directive (HSPD-5) "Management of Domestic Incidents," 28 February, 2003;
- L. Presidential Policy Directive (PPD) 8 "National Preparedness" March 30, 2011;
- M. Joint Resolution and Agreement, dated August 13, 1988, establishing the Douglas County Civil Defense Agency and the Joint Omaha/Douglas County Civil Defense Agency;
- N. A Memorandum of Understanding between the City of Omaha and Douglas County dated September 9, 1988;
- O. Douglas County Resolution dated December 15, 2015, and any subsequent resolution approving and accepting the most recent version of the Douglas County Local Emergency Operations Plan (LEOP) by the Douglas County Board of Commissioners;

- P. 10 CFR, Parts 50 and 70, Appendix E, Nuclear Regulatory Commission as revised 3 November 1980;
- Q. 29 CFR 1910.120, Hazardous Waste Operations and Emergency Response;
- R. Nebraska Statute 23-918. Emergencies; additional appropriations; loans; tax authorized;
- S. Nebraska Statute 23-3109. Competitive bidding; when not required; waiver of bidding requirements, when;
- T. Nebraska Statute 23-3112. Insufficient funds, compliance with budget; wrongful purchase, effect;
- U. Douglas County Purchasing Department Policy Manual, August 2010 as revised, Section XXIII, Emergency Purchases;
- V. Nebraska State Emergency Operations Plan (SEOP), dated February 1, 2014, Updated November 2014;
- W. Nebraska State Emergency Alert System (EAS) State Plan, October 1, 2007, as revised;
- X. 2012 North American Emergency Response Guidebook;
- Y. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987, updated 2001;
- Z. Nebraska Radiological Emergencies Response Handbook, April 1989;
- AA. Nebraska State Radiological Emergency Response Plan for Nuclear Power Plant Incidents, April 2015;
- BB. NUREG 0654/FEMA REP 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants, issued November 1980;
- CC. State of Nebraska Executive Order 05-02, state adoption of the National Incident Management System (NIMS), March 4, 2005.

III. SITUATION

- A. Douglas County, with a residential population of approximately 550,000 (2014 population estimate), is vulnerable to many hazards that can disrupt the community, create damage, and cause injury or death. The Douglas County Hazard Analysis has identified hazards which could effect the

population or public and private property. The most common recurring threat is severe weather.

- B. Douglas County and its incorporated jurisdictions have significant emergency response resources and capabilities. Seven (7) local law enforcement agencies, nine (9) local fire departments (8 EMS) and the fourteen (14) hospitals provide emergency services on a day-to-day basis. During and after a CEND incident, the use of these emergency resources and other governmental and private response and recovery capabilities will minimize the adverse effects of the CEND incident.
- C. An incident or emergency at the Fort Calhoun Nuclear Power Station which is located near Blair, NE in Washington County is another special hazard consideration for Douglas County. Although Douglas County is located in the Plume Exposure Emergency Planning Zone (10 mile EPZ), Douglas County is located almost entirely within the Ingestion Exposure Pathway EPZ (50 mile radius) which involves possible impact resulting from ingestion of contaminated surface water, human food or animal food. The State Radiological Emergency Response Plan for Nuclear Power Plant Incidents, dated April 2015, addresses the various response requirements.

IV. ASSUMPTIONS AND PLANNING FACTORS

- A. Outside assistance is available for most disasters. However, it is important for the County and its municipalities to be prepared to carry out disaster response and short-term recovery actions on an independent basis.
- B. A CEND incident may occur at any time and at any place in the county. In some cases, warnings and increased preparedness measures may be possible. Many CEND incidents can and will occur with little or no warning.
- C. Implementation of this Plan will reduce or prevent the loss of life and damage to property. Officials within the County and its municipalities shall be aware of the possible occurrence of any CEND incident and their responsibilities in the execution of this Plan and will fulfill those responsibilities as needed.
- D. All responding elected and appointed officials, departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint preparation, response and recovery activities for CEND incidents. These same personnel must meet certain minimum NIMS training requirements as specified in Attachment 1. Training topics will typically include but are not limited to: establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources

(equipment, trained personnel, supplies, facilities) and using the NIMS resource identification process.

V. ORGANIZATION / RESPONSIBILITIES

A. Elected Officials Responsibilities

The responsibility for the safety and welfare of the residents of Douglas County and its communities rests with the respective governments. To fulfill this responsibility, the chief elected officials of the various local governments must individually, and where possible, jointly:

1. Provide overall policy leadership and direction and strategic guidance, for the emergency management agency during CEND incidents,
2. Provide for financial and other resources during emergency preparedness, response and recovery activities.
3. Give the emergency management agency and the trained responders the authority and resources to accomplish incident objectives.

Providing policy direction does not mean that these officials direct the incident objectives or tactics. Those responsibilities are given to the Incident Commander, see below. The elected/appointed officials will implement these and other plans to ensure emergency actions are taken in a timely manner to provide care and support for those citizens affected.

B. Local Government Structure

1. A seven (7) member Board of Commissioners manages the governmental activities of Douglas County. Their authority extends to all unincorporated areas of the County.
2. Omaha is a first class city (population 446,599) and functions under the Mayor/Council system. The City Council has a Council President and seven (7) Council Members. Day-to-day activities of the city are under the direction of a Mayor.
3. Ralston is a first class city (population 7,216) and functions under the Mayor/Council system. The City Council has a Council President and six (6) Council Members. Day-to-day activities of the city are under the direction of a Mayor.
4. Bennington (population 1482) and Valley (population 4204) are second class cities and use the Mayor/Council form of government. The Council has a Council President and three (3) Council Members.

5. Boys Town (population 649) and Waterloo (population 868) are villages under the direction of Village Boards with a Board Chairperson and four (4) Board Members.

C. Emergency Management

1. Douglas County Emergency Management Agency

The Douglas County Emergency Management Agency Director, appointed by the Douglas County Board of Commissioners, will act as a disaster operations advisor to the Douglas County Board and to the cities and villages within Douglas County during a CEND incident. In that capacity and as directed by the County Board, the Emergency Management Agency Director will assist and support other cities and villages in the county in emergency response activities within those communities. Local forces, supplemented as necessary by trained auxiliaries, support personnel and the resources available from neighboring jurisdictions or the State, will conduct emergency operations. In general, the Emergency Management Agency Director:

- a. Serves as the emergency preparedness and response advisor to the Douglas County Board of Commissioners and the Mayors of the cities and village boards in Douglas County.
- b. Directs and controls the Douglas County Emergency Management Agency. In that capacity, supports disaster preparedness and response activities in all other jurisdictions in the county.
- c. Develops plans, prepares guidance, and coordinates actions to accomplish an effective emergency operating capability, assesses the capabilities and readiness of local assets, including the Emergency Operations Center (EOC), that are likely to be needed during a CEND incident and identifies any shortfalls or gaps.
- d. Ensures that there are unified objectives with regard to the communities' emergency response plans, preparation activities, public information, training and exercising activities.
- e. Promulgates a program promoting a general public awareness of Emergency Management through various means including the agency's web site.
- f. Implements procedures to obtain state/federal government programs of financial and resource assistance to include the local administration and fiscal responsibility for certain grants, equipment obtained through those certain grants and the training for the equipment so obtained.

- g. Establishes programs to protect lives, protect property, and sustain survivors following a CEND incident.
 - h. Involves private sector businesses, support and relief organizations in planning, training and exercising.
2. City and Village Emergency Management

Currently, the cities of Ralston, Valley and the village of Boys Town have appointed Emergency Management Coordinators who serve and advise executives on emergency management matters. This function, in relation to their communities, will be the same as listed above for the Douglas County Emergency Management Agency Director.

D. Incident Commander

1. The initial Incident Commander of an incident or disaster is the first NIMS trained responder on scene. The initial response priorities are based on:
 - a. Life Safety: determining the threats to both the responders and the public.
 - b. Incident Stabilization: determining tactics to reduce the damage potential, lessen the incident complexity and provide infrastructure protection,
 - c. Property Conservation: assessing the real property threatened by the incident, the potential environmental impact and the economic impact.
2. Incidents occur at differing levels of complexity, from simple ones requiring only one responder with a minimal level of input to catastrophic levels requiring federal or even international assistance. All incidents remain under the control of the local Incident Commander. The Incident Commander will follow the principle and guidelines of the National Incident Management System. For all incidents, the Incident Commander is also responsible for the following in some manner or scale:
 - a. Having clear authority and knowing agency policy.
 - b. Ensuring incident safety,
 - c. Establishing an Incident Command Post and activation of the EOC as necessary,

- d. Setting priorities, determining incident objectives and strategies to be followed,
- e. Establishing the Incident command system organization needed to manage the incident
- f. Approving the Incident Action Plan,
- g. Coordinating command and General Staff activities,
- h. Approving resource requests and use of volunteers and auxiliary personnel,
- i. Ordering demobilization as needed,
- j. Ensuring after-action reports are completed,
- k. Authorizing information release to the public.

E. State Agencies

This Plan primarily addresses local authority during CEND incidents. There may be times when state agencies may be requested, or required to be involved. References in this Plan to state agencies are not meant to be an exhaustive list of circumstances or situations with State involvement. State statutes mandate certain state agencies to respond or support local jurisdictions and those agencies are expected to perform their duties when necessary.

F. Responsibilities

Departments within local government may have emergency functions in addition to their normal duties. Each local government office, agency or department is responsible for developing and maintaining emergency procedures for building evacuation, continuity of operations and if applicable, how it will support the community during a CEND incident according to the LEOP. This Plan has thirteen primary functional areas of responsibility that include the tasks necessary to ensure public safety and welfare. Additional functions, such as Mitigation, Continuity of Government, Reporting, and Administration and Logistics, which do not warrant a full Annex, are also addressed at the appropriate places in this Plan. Primary and supporting responsibility has been assigned as shown in the Functional Responsibility Chart, included in Attachment 2. Specific activities are covered in the Annexes. Responsibilities for certain organizations that are not part of local government are also presented. In general, the functional areas cover:

1. Direction and Control (Annex A)

By statute, emergency operations and protective actions in Douglas County are the responsibility of the County Board; and with regard to its political subdivisions, the responsibility of the Mayor and City Councils of Bennington, Omaha, Ralston and Valley and the Village Boards of Boys Town and Waterloo. Depending on the incident, these executives may be engaged as members of the Emergency Management Senior Advisory Team (EMSAT). During a CEND incident, they will communicate and may be required to re-locate to the Emergency Operations Center (EOC) in Omaha as requested and/or as needed. The EMSAT will use the expertise of the NIMS-trained EOC staff to assist them in Direction and Control functions. In general, the EMSAT's executive direction and control responsibilities are to provide input and approve:

- a. Mission assignments and tasks in support of and to fulfill the resource needs of the Incident Commander;
- b. Establish short and long term priorities for recovery,
- c. Anticipate and identifying future resource requirements,
- d. Monitor the County environment,
- e. Inform the public of conditions, warnings, and instructions,
- f. Coordinate emergency operations in support of the Incident Commander,
- g. Demobilize and replenish resources after the event,
- h. Coordinate and resolve policy issues arising from the event,
- i. Participate in the After Action Report process and make the subsequent modifications to policies, plans and procedures in agencies under their authority;
- j. Partner with private, for-profit, non-profit, non-governmental, faith-based and other organizations as required and
- k. Implement those appropriate portions of the jurisdiction's Continuity of Operations – Continuity of Government Plans. This ensures that the vital and essential functions of government services continue during and after a disaster, especially when government facilities and staff are affected by the disaster.

2. Communications and Warning (Annex B)

The primary responsibility for establishing, maintaining, augmenting and providing backup for all channels of communications needed for emergency response and recovery, rests with the respective emergency service organizations. The Douglas County Communications Director, in conjunction with the Emergency Management Volunteer Communications Coordinators, are responsible for assisting with EOC communications and maintaining a relevant Annex in the LEOP. Warning and status messages could be received through the NAWAS Omaha Warning Point during certain CEND incidents. Warning of the public residing in remote parts of the county will be a primary responsibility of the Douglas County Sheriff.

3. Damage Assessment (Annex C)

Douglas County Environmental Services, with assistance from the City of Omaha Planning Department, will serve as Damage Assessment Coordinators and will be responsible for ensuring that personnel and procedures are available to provide preliminary damage estimates and descriptions of the damage, including habitability, resulting from the disaster. This responsibility includes provisions for assisting with the process of promulgating a Local Disaster Declaration through emergency management channels. The Damage Assessment Coordinators are members of the EOC Staff. Debris management planning guidelines, staffing and responsibilities are provided for in Annex C. The American Red Cross and the USDA, FSA may conduct damage assessments targeted to their mission and may share such information with the EOC.

4. Emergency Public Information (Annex D)

Public Information Officers (PIOs) are responsible for keeping the public advised as to the emergency. The PIOs will be members of the Joint Information Center (JIC) which has an important role of coordinating with the media in advising the public of proper actions to take. The establishment of rumor control procedures and Disaster Recovery Centers are also important functions as is the on-going requirement for emergency preparedness education efforts. All public information activity will be coordinated through the Emergency Operating Center where the JIC will function as a member of the EOC Staff.

5. Evacuation (Annex E)

The goal of this function is to relocate people to safe areas when emergencies or threats necessitate such action. The decision to evacuate is normally approved by the Emergency Management Senior Advisory Team (EMSAT) after consulting with the Incident Command and the Emergency Management Agency Director but due to the urgency and severity of the situation, the decision may be made by the Incident Commander (fire or law

enforcement) on scene. The Douglas County Emergency Management Agency Director, along with other city and village Emergency Management Coordinators is responsible for the dissemination of the clear and detailed procedures for carrying out evacuations. Evacuation and sheltering plans will include consideration for individuals with special needs and those with service or companion animals.

6. Fire Services (Annex F)

All Fire District Chiefs are responsible for the proper utilization of their trained personnel and adequate fire control and rescue activities in their respective fire districts. The Fire Chief or his / her designated representative of the affected jurisdiction serves as Fire Services Coordinator and as a member of the EOC staff. If more than one jurisdiction is affected, the Tri County Mutual Aid Association may provide a Fire Services Representative to the EOC. General responsibilities are to limit loss of life and property from fires and other damage, provide leadership and training in fire prevention and suppression, respond to HazMat incidents, lead search and rescue operations, assist in mobile medical aid and ambulance transport operations, and provide light rescue of trapped or injured persons.

7. Health and Medical (Annex G)

- a. A representative of the Douglas County Public Health Department (Public Health) will fulfill the responsibilities as a Public Health Coordinator in the EOC and include identifying and exercising emergency authority to stop and prevent unhealthy acts or conditions that threaten the health status of the community. This includes the monitoring and administration of countermeasures necessary to protect against environmental, sanitary, and communicable threats to public health. Public health response activities may include deployment of a Public Health Emergency Response Team to assess the situation and collect and communicate information from the field to the EMSAT. Public Health will also implement appropriate countermeasures and provide technical and / or operational guidance to emergency management personnel. Public Health will also provide mass distribution of medical countermeasures in response to an identified biological threat, as needed.
- b. Emergency medical responsibilities have been assigned to Fire Services and include provisions for the triage, treatment, and transport of casualties of a CEND incident. Activities include coordinating the patient assessment process for the purpose of assigning priorities for medical treatment and transport, coordinating the treatment of patients being held for transportation to medical facilities, and working with Omaha area hospitals to coordinate the direction of patient transport to receiving hospitals and/or medical facilities. The Healthcare Coalition Coordinator will serve in the capacity as a liaison to area hospitals as a member of the EMSAT.

8. Law Enforcement (Annex H)

The Douglas County Sheriff, the Police Chiefs of incorporated communities, and the Nebraska State Patrol are responsible for proper utilization of their trained personnel, law enforcement activities including traffic control and security functions within their respective jurisdictions. Their responsibilities include maintaining law and order through traffic and crowd control, preventing crimes against people and property, securing the scene of a HazMat incident, coordinating evacuation, managing search operations, and providing adequate security within the community during CEND incidents. Law enforcement agency personnel potentially involved in a CEND incident will participate in NIMS-related planning, exercising and training activities as required in the LEOP. If a nuclear release occurs at Ft. Calhoun, Douglas County will assist in coordinating the orderly evacuation of residents through Douglas County if needed.

9. Mass Care (Annex I)

The local government jurisdiction is responsible for mass care. The Red Cross can assist the jurisdiction's efforts. The American Red Cross has the responsibility for coordinating short-term mass care of citizens in case of an evacuation or disaster. Responsibilities include identifying, preparing, equipping, managing and staffing for temporary lodging along with food, clothing and other essentials to large numbers of evacuees displaced due to CEND incidents. The Douglas County Mass Care Plan will be consulted and utilized to properly assign, direct and promote such activities.

10. Protective Shelter (Annex J)

This function involves providing citizens with protective shelter from the direct effects of those hazards where exposure could cause injury or death and when evacuation is not a viable option. Examples range from tornadoes to hazardous material spills to radioactive fallout from a nuclear attack. The Emergency Management Agency, with the assistance of the appropriate City and Village Officials will provide shelter coordination and be responsible for assisting with identification of appropriate shelters by the American Red Cross. Mass Care activities including shelter operations will be conducted in accordance with the Douglas County Mass Care Plan.

11. Public Works / Utilities (Annex K)

The Public Works / Utilities functional area involves providing a flexible emergency response capability in the areas of engineering, construction, repair and restoration of public facilities and services. Additional responsibilities include developing and directing and managing debris clearance operations, conducting post-disaster safety inspections, performing heavy debris removal and rescue, and providing traffic control equipment in support of an evacuation. Responsibility for the Public Works /

Utilities area has been assigned to the respective Cities' Public Works Departments and the Douglas County Engineer's Office for unincorporated areas of Douglas County.

12. Resource Management (Annex L)

The procurement and coordinated distribution of equipment, supplies and the effective use of facilities and services during a CEND incident are important functions. Responsibility for this has been assigned to the Douglas County and City of Omaha Purchasing Departments who will serve as the Resource Management Coordinator supported by the Douglas County Emergency Management Agency. Procurement procedures will comply with references R through U in the Authority section of this LEOP. Resource Management functions will also assist in tracking volunteer labor and the donations of money, materials and services. During recovery operations, the Resource Management function may transfer to the Douglas County Clerk's Office and/or to the City of Omaha Finance Department as appropriate.

- G. The Memoranda of Understanding (MOU) agreement that NEMA has with the MOU cities based on State Statute 81-829.52 allows the Adjutant General, upon orders of the Governor, to establish, "such number of state emergency response teams as may be necessary". The Statute allows for payment to the jurisdictions, workman's compensation and liability coverage for members of an established team.
1. Each of the MOU fire departments signed an agreement to act as a team in the event they are needed, in return for grant money to purchase equipment, to train and exercise disaster plans.
 2. Each department received a letter signed by the Adjutant General naming a team leader, who is responsible to keep records for any of their staff who are called under the statute.
 3. State emergency response teams are under the direction of the Adjutant General, and assigned duties through the State Emergency Operations Center (NEMA).

VI. CONCEPT OF OPERATIONS

A. General

It is the responsibility of the elected county officials and officials of each local municipality to protect life and property from the effects of hazardous incidents. This plan is based on the concept that emergency functions for various agencies/organizations involved in emergency management will generally parallel the agencies/organizations' routine functions. To the extent possible, the same personnel and material resources will be

employed for both routine and emergency operations. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency tasks assigned. In keeping with the National Incident Management System (NIMS) and the concepts embodied in the Integrated Emergency Management System (IEMS), the LEOP is intended to apply to all emergency response scenarios.

B. Continuity of Government

1. Succession of Command (Ref: RRS 84-1101 to 84-1117 - Nebraska Emergency Succession Act):

- a. The lines of succession for executive heads of government and Emergency Management officials in Douglas County are defined in Annex A, Direction and Control.
- b. The line of succession of each department head is according to the operating procedures established by each department or as defined in the appropriate annex to this plan.
- c. In a civil defense emergency due to threat or occurrence of a nuclear attack, succession to elected and appointed city or county officials will be as provided in the Nebraska General Emergency Succession Act (RRS 84-1101 to 84-1117) by invoking the Act and appointing alternates.

2. Preservation of Records

Preservation of important records and taking measures to ensure continuity of operations (COOP) and reconstitution of local government during and after CEND incidents is the responsibility of the executives and department heads of each jurisdiction. Normally, the development and maintenance of procedures for ensuring continuity of government will be carried out for each jurisdiction by the respective clerk for each jurisdiction. A system to maintain the most recent revisions, additions and safeguards for essential records and to recover them should primary storage be damaged is the responsibility of local government administration. Records to be preserved include:

- a. Records protecting the rights and interests of the jurisdiction and its citizens (vital statistics, plats, deeds, mortgage, land and tax, papers of incorporation, school records etc.).
- b. Records required by health, fire, law enforcement and public works to conduct emergency operations (utility maps, emergency plans

and procedures, personnel lists, construction records, “as built”, to help assess damage to public infrastructure, etc.).

- c. Records required to re-establish normal government functions and to protect the rights and interests of government (constitutions, charters, statutes, ordinances, court records, financial records, historical records, etc.).
 - d. Those records required to be maintained by law and regulation.
3. Alternate Operating Locations

Those government departments having community support, emergency response or operational functions must, where necessary, identify alternate operating locations.

4. Protection of Government Resources

Procedures and guidelines established in the LEOP and in departmental planning documents provide for the physical safety of government personnel, records, and equipment.

- a. Personnel: All government buildings should have tornado protection, bomb and hostage threat, fire escape and evacuation plans which designate appropriate response actions, assembly areas, protective shelter locations including means of exiting, accountability systems and accommodations and provisions for handicapped persons.
- b. Records: Essential county government records are stored on various mediums. Recovery plans are required for electronic digital formats.
- c. Equipment: Although not specific and immanent, a high probability hazard could be identified that would cause foreseeable damage to specific pieces of equipment, thereby precluding absolute protection of all equipment. It is up to the Chief Elected Official, individual department heads and other elected officials to routinely protect the integrity and security of critical equipment and where possible, establish redundant functionality for equipment most likely to fail or be compromised in a CEND incident.

C. Direction and Control Relationships

- 1. During disaster operations, the Emergency Management Senior Advisory Team (EMSAT) will establish coordination, leadership, and policy decisions for the community’s emergency response and recovery efforts. The Chair of the Douglas County Board and the Mayor of

Omaha will provide overall leadership and coordination of the emergency functions that support the Incident Commander. In the absence of the County Board Chair, the Vice Chair of the Douglas County Board of Commissioners will serve on the EMSAT. When appropriate, the Chief Elected Officials of other affected communities will also provide guidance and maintain situational awareness as part of the EMSAT.

2. The EMSAT, Incident Commander, and Douglas County Emergency Management Agency Director will maintain situational awareness of changes in the incident due to response or recovery activities. This will require continuous monitoring of all relevant sources of information, including on-site visits, Incident Status Reports, communications from the Incident Commander and discussions with victims and reports from volunteers and their coordinators. New data may indicate or identify new hazards or threats as a consequence of response actions or changes in the CEND incident.
3. Each office, agency or organization assigned primary or supporting responsibilities under this emergency plan must be prepared to assign a representative to the EOC staff. The EOC, working with field operations, thus becomes the central point for coordination of disaster operations. The Douglas County Emergency Management Agency Director is responsible for maintaining and managing the EOC as outlined in Annex A.
4. Primary communications will be through normal systems. Supporting emergency communications facilities will be coordinated from the EOC or the Douglas County Communications Center. Communications available to the EMSAT and the EOC Staff are outlined in Annex B.
5. The request for and management of community volunteers and volunteer organizations will be coordinated with DCEMA during a CEND incident. DCEMA will work with agencies in the coordination, acquisition, identification, tasking and documentation of the volunteers. Volunteers with specific skills may be requested and engaged by other entities during a CEND incident based on the acknowledgement and concurrence of DCEMA.

D. Phases of Emergency Management

There are four phases of emergency management. The first of these, mitigation, is a continuing effort throughout the management process. The other three phases are action periods where emergency operations defined under this Plan are carried out. Each of the functional Annexes to this Plan defines specific actions essential to each of the three operational phases. These Annexes should be thoroughly reviewed and understood by all agencies, organizations, and emergency personnel prior to implementation of the Plan. The four emergency management phases are the following:

1. Mitigation

Mitigation activities are those that eliminate or reduce the probability of the occurrence of a CEND incident. Also included are long-term activities designed to minimize the adverse effects of unavoidable hazards. These activities are ongoing throughout the emergency management process and can involve legislative and/or physical actions. Examples are flood plain management, construction of dikes or dams, development of building codes and ordinances requiring protective measures such as mobile home tie-downs. Most mitigation tasks or responsibilities are not considered appropriate for an Emergency Operations Plan and therefore are addressed only briefly in this Plan. Some mitigation activities will be addressed, if appropriate, in the various Annexes.

2. Preparedness Phase

The preparedness phase includes normal day-to-day readiness activities such as planning, training, and exercising emergency response capabilities and the acquisition of response equipment necessary to support implementation of response plans. Municipal entities funding all or a portion of their preparedness equipment and activities with Homeland Security funding will participate in planning, exercising and training (PET) activities and will establish and manage a system for tracking activities of personnel and use of equipment and supplies involved in PET activities. DCEMA will maintain the official list of preparedness exercises to be held in Douglas County. DCEMA will also manage a 5-year calendar reflecting a schedule of progressive planning, training, and exercising of LEOP functions and capabilities. Limited staffing of the EOC may be required for some preparedness activities.

3. Response Phase

The beginning of the response phase is marked by the actual provision of emergency services in response to occurrence of a CEND incident. These activities help to reduce casualties and damage and to speed recovery. Response activities include Emergency Management activation, information sharing, taking pro-active measures, direction and control, warning, evacuation, rescue, and other similar operations. Examples include actions taken in response to severe weather warnings and the process of assessing damage following a CEND incident.

4. Recovery Phase

Recovery is both a short-term and a long-term process. Short-term operations provide vital services to the community and provide for basic needs of the public. Damage assessment actions and emergency response services (medical, search and rescue, public utility restoration,

sanitation, etc.) will continue as necessary through the recovery process. Long-term recovery activities restore the community to its normal or an improved state of affairs. Examples of long-term recovery activities include providing temporary housing and food, restoring non-vital government services, and reconstruction of damaged areas. The engagement of specialty contractors may be necessary and there may be a significant need for volunteers.

E. Activation Levels of Emergency Management

DCEMA Activation Levels proceed in sequence from levels 1 through 4 based on a corresponding escalation of the severity, complexity and consequences from a CEND incident. The DCEMA Activation Levels are defined below.

1. Level 1 – Communications Alert

An informational message is received by DCEMA related to a potential threat and, as a result, one or more identified resources is alerted to stand by for possible activation. Stakeholder response is limited to exchange of information among stakeholders regarding the existing threat and potential consequences.

2. Level 2 – Assessment of Risk with Proactive Measures

DCEMA will observe the situation and conditions and initiate appropriate actions including proactive measures (when and where appropriate) in response to the perceived threat. Information is compiled and disseminated to and from DCEMA.

3. Level 3 – Incident Occurrence

Local assets are activated in response to occurrence of a CEND incident that causes public disruption. DCEMA is notified and coordinates resource deployment in order to facilitate an organized response to the incident. Notifications are made to the EMSAT. Local government officials and selected resource entities are recalled to the EOC. The media is informed. Information and resource deployment occurs as described above in Level 2 and selected resource entities may be remotely engaged or recalled to the EOC. Local / MOU resources are sufficient to respond to and recover from, the incident. A Local Emergency/Disaster Declaration may be issued and / or the response and recovery funded locally (Attachment 3).

4. Level 4 – Request for Additional Resources

In addition to the response activities for the incident as described above in Level 3, multiple resource entities are recalled to supplement and/or

replace local resources damaged or expended. Coordination with NEMA yields additional assistance from selected non-local resources. An influx of requested and/or reimbursable resources is necessary to meet community needs. Information is compiled for reporting of community status. A Joint Information Center (JIC) is usually activated and a protocol for developing and disseminating emergency public information is established. Expenditures are tracked and impact is monitored. Multiple resource entities are engaged and managed at the EOC as a Multi-Agency Coordination Center (MACC). Sustained response requires augmentation of resources. State/Federal Disaster Declarations are considered for submission.

F. Demobilization and Recovery

Demobilization is the orderly, safe and efficient return of an incident resource to its original location and status. It can begin at any point of an incident, but should begin as soon as possible to facilitate the accountability and replacement of resources. During demobilization, elected officials and selected EMSAT members are apprised of informational and data needs. State and federal advisors offer support in coordinating the type and extent of assistance. Fiscal agents and entity representatives meet to discuss and implement the reimbursement process. Key personnel are assigned to compile data. The JIC continues to implement a public information strategy. Reimbursement meetings take place with affected entities and government departments. Reimbursement information is disseminated to explain eligibility and the application process to potential candidates for assistance. Supplies and equipment are restored to pre-event capability; fiduciary management expedites payment of bills. Budgetary accountability is maintained. Return to normalcy is achieved with accommodation. Demobilization includes provisions for returning resources to their original location and state of readiness and notification of return to service status. Documentation is necessary for responder and volunteer safety with accountability for compliance with mutual aid provisions and plans.

G. Notification and Alerting of Key People

The initial source of notification of a potential CEND incident varies with the type of incident and emergency management activation level. At Levels 1 and 2 (Communications Alert and Risk Assessment with Proactive Measures) notification of the potential occurrence of a CEND incident is made among local, regional, and/or state response partners as necessary to alert identified resources of the need to stand by or deploy. Examples include the following:

1. National Weather Service alert of pending severe weather

Potential for threatening weather for Douglas County may come from the Valley National Weather Service Station via the NAWAS communication system followed by Weather Alert Radio (Level 1). If the measure of risk

warrants deployment of storm spotters (Level 2), then storm spotters would be activated by a combination of phone, automatic multi-device notification system, and radio.

2. Natural Resources District alert for potential flooding

Notification of rising waters and potential for flooding could typically be received from the Papio-Missouri River Natural Resources District. Exchange of relevant information would normally be made during a conference call, notification of which would be made by phone or by automatic notification system (Level 1). If the measure of risk warrants deployment of staff or volunteers to physically monitor water levels (Level 2), then notification to do so would be made by phone, cell phone, automatic notification system, or a combination thereof.

At Level 3 (Event Occurrence), initial notification of a CEND incident occurring within Douglas County could come from a report to the 911 Emergency Communications Center by citizens, businesses, Tier II facility, transportation carrier or other credible source. The 911 Emergency Communications Center would dispatch the appropriate response agency or agencies in accordance with local policy and notify the Emergency Management Director who will, as necessary, notify appropriate city/village and county officials and request recall of staff and volunteers to the EOC using phone, cell phone, e-mail, and/or an automatic multi-device notification system.

At Level 4 (Event Occurrence with Request for Additional Resources), initial notification of the incident would be as described above, with notification of need for additional resources being made to state and mutual-aid emergency management officials by phone, cell phone, e-mail, and/or radio.

H. Plan Implementation

Based on the needs of Incident Command, the Chief Elected Official of the affected jurisdiction on the advice of emergency response or management personnel, will decide to implement all departments or specific organizations identified in the LEOP. A declaration of a Community Emergency or Natural Disaster shall mean automatic implementation of the LEOP. Upon implementation, local executives will assume such emergency powers as are authorized by local ordinances or contained in the Nebraska Emergency Management Act and as delegated by the Governor. The Chair of the County Board of Commissioners and / or the Mayors / Chairs of the Village Boards of the affected communities will have ultimate policy responsibility and oversight of all operations directed by this Plan. The Chief Elected Official will support the Incident Commander in the execution of tactical operations as prioritized by the EMSAT

1. All county and city/village officials will immediately activate their portions of the plan and discontinue all interfering and non-essential actions as necessary. If a portion of the plan cannot be activated, the appropriate Chief Elected Official will be immediately notified so that alternate arrangements can be made.
 2. The Douglas County Emergency Management Agency Director will coordinate disaster operations support for emergency response services and be a jurisdiction's point-of-contact with the Nebraska Emergency Management Agency.
 3. Depending on the situation, disaster declarations in accordance with Nebraska Statute 81-829.50 will be made by the Chief Elected Officials within Douglas County and the affected communities. The effect of a local disaster declaration shall activate the response and recovery aspects of this Plan, other acceptable inter-jurisdictional plans and authorize the furnishing of aid and assistance from these plans. A local disaster declaration by each local jurisdiction and participation in the Hazard Mitigation planning process is a prerequisite for obtaining a state disaster proclamation from the Governor authorizing state assistance and response support.
- I. National Incident Management System (NIMS) and the Incident Command System (ICS).
1. NIMS is an emergency and disaster incident management, direction and control system that is standardized for use across the nation. On March 4, 2005, the Governor of Nebraska signed a declaration stating that the NIMS and ICS will be used by responders and officials during an emergency or disaster response. All individuals from the entities who have responsibilities as defined in this LEOP and who hold official positions whether executive, administrative, operational or directly supportive of a CEND incident must complete certain NIMS training requirements. Its use in Douglas County is required of all first responders as defined in this plan's Glossary of Terms and Acronyms. This management system clarifies decision and strategy making roles, functional operation roles and uses a common language. The applicability of NIMS applies to a single responder for a short-duration incident up through and including the most complex response requiring multiple local and state governments for managing a catastrophic, multi-state incident. The Incident Command System allows the responder(s) to have:
 - a. A single set of objectives for a given time period,
 - b. Tactical plans developed using a collective, strategic approach,

- c. Improved information flow and coordination between responders and decision-makers,
 - d. A common understanding of joint priorities and restrictions,
 - e. Assurance that no agency's legal authority is compromised or neglected,
 - f. Efficient use of needed resources and the combined efforts of all agencies under a single plan.
2. To aid and assist in the establishment and use of NIMS in Douglas County, the City of Omaha Fire Department shall have the responsibility to:
 - a. Provide intermediate and advanced ICS training as defined in the Basic Annex, Attachment 2 to all parties within Douglas County as is required and feasible.
 - b. Maintain a master database of all local government employees they have trained within Douglas County that have received advanced ICS training.
 - c. Based on a request from a local government first responder entity within Douglas County, assess the use and implementation of NIMS concepts during a routine response action by the entity requesting the assessment. A copy of the report of such assessment may be forwarded to DCEMA for review if approved by the assessed entity.
 - d. Assess the implementation of NIMS concepts in the development of, and during, table-top, functional and full scale exercises as requested by DCEMA.
 - e. Upon request, assist DCEMA in the planning and preparation for CEND incidents to instill NIMS concepts for proper response by first responders.
3. There are five functions or activities common to all responses, whether handled by one or hundreds of responders:
 - a. Command: Based on the complexity, severity, expected duration and other factors of the event, objectives are determined, priorities are established, guidance on legal and liability implications of response activation are provided, public information is released.
 - b. Planning: An Incident Action Plan is developed to accomplish the objectives, incoming information is evaluated, the status of assigned resources, personnel, hardware, equipment, money is tracked.

- c. Logistics: Resources and all other support to the responders, such as equipment, food, temporary shelter, medical care, etc. are provided to operation tasks.
 - d. Finances: Costs are monitored, cost analysis and financial guidance is provided, accounting, procurement of personnel, equipment, material, payroll, insurance, etc. is completed.
 - e. Operations: The tactical or organizational plans are developed, and the incident action plan is efficiently and effectively carried out using the resources provided.
4. NIMS training that details the above, is available from many sources, many of which are referenced on the NEMA website: www.nema.ne.gov.

J. Mutual Aid

When existing local resources are exceeded, mutual aid will be requested from neighboring communities having mutual aid agreements. On request, resources within Douglas County and its cities may be sent to assist other jurisdictions under existing mutual aid agreements.

K. Requests for State Support

State support may be requested under disaster conditions.

1. If it appears that required response actions to a CEND incident are, or will be, beyond the capability of the local government and available mutual aid the Chief Elected Official of the municipality will prepare a local disaster declaration (Annex A, Attachment 6) that requests assistance from the State of Nebraska based on Annex A, Attachments 5 and 7. This declaration shall be made through the Douglas County Emergency Management Agency Director and forwarded to the Nebraska Emergency Management Agency. The declaration shall include the following information:
 - a. Type of disaster,
 - b. Extent of damage or impact,
 - c. Actions taken by local government, including funds expended,
 - d. Type and extent of assistance required.
2. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation and recommend action to the Governor. If the Governor determines the impact of the incident to be so severe that the response will exhaust local resources, he/she will

proclaim a disaster in accordance with RRS 81-829.40 and state assets will be employed to support local efforts. State support will be coordinated through the State EOC. This does not preclude direct requests for early assistance from first responders of state agencies.

3. Under disaster conditions, support by state military forces may be requested through the Nebraska Emergency Management Agency. The Douglas County Emergency Management Agency Director will coordinate such requests. National Guard or military assistance will complement and not be a substitute for local participation in emergency operations. The National Guard will remain at all times under military command but will support and assist local government. Requests will include the county's objectives, priorities, and other information necessary for the National Guard to determine how best to assist the county.

L. Protection of the Public

The primary responsibility of government is to ensure that all reasonable measures are taken to protect citizens in the event of a potential or actual disaster. This plan outlines the necessary actions for Douglas County. In addition to routine emergency services, there are four major areas for government action.

1. Warning and Emergency Public Information: Public warnings are issued through a combination of methods including telephones, outdoor warning sirens, emergency vehicles, radio, local network and cable television. Advising the public of proper actions to take often utilizes the media. The effectiveness of the messages is dependent upon the public's cooperation. Details of warning and information dissemination capabilities and procedures, including the Emergency Alert System (EAS), are in Annex B, Communications and Warning and in Annex D, Emergency Public Information.
2. Protective Shelter: Providing shelter from the direct effects of hazards in the County focuses on three major hazards, tornadoes, extreme temperatures and hazardous materials.
 - a. Tornado Shelters: The tornado shelter policy advises citizens in a dwelling to protect themselves in the strongest and least vulnerable part of their structure. Most public facilities have been assessed to identify the best protective locations. All schools, health care facilities, and major industries should have tornado plans. See Annex J.
 - b. Severe Temperature Shelters: Extremes in temperatures can be hazardous to medically fragile and homeless people. Local not-for-

profit entities within the jurisdiction may provide for the safety and welfare of these individuals by opening warming or cooling shelters.

- c. Indoor Protection: For some hazardous materials incidents it is safer for citizens to remain indoors with doors and windows closed rather than evacuate. Because air circulation systems can easily transport airborne toxic substances, instructions may be given to shut off all circulation systems for private homes and institutional facilities.
3. Evacuation: Under certain circumstances, evacuation of the public within defined geographic boundaries may be required. Approximately ten (10) percent of the population resides in the 100-year flood plain boundary. Toxic clouds resulting from a fire or hazardous material spill could affect any area within the county. Evacuation and shelter-in-place decisions are incident-specific and procedures vary with the extent of the area being evacuated. Evacuation decisions will be made by the Incident Commander or, if time permits, the Chief Elected Official, with assistance from the Emergency Management Director. Evacuation procedures are outlined in Annex E, and in Annex H. Reception and care of evacuees is addressed in Annex I.

M. Recovery Actions

Once the community emergency or natural disaster is under control and search and rescue operations completed and the immediate needs of the affected citizens met, the EMSAT will initiate the recovery actions necessary to return the affected area to normalcy. If outside disaster assistance is provided, the Emergency Management Director will coordinate with the State and/or Federal coordinating officers to complete the application process. Recovery responsibilities of organizations are defined in the various Annexes. Primary recovery efforts will focus on the following areas:

1. Debris Removal (Annexes C and K)

Plans and procedures for debris removal are in Annexes C and K. Debris removal will be coordinated by the individual Public Works agencies in the municipalities and by Douglas County Engineering in unincorporated areas. Snow and ice emergencies will be declared by the Chief Elected Official and enforced by the Douglas County Sheriff and other local law enforcement. Snow removal will follow the established procedures.

2. Habitability Inspections (Annex K)

After a tornado, high wind, flood or similar CEND incident that could cause structural damage, the appropriate local government will ensure that all severely affected structures, public and private, are safety inspected. The planning departments or responsible authorities of the

cities and villages of Douglas County will perform these inspections. The City of Omaha Planning Department and the Douglas County Environmental Services Department personnel may assist in performing the inspections. Assistance may be requested from the State Fire Marshal's office or the Disaster Assistance Task Force of Nebraska (DATNE) team(s).

3. Repair and Restoration of Essential Utilities (Annex K)

The recovery of utilities to normal service in rural Douglas County will be coordinated in the county by the Douglas County Engineer's Office and in the cities and villages by their respective Public Works Departments in cooperation with the various utility providers.

4. Repair and Restoration of Public Facilities (Annex K)

Repair and reconstruction of public facilities, including bridges and culverts, are the responsibility of local government and will generally be funded from locally available contingency funds. If the Governor proclaims a state disaster, some costs may be reimbursable under the Governor's Emergency Fund on a matching basis. If a Presidential Disaster Declaration is obtained, matching federal assistance may be available. Public recovery actions will comply with pertinent state and federal laws and regulations.

5. Decontamination of HazMat Spill Site (Annex F)

It is the legal and financial responsibility of the transporter/generator to arrange for and clean up the site of a HazMat spill and minimize the risk to the public and workers' health. The Department of Environmental Quality is responsible for hazardous waste disposal and regulating related activities in the State of Nebraska. Federal law regulates on-site disposal, transportation, and off-site disposal as well.

6. Assistance to Individuals and Businesses (Annex G)

While recovery from a disaster is primarily the responsibility of the affected citizens and businesses, efforts will be made to assist those whose needs cannot be met with their own resources. The American Red Cross and the Nebraska Department of Health and Human Services will coordinate humanitarian relief efforts. Emphasis will be placed on assisting and supporting the aged, handicapped and infirmed. Other financial assistance may be made available through federal individual assistance or through small business loans.

N. Mitigation

1. The Douglas County Board and the various City Councils and Village Boards should be aware of their responsibilities for maintaining an on-going program to eliminate hazards or minimize their effects.
2. Douglas County and its communities in flood hazard areas have complied with federal requirements and are participants in the Regular Federal Flood Plain Management Program. These jurisdictions qualify for Federal Flood Insurance and other forms of flood related disaster assistance. The remaining jurisdictions are not considered to be in a flood hazard area.
3. To ensure continuity of mitigation efforts, Douglas County mitigation program executives and professionals will hold post-disaster discussions to determine what mitigation actions are appropriate and issue After Action Reports communicating necessary actions to appropriate stakeholders.

VII. ADMINISTRATION AND LOGISTICS

A. Procedures

The Chief Elected Official and governing bodies shall have the authority to suspend, relax, or make optional administrative policies and procedures in the anticipation of, or in response to, a CEND incident. Such actions should be considered and the consequences of any inaction realistically anticipated and projected. Procedural guidance to achieve this goal can be obtained from the jurisdiction's legal counsel and any necessary departures from business-as-usual methods documented and conveyed.

B. Documentation

Disaster related expenditures will be documented using generally accepted accounting procedures. The documentation will be used by local authority following a Governor's Proclamation or Presidential Disaster Declaration to qualify for reimbursement of eligible expenditures and to ensure compliance with applicable regulations.

C. Resources

1. Following initial lifesaving activities of the emergency response, the Chair of the County Board of Commissioners and the CEOs of the cities and villages will ensure that all necessary supplies, equipment and infrastructure are procured for the various operating departments. After a Disaster Declaration has been issued and in accordance with AUTHORITY REFERENCES R, S and T as cited in this LEOP, the CEO

may rent, lease, procure or contract for resources or services that are essential for maintaining the safety and well being of the population and effecting the immediate restoration of vital services. The Douglas County Board or the CEO's of its municipalities may authorize the Emergency Management Agency Director to make emergency expenditures within specified parameters following the occurrence of a CEND incident.

2. Not all CEND incidents result in disaster relief funding and there is therefore no guarantee that reimbursement funding will be available to offset response and recovery expenses. For this reason, all parties participating in response and recovery activities should expect that the expense of their participation—including costs incurred through the acquisition of goods or services—will be born by their respective departments or agencies unless notified to the contrary by the Douglas County Emergency Management Agency Director or the Nebraska Emergency Management Agency. Annex L contains resource management procedures.

VIII. TRAINING AND EXERCISING

A. Training

1. Specialized training requirements are defined in the functional Annexes. Each department, agency or organization with responsibilities under this Plan is responsible for ensuring that its personnel are adequately trained and capable of carrying out their required tasks.
2. The Douglas County Emergency Management Agency Director will assess training needs and ensure that formal training programs are made available to city and county executives. Training programs will be made available which include interagency, interjurisdictional and regional approaches to the management of CEND incidents.
3. Elected and appointed officials should participate in the training and exercise program to further develop and maintain the necessary policies and procedures for their jurisdictions and to become competent in the roles and responsibilities of their staff, personnel, emergency management, first responders, support agencies and the public.
4. The Emergency Manager will involve, to the extent possible, the private business sector and relief organizations in the planning, training and exercise program.
5. The training program will be consistent with the Homeland Security Exercise Plan requirements. All training supported by the Homeland

Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercises

An ongoing program of exercises and drills that emphasize the elements and authority of this Plan is essential to the maintenance of any emergency response capability and for ensuring the adequacy of this LEOP. A DCEMA Planning, Exercise, and Training (PET) Working Group serves as the coordinating body for the exercise program for Douglas County and its entities. Exercises of the "Direction and Control" aspects of this Plan should be conducted. All planned exercises and drills will be evaluated and any follow-up activities conducted in accordance with the U.S. Department of Homeland Security Exercise and Evaluation Program (HSEEP).

IX. PLAN DEVELOPMENT AND MAINTENANCE

A. Responsibility

This Plan is the principal source of empowering documentation for Douglas County's emergency management activities. Many government departments have responsibility for development and maintenance of some part of this Plan. Overall, the Douglas County Emergency Management Agency Director will coordinate this process. The planning process is dynamic and always changing. Situations can change as new hazards are identified and matched against capabilities. As capabilities improve, this Plan may be updated. The governing Chief Elected Officials will approve all major changes of this Plan and reauthorize its use at least every five years. The Douglas County Emergency Management Agency Director may approve all other changes and updates including corrections, clarifications, staffing rosters, maps, annotations, and reporting requirements.

B. Procedures

Each agency, department or organization with responsibilities under this Plan will develop and maintain written procedures for carrying out their assigned tasks including COOP. Local, jurisdictional standard operating procedures (SOPs) may be offered to DCEMA as complementary supplements to this Plan.

C. Review

This Plan and all Annexes and procedures will be updated as needed. Additionally, all portions of the Plan including implementation and functional guidance will be reviewed at least annually and appropriate changes made. Every five (5) years from the date of acceptance of this Plan, it shall be revised to reflect major changes as directed by the Nebraska Emergency

Management Agency or federal agency or as required to maintain accuracy and compliance. The Douglas County Emergency Management Agency Director will ensure that this review process is carried out efficiently and effectively.

D. Recertification of Acceptance

Provision is made for periodic reauthorization of this Plan by the governing bodies of Douglas County and the cities and villages of Bennington, Boys Town, Omaha, Ralston, Valley, and Waterloo. This may occur after any significant change in the composition of the elected officials or governing body. The Douglas County Emergency Management Agency Director will track this effort to completion.

E. Distribution

The Douglas County Emergency Management Agency Director will assist in disseminating this Plan and include the formal changes and updates that are distributed on the local level in accordance with the Plan’s Distribution List. The Nebraska Emergency Management Agency will be responsible for printing and distribution of this Plan to listed entities and other counties, organizations, state agencies, and the federal government. Plans and changes will be distributed with a control copy number and a distribution log will be maintained by the Douglas County Emergency Management Agency and by the Nebraska Emergency Management Agency so that identified individuals, agencies, and organizations have received current copies and updates of the Plan.

X. ATTACHMENTS

1	Emergency Management Activation Levels	31
2	NIMS Training Requirements	33
3	Functional Responsibility Chart	34

**ACTIVATION LEVELS FOR COMMUNITY
EMERGENCIES AND NATURAL DISASTERS**

LEVEL 1	COMMUNICATIONS ALERT
LEVEL 2	ASSESSMENT OF RISK WITH PROACTIVE MEASURES
LEVEL 3	EVENT OCCURRENCE
LEVEL 4	REQUEST FOR ADDITIONAL RESOURCES

**RECOVERY AND
DEMOBILIZATION
OF RESOURCES**

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RECOMMENDED NIMS TRAINING

	IS 700	IS 800	ICS 100	ICS 200	ICS 300	ICS 400
County and Municipal Trainees	National Incident Management System, an Introduction	National Response Framework, an Introduction	Introduction to the Incident Command System	Incident Command Structure for Single Resource and Initial Action Incidents	Intermediate Incident Command Structure	Advanced Incident Command Structure
Chief Elected Officials and EMSAT	✓		✓			
NIMS Type I, II, and III Incident Commanders	✓	✓	✓	✓	✓	✓
EOC Representatives	✓		✓			
First Responders & HAZMAT	✓		✓	✓	✓ Supervisors and Unit Leaders	✓ Candidates for ICS General Staff positions
Support Personnel	✓		✓	✓ Those likely to fill ICS General Staff Positions		

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

Executive Group

ANNEXES →	FUNCTIONS →	POSITIONS or AGENCIES, Others ↓	A	B	C	D	E	F	G	H	I	J	K	L	
			Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
		Chair, County Board	P			S	P							S	
		Mayors of cities	P			S	P							S	
		Chair, Village Board	P			S	S							S	
		Emergency Management Senior Advisory Team Hospital Coordinator							S		S	S		S	
		Director, Douglas County Emergency Management	S	S	S	S	S	S	S	S	S	S	S	S	P

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FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

Emergency Management Organizations

	ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L	
		FUNCTIONS →	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
POSITIONS or AGENCIES, Others ↓															
Public Information Officer						P									
Communications Director, Douglas County				P		S									
Omaha Fire Department Radiological Officer								S	S						
Douglas County Public Health Coordinator					S				P		S	S		S	
Damage Assessment Coordinator					P									S	

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FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

County Officials

	ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L	
		FUNCTIONS →	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
POSITIONS or AGENCIES, Others ↓			Continuity of Government												
Douglas County Sheriff			S	S	S	S	S			P					
Douglas County Attorney - Coroner			S						S						
Douglas County Clerk			S											S	
Douglas County Treasurer			S											S	
Superintendent of Schools							S		S		S	S			
Douglas County Engineer					S		S						P	S	
Douglas County Emergency Board (CEB)					S						S			S	
Building Inspector					P										

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FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

City Officials

	ANNEXES →	A	B	C	D	E	F	G	H	I	J	K	L	
	FUNCTIONS →	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
POSITIONS or AGENCIES, Others ↓	Continuity of Government													
Chiefs of Police		S		S	S	S			P					
Fire Chiefs		S		S	S	S	P	S	S					
City Attorney	S				S									
City Clerk	S													
Director of Public Works		S		S		S						P	S	
City Engineering Dept.				S								P	S	
Parks and Recreation Director				S								S	S	

FUNCTIONAL RESPONSIBILITY CHART

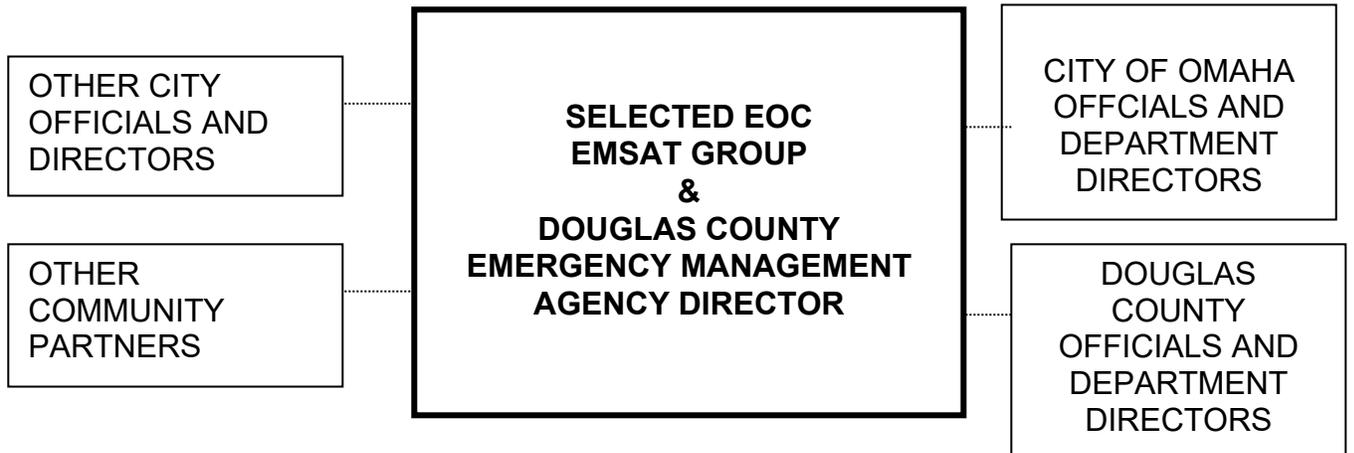
P = primary responsibility, S = secondary responsibility

Other Organizations & Agencies

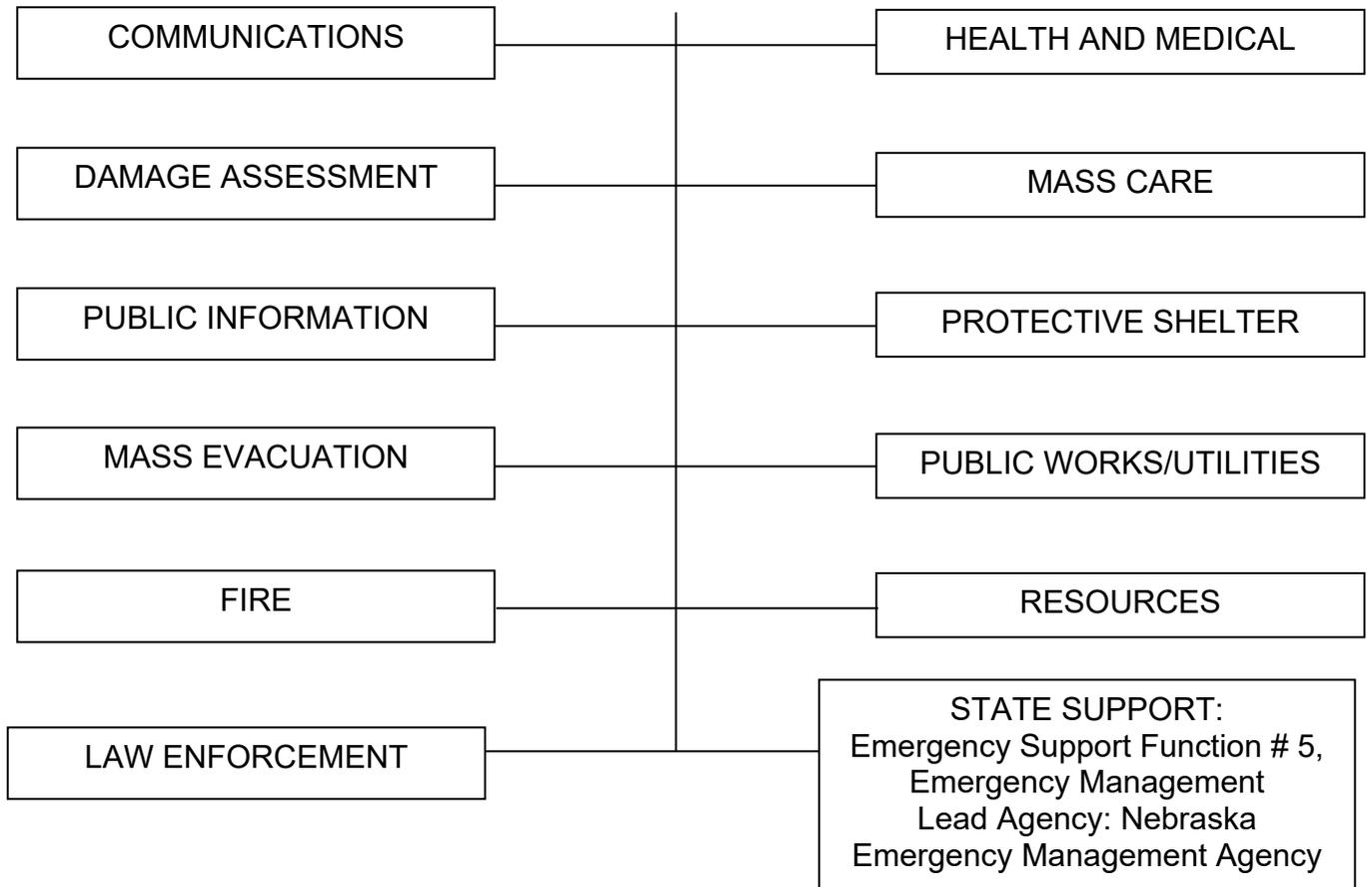
ANNEXES →	FUNCTIONS →	POSITIONS or AGENCIES, Others ↓	A	B	C	D	E	F	G	H	I	J	K	L	
			Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelter	Public Works	Resource Management	Plan Update, Maintenance
American Red Cross					S				S		P			S	
State Fire Marshal					S			S				S	S	S	
Nebraska State Patrol							S			S					
Omaha Office, NE Health & Human Services									S		S				
Tri Mutual Aid Association					S			S	S						
Aksarben Amateur Radio Club				S	S						S	S			
CenturyLink				S	S								S		
Cox Communications				S	S								S		
Metropolitan Utilities District Natural Gas					S								S		
Omaha Public Power District					S								S		
Utility Providers					S								S		

DIRECTION AND CONTROL

ORGANIZATION CHART



-----FUNCTIONAL AREAS-----



DIRECTION AND CONTROL

I. PURPOSE

The purpose of this Annex is to provide procedures for centralized and coordinated management of emergency response activities in order to best protect the residents and property in Douglas County.

II. SITUATION

A. The Douglas County Emergency Operations Center (EOC) is located at 1819 Farnam Street, C Level, Omaha, NE 68183.

1. The EOC is considered to be an adequate tornado shelter. There are 20 workstations in the EOC.
2. There are two generators with a month's supply of fuel, supplies and auxiliary power that can serve the EOC.
3. The EOC is equipped with a NAWAS (National Warning System) link that provides uninterrupted service and installed radio capability to communicate with law enforcement, fire/EMS departments, and amateur and REACT radios. Telephone conferencing capability is also available.
4. The EOC is maintained in a fully operational mode. Access to the EOC is controlled.

B. Alternate Emergency Operating Center

In the event the primary EOC is damaged or otherwise unavailable, the Omaha Public Safety Training Center located at 11616 Rainwood Road will be used as an alternate secondary EOC. In the event both the EOC and alternate secondary EOC cannot be used, the Department of Roads EOC can be utilized (at the intersection of 108th St. and "J" Streets). If the previously identified alternate EOC's are not available, then an emergency management, law enforcement or fire department command post may serve as a field communications command post and function as the alternate EOC until a facility has been readied for this function. The location selected will be determined at the time and is dependent on the situation.

C. Emergency Operating Centers for other jurisdictions are:

1. Bennington Fire Department
2. Boys Town Fire Department
3. Ralston Fire Department

- 4. Valley Fire Department
 - 5. Waterloo Fire Department
- D. The Omaha Police Department Mobile Operations Center has the ability to support the above EOCs.
- E. First Responders will use an Incident Command System which is in accordance with the National Incident Management System. The nature and extent of the CEND incident will determine which of the first responding emergency units will provide the initial Incident Commander. Incident Command may be transferred to another department or entity as needs and priorities change. When the EOC is activated, field operations and the EOC must coordinate disaster operations for effective response and recovery.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. DCEMA staff are on duty each government workday and are able to staff the Emergency Operations Center as needed. The DCEMA staff are subject to recall by 911 Fire Dispatch at all times.
- B. Chief Elected Officials and other members of the EMSAT are able to be notified by DCEMA at all times. If notification is unsuccessful, each EMSAT member has two alternates that can be contacted at all times as well.

IV. ORGANIZATION / RESPONSIBILITIES

- A. The Emergency Operations Center staff is comprised of the Emergency Management Senior Advisory Team (EMSAT), key officials, and the Douglas County Emergency Management Agency Director. They administer the Direction and Control function. The EMSAT is comprised of various senior decision-makers within Douglas County. Others may be selected for participation on a need-to-assist basis depending on the actual CEND incident scenario. The EMSAT will be comprised of a group or combination of groups or individuals whose expertise is desired by the Chief Elected Official for the effected jurisdiction based on the incident. If reporting to the EOC or the alternate EOC site is not practicable, feasible or possible, the EMSAT may be engaged by other telephonic means to fulfill its function.
- B. The Chief Elected Official for each respective village, city, and county is responsible for emergency operations by providing leadership, direction and management decisions. Specifically, they provide strategic guidance for use of resources during the preparedness phase as well as during an actual CEND incident. They also provide the same support of the Incident Commander during response and recovery efforts.

- C. The Chairman of the Douglas County Board of Commissioners is responsible for all county emergency operations outside of corporate city or village limits.
- D. Staff, as designated in each functional Annex, are appointed or approved by the Chief Executives and become responsible for carrying out emergency operations and advising the EMSAT on matters pertaining to their areas of responsibilities (Attachment 1).
- E. The operational staff in the EOC are government and non-government personnel who do not have primary operational responsibilities but do have the knowledge and professional expertise to assess a situation and provide advice and/or make recommendations to the EMSAT. Private Sector personnel may be utilized to liaison with the business community. The level of involvement of an office (or offices) will be dependent upon a number of variables, such as:
 - 1. Geographical location of disaster,
 - 2. Magnitude of disaster,
 - 3. Type of advice/recommendation needed upon which to base executive decisions,
 - 4. Capability of affected community to provide "expert" assessments and evaluations.
- F. The Emergency Management Director's Direction and Control responsibilities during an emergency/disaster may include, but are not limited to:
 - 1. Serving as the disaster operations advisor to the EMSAT,
 - 2. Communicate to the EOC Operations Manager,
 - 3. Acting as the liaison to neighboring and higher levels of government, as required,
 - 4. Planning, developing and implementing the EOC operating procedures,
 - 5. Assisting in staffing the EOC by organizing, recruiting, and training an Emergency Management EOC Staff which in turn, supports all jurisdictions in areas that normally do not function as a day-to-day government,
 - 6. Coordinating the implementation of mitigation efforts.

G. Order of County Board Succession:

1. County Board of Commissioners:
 - a. Chairperson,
 - b. Vice Chairperson,
 - c. Most senior member of the Board.
2. City Government:
 - a. Mayor,
 - b. President of City Council,
 - c. Acting President of the Council, as designated by the City Council (in an emergency session, if necessary).
3. Village Government:
 - a. Chairperson of Village Board,
 - b. Most senior member through members of the Board in order of seniority on the Board.
4. EOC Staff: as defined in each Annex to this Plan:
5. Douglas County Emergency Management:
 - a. Douglas County Emergency Management Agency Director,
 - b. Douglas County Emergency Management Agency Assistant Director,
 - c. Douglas County Emergency Management Agency Specialist.

V. CONCEPT OF OPERATIONS

A. Activation of the Emergency Operating Center (EOC)

1. For most incidents, 911 communications personnel will contact the Douglas County Emergency Management Agency Director to alert for the following:

- a. Severe weather watches and warnings, flood/flash flood warnings, HAZMAT incidents at Level 2 and greater, Level 3 (and greater) Alarm fires, Eppley Airport Level 3 Alerts, and
 - b. Community Emergency and Natural Disaster (CEND) incidents that merit multi-agency coordination to prepare for, response to and recover from government or public disruptions whose consequences require urgent and extreme measures to reduce their adverse affects and return the community to normalcy.
2. The Chairman of the County Board, the Mayors of the affected cities, the Board Chairman of the villages, and the Douglas County Emergency Management Agency Director have the authority to partially or fully activate the Douglas County Emergency Operating Center (EOC). Incident Command may request that the EOC be activated as well, as a situation warrants.
3. Immediate requests for assistance from the local Emergency Management Coordinators will be channeled through Douglas County 911 Communications.
4. The decision to activate the Emergency Operating Center will be based upon the severity, expected duration, need for multiple agency coordination and anticipated resources required to address the CEND incident. The Emergency Management Director will determine the level of staffing required and initiate the notification or recall procedures for the appropriate personnel, agencies, and organizations to respond.
 - a. Increased operations activity and staffing will not normally be required when the emergency can be effectively handled by on-duty emergency responding forces and there is no extensive and immediate threat to people or property.
 - b. EOC activation and staffing will be a major consideration during a CEND incident. All emergency support services will maintain a current notification roster to ensure a timely response.
 - c. The Douglas County Emergency Management Agency Director may activate the EOC on a limited staffing basis during severe weather watches and warnings or as conditions are monitored for other CEND incidents.
5. The Incident Commander (IC) will establish a field command center. The IC will maintain close contact and coordination with the EOC. When feasible, the Emergency Management Director will deploy an Emergency Management Liaison to the command post.

6. The Emergency Management Director (EM) may notify the Nebraska Emergency Management Agency, (1-877-297-2368), when a Community Emergency or Natural Disaster incident takes place that results in a Level 3 Emergency Management Activation.
7. The EOC may operate on a 24-hour basis during a CEND incident; shifts will be determined in eight or 12-hour increments.

B. Incident Status Report (ISR)

1. The Incident Status Report (Attachment 2) is used to report information known about the CEND incident at the time to NEMA. The information in bold letters is of immediate importance. The Emergency Management Director will report more information as it becomes available. The Incident Status Report is also used to measure the scope of damage caused during a disaster and will be the starting point from which all future state or federal damage assessments will be conducted.
2. The ISR will be completed and used as supporting documentation to substantiate the local disaster declaration.

C. EOC Operations

1. During CEND incidents the following functions may be activated at the EOC depending on the type of event. Other personnel may operate from their daily locations as defined in the functional Annexes:
 - a. EMSAT (at the EOC / EOC Conference Room or on call),
 - b. Emergency Management Director,
 - c. The EOC Operations Manager manages the command and general staff toward fulfillment of the EOC's operational objectives and serves as point of contact with EMSAT and IC/UC. He/she convenes EOC staff as needed to sustain the cyclical communication and decision-making process,
 - d. The EOC Business Liaison serves as an initial point of contact for cooperating businesses seeking information regarding or offering assistance in the response and recovery process,
 - e. The EOC Social Media Coordinator posts to, monitors and reports communication exchanged on social media accounts on behalf of the EOC and represents the EOC in a joint information center, if established,

- f. The EOC Operations Section maintains communication with its representatives on scene and coordinates the utilization of existing and mutual aid resources to meet their identified needs,
 - g. The EOC Planning Section collects and compiles status information from damage assessment crews, communications staff, call centers, public information staff, recovery partners, and operations unit leaders and prepares briefing materials and an Incident Support Plan that drives EOC operations and EMSAT situational awareness,
 - h. The EOC Logistics Section manages support operations and functions to meet logistical needs of EOC operations that cannot readily managed on scene including coordination of mass care, volunteer and donations management operations, utility service and transportation resources,
 - i. The EOC Purchasing Section manages cost, purchase and reimbursement of goods or services requested through the EOC,
2. Record keeping procedures in the EOC will include the following:
 - a. Radio communications at the EOC will be logged by the agency / organization receiving or transmitting the message,
 - b. A detailed activity log will be kept of EOC operations and maintained by the EOC Operations Manager using local government administrative support, to include the copies of the Site Incident Commander's Incident Action Plans, Disaster Declarations, Incident Status Reports, lists of volunteer aid and financial records.
 - c. A volunteer in the EOC will maintain logs that document the message and information flow system.
 3. Periodic briefings will be held in the EOC to update personnel as the situation dictates.
 4. The EOC will contain updated maps of Douglas County and its cities and villages as well as status boards required for tracking significant events and actions.
 5. EOC security is provided by Douglas County Sheriff.
- D. EOC Coordination
1. Specific operations are detailed in the Annexes to this Plan. These disaster operations shall be performed in accordance with federal and state law, Douglas County resolutions, and Omaha City ordinances

which cover mutual aid, emergency expenditures, emergency worker participation, Worker's Compensation, etc. The EMSAT will make necessary policy decisions in accordance with state and local laws.

2. To provide for the most efficient management of resources, coordination of emergency operations will be through the appropriate staff.
3. Primary communications will be through normal systems. Additional communication capabilities are outlined in Annex B.
4. Incident Command in the field and officials at the EOC must maintain contact with each other to effectively coordinate CEND incident operations. Development of concurrent and supportive Incident Action Plans (IAPs) will strengthen coordination and management of resources.
5. Emergency workers without standard identification cards and volunteers may be issued identification by the Volunteer Processing Center which will allow them their assigned tasks.
6. The EOC will communicate with Incident Command when volunteer staging areas are established.

E. Local Emergency Declaration

In situations where response and recovery necessitate pronounced action by local government, the Chief Elected Official of the affected jurisdiction may issue an emergency or disaster declaration and issue directives to activate local resources which are required to respond. (Example: A "Declaration of a Snow Emergency" could implement a parking ban on designated streets and activate the snow removal plan.)

1. The Chief Executive may sign a Disaster Declaration when it appears that the response and recovery efforts will exceed the normal local capabilities. See Attachment 3.
2. Within the limitations stated in RRS 81-829.50, any order or declaration declaring, continuing, or terminating a disaster will be given prompt and general publicity through the Public Information Officer.
3. A Disaster Declaration on official letterhead will be filed promptly with the Clerk of the affected jurisdiction and with the Nebraska Emergency Management Agency. The Emergency Management Director will fax (402-471-7433) the local Declaration, then mail the hard copy original to the Nebraska Emergency Management Agency, 2433 NW 24th Street, Lincoln, NE 68524. See Sample Disaster Declaration, Attachment 3 to this Annex.

4. The effect of a local Disaster Declaration will be to:
 - a. Activate response and recovery aspects of all applicable local and/or interjurisdictional Emergency Management plans, and to
 - b. Authorize the furnishing of aid and assistance from these plans.
5. A local Disaster Declaration is not an automatic request for state assistance.

F. Request for Assistance

1. Douglas County will first implement mutual aid within the County and with neighboring communities.
2. If mutual aid resources are not sufficient, the Chief Executive or Incident Commander may request assistance from the state through Douglas County Emergency Management.
 - a. If time allows, a local Disaster Declaration should precede a request for State assistance (Attachment 3).
 - b. A City Mayor or Chairperson of the County Board of Commissioners will make a request for state assistance to the Nebraska Emergency Management Agency through the Douglas County Emergency Management Agency Director.
 - c. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation and recommend action to the Governor.
3. Local response agencies may request technical assistance and resource support directly from state agencies, such as the Nebraska State Patrol, the Department of Roads, the State Fire Marshal, the Department of Environmental Quality, and the Nebraska Health and Human Services System. The Douglas County Emergency Management Agency Director will advise the Nebraska Emergency Management Agency of these requests.

VI. ADMINISTRATIVE AND LOGISTICS

A. Fiscal

1. Douglas County and its affected jurisdictions shall fund disaster related costs from local contingency funds to the fullest extent feasible and possible.

2. All disaster related expenditures must be documented using generally accepted accounting procedures. The State and Federal governments may conduct audits prior to providing reimbursements for eligible expenditures.

B. Call-Down Rosters and Review of Annex A

1. The Douglas County Emergency Management Agency Director will ensure that call-down rosters for EOC Staff and County/City/Village Officials are kept current.
2. The Douglas County Emergency Management Agency Director will annually review and modify this Annex as needed.

VII. TRAINING AND EXERCISING

Plans for training and exercises can include support from elected and appointed officials, non-government support agencies and the private sector, as well as planning for interagency, inter-jurisdictional and regional participation.

A. Training

1. The training program will be consistent with the five-year Homeland Security Exercise Plan. Training supported by the Homeland Security grant process will be approved by the Department of Homeland Security's (DHS) State Administrative Agency (NEMA).
2. All personnel with responsibilities in this Plan should make effort to attend training programs designed for city/village and county officials offered by the Nebraska Emergency Management Agency.

B. Exercising

1. Exercises and drills will be evaluated and follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
2. An exercise of Direction and Control aspects of this Plan involving identified stakeholder groups and EOC Staff should be held at least annually.

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
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2	Incident Status Report (OMS-1)	A-15
3	Sample Disaster Declaration	A-17
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ATTACHMENTS 1 AND 2 ARE ON FILE WITH
LOCAL EMERGENCY MANAGEMENT
AND THE
NEBRASKA EMERGENCY MANAGEMENT AGENCY

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Incident Status Report

Instructions: As soon as possible fill in as much information as you currently know. Other information can be gathered as it becomes available. Please fill all of the information areas, put unknown in areas where you have no information and none where there is no damage or impact. Fill out form online at:

<http://www.nema.ne.gov/incident-status-report.html>

General Information

Incident:
 Incident Description:
 Incident Date:
 Report Date/Time:
 Jurisdiction:
 Name:
 Email Address of Reporting:
 Callback Number:
 Incident Commander:
 EOC Activated? Yes ___ No ___
 Disaster Declaration? Yes ___ No ___

Local Actions

Evacuation Ordered? Yes ___ No ___
 Size of the Area:
 Law Enforcement Deployed? Yes ___ No ___
 Fire Fighters Deployed? Yes ___ No ___
 Rescue Workers Deployed? Yes ___ No ___
 Public Works Deployed Yes ___ No ___
 Mutual Aid Departments on the scene:
 Private Utilities:

Disaster Impacts

Number of...

Fatalities:
 Injuries:
 Missing Persons:
 Number of Shelters Open:
 Number of People Sheltered:
 Anticipated Total Number of Persons:
 Special Needs Citizens Identified and Cared For:
 Yes ___ No ___
 Comfort locations for Emergency Workers
 established Yes ___ No ___
 Number of structures damaged:
Minor - Building is damaged and may be used under limited conditions with minor repairs.
Major - Building is damaged to the extent that it is no longer usable and may be returned to service only with extensive repairs.
Destroyed - Building is a total loss or damaged to the extent that it is no longer usable and is not economically feasible to repair.

Homes

Minor:
 Major:
 Destroyed:
 % Insured:
 Public Buildings
 Minor:
 Major:
 Destroyed:
 % Insured:

Business/Industry Buildings

Minor:
 Major:
 Destroyed:
 % Insured:
 Immediate Needs:

Status of Services:

Status of Electric Utility Service:
 Status of Telephone Service:
 Status of Schools:
 Status of Government Offices:

Impact on Critical Facilities

Hospitals:
 Water Treatment Plants:
 WasteWater Plants:
 Lift Stations:
 Natural Gas:
 Correctional Facilities:
 Other Impacted Critical Facilities:
 Extent of Damage to Streets:
 Extent of Damage to Roads:
 Extent of Damage to Bridges:
 Anticipated Future Needs: (including personnel, equipment, mass care, etc.)

The NEMA duty officer will acknowledge receipt of Incident Status Reports with a return email that includes a copy of the submitted form.

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SAMPLE LOCAL DISASTER DECLARATION

A Disaster Declaration must be issued prior to requesting state or federal assistance.

A Disaster Declaration for a city or village should be transmitted through the County Emergency Management Director. The County Board should also declare a disaster using this same form.

The following is a sample of the language that should be retyped onto the jurisdiction's official letterhead before submitting it to the State EOC.



Douglas County (or affected city/village) has suffered from a _____ (i.e., disastrous tornado strike) that occurred on _____ (include date(s) and time) causing severe damage to public and private property, disruption of utility service, and endangerment of health and safety of the citizens of Douglas County (or city/village) within the disaster area

Therefore, the Chair of the Douglas County Board of Commissioners/Supervisors (or the Mayor/Board Chair of _____) has declared a state of emergency authorized under Nebraska State Statute R.R.S. 81-829.50 on behalf of Douglas County (or city/village), and will execute for and on behalf of Douglas County (or city/village), the expenditure of emergency funds from all available sources, the invoking of mutual aid agreements, and the applying to the State of Nebraska for assistance from the Governor's Emergency Fund and any other resources he/she deems necessary in the fulfillment of his/her duties.

Chair, Douglas County
Board of Commissioners
(or Mayor/Board Chair of affected jurisdiction
or by appointed authorized representative)

WITNESS my hand and the seal of my office
this _____ day of _____, 20__.

County (or City/Village) Clerk

Date

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CITY OF BENNINGTON OPERATIONS PLAN



FOR COMMUNITY EMERGENCY AND NATURAL DISASTER RESPONSE AND RECOVERY 2015

CITY OF BENNINGTON EMERGENCY OPERATIONS PLAN

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CITY of BENNINGTON EMERGENCY OPERATIONS PLAN

I. PURPOSE

- A. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for the coordination and management of both the prevention preparations and the disaster operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster. (Nebraska Emergency Management Act, 1996, section 81-829.46).
- B. The Emergency Preparedness Mission for the city of Bennington is to ensure the coordination of city departments and personnel to effectively respond to and recover from a community emergency or natural disaster (CEND) incident so that the maximum number of people and the greatest amount of property in jeopardy from a disaster can be saved and order restored as soon as possible.
- C. This plan identifies the primary disaster responsibilities of city departments and personnel employed by the city. This plan is intended to supplement the Douglas County Local Emergency Operations Plan (LEOP); functions found in this plan are also discussed in the LEOP.
- D. It is in the best interest of the city of Bennington that the named key officials meet at least once a year and after each disaster to review the Plan with the County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statues, resolutions and field operations.

II. PLANNING FACTORS

A. All-Hazards Approach

- 1. This Plan uses an "all-hazards" approach that provides general direction for responding to any type of disaster across a full spectrum of hazards.
- 2. A primary purpose of this plan is to serve as a document that formally empowers city officials to take the actions necessary to prepare, mitigate, respond to and recover from a CEND incident. This document is not intended to fully define standard operating procedures.

B. Vulnerable Populations

1. There are populations at risk in Bennington. These will require special considerations in warning, evacuation, and other areas of disaster response.

C. Primary Responsibility For Disaster Response and Recovery

1. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster.
2. In the absence of the Mayor, the established line of succession is:
 - a. President of the City Council
 - b. Senior member of the City Council
 - c. An official as appointed/elected by the City Council (special election as necessary)

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center for Douglas County will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens or through the electronic media. If there are no automated warnings, dispatch (Communications Center) will sound the sirens as authorized.

B. Operations - Actual Disaster

1. The first priority after a disaster has struck is lifesaving activities and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. After the initial response, the Emergency Operations Center (EOC) will likely be activated to provide a site for local officials and other designated

personnel to implement direction and provide coordination and support of Field Operations.

3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.
4. All responders in the field and officials at the EOC must maintain contact with each other to effectively coordinate response/recovery from the demands of the emergency.
5. All responding departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) using the NIMS resource identification process.

C. Operations - Departmental Responsibilities

1. The City of Bennington has defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass three areas:
 2. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency as disaster priorities change.
 - c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.
 - d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for major decisions in response/recovery operations is the responsibility of the elected officials at the EOC.

3. Emergency Operations Center (EOC) (Strategic and Functional)

The Emergency Operations Center will be activated to coordinate disaster response and recovery with the site Incident Commander.

- a. Staffing will be determined by the severity of the situation.
- b. The EOC is located at the Bennington City/Library Building. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.

4. Additional Disaster Services (Support)

Other agencies and groups may be asked for assistance after the initial response to the disaster. The Incident Command or the EOC Staff may request these services.

D. Field Operations: Incident Command and the EOC

1. Both the field responders and the EOC staff must interface during disaster operations so response efforts are channeled for the quickest, most effective recovery for the city. The use of the NIMS will help standardize communications and enhance coordination between incidents, initial responders, mutual aid, Chief Elected Officials (CEO's) and supporting organizations.
2. Communications Capabilities: When the Incident Commander establishes a command post and the EOC is activated, each will maintain communications with each other.
3. EOC Briefings: The Incident Commander, first responders, City Departments and agencies working the disaster may be required to send a representative to report activities, accomplishments, needed support and supplies and the next operational priority in their area. From this report, the Incident Action Plan (IAP) is developed for the next specified operational period.
4. Security of the Disaster Area:
 - a. Security may be needed at all the highway points leading into Bennington. The Nebraska State Patrol can help with security.
 - b. Local resources will be used first for roadblocks and barricades; then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the

Communications Center to request additional resources from these agencies.

- c. Identification cards for access to the disaster area will be issued in Bennington and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Douglas Emergency Management Agency Director (or other authorized position) will distribute identification cards from the EOC or at the disaster access points.

E. Operations - Administration

- 1. Under the direction of the Mayor, the City Clerk will purchase or rent needed supplies, materials, and equipment or hire temporary help for disaster operations. All agreements and contracts will be recorded in the City Clerk's Office. Contracting for permanent repairs and/or new construction of public facilities will follow established, routine procedures. All labor, equipment, and material expenditures, including donated supplies, equipment, professional and volunteer services for the disaster will be submitted to and documented by the City Clerk.

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

- 1. All City of Bennington Departments will become familiar with an Incident Command System per HSPD-5, NIMS. This Incident Command System will be used to ensure one point of contact for field coordination.
- 2. The Incident Commander may select staging area(s) if needed. The Incident Commander will inform the EOC of the location(s) of the staging area(s).

B. Responsibilities List for Field Operations

- 1. In preparing this plan, Bennington officials have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. However, the list is not all-inclusive; at the direction of either the Department Supervisor or the Mayor; city personnel may be requested to perform other disaster duties.
- 2. The task assignments for each City Department are written in general terms and purposely do not tell supervisors how to do their jobs. Each Department should develop guidelines (SOPs) for their specific operations in a disaster situation.

C. Police Department - Police Chief (LEOP - Annex H)

1. Among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance.
5. If needed, in conjunction with the Fire Department, warns residents and businesses by public address systems, knocking on doors, or other means.
6. Conducts any evacuation as required; including coordination with Emergency Management to select the best evacuation routes to the selected shelter. See Annex E for evacuation planning and operations guidelines.
7. Implements established procedures for roadblock locations to isolate Bennington if entry control is necessary.
8. Warns the public to evacuate by public address system or door-to-door if time does not allow emergency information to be released through other means; the Fire Department may assist in contacting those affected. See Annexes B and D for communications capabilities and strategies.
9. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.
12. Coordinates traffic control and crowd control in and around the disaster area.
13. Coordinates with the Street Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.
14. Conducts search and rescue operations with Fire Department personnel.

15. Assesses the need for other City Departments to respond, contacts the Superintendents of Departments and reports this to the EOC.
16. May request opening the EOC for assistance in coordinating disaster response.
17. Relocates to an alternate site, Fire Department if the Police Station is damaged.
18. May initially advise the EOC of area affected and gives general damage information.
19. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual to the EOC.
20. Sends a representative to the briefings at the EOC; informs the EOC/Mayor/Incident Commander of any problems.
21. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer ID cards
 - c. Checks permanent ID cards of City personnel
 - d. Controls EOC security from any interference with emergency operations
22. Prevents looting in disaster area.
23. Prevents re-entry into damaged or contaminated buildings.
24. Provides security at shelters, if needed.
25. Provides security for visiting dignitaries.
26. Notifies the EOC of possible flooding problems.
27. Picks up stray animals or implements other animal control measures using volunteers, veterinarians or animal control officers. See Annex H.
28. Provides volunteer inmate labor.
29. Deputizes additional personnel, as required.

30. Continues with police responsibilities and services in unaffected areas.
31. Designates and maintains the lines of succession in the absence of the Police Chief.

D. Communications Center – Douglas County Communications (LEOP - Annex B)

1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
2. Provides warning through sirens; if the endangered area is isolated, telephones residents and/or businesses and initiates other warnings systems for identified special populations.
3. Monitors and disseminates further watches and/or warnings or advisories.
4. After the initial request for first response, makes the necessary notifications to include notifying the Mayor and Emergency Management Coordinator.
5. Coordinates emergency radio traffic.
6. May request additional assistance through the EOC.

E. Fire Department - Fire Chief (LEOP - Annex F)

1. Among the First Responders to disaster scene.
2. Assumes the operational control for fire suppression and explosions.
3. If properly trained, serve as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services System Regulation and Licensure and the Nebraska Emergency Management Agency.
5. Implements the Incident Command System per NIMS.
6. May request opening the EOC for assistance in coordinating and supporting disaster response.
7. Coordinates with Law Enforcement in search and rescue operations.

8. Assists Law Enforcement in evacuation efforts.
9. Assists Law Enforcement in warning by public address system or door-to-door.
10. Assists Law Enforcement in crowd control/security of the disaster area.
11. Assesses need for other City Departments to respond and contacts the Department Superintendent(s); reports this to the EOC.
12. Implements mutual aid agreements with other jurisdictions, as needed.
13. Coordinates the staging area with the EOC and Incident Command.
14. Provides back-up equipment for water pumping.
15. Assists in safety inspections to assure the integrity of a structure before permitting re-occupancy.
16. Sends a representative to briefings at the EOC; informs the EOC/Mayor/Incident Commander of any problems.
17. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual, to the EOC.
18. Continues fire suppression operations.
19. Establishes and maintains the lines of succession in the absence of the Fire Chief.

F. Emergency Medical Services - Rescue Chief (LEOP - Annex G)

1. May be among the First Responders at the disaster scene.
2. Implements the Incident Command System per NIMS.
3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital; checks with Police Department\EOC for open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.

7. Sends a representative to briefings at the EOC and informs the EOC/Mayor/Incident Commander of any problems.
8. Continues emergency medical services for the remainder of the City.
9. Establishes and maintains the lines of succession.

G. Public Works/Utilities (LEOP - Annex K)

1. The Public Works/Utilities Department includes these departments: Street, City Electric, Water/Waste Water, Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command.

2. Street Department - Superintendent

The call to respond to the disaster will probably come from dispatch at the Douglas County Communications Center. The Superintendent will coordinate with the Mayor/Incident Commander on disaster work assignments. Tasks may include but are not limited to:

- a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
- b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the Mayor/Incident Commander, Police Department, and other affected City Departments.
- c. Closing streets, if requested by Law Enforcement, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
- d. Posting traffic directional signs, as needed, particularly for evacuation.
- e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
- f. Performing priority repairs to streets.
- g. Clearing inlets and repairing storm sewers.
- h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.

- i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are listed under Mayor.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas, as needed and as approved by Dept. of Environmental Quality.
 - l. If not being utilized, furnishing heavy equipment and personnel to other City Departments.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, Mayor and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment and labor procured during the response and recovery.
3. Electric Department - OPPD
- a. All department employees will report to their normal Street and/or Electric Shop for vehicles, mobile communications and assignments. If their work reporting stations are un-accessible, they will receive further information during the notification or recall process.
 - b. The first qualified employee reporting may survey the sub-stations; survey overall damage to see if outside assistance will be required and will alert the Superintendent if mutual aid is needed. This will also be reported to the EOC.
 - c. Electrical Supervisor/director will direct and coordinate activities that:
 - 1) De-energizes downed power lines.
 - 2) Restores service as prioritized.
 - 3) Coordinates with the Mayor and Incident Command and supplier in finding a temporary source of electricity should the city need it to restore utility service.
 - 4) Keeps the Mayor and Incident Command and supplier informed of the current situation and when service may be restored.

- 5) Sends representative to briefings at the EOC; inform the EOC/Mayor/Incident Commander of any problems.
- 6) Safety inspects the electric systems on damaged public buildings; coordinates with the building inspector on these inspections.
- 7) Provides emergency lighting where needed for disaster operations.
- 8) Coordinates the use of emergency power generators with the EOC and Incident Command.
- 9) Furnishes available heavy equipment and personnel to other City Departments.

4. Water and Wastewater Department - MUD

a. Water Division

- 1) Can assess each house individually.
- 2) Maintain water pressure and uncontaminated water supply.
- 3) Where possible, ensures an adequate water supply to the fire hydrants in case of major fire.
- 4) Is prepared to isolate the water system where there is a possibility of contamination from a hazardous materials spill.
- 5) Repairs the water tower and/or mains, as prioritized; isolates ruptured or damaged mains until repairs can be made.
- 6) Coordinates water testing with the State Health and Human Services System.
- 7) Provides potable emergency water supply.
 - a. Locates suitable containers; fills with uncontaminated, potable water.
 - b. Distributes water to locations as coordinated by the EOC; is aware of prioritized facilities needing water such as the hospital or care facilities.
- 8) Safety inspects the water system.

b. Wastewater Division

- 1) Maintains the sanitary sewer operations.
- 2) Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.
- 3) Safety inspects the wastewater system if damaged from the disaster.
- 4) Contracts for portable toilets and for their maintenance.

c. Both Water and Wastewater Divisions

- 1) If not being utilized, may be required to furnish equipment, such as vehicles, and personnel to other City Departments.
- 2) Sends one person to EOC briefings to represent both Divisions; informs the EOC/ Mayor/Incident Commander of any problems.

5. Parks and Recreation Department - Director

- a. Surveys damage to parks.
- b. Reports to the Mayor for disaster work assignment.
- c. If not being utilized, furnishes equipment/personnel to other City Departments; will primarily assist Street Department.
- d. Will attend or be represented at EOC briefings; informs the EOC/Mayor of any problems in disaster clean-up/repair.

6. Landfill Operation

The Mayor, in coordination with Douglas County Environmental Services, will primarily be responsible for coordinating disposal of disaster debris and will work with the Street Department in accomplishing this function. The following may be some of the requirements for disaster operations:

- a. Meet the demand for greater disposal operations by:
 - 1) Requesting an extension of hours as needed for debris disposal.
 - 2) Requesting signs or guides in the landfill area to organize disposal efforts.

- b. Obtain permission from DEQ for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
- c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.
- d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.
- e. Will establish an additional temporary tree-burning area, if the one "permitted" burn or management site in Bennington is not adequate.

V. EMERGENCY OPERATIONS CENTER

A. Mayor/City Council (LEOP - Annex A)

Responsibilities of the Mayor and City Council during disaster operations may include, but are not limited to:

1. Making executive decisions; establish effective disaster response policy.
2. Exercising emergency powers; provide policy decisions.
3. Signing the Disaster Declaration.
4. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
5. Approving emergency legislation for the city.
6. Activating the EOC; notifying the Emergency Manager

7. Emergency Public Information (LEOP - Annex D)
 - a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).
 - b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
 - c. The PIO will establish an Information Center to:
 - 1) Release emergency directions and information to radio, television and newspaper.
 - 2) Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - 3) Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - 4) Serves as the source through which the media will gain access to public officials, if required.
 - 5) Provides current and accurate information to the general public making inquiries.
8. Coordinating with the City Council members, the Emergency Management Coordinator and the Incident Commander during disaster operations.
9. The Mayor will be alerted of a disaster situation by the dispatcher or Emergency Management Coordinator.
10. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
11. In conjunction with the Emergency Management Coordinator, determining EOC staffing.
12. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
13. In conjunction with needs of Field Operations and Emergency Management:

- a. Recruiting any city personnel not involved in disaster response that could assist in emergency duties.
 - b. Forming a clerical pool and provide any other support personnel needed to staff the EOC - may include recording disaster events, maintaining status boards, word processing, answering inquiries, telephoning, etc.
14. Maintaining current inventory and resource list of emergency equipment and supplies.
 15. Coordinating city-wide resources that may be used in disaster response/recovery.
 16. Coordinating with the City Attorney on any legal emergency matters.
 17. Responding to official inquiries.
 18. If a number of public buildings and/or streets have been affected by the disaster, assisting in prioritizing the return to service.
 19. Coordinating with the Building Inspector in recovery and rebuilding efforts.
 20. Ensuring the Building Inspector has designated someone to photographically document damage should there be a later application for state or federal assistance.
 21. Designating appropriate staff to photograph debris piles before disposal.
 22. In conjunction with the City Clerk, ensuring that the City Clerk documents expenses for the disaster including the donation of supplies, equipment, services and volunteer labor.
 23. Assisting the Emergency Management Coordinator in determining the location(s) for the distribution of potable water and requesting the Water Department to provide potable water to the public; then through the Public Information Officer, notifying the public of the availability and location(s) of water.
 24. Working with the Emergency Management Coordinator in providing liaison with local contractors, businesses, and industries to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required in the disaster situation.
 25. Advising disaster victims of temporary emergency housing.

26. Establishing a point of contact for cash donations from the community for disaster victims/efforts and establishing guidelines in distributing the money. Also maintain an accepted, standardized accounting system to track appropriate financial donations.
27. Maintaining a "salvage depot" for unclaimed items.

B. Emergency Management Coordinator

The Bennington Emergency Management Coordinator, assisted by the Douglas County Emergency Management Agency, will act as a disaster operations advisor to the Mayor. Disaster operations duties for the Emergency Management Coordinator may include, but are not limited to:

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.
2. Activating the EOC; assumes overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support, such as amateur radio operators, staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically, or on a status board or flip chart; plotting areas of destruction on maps; staff from the City Clerk/Treasurer's may be assigned this function.
7. Conducting EOC briefing(s) to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions called for mutual aid and with Douglas County government if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating transportation that may be required for evacuation.

11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Recommending that the Mayor/Council declare an emergency; preparing the Disaster Declaration for the signature of the Mayor and the witness of the Clerk.
14. Coordinating with the City Attorney on any legal emergency matters.
15. Coordinating with the ARC/Social Services/Area Agency on Aging on disaster needs of individuals to provide necessary outreach services and assistance in recovery.
16. Coordinating staging areas with Field Operations.
17. Disseminating Identification cards for:
 - a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials
18. Coordinating with the Mayor in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
19. Working with the Mayor in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
21. Providing pre-event training opportunities for personnel who will respond to a disaster.
22. Reviewing and updating this Plan for the City of Bennington, annually.

C. City Attorney

1. Reviews the Nebraska Emergency Management Act and provides emergency legal counsel to city officials on subjects such as:

- a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen to ensure disaster victims are not further victims of unscrupulous practices
 - d. Temporary waivers for land use
 - e. Other related legal duties
- 2. Drafts emergency legislation for the city.
 - 3. Provides assistance in negotiating contracts for emergency services.
- D. Building Inspector – City of Omaha Planning and Douglas County Environmental Services (LEOP - Annex C)
- 1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
 - 2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
 - 3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
 - 4. In conjunction with the Mayor, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
 - 5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
 - 6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
 - 7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.

8. Assures that rebuilding is in compliance with the City's master development plan.
9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
10. Coordinates with the Mayor in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the Mayor, for needed structural engineering services.
12. Coordinates, as necessary, with OPPD on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

E. City Clerk

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Officer in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster, when requested.
5. In conjunction with the Mayor, prepares the necessary documentation required for state and federal disaster assistance applications.
6. Provides staff for the EOC to track and record disaster events.

7. Work as or closely with the Volunteer Coordinator in Bennington. Procedures are outlined in Attachment 3 to Annex L.
8. Makes emergency purchases, as required.
9. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment.
10. Coordinates with the City Clerk in assigning department superintendents an account number for emergency expenditures.

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**VILLAGE
OF
BOYS TOWN**

**EMERGENCY
OPERATIONS
PLAN**

**FOR
COMMUNITY EMERGENCY
AND
NATURAL DISASTER
RESPONSE AND RECOVERY**

2015

VILLAGE of BOYS TOWN EMERGENCY OPERATIONS PLAN

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VILLAGE of BOYS TOWN EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Boys Town as well as for the first responders and any support groups. This Plan identifies their roles and responsibilities in disaster response and recovery.

Each Annex in the Douglas County Local Emergency Operations Plan (LEOP) details and supports this jurisdiction's Plan. For example: general procedures for disaster response to fires and hazardous materials are defined in Annex F. The additional information in this plan under Field Operations for the Fire Department gives further specific guidelines for the Village.

It is in the best interest of the Village of Boys Town, that the key officials meet at least once a year and after each disaster to review the Plan with the County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statutes, resolutions and field operations.

RESPONSIBILITY FOR DISASTER OPERATIONS

The responsibility for the welfare of the residents during a disaster rests with the Village Board Chairperson and the Village Board. The Village Board Chairperson will be responsible for both the coordination and management of prevention preparations and the coordination and management of disaster support operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster, RSS Nebraska Emergency Management Act 1996, Section 81-829.46).

OVERVIEW OF DISASTER OPERATIONS

Warnings: whenever possible, the public will be alerted to threats or potential disasters. (Annexes B, D).

Field Operations: In a disaster, lifesaving activities and the preservation of property are the priorities of the elected officials and the first responders.

Emergency Operations Center (EOC): An EOC will likely be opened at the Boys Town Hall to provide officials a site for coordination and support of the disaster operations. Area and local support agencies will generally work from the EOC.

Incident Command: First Responders will use the National Incident Management System (NIMS) by establishing Incident Command. EOC staff, to include the chief elected officials, will also follow NIMS protocols.

I. WARNINGS (Annex B)

- A. Severe Weather Spotting Program: The National Weather Service in Valley will usually ask the Douglas County Emergency Communications / 911 to activate spotters when severe weather is a possibility. The County Communications Center will page out the request to weather spotters. Spotters are primarily from Fire/EMS Departments and are equipped with radios. There are designated spotting locations in and around Douglas County. Spotters radio their reports to the fire station or to the County Communications Center. The Communications Center will advise the Emergency Management officials, as well as the National Weather Service, of conditions.
- B. Citizens may also be alerted of danger by outdoor sirens or public address systems on emergency vehicles. If necessary, warnings may be given door-to-door if time allows.
- C. Emergency information can be broadcast over radio station KFAB -1110AM and television stations WOWT - ch. 6, KETV - ch. 7, and KNTV - ch. 3.
- D. Warnings procedures and protocols have been developed and will be implemented for identified special needs populations.

II. INCIDENT COMMAND and FIELD RESPONSE (Annex A)

- A. The first emergency responder to arrive at the scene will become the initial Incident Commander and expand/transfer the incident Command as the situation warrants; following NIMS protocols.
- B. Emergency communications and warnings for Boys Town and the County are handled through the Douglas County Emergency Communications / 911 in the Sheriff's Office located at 156th West Maple Road. The Communications Center will give emergency information via pagers and radios to the first responder agencies, including Law Enforcement, the individual Fire Departments, EMS and the Douglas County Emergency Management personnel. Attachment 2, Annex B lists the frequencies used.
- C. The Incident Command must let the EOC know what is needed for disaster operations.
- D. The Incident Commander will request mutual aid through the Douglas County Emergency Communications / 911.

III. LAW ENFORCEMENT (Annex H)

- A. Law Enforcement personnel can communicate by radio with the Douglas County Emergency Communications / 911, the Incident Command Post, the EOC and the Fire & Rescue Departments.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expands/transfers the Incident Command as the situation warrants.
- C. Evacuation
 - 1. People will be notified in the event that evacuation is necessary. The Village Board Chairperson and/or Public Safety Director can order an evacuation. The Incident Commander at the scene will, if time allows, consult with the Village Board Chairperson in situations requiring immediate evacuation. If the impacted area has a critical threat or is life-threatening to the population or environment, the Incident Commander may order an evacuation.
 - 2. If residents need transportation during the evacuation, they may call the Douglas County Emergency Communications / 911 who will relay the request to the Douglas County Emergency Management Agency Director or the Emergency Operations Center. If the EOC has not yet been opened, the Communications Center will call the Incident Commander. Transportation resources are listed in Annex L of the County LEOP. In the field, if the Incident Commander sees the need for transportation during evacuation, he will notify the EOC for coordination and support.
- D. Law enforcement will work with other First Responders in search and rescue.
- E. Security of the Disaster Area.

Security may be needed at all the highway points leading into Boys Town. The Nebraska State Patrol and Village of Boys Town Police Department can help with security.

- 1. Roadblocks and barricades: Local resources will be used first then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the Douglas County Emergency Communications / 911 to request additional resources from these agencies.
- 2. Identification cards for access to the disaster area will be issued in Boys Town. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Douglas County Emergency Management Agency or

designee will distribute identification cards from the EOC or at the disaster access points.

IV. FIRE DEPARTMENT (Annex F)

- A. Fire Department personnel can communicate by radio with the Douglas County Emergency Communications / 911, the Incident Command, the EOC, Law Enforcement and EMS as well as with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expand/transfer the Incident Command as the situation warrants.
- C. The Fire Department will coordinate with other First Responders in search and rescue.
- D. Hazardous Materials Response (Annex F, Appendix 1).
 - 1. Boys Town has an MOU with the Omaha Fire Department to handle hazmat incidents and the Incident Commander will request assistance through DCCC/911. If additional help is needed the IC will call for a State Emergency Response Team (SERT) through the NE State Patrol (402) 471-4545.
 - 2. The Incident Commander will determine if the incident poses a threat to people and/or property and will determine if an evacuation is necessary.
 - 3. Hazardous materials, including radiological, in Douglas County are listed in Annex F, Appendix 1, Attachment 1.

V. EMERGENCY MEDICAL SERVICES (EMS) (Annex G)

- A. EMS personnel can communicate by radio with the Communications Center, the Incident Command, the EOC, Law Enforcement, Fire Departments, and with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and expand/transfer the Incident Command as the situation warrants; following NIMS protocols.
- C. EMS will work with other First Responders in search and rescue.
- D. One person may be dedicated to radio communications; another may be needed to set up triage.

- E. After triage, victims can be transported to the nearest receiving hospital(s).

VI. PUBLIC WORKS/UTILITIES (Annex K, Annex C)

- A. The Public Works/Utilities Supervisor will maintain communication and coordination with the Executive Board, the Incident Command and the EOC during the initial response activities through the final restoration of services.
- B. Utilities will provide personnel for emergency repairs.
- C. Village street maintenance crews will clear emergency routes for the initial disaster response and will begin debris removal. The County Road Department may be contacted for additional help.
- D. The Village Board Chairperson will authorize a tree dump as approved by DEQ. Arrangements can be made to separate, recycle, store and discard debris at a later time.
- E. The primary list of heavy equipment and resources for disaster operations is in Annex L, Attachment 2.

VII. EMERGENCY OPERATIONS CENTER (EOC) (Annex A)

- A. THE EOC NEEDS TO BE THE ONE POINT OF CONTACT IN COORDINATING AND SUPPORTING THE INCIDENT COMMAND DURING DISASTER RESPONSE AND RECOVERY OPERATIONS. Not only will the Incident Commander work with the EOC, but also regular briefings will be held for Command, General and EOC Staff. The Chief Elected Official in coordination with the Incident Commander, schedule these meetings.
- B. Management and coordination of the disaster response and recovery support operations will be administered from the EOC.
- C. The Village Board Chairperson has the primary responsibility and authority, by law, for disaster operations coordination. The Village Board Chairperson line of succession is to the President of the Village Board.
- D. The Emergency Operating Center (EOC) will be set up in the Boys Town Town Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC. A generator is available for use from the Fire Department.
- E. The Douglas County Emergency Management Agency Director will work under the Village Board Chairperson's direction in carrying out disaster

coordination and support duties. Other staff that may be called upon to work in the EOC are the:

1. Communications dispatch (2-3 people),
 2. Public Information Officer,
 3. Representatives from Law Enforcement, Fire, EMS, and Utilities,
 4. Village Clerk,
 5. Village Board Member(s), and
 6. Representatives from support agencies as needed.
- F. The Douglas County Emergency Management Agency Director and/or the Village Board Chair can open the Emergency Operating Center. The Director will inform the Nebraska Emergency Management Agency (NEMA) in Lincoln that the EOC has been opened.
- G. The Douglas County Emergency Management Agency Director will call in personnel to work the disaster. The Emergency Management Director will coordinate and work with all responding agencies.
- H. A telephone list of officials and personnel is found in Annex A, Attachments 1 and 2 of the county LEOP.
- I. The Village Board Chairperson will declare a Disaster when assistance is needed beyond the capability of Boys Town to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Douglas County Emergency Management Agency Director will send a copy of the Disaster Declaration to NEMA as soon as practical.

VIII. COMMUNICATIONS at the EOC (Annex B)

Coordination between the EOC, the Incident Command Post and the first responders is essential. The communications capability at the EOC includes mobile and fixed radios, landline and wireless telephone, Internet, and messengers. Additional communications assistance may be available from the Nebraska Emergency Management Agency and/or the Nebraska State Patrol Mobile Command Post.

IX. EMERGENCY PUBLIC INFORMATION (Annex D)

- A. The Village Board Chairperson, the Incident Commander, Public Information Officer or the Douglas County Emergency Management Agency Director serving as an alternate, will release official public information. This Public Information Officer will work at the EOC, coordinating with the Village Board Chairperson, Emergency Management, and the Incident Commander.
- B. The Chief Elected Official must approve the public information being released.
- C. Official information or instructions to the public will be broadcast over radio station KFAB 1110AM and television stations WOWT Channel 6, KETV Channel 7 and KMTV Channel 3.
- D. If needed, the Public Information Officer will conduct briefings with the media to update them on the latest disaster events.
- E. A telephone line may be set up to receive calls from the public concerning the disaster. The Public Information Officer will be responsible for this "rumor control – public inquiry" line.
- F. Emergency information could also be released through the Nebraska Emergency Alert System (EAS). Douglas County is in Area 1 of the EAS network (Annex B).

X. SHELTERING (Annex I)

- A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Douglas County Emergency Management Agency Director will call the American Red Cross (ARC) when short term sheltering is needed. The American Red Cross of Nebraska and Southwest Iowa will open shelters as needed under the direction of the Douglas County Emergency Management Agency Director.
- B. Emergency Management will alert the Field Incident Commander and the Public Information Officer which shelters have been opened and which streets are cleared to the shelters.
- C. A list of shelters in Boys Town is in Attachment 1 to Annex I.

XI. RESOURCES (Annex L)

- A. The Chief Appointed Official is responsible for obtaining additional resources needed to respond to the disaster. The First Responders in the field may make resource requests to the EOC.
- B. The County Road Department and/or the Douglas County Emergency Management Agency Director will maintain a list of heavy equipment, transportation resources, generators, and specialized teams or services that can be used in disaster operations. Resources available to the county are listed in Attachments 1, 2, Annex L.
- C. The village Clerk may be appointed as the Volunteer Coordinator in Boys Town. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

- A. Douglas County Environmental Services will serve as the Damage Assessment Coordinator who will compile and report to the EOC all of the damage information gathered. The Incident Status Report (OMS-1) form can be found in the county LEOP in Annex A, Attachment 3.
- B. Damage assessment starts as soon as lifesaving efforts are completed.
- C. Damage Assessment for the following areas will be completed by:
 - 1. Public Facilities: Public Works,
 - 2. Residences: Insurance Adjusters, Insurance Agents, and
 - 3. Businesses: Insurance Adjusters, Insurance Agents.

XIII. HEALTH and HUMAN SERVICES (Annex G)

The coordination of all public welfare and human needs after a disaster will be provided from such organizations as the Douglas County Health Department, Nebraska Office on Aging, the Heartland Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

The Douglas County Health Department along with the Nebraska Department of Health and Human Services will be responsible for addressing public health issues, including counseling services.

XV. FINANCIAL ACCOUNTABILITY

The Boys Town Village Clerk will be responsible for tracking all disaster expenses including overtime for paid personnel, supplies used, emergency purchases/rentals/contracts. Also an accounting system will track all donations of supplies, material, equipment, mutual aid support and volunteer labor for the duration of the event.

XVI. WHEN the DISASTER is BEYOND LOCAL CAPABILITIES

- A. When local resources are not sufficient for the disaster response needs, the Chief Executive may request assistance from Douglas County and from the Douglas County Emergency Management Agency. If, in the determination of county officials, county resources and mutual aid are not adequate to cope with the situation, assistance may be requested from the Nebraska Emergency Management Agency by calling toll free 1-877-297-2368.
- B. A telephone list for officials, first responders, and support groups is found in Annex A, Attachments 1 and 2.

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CITY OF OMAHA



EMERGENCY OPERATIONS PLAN

FOR COMMUNITY EMERGENCY AND NATURAL DISASTER RESPONSE AND RECOVERY

2015

CITY OF OMAHA EMERGENCY OPERATIONS PLAN

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CITY of OMAHA EMERGENCY OPERATIONS PLAN

I. PURPOSE

- A. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for the coordination and management of both the prevention preparations and the disaster operations and recovery. The Mayor shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster. (Nebraska Emergency Management Act, 1996, section 81-829.46).
- B. The Emergency Preparedness Mission for the city of Omaha is to ensure the coordination of city departments and personnel to effectively respond to and recover from a community emergency or natural disaster (CEND) incident so that the maximum number of people and the greatest amount of property in jeopardy from a disaster can be saved and order restored as soon as possible.
- C. This plan identifies the primary disaster responsibilities of city departments and personnel employed by the city. This plan is intended to supplement the Douglas County Local Emergency Operations Plan (LEOP); functions found in this plan are also discussed in the LEOP.
- D. It is in the best interest of the city of Omaha that the named key stakeholders meet at least once a year and / or after each disaster to review the Plan with the Douglas County Emergency Management Agency Director to determine that the Plan is current and reflects the roles and responsibilities as defined by statues, resolutions and field operations.

II. PLANNING FACTORS

A. All-Hazards Approach

- 1. This Plan uses an "all-hazards" approach that provides general direction for responding to any type of disaster across a full spectrum of hazards.
- 2. A primary purpose of this plan is to serve as a document that formally empowers city officials to take the actions necessary to prepare, mitigate, respond to and recover from a CEND incident. This document does not contain standard operating procedures, codes or adopted ordinances.

B. Vulnerable Populations

1. There are functionally vulnerable populations at risk in Omaha. These people may require special considerations in warning, evacuation, and other areas of disaster response.

C. Primary Responsibility For Disaster Response and Recovery

1. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The elected officials of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster.
2. In the absence of the Mayor, the established line of succession is:
 - a. President of the City Council
 - b. Senior member of the City Council
 - c. An official as appointed / elected by the City Council

D. Community Emergency and Natural Disaster (CEND) Incidents

1. CEND incidents can occur under a variety of circumstances. CEND incidents result in a degree of severity and complexity such that multiple agencies are utilized in order to adequately respond to and recover from the incident. Such incidents require coordination of the agencies and request for resources. Three fundamental actions are common to CEND incidents:
 - a. Incident Command is established
 - b. The Douglas County Emergency Operations Center is fully or partially activated
 - c. The CEND incident is recognized as such by the Chief Elected Official having jurisdiction.

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. Douglas County Emergency Communications / 911 or Emergency Management will begin the notification of key officials when a disaster situation has occurred or is eminent.

For severe weather, the public may have already been warned through the electronic media. The 911 dispatcher will activate the sirens in accordance with the DCEMA Siren Activation Policy.

B. Operations - Actual Disaster

1. The first priority after a disaster has struck is lifesaving activities and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. The Douglas County Emergency Operations Center (EOC) may be activated to provide local officials and other designated personnel the necessary means and information to provide coordination between Incident Command Field Operations and the EOC.
3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.
4. All responders in the field and officials at the EOC must maintain contact with each other to effectively coordinate response / recovery based on the demands of the emergency.
5. All responding departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) and Incident Command protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) as necessary.

C. Operations - Departmental Responsibilities

The City of Omaha has responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Four areas of disaster operations are as follows:

1. Field Operations (Tactical and Operational Capabilities)

- a. First Responders will provide the initial tactical response to a disaster.
- b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency or by forming a Unified Command as disaster priorities or complexity changes.
- c. Because of the scope of the CEND incident, First Responders may incur additional responsibilities as defined in Section IV of this plan.
- d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for major decisions in response/recovery operations is the responsibility of the elected officials of the EMSAT.

2. Emergency Operations Center (EOC) (Strategic and Functional Capabilities)

The Emergency Operations Center is activated to coordinate disaster response and recovery with the site Incident Commander.

- a. Staffing will be determined by the extent, severity, and complexity of the situation.
- b. The EOC is located at Civic Center, 1819 Farnam Street. This location provides communications capability, auxiliary power, and ample space with support equipment for CEND incident operations.

3. Emergency Management Senior Advisory Team (Policy)

The Emergency Management Senior Advisory Team (EMSAT) is comprised of key elected officials, department heads and organization executives to define and convey the policy decisions and interpretations under which response and recovery personnel must operate. Policy

decisions focus on the extent, use, acquisition, costs and limitations of community resources and associated efforts and activities. The DCEMA Director shall be responsible for engagement of the EMSAT and maintaining the integrity of EMSAT, EOC, Incident command and Field Operations as necessary.

4. Additional Disaster Services (Support)

Assistance from other departments, agencies and groups may be asked to assist in response to the disaster. The Incident Commander or the EOC Staff may relay the request for these services.

D. Field Operations: Incident Command and the EOC

1. The First Responders in the field and the EOC staff must interface during disaster operations so that response efforts are channeled for the quickest, most effective recovery for the city. The use of the NIMS will help standardize communications and enhance coordination between incidents, initial responders, mutual aid, Chief Elected Officials (CEO's) and supporting organizations.
2. Resource requests will be received and documented by the EOC for Incident Command.
3. Communications Capabilities: When the Incident Commander establishes a command post and the EOC is activated, each location will maintain communications with each other.
4. EOC Briefings: The Incident Commander, first responders, city departments, agencies and organizations working the disaster may be required to send a representative to the Command post or EOC to report activities, accomplishments, needed support and supplies and the next operational priority in their area. From this report, an Incident Action Plan (IAP) is typically developed for the next specified operational period.
5. Security of the Disaster Area:
 - a. Security may be needed at all the highway points leading into Omaha. The Nebraska State Patrol will assist as needed.
 - b. Local resources will be used for roadblocks and barricades; other village/county/state roads departments may be asked to help. The Incident Commander or responding law enforcement officer will contact the Communications Center to request additional resources from these departments.

- c. Identification cards for access to the disaster area by local government employees will be issued in Omaha and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Douglas County Emergency Management Agency Director (or other authorized position) will issue the guidance needed for personal identification to enter the EOC.

E. Operations - Administration

1. Under the advisement of Incident Command and direction of the Mayor or the Chief of Staff, the City Finance Department and City Purchasing will purchase, rent or authorize individual departments as needed, to obtain or procure needed goods and services for disaster operations. All agreements and contracts shall be recorded. Contracting for permanent repairs and / or new construction of public facilities will follow established, routine procedures. As required, all labor, equipment, and material expenditures, including donated supplies, equipment, professional and volunteer services for the disaster will be submitted to and documented by City Finance.

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

1. City Departments with a significant role in the response will become familiar with an Incident Command System per HSPD-5, NIMS. This Incident Command System will be used to ensure one point of contact for field coordination. Key stakeholders as identified in the Douglas County Local Emergency Operations Plan (LEOP) shall complete the training associated with their responsibilities and position.
2. The Incident Commander may select staging area(s) if needed. The Incident Commander will inform the EOC of the location(s) of the staging area(s).

B. Responsibilities List for Field Operations

1. City officials including department heads have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. Since the list is not all-inclusive; at the direction of either the Department Director or the Mayor's Chief of Staff, city personnel may be requested to perform disaster-related duties.

2. The task assignments for each City Department are written in general terms. Each Department should develop guidelines (SOPs) for their specific operations in a disaster situation.

C. Omaha Police Department - Police Chief / Senior Officers (LEOP - Annex H)

1. Will be among the First Responders to the incident scene.
2. If first on scene, implements Incident Command.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel as needed and if required, other law enforcement agencies for assistance. Uniformed personnel could be available from the Omaha Police Department, Douglas County Sheriff's Office, Nebraska State Patrol and adjacent law enforcement agencies as needed.
5. If needed and in conjunction with the Fire Department, OPD may warn residents and businesses by public address systems, going door to door, or other means.
6. Assists with public evacuation as required including coordination with Emergency Management to select the best evacuation routes to the selected shelter.
7. Implements established procedures for roadblock locations to isolate locations in Omaha if entry control is necessary.
8. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
9. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
10. Assesses and determines the immediate needs for routes to the hospital and coordinates with the EOC and Incident Command.
11. Coordinates traffic control and crowd control in and around the disaster area.
12. Coordinates with the Public Works Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.

13. Conducts search and rescue operations with Omaha Fire Department personnel.
14. Assesses the need for other City Departments to respond to the community emergency or natural disaster.
15. As part of Incident Command, may request opening of the EOC for assistance in coordinating disaster response.
16. Relocates to an alternate site if the Police Station is damaged.
17. May initially advise the EOC of the area affected and gives general damage information.
18. Refers inquiries from the general public regarding the disaster or the whereabouts of missing individuals to the EOC.
19. Sends a representative to the EOC for operations and briefings; informs the EOC of problems or restrictions to an efficient or effective response and recovery.
20. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer identification as needed
 - c. Checks ID cards of key personnel
 - d. Controls EOC security for any interference with emergency operations
21. Prevents looting in disaster area.
22. Prevents re-entry into damaged or contaminated buildings.
23. Provides security at shelters, if needed.
24. Provides security for visiting dignitaries.
25. Notifies the EOC of possible flooding problems.
26. Implements animal control measures using volunteers, veterinarians or animal control officers.
27. Provides volunteer labor as available.

28. Deputizes additional personnel, as required.
29. Continues with police responsibilities and services in unaffected areas.
30. Designates and maintains the lines of succession in the absence of the Police Chief.

D. Emergency Communications Center

1. Maintains a current telephone roster for key city personnel and others such as the hospital, care centers, schools, and businesses.
2. Provides warning of severe weather through activation of outdoor warning sirens; if the endangered area is isolated, telephones may be used for notification of residents and/or businesses.
3. As warranted and after the initial request for first response, makes the necessary notifications to include the Emergency Management Director.
4. Coordinates Public Safety radio traffic.
5. May request additional assistance through the EOC.

E. Omaha Fire Department - Fire Chief / Assistant / Battalion Chiefs

1. Will be among the First Responders to disaster scene.
2. Assumes the operational control for fire suppression and explosions.
3. Serves as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services System Regulation and Licensure and the Nebraska Emergency Management Agency.
5. Implements the Incident Command System per NIMS.
6. May request opening the EOC for assistance in coordinating and supporting disaster response.
7. Coordinates with Law Enforcement in search and rescue operations.
8. Assists Law Enforcement in evacuation efforts.

9. Assists Law Enforcement in warning by public address system or door-to-door.
10. Assists Law Enforcement in crowd control and security of the disaster area.
11. Assesses need for other City Departments to respond and reports this to the EOC.
12. Implements mutual aid agreements with other jurisdictions, as needed.
13. Coordinates the staging area with the EOC and Incident Command.
14. Provides back-up equipment for water pumping.
15. Assists in safety inspections to assure the integrity of a structure before permitting re-occupancy.
16. Sends a representative to the EOC and informs the EOC of any issues or problems.
17. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual, to the EOC.
18. Continues fire suppression and special operations.
19. Establishes and maintains the lines of succession in the absence of the Fire Chief.

F. OFD Emergency Medical Services

1. May be among the First Responders at the disaster scene.
2. Implements the Incident Command System per NIMS.
3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital and coordinates with law enforcement to ascertain open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.

7. Sends a representative to briefings at the EOC and informs the EOC of problems related to the disaster.
8. Continues emergency medical services in the unaffected areas of the City.
9. Establishes and maintains the lines of succession.

G. Public Works / Utilities / Infrastructure Support (LEOP - Annex K)

1. The Public Works Department includes various divisions and functions including Administration, Construction, Design, Environmental Quality, Environmental Engineering, General Services, Sewer Maintenance, Street Maintenance, Traffic Engineering and Waste Water Treatment. If a staging area for the Public Works function is established, it will be coordinated with the EOC and Incident Command.
2. The Public Works Department will play a key role in the recovery phase following a CEND incident. During recovery a trained and empowered individual from the Public Works Department will serve in the role as Chair of a Unified Recovery Team following the actions of an established Unified Command.
3. Street Maintenance

The call to respond to the disaster may come from dispatch at the Communications Center. The Supervisor of Street Maintenance will coordinate with the EOC and the Incident Commander on disaster work assignments. Tasks may include but are not limited to:

- a. Developing a response priority and plan to clear debris from the primary routes needed for First Responders and clearing of arterials and collector routes.
- b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the Mayor, Incident Commander and the EMSAT.
- c. Closing streets, if requested by Law Enforcement and/ or Incident Command, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
- d. Posting traffic directional signs as needed, particularly for evacuation.
- e. Clearing debris from public areas and from private property as is necessary for the rescue or safety of the occupants.

- f. Performing priority repairs to streets.
 - g. Clearing inlets and repairing storm sewers.
 - h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
 - i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are those of Douglas County Environmental Services.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas as needed and obtaining legal approvals for such actions.
 - l. Furnishing heavy equipment and personnel to other City Departments as needed.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, Mayor / EMSAT and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment, services and labor procured during the response and recovery.
4. Omaha Public Power District (OPPD)
- a. OPPD is responsible for de-energizing downed power lines.
 - b. Restores service as prioritized.
 - c. Coordinates with the EMSAT, EOC, Incident Command and supplier in finding a temporary source of electricity should the city need it to restore utility service.
 - d. Keeps the EOC, Incident Command and supplier informed of the current situation and when service may be restored.
 - e. Sends representative to briefings at the EOC; informs the EOC, Mayor, EMSAT and Incident Commander of any problems.

- f. Assists with the electric service to the damaged public buildings; coordinates with the building owner and inspectors on these inspections.
 - g. Assists in providing emergency lighting where needed for disaster operations.
 - h. Coordinates the use of emergency power generators with the EOC and Incident Command.
5. Water and Wastewater
- a. Metropolitan Utilities District (MUD) - Water Division
 - i. MUD is responsible for assessing water supply to commercial and residential properties in its system.
 - ii. Maintains water pressure and uncontaminated water supply.
 - iii. Where possible ensures an adequate water supply to the fire hydrants in case of major fire.
 - iv. Is prepared to isolate the water system where there is a possibility of contamination from a hazardous materials spill.
 - v. Repairs the water tower and/or mains, as prioritized; isolates ruptured or damaged mains until repairs can be made.
 - vi. Coordinates water testing with the State Health and Human Services System.
 - vii. Provides potable emergency water supply.
 - a. Locates suitable containers and fills with uncontaminated, potable water.
 - b. Distributes water to locations as coordinated by the EOC; is aware of prioritized facilities needing water such as hospitals or care facilities.
 - viii. Inspects the water system.
 - b. Omaha Public Works - Wastewater Division
 - i. Maintains the sanitary sewer operations.

- ii. Is prepared to isolate / divert in-flow if the incident involves a hazardous materials spill or other cause into the waste system as needed.
- iii. Performs safety inspections for the wastewater system if damaged from the disaster.

6. Parks and Recreation Department

- a. Surveys damage to parks and evaluates feasibility of department facilities and property to support disaster recovery efforts.
- b. Reports to EOC and EMSAT (as needed) of disaster work assignments.
- c. When feasible, furnishes equipment and personnel to other City Departments.
- d. Attends EMSAT and EOC briefings and informs the Mayor of any problems in disaster clean-up/repair.

7. Landfill Operations

Douglas County Environmental Services shall be responsible for coordinating disposal of disaster debris and will work with the Public Works and Parks Department. DC Environmental Services will:

- a. Meet the demand for greater disposal operations by:
 - i. Requesting an extension of hours as needed for debris disposal.
 - ii. Requesting signs or guides in the landfill area to organize disposal efforts.
- b. Obtain permission from DEQ and / or other regulators for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
- c. Identify a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.
- d. In coordination with affected City Departments, the EMSAT, EOC, and Incident Commander establish temporary site(s) for debris disposal, storage, separation, storage, recycling.

- e. As primary stakeholder of the Debris Management Plan, be responsible for the accuracy and completeness of the Debris Management Plan.
- f. Assist in establishing an additional temporary tree-burning area if the one "permitted" burn site in Omaha is not adequate.

V. DOUGLAS COUNTY EMERGENCY OPERATIONS CENTER

A. Mayor / City Council (LEOP - Annex A)

Responsibilities of the Mayor's Office / City Council President and its support team during disaster operations may include, but are not limited to:

- 1. Making executive decisions; establish effective disaster response policy.
- 2. Exercising emergency powers; provide policy decisions.
- 3. Signing the Disaster Declaration for the City of Omaha.
- 4. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Commerce restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
 - g. Financial obligations and reimbursement
- 5. Approving emergency ordinance exceptions and resource funding for the city.
- 6. Activating the EOC, participate in the EMSAT and notify the Emergency Management Director as needed.
- 7. Formally recognize and declare local Community Emergencies and Natural Disasters.

8. Emergency Public Information (LEOP - Annex D)

- a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO) and the Joint Information Center.
- b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
- c. The PIO will participate in the establishment of an Information Center to:
 - i. Release emergency directions and information to radio, television and newspaper.
 - ii. Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - iii. Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - iv. Serves as the source through which the media will gain access to public officials, if required.
 - v. Provides current and accurate information as part of a Joint Information Center comprised of other government PIO's to provide a consistent and accurate message to public and outside media sources.

B. Mayor's Chief of Staff

The Mayor's Chief of Staff is the administrative head of the city government and works under the direction of the Mayor who has final authority for all City Departments. The Chief of Staff may be delegated responsibility by the Mayor and Council to coordinate with the Douglas County Emergency Management Agency Director in providing unified management of the direction and control functions for disaster response and recovery and for support of the Incident Command. Unless performed by the Mayor, the Chief of Staff's responsibilities may include, but are not limited to:

- 1. Coordinating with the Mayor/City Council members, the Emergency Management Director and the Incident Commander during disaster operations.

2. The Chief of Staff will be alerted of a disaster situation by the Communications Center or Emergency Management Director; normally, the Chief of Staff will, in turn, call the Mayor.
3. Requesting the activation of the Douglas County EOC and participate in the EMSAT.
4. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
5. In conjunction with the Emergency Management Director, advise on appropriate EOC staffing.
6. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
7. In conjunction with needs of Field Operations and Emergency Management:
 - a. Identify city personnel not involved in disaster response who could assist in emergency duties.
 - b. Form a clerical pool and provide other support personnel needed to staff the EOC - may include recording disaster events, maintaining status boards, word processing, answering inquiries, telephoning, etc.
8. Assuring current inventory and resource list of emergency equipment and supplies are available.
9. Coordinating city resources that may be used in disaster response/recovery.
10. Coordinating with the City Attorney on any legal emergency matters.
11. Responding to official inquiries.
12. Prioritizing the return to service if a number of public buildings and/or streets have been affected by the disaster.
13. Coordinating with the City Planning Department in recovery and rebuilding efforts.
14. Ensuring the Chief Building Inspector has designated someone to photographically document damage should there be a later need for such records when applying for state or federal assistance.

15. Designating appropriate staff to photograph debris piles before disposal.
16. In conjunction with the City Finance Department, ensuring that the City documents expenses for the disaster and inclusion of the donation of supplies, equipment, services and volunteer labor.
17. Assisting the Emergency Management Director in determining the location(s) for the distribution of potable water and if needed, request MUD to provide potable water to the public; then through the Public Information Officer, notifying the public of the availability and location(s) of water.
18. Working with the Emergency Management Director in providing liaison with local contractors, businesses, and industries to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required in the disaster situation.
19. In conjunction with the American Red Cross, advising disaster victims of temporary emergency housing.
20. Establishing a point of contact for cash donations from the community for disaster victims and establishing guidelines in distributing the money. Also maintain an accepted accounting system to track appropriate financial donations.
21. Maintaining a system of management and problem resolution for unclaimed items including those donated, abandoned or rejected.
22. Carry out all Mayor responsibilities as defined in the local Mass Care Plan.

C. Emergency Management Director

The Douglas County Emergency Management Agency Director will act as a disaster operations advisor to the Mayor and City Council. Assisting with the direction and control function for coordinating disaster operations, the Emergency Management Director will work closely with the Mayor and Chief of Staff. Disaster operations duties for the Emergency Management Director may include, but are not limited to:

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.

2. Activating the EOC and assume overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the Chief of Staff/Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current recall list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support and staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically or on a status board or flip chart; plotting areas of destruction on maps; staff from the Douglas County GIS Department may be assigned this function.
7. Forming and conducting EMSAT and EOC briefings to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. As needed coordinate with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions with mutual aid requests if the situation dictates.
9. Request the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Working with MAPA and Metro in coordinating transportation that may be requested and required by Incident Command for evacuation.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Assisting the Mayor or Council President in declaration of a City Emergency; preparing the Disaster Declaration for the signature of the Mayor.
14. Coordinating with the City Attorney on any emergency legal matters.
15. Coordinating with the American Red Cross and social services agencies on disaster needs of individuals to provide necessary outreach services and assistance in recovery to include those with functional needs.
16. Coordinating staging areas with Field Operations.

17. Coordinate the dissemination of Identification for:
 - a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials
18. Coordinating with the Mayor's Chief of Staff in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
19. Working with the Chief of Staff in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
21. Coordinate the providing of pre-event planning and training opportunities for personnel who will respond to a disaster.

D. City Attorney

1. Reviews the Nebraska Emergency Management Act and provides emergency legal counsel to city officials on subjects such as:
 - a. Curfews
 - b. Commerce restrictions
 - c. Standards for contractors, craftsmen to ensure disaster victims are not further victims of unscrupulous practices
 - d. Temporary waivers for land use
 - e. Other related legal duties
2. Drafts emergency ordinances for the city if needed.
3. Provides assistance in negotiating contracts for emergency services.

E. Omaha Planning Department - Building Inspector (LEOP - Annex C)

1. May coordinate or assist with damage assessment of:
 - a. Public buildings, property and infrastructure
 - b. Homes
 - c. Businesses
2. Compiles information to help define impact to property and answer questions from homeowners and elected officials.
3. Works with the American Red Cross damage assessment team to assure homes have been surveyed for damage.
4. In conjunction with the Chief of Staff, assures someone is designated to photograph and record public and private damage should there be a need for application for state or federal assistance.
5. Works with DCEMA to compile damage assessment reports into a summary document for use by the EOC Staff.
6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
7. Identifies properties for demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
8. Assures through the inspection process that habitability and rebuilding is in compliance with the City's criteria, ordinances and master development plan.
9. Coordinates with engineers and contractors as needed to repair and restore damaged public facilities.
10. Coordinates with the Public Works Director in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. With the approval of the Public Works Director, contracts for needed engineering services.
12. Coordinates as necessary, with the Omaha Public Power District on safety inspections of the electric systems on damaged public buildings.

13. Where applicable, provides that all incoming contractors properly register.

F. City Finance / Clerk

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Department in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster, when requested.
5. In conjunction with the Chief of Staff, prepares the necessary documentation required for state and federal disaster assistance applications.
6. Provides staff for the EOC to track and record disaster events.
7. As necessary, works with the Volunteer Coordinator in Omaha. Procedures are outlined in Attachment 3 to Annex L.

G. Purchasing Department

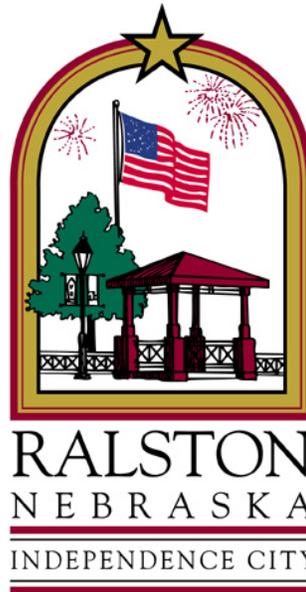
1. Makes emergency purchases, as required.
2. When the Mayor declares a disaster, implements the policy that allows department directors to purchase or lease emergency supplies and/or equipment as necessary.
3. Coordinates with City Finance / Clerk in assigning department directors a purchase order number for emergency expenditures.

H. Douglas County Health Department

1. The Douglas County Public Health Department's (Public Health) responsibilities include identifying and exercising emergency authority to stop and prevent unhealthy acts or conditions that threaten the health status of the community. This includes the monitoring and administration of countermeasures necessary to protect against environmental, sanitary, and communicable threats to public health.
2. Public health response activities may include deployment of a Public Health Emergency Response Team to assess the situation and collect and communicate information from the field to the EMSAT.
3. Public Health will also implement appropriate countermeasures and provide technical and / or operational guidance to emergency management personnel.
4. Public Health will also provide mass distribution of medical countermeasures in response to an identified biological threat, as needed.
5. Emergency medical information responsibilities have been assigned to the EMSAT Hospital Coordinator and include provisions for the triage, treatment, and transport of casualties of a CEND incident. Activities include coordinating the tracking of the patient assessment process for the purpose of reporting priorities for medical treatment and transport, coordinating the treatment of patients being held for transportation to medical facilities, and working with Omaha area hospitals to coordinate the direction of patient transport to receiving hospitals and/or medical facilities.

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CITY OF RALSTON



EMERGENCY OPERATIONS PLAN

FOR COMMUNITY EMERGENCY AND NATURAL DISASTER RESPONSE AND RECOVERY

CITY OF RALSTON EMERGENCY OPERATIONS PLAN

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CITY of RALSTON EMERGENCY OPERATIONS PLAN

I. PURPOSE

- A. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for the coordination and management of both the prevention preparations and the disaster operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster. (Nebraska Emergency Management Act, 1996, section 81-829.46).
- B. The Emergency Preparedness Mission for the City of Ralston is to ensure the coordination of city departments and personnel to effectively respond to and recover from a natural or manmade disaster so that the maximum number of people and the greatest amount of property in jeopardy from a disaster can be saved and order restored as soon as possible.
- C. This plan identifies the primary disaster responsibilities of city departments and personnel employed by the city. This plan is intended to supplement the Douglas County Local Emergency Operations Plan (LEOP); functions found in this plan are also discussed in the LEOP.
- D. It is in the best interest of the City of Ralston that the named key officials meet at least once a year and after each disaster to review the Plan with the County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statues, resolutions and field operations.

II. PLANNING FACTORS

A. All-Hazards Approach

- 1. This Plan uses an "all-hazards" approach that provides general direction for responding to any type of disaster across a full spectrum of hazards.

B. Vulnerable Populations

- 1. There are populations at risk in Ralston. These will require special considerations in warning, evacuation, and other areas of disaster response.

2. The community can use its EOC, emergency vehicles & sirens as well as local TV & Radio stations to alert the population.

C. Primary Responsibility for Disaster Response and Recovery

1. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster.
2. In the absence of the Mayor, the established line of succession is:
 - a. President of the City Council
 - b. Senior member of the City Council
 - c. An official as appointed/elected by the City Council (special election as necessary)

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center of Douglas County will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens or through the electronic media. If there are no automated warnings, Douglas County may sound the sirens as authorized.

B. Operations - Actual Disaster

1. The first priority after a disaster has struck is lifesaving activities and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. After the initial response, the Emergency Operations Center (EOC) will likely be activated to provide a site for local officials and other designated

personnel to implement direction and provide coordination and support of Field Operations.

3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.
4. All responders in the field and officials at the EOC must maintain contact with each other to effectively coordinate response/recovery from the demands of the emergency.
5. All responding departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) using the NIMS resource identification process.

C. Operations - Departmental Responsibilities

1. The City of Ralston has defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass several areas.
2. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency as disaster priorities change.
 - c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.
 - d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority

for major decisions in response/recovery operations is the responsibility of the elected officials at the EOC.

3. Emergency Operations Center (EOC) (Strategic and Functional)
4. The Emergency Operations Center will be activated to coordinate disaster response and recovery with the site Incident Commander.
 - a. Staffing will be determined by the severity of the situation.
 - b. The EOC is located at Ralston Fire Station, 7623 Park Drive. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.
5. Additional Disaster Services (Support)

Other agencies and groups may be asked for assistance after the initial response to the disaster. The Incident Command or the EOC Staff may request these services.

D. Field Operations: Incident Command and the EOC

1. Both the field responders and the EOC staff must interface during disaster operations so response efforts are channeled for the quickest, most effective recovery for the city. The use of the NIMS will help standardize communications and enhance coordination between incidents, initial responders, mutual aid, CEO's and supporting organizations.
2. Communications Capabilities: When the Incident Commander establishes a command post and the EOC is activated, each will maintain communications with each other.
3. EOC Briefings: The Incident Commander, first responders, City Departments and agencies working the disaster may be required to send a representative to report activities, accomplishments, needed support and supplies and the next operational priority in their area. From this report, the Incident Action Plan (IAP) is developed for the next specified operational period.
4. Security of the Disaster Area:
 - a. Security may be needed at all the highway points leading into Ralston. The Nebraska State Patrol & Douglas County Sheriff can help with security.

- b. Local resources will be used first for roadblocks and barricades; then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the Communications Center to request additional resources from these agencies.
- c. Identification cards for access to the disaster area will be issued in Ralston and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Ralston Emergency Management Coordinator (or other authorized position) will distribute identification cards from the EOC or at the disaster access points.

E. Operations - Administration

- 1. Under the direction of the Mayor/City Administrator, either the City Clerk/Treasurer or Purchasing Officer will purchase or rent needed supplies, materials, and equipment or hire temporary help for disaster operations. All agreements and contracts will be recorded in the City Clerk's/Treasurer's Office. Contracting for permanent repairs and/or new construction of public facilities will follow established, routine procedures. All labor, equipment, and material expenditures, including donated supplies, equipment, professional and volunteer services for the disaster will be submitted to and documented by the City Clerk/Treasurer.

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

- 1. All City Departments will become familiar with an Incident Command System per HSPD-5, NIMS. This Incident Command System will be used to ensure one point of contact for field coordination.
- 2. The Incident Commander may select staging area(s) if needed. The Incident Commander will inform the EOC of the location(s) of the staging area(s).

B. Responsibilities List for Field Operations

- 1. In preparing this plan, city officials have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. However, the list is not all-inclusive; at the direction of either the Department Supervisor or the Mayor, city personnel may be requested to perform other disaster duties.

2. The task assignments for each City Department are written in general terms and purposely do not tell supervisors how to do their jobs. Each Department should develop guidelines (SOPs) for their specific operations in a disaster situation.
- C. Police Department - Police Chief (LEOP - Annex H)
1. Among the First Responders to the disaster scene.
 2. Implements the appropriate National Incident Management System.
 3. Assesses communications capability as a priority action.
 4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance. About 14 persons could be available from the Ralston Police Department as well as persons from the County Sheriff's Office, Nebraska State Patrol, Game and Parks Commission.
 5. If needed, in conjunction with the Fire Department, warns residents and businesses by public address systems, knocking on doors, or other means.
 6. Conducts any evacuation as required; including coordination with Emergency Management to select the best evacuation routes to the selected shelter. See Annex E for evacuation planning and operations guidelines.
 7. Implements established procedures for roadblock locations to isolate Ralston if entry control is necessary.
 8. Warns the public to evacuate by public address system or door-to-door if time does not allow emergency information to be released through the Public Information Officer; the Fire Department may assist in contacting those affected. See Annexes B and D for communications capabilities and strategies.
 9. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
 10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
 11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.

12. Coordinates traffic control and crowd control in and around the disaster area.
13. Coordinates with the Street Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.
14. Conducts search and rescue operations with Fire Department personnel.
15. Assesses the need for other City Departments to respond, contacts the Superintendents of Departments and reports this to the EOC.
16. May request opening the EOC for assistance in coordinating disaster response.
17. Relocates to an alternate site, Ralston Fire Station, 7623 Park Drive, if the Police Station is damaged.
18. May initially advise the EOC of area affected and gives general damage information.
19. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual to the EOC.
20. Sends a representative to the briefings at the EOC; informs the EOC/Mayor/Incident Commander of any problems.
21. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer ID cards
 - c. Checks permanent ID cards of City personnel
 - d. Controls EOC security from any interference with emergency operations
22. Prevents looting in disaster area.
23. Prevents re-entry into damaged or contaminated buildings.
24. Provides security at shelters, if needed.
25. Provides security for visiting dignitaries.

26. Notifies the EOC of possible flooding problems.
 27. Picks up stray animals or implements other animal control measures using volunteers, veterinarians or animal control officers. See Annex H.
 28. Provides volunteer inmate labor.
 29. Deputizes additional personnel, as required.
 30. Continues with police responsibilities and services in unaffected areas.
 31. Designates and maintains the lines of succession in the absence of the Police Chief.
- D. Communications Center - Police Department (LEOP - Annex B)
1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
 2. Provides warning through sirens; if the endangered area is isolated, telephones residents and/or businesses and initiates other warnings systems for identified special populations.
 3. Monitors and disseminates further watches and/or warnings or advisories.
 4. After the initial request for first response, makes the necessary notifications to include notifying the City Administrator, Mayor, and Emergency Management Director.
 5. Coordinates emergency radio traffic.
 6. May request additional assistance through the EOC.
- E. Fire Department - Fire Chief (LEOP - Annex F)
1. Among the First Responders to disaster scene.
 2. Assumes the operational control for fire suppression and explosions.
 3. If properly trained, serve as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
 4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services

System Regulation and Licensure and the Nebraska Emergency Management Agency.

5. Implements the Incident Command System per NIMS.
6. May request opening the EOC for assistance in coordinating and supporting disaster response.
7. Coordinates with Law Enforcement in search and rescue operations.
8. Assists Law Enforcement in evacuation efforts.
9. Assists Law Enforcement in warning by public address system or door-to-door.
10. Assists Law Enforcement in crowd control/security of the disaster area.
11. Assesses need for other City Departments to respond and contacts the Department Superintendent(s); reports this to the EOC.
12. Implements mutual aid agreements with other jurisdictions, as needed.
13. Coordinates the staging area with the EOC and Incident Command.
14. Provides back-up equipment for water pumping.
15. Assists in safety inspections to assure the integrity of a structure before permitting re-occupancy.
16. Sends a representative to briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
17. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual, to the EOC.
18. Continues fire suppression operations.
19. Establishes and maintains the lines of succession in the absence of the Fire Chief.

F. Emergency Medical Services - Rescue Chief (LEOP - Annex G)

1. May be among the First Responders at the disaster scene.
2. Implements the Incident Command System per NIMS.

3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital; checks with Police Department\EOC for open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.
7. Sends a representative to briefings at the EOC and informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
8. Continues emergency medical services for the remainder of the City.
9. Establishes and maintains the lines of succession.

G. Public Works/Utilities (LEOP - Annex K)

1. The Public Works Department includes these departments: Street, Waste Water and Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command. OPPD provides electricity and Black Hills Energy provides natural gas. Public Works will work in conjunction with these Utility providers to address any issues that arise.
2. Street Department - Superintendent
3. The call to respond to the disaster will probably come from dispatch at the Ralston Emergency Operations Center. The Superintendent will coordinate with the Mayor or Incident Commander on disaster work assignments. Tasks may include but are not limited to:
 - a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
 - b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the Mayor or Incident Commander, Police Department, and other affected City Departments.
 - c. Closing streets, if requested by Law Enforcement/Incident Commander, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.

- d. Posting traffic directional signs, as needed, particularly for evacuation.
 - e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
 - f. Performing priority repairs to streets.
 - g. Clearing inlets and repairing storm sewers.
 - h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
 - i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the Mayor in meeting requirements for the disposal of disaster debris.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas, as needed and as approved by Dept. of Environmental Quality.
 - l. If not being utilized, furnishing heavy equipment and personnel to other City Departments.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, Mayor and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment and labor procured during the response and recovery.
4. Wastewater Department - Superintendent
- a. Wastewater Division
 - i. Maintains the sanitary sewer operations.
 - ii. Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.
 - iii. Safety inspects the wastewater system if damaged from the disaster.

- iv. Contracts for portable toilets and for their maintenance.
5. Parks and Recreation Department - Director
- a. Surveys damage to parks.
 - b. Reports to the City Administrator/Mayor for disaster work assignment.
 - c. If not being utilized, furnishes equipment/personnel to other City Departments; will primarily assist Street Department.
 - d. Will attend or be represented at EOC briefings; informs the EOC/City Administrator/Mayor of any problems in disaster clean-up/repair.
6. Landfill Operation
7. The Mayor will primarily be responsible for coordinating disposal of disaster debris and will work with the Street Department in accomplishing this function. The following may be some of the requirements for disaster operations:
- a. Meet the demand for greater disposal operations by:
 - i. Requesting an extension of hours as needed for debris disposal.
 - ii. Requesting signs or guides in the landfill area to organize disposal efforts.
 - b. Obtain permission from DEQ for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
 - c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.
 - d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.
 - e. Will establish an additional temporary tree-burning area, if the one "permitted" burn site in Ralston is not adequate.

V. EMERGENCY OPERATIONS CENTER

A. Mayor/City Council (LEOP - Annex A)

Responsibilities of the Mayor and City Council during disaster operations may include, but are not limited to:

1. Making executive decisions; establish effective disaster response policy.
2. Exercising emergency powers; provide policy decisions.
3. Signing the Disaster Declaration.
4. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
5. Approving emergency legislation for the city.
6. Activating the EOC; notifying the Emergency Manager
7. Emergency Public Information (LEOP - Annex D)
 - a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).
 - b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
 - c. The PIO will establish an Information Center to:
 - i. Release emergency directions and information to radio, television and newspaper.
 - ii. Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation

dictates.

- iii. Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
- iv. Serves as the source through which the media will gain access to public officials, if required.
- v. Provides current and accurate information to the general public making inquiries.

B. Mayor

The Mayor is the administrative head of the city government who has final authority for all City Departments. The Mayor's responsibilities may include, but are not limited to:

- 1. Coordinating with the City Council members, the Emergency Management Director and the Incident Commander during disaster operations.
- 2. The Mayor will be alerted of a disaster situation by the dispatcher or Emergency Management Director.
- 3. Activating the EOC.
- 4. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
- 5. In conjunction with the Emergency Management Director, determining EOC staffing.
- 6. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
- 7. In conjunction with needs of Field Operations and Emergency Management:
 - a. Recruiting any city personnel not involved in disaster response who could assist in emergency duties.
 - b. Forming a clerical pool and provide any other support personnel needed to staff the EOC - may include recording disaster events, maintaining status boards, word processing, answering inquiries, telephoning, etc.

8. Maintaining current inventory and resource list of emergency equipment and supplies.
9. Coordinating citywide resources that may be used in disaster response/recovery.
10. Coordinating with the City Attorney on any legal emergency matters.
11. Responding to official inquiries.
12. If a number of public buildings and/or streets have been affected by the disaster, assisting in prioritizing the return to service.
13. Coordinating with the Building Inspector in recovery and rebuilding efforts.
14. Ensuring the Building Inspector has designated someone to photographically document damage should there be a later application for state or federal assistance.
15. Designating appropriate staff to photograph debris piles before disposal.
16. In conjunction with the Clerk/Treasurer, ensuring that the City Clerk/Treasurer documents expenses for the disaster including the donation of supplies, equipment, services and volunteer labor.
17. Assisting the Emergency Management Director in determining the location(s) for the distribution of potable water and requesting the Water Department to provide potable water to the public; then through the Public Information Officer, notifying the public of the availability and location(s) of water.
18. Working with the Emergency Management Director in providing liaison with local contractors, businesses, and industries to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required in the disaster situation.
19. Advising disaster victims of temporary emergency housing.
20. Establishing a point of contact for cash donations from the community for disaster victims/efforts and establishing guidelines in distributing the money. Also maintain an accepted, standardized accounting system to track appropriate financial donations.
21. Maintaining a "salvage depot" for unclaimed items.

C. Emergency Management Coordinator

The Ralston Emergency Management Coordinator will act as a disaster operations advisor to the Mayor and City Council. In performing the direction and control function for coordinating disaster operations, the Emergency Management Coordinator will work closely with the Mayor. Disaster operations duties for the Emergency Management Director may include, but are not limited to:

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.
2. Activating the EOC (normally called by the Dispatcher, Fire Chief or Police Chief); assumes overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support, such as amateur radio operators, staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically, or on a status board or flip chart; plotting areas of destruction on maps; staff from the City Clerk/Treasurer's may be assigned this function.
7. Conducting EOC briefing(s) to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions called for mutual aid and with Douglas County government if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating transportation that may be required for evacuation.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.

13. Recommending that the Mayor/Council declare an emergency; preparing the Disaster Declaration for the signature of the Mayor and the witness of the Clerk.
14. Coordinating with the City Attorney on any legal emergency matters.
15. Coordinating with the ARC/Social Services/Area Agency on Aging on disaster needs of individuals to provide necessary outreach services and assistance in recovery.
16. Coordinating staging areas with Field Operations.
17. Disseminating Identification cards for:
 - a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials
18. Coordinating with the Mayor in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
19. Working with the Mayor in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
21. Providing pre-event training opportunities for personnel who will respond to a disaster.
22. Reviewing and updating this Plan for the City of Ralston annually.

D. City Attorney

1. Reviews the Nebraska Emergency Management Act and provides emergency legal counsel to city officials on subjects such as:
 - a. Curfews
 - b. Price restrictions

- c. Standards for contractors, craftsmen to ensure disaster victims are not further victims of unscrupulous practices
 - d. Temporary waivers for land use
 - e. Other related legal duties
 2. Drafts emergency legislation for the city.
 3. Provides assistance in negotiating contracts for emergency services.
- E. Building Inspector (LEOP - Annex C)
 1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
 2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
 3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
 4. In conjunction with the Mayor, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
 5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
 6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
 7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
 8. Assures that rebuilding is in compliance with the City's master development plan.
 9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.

10. Coordinates with the Mayor in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the Mayor, for needed structural engineering services.
12. Coordinates, as necessary, with Public Works and OPPD on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

F. City Clerk/Treasurer

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Officer in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster, when requested.
5. In conjunction with the Mayor, prepares the necessary documentation required for state and federal disaster assistance applications.
6. In initial disaster response, may assist at the Communications Center.
7. Provides staff for the EOC to track and record disaster events.
8. Work as or closely with the Volunteer Coordinator in Ralston. Procedures are outlined in Attachment 3 to Annex L.

G. Purchasing

1. Makes emergency purchases, as required.
2. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment.
3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

CITY OF VALLEY

EMERGENCY OPERATIONS PLAN

FOR

**COMMUNITY EMERGENCY
AND
NATURAL DISASTER
RESPONSE AND RECOVERY**

2015

CITY OF VALLEY EMERGENCY OPERATIONS PLAN

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CITY of VALLEY EMERGENCY OPERATIONS PLAN

I. PURPOSE

- A. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The Mayor will be responsible for the coordination and management of both the prevention preparations and the disaster operations and recovery. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster. (Nebraska Emergency Management Act, 1996, section 81-829.46).
- B. The emergency preparedness mission for the city of Valley is to ensure the coordination of city departments and personnel to effectively respond to and recover from a community emergency or natural disaster so that the maximum number of people and the greatest amount of property in jeopardy from a disaster can be saved and order restored as soon as possible.
- C. This plan identifies the primary disaster responsibilities of city departments and personnel employed by the city. This plan is intended to supplement the Douglas County Local Emergency Operations Plan (LEOP); functions found in this plan are also discussed in the LEOP.
- D. It is in the best interest of the city of Valley that key officials meet at least once a year and after each disaster to review the Plan with the Douglas County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statues, resolutions and field operations.

II. PLANNING FACTORS

A. All-Hazards Approach

- 1. This Plan uses an "all-hazards" approach that provides general direction for responding to any type of disaster across a full spectrum of hazards.

B. Vulnerable Populations

- 1. There are populations at risk in Valley. These will require special considerations in warning, evacuation, and other areas of disaster response.

C. Primary Responsibility For Disaster Response and Recovery

1. The responsibility for the welfare of the residents during a disaster rests with the Mayor and the City Council. The elected officers of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster.
2. In the absence of the Mayor, the established line of succession is:
 - a. President of the City Council
 - b. Senior member of the City Council
 - c. An official as appointed/elected by the City Council (special election as necessary)

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center for Douglas County will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens or through the electronic media. If there are no automated warnings, dispatch (Douglas County Communications Center) will sound the sirens as authorized.

B. Operations - Actual Disaster

1. The first priority after a disaster has struck is lifesaving activities and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. After the initial response, the Emergency Operations Center (EOC) may be activated to provide a site for local officials and other designated personnel to implement direction and provide coordination and support of Field Operations.

3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.
4. All responders in the field and officials at the EOC must maintain contact with each other to effectively coordinate response/recovery from the demands of the emergency.
5. All responding departments, agencies and jurisdictions will follow the National Incident Management System (NIMS) protocols when conducting either individual or joint disaster response and recovery activities. This includes but is not limited to establishing unified or area incident command systems, the use of staging areas as needed, implementing multi-agency coordination systems and resource management including the identification and listing of all department, agency and jurisdiction disaster response resources (equipment, trained personnel, supplies, facilities) using the NIMS resource identification process.

C. Operations - Departmental Responsibilities

1. The City has defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass several areas:
2. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency as disaster priorities change.
 - c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.
 - d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for major decisions in response/recovery operations is the responsibility of the elected officials at the EOC.

3. Emergency Operations Center (EOC) (Strategic and Functional)

The Emergency Operations Center will be activated to coordinate disaster response and recovery with the site Incident Commander.

- a. Staffing will be determined by the severity of the situation.
- b. The EOC will be located at City Hall or at Valley Fire Department. These locations provide communications capability, auxiliary power, and ample space with access to support equipment for disaster operations.

4. Additional Disaster Services (Support)

Other agencies and groups may be asked for assistance after the initial response to the disaster. The Incident Command or the EOC Staff may request these services.

D. Field Operations: Incident Command and the EOC

1. Both the field responders and the EOC staff must interface during disaster operations so response efforts are channeled for the quickest, most effective recovery for the city. The use of the NIMS will help standardize communications and enhance coordination between incidents, initial responders, mutual aid, CEO's and supporting organizations.
2. Communications Capabilities: When the Incident Commander establishes a command post and the EOC is activated, each will maintain communications with each other.
3. EOC Briefings: The Incident Commander, first responders, City Departments and agencies working the disaster may be required to send a representative to report activities, accomplishments, needed support and supplies and the next operational priority in their area. From this report, the Incident Action Plan (IAP) is developed for the next specified operational period.
4. Security of the Disaster Area:
 - a. Security may be needed at all the highway points leading into Valley. The Nebraska State Patrol can assist with security.
 - b. Local resources will be used first for roadblocks and barricades; then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the

Communications Center to request additional resources from these agencies.

- c. Identification cards for access to the disaster area will be issued in Valley and Douglas County. ID cards are needed for local officials volunteers, the media, and residents when the disaster area has been secured. The Douglas County Emergency Management Agency Director (or other authorized position) will distribute identification cards from the EOC or at the disaster access points.

E. Operations - Administration

- 1. Under the direction of the Mayor/City Administrator, either the Deputy Clerk will purchase or rent needed supplies, materials, and equipment or hire temporary help for disaster operations. All agreements and contracts on a temporary basis will be recorded in the Deputy Clerk's Office. Contracting for permanent repairs and/or new construction of public facilities will follow established, routine procedures. All labor, equipment, and material expenditures, including donated supplies, equipment, professional and volunteer services for the disaster will be submitted to and documented by the Deputy Clerk.

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

- 1. All City Departments will become familiar with an Incident Command System per HSPD-5, NIMS. This Incident Command System will be used to ensure one point of contact for field coordination.
- 2. The Incident Commander may select staging area(s) if needed. The Incident Commander will inform the EOC of the location(s) of the staging area(s).

B. Responsibilities List for Field Operations

- 1. In preparing this plan, city officials have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. However, the list is not all-inclusive; at the direction of either the Department Supervisor or the City Administrator (Mayor, if no City Administrator); city personnel may be requested to perform other disaster duties.

2. The task assignments for each City Department are written in general terms and purposely do not tell supervisors how to do their jobs. Each Department should develop guidelines (SOPs) for their specific operations in a disaster situation.

C. Police Department - Police Chief (LEOP - Annex H)

1. Will be among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance. About 25 persons could be available from the Bennington and Waterloo Police Department(s), County Sheriff's Office, Nebraska State Patrol, Game and Parks Commission.
5. If needed, in conjunction with the Fire Department, warns residents and businesses by public address systems, knocking on doors, or other means.
6. Conducts any evacuation as required; including coordination with Emergency Management to select the best evacuation routes to the selected shelter. See Annex E for evacuation planning and operations guidelines.
7. Implements established procedures for roadblock locations to isolate Valley if entry control is necessary.
8. Warns the public to evacuate by public address system or door-to-door if time does not allow emergency information to be released through the Public Information Officer; the Fire Department may assist in contacting those affected. See Annexes B and D for communications capabilities and strategies.
9. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.

12. Coordinates traffic control and crowd control in and around the disaster area.
13. Coordinates with the Street Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.
14. Conducts search and rescue operations with Fire Department personnel.
15. Assesses the need for other City Departments to respond, contacts the Superintendents of Departments and reports this to the EOC.
16. May request opening the EOC for assistance in coordinating disaster response.
17. Relocates to an alternate site, Fire Station if the Police Station is damaged.
18. May initially advise the EOC of area affected and gives general damage information.
19. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual to the EOC.
20. Sends a representative to the briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
21. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer ID cards
 - c. Checks permanent ID cards of City personnel
 - d. Controls EOC security from any interference with emergency operations
22. Prevents looting in disaster area.
23. Prevents re-entry into damaged or contaminated buildings.
24. Provides security at shelters, if needed.
25. Provides security for visiting dignitaries.

26. Notifies the EOC of possible flooding problems.
 27. Picks up stray animals or implements other animal control measures using volunteers, veterinarians or animal control officers. See Annex H.
 28. Provides volunteer inmate labor.
 29. Deputizes additional personnel, as required.
 30. Continues with police responsibilities and services in unaffected areas.
 31. Designates and maintains the lines of succession in the absence of the Police Chief.
- D. Communications Center - Police Department (LEOP - Annex B)
1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
 2. Provides warning through sirens and telephonic means; if the endangered area is isolated, telephones residents and/or businesses and initiates other warnings systems for identified special populations.
 3. Monitors and disseminates further watches and/or warnings or advisories.
 4. After the initial request for first response, makes the necessary notifications to include notifying the City Administrator, Mayor, and Emergency Management Coordinator.
 5. Coordinates emergency radio traffic.
 6. May request additional assistance through the EOC.
- E. Fire Department - Fire Chief (LEOP - Annex F)
1. Among the First Responders to disaster scene.
 2. Assumes the operational control for fire suppression and explosions.
 3. If properly trained, serve as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
 4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services

System Regulation and Licensure and the Nebraska Emergency Management Agency.

5. Implements the Incident Command System per NIMS.
 6. May request opening the EOC for assistance in coordinating and supporting disaster response.
 7. Coordinates with Law Enforcement in search and rescue operations.
 8. Assists Law Enforcement in evacuation efforts.
 9. Assists Law Enforcement in warning by public address system or door-to-door.
 10. Assists Law Enforcement in crowd control/security of the disaster area.
 11. Assesses need for other City Departments to respond and contacts the Department Superintendent(s); reports this to the EOC.
 12. Implements mutual aid agreements with other jurisdictions, as needed.
 13. Coordinates the staging area with the EOC and Incident Command.
 14. Provides back-up equipment for water pumping.
 15. Assists in safety inspections to assure the integrity of a structure before permitting re-occupancy.
 16. Sends a representative to briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
 17. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual, to the EOC.
 18. Continues fire suppression operations.
 19. Establishes and maintains the lines of succession in the absence of the Fire Chief.
- F. Emergency Medical Services - Rescue Chief (LEOP - Annex G)
1. May be among the First Responders at the disaster scene.
 2. Implements the Incident Command System per NIMS.

3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital; checks with Police Department\EOC for open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.
7. Sends a representative to briefings at the EOC and informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
8. Continues emergency medical services for the remainder of the City.
9. Establishes and maintains the lines of succession.

G. Public Works/Utilities (LEOP - Annex K)

1. The Public Works/Utilities Department includes these departments: Street, OPPD, People Service Inc., Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command.
2. Street Department - Superintendent

The call to respond to the disaster will come from dispatch at the Douglas County Communications Center. The Superintendent will coordinate with the City Administrator on disaster work assignments. Tasks may include but are not limited to:

- a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
- b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the City Administrator, Police Department, and other affected City Departments.
- c. Closing streets, if requested by Police Department, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
- d. Posting traffic directional signs, as needed, particularly for evacuation.

- e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
 - f. Performing priority repairs to streets.
 - g. Clearing inlets and repairing storm sewers.
 - h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
 - i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the City Administrator/Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are listed under City Administrator.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas, as needed and as approved by Dept. of Environmental Quality.
 - l. If not being utilized, furnishing heavy equipment and personnel to other City Departments.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, City Administrator, Mayor and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment and labor procured during the response and recovery.
3. Electric Department - OPPD
- a. All department employees will report to their normal Street and Electric Shop for vehicles, mobile communications and assignments. If their work reporting stations are un-accessible, they will receive further information during the notification or recall process.
 - b. The first qualified employee reporting may survey the sub-stations; survey overall damage to see if outside assistance will be required and will alert the Superintendent if mutual aid is needed. This will also be reported to the EOC.
 - c. Electrical Supervisor/director will direct and coordinate activities that:

- i. De-energizes downed power lines.
 - ii. Restores service as prioritized.
 - iii. Coordinates with the City Administrator/Mayor and Incident Command and supplier in finding a temporary source of electricity should the city need it to restore utility service.
 - iv. Keeps the City Administrator/Mayor, Incident Command and supplier informed of the current situation and when service may be restored.
 - v. Sends representative to briefings at the EOC; inform the EOC of any problems.
 - vi. Safety inspects the electric systems on damaged public buildings; coordinates with the building inspector on these inspections.
 - vii. Provides emergency lighting where needed for disaster operations.
 - viii. Coordinates the use of emergency power generators with the EOC and Incident Command.
 - ix. Furnishes available heavy equipment and personnel to other City Departments.
4. Water and Wastewater Department – People Service Inc.
- a. Water Division
 - i. Can assess each house individually.
 - ii. Maintain water pressure and uncontaminated water supply.
 - iii. Where possible, ensures an adequate water supply to the fire hydrants in case of major fire.
 - iv. Is prepared to isolate the water system where there is a possibility of contamination from a hazardous materials spill.
 - v. Repairs the water tower and/or mains, as prioritized; isolates ruptured or damaged mains until repairs can be made.
 - vi. Coordinates water testing with the State Health and Human Services System.

- vii. Provides potable emergency water supply.
 - a. Locates suitable containers; fills with uncontaminated, potable water.
 - b. Distributes water to locations as coordinated by the EOC; is aware of prioritized facilities needing water such as the hospital or care facilities.
- viii. Safety inspects the water system.

b. Wastewater Division

- i. Maintains the sanitary sewer operations.
- ii. Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.
- iii. Safety inspects the wastewater system if damaged from the disaster.
- iv. Contracts for portable toilets and for their maintenance.

c. Both Water and Wastewater Divisions

- i. If not being utilized, may be required to furnish equipment, such as vehicles, and personnel to other City Departments.
- ii. Sends one person to EOC briefings to represent both Divisions; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.

5. Parks and Recreation Department – Public Works

- a. Surveys damage to parks.
- b. Reports to the City Administrator/Mayor for disaster work assignment.
- c. If not being utilized, furnishes equipment/personnel to other City Departments; will primarily assist Street Department.
- d. Will attend or be represented at EOC briefings; informs the EOC/City Administrator/Mayor of any problems in disaster clean-up/repair.

6. Landfill Operation

The City Administrator/Mayor will primarily be responsible for coordinating disposal of disaster debris and will work with the Street Department in accomplishing this function. The following may be some of the requirements for disaster operations:

- a. Meet the demand for greater disposal operations by:
 - i. Requesting an extension of hours as needed for debris disposal.
 - ii. Requesting signs or guides in the landfill area to organize disposal efforts.
- b. Obtain permission from DEQ for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
- c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.
- d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.
- e. Will establish an additional temporary tree-burning area, if the one "permitted" burn site in Valley is not adequate.

V. EMERGENCY OPERATIONS CENTER

A. Mayor/City Council (LEOP - Annex A)

Responsibilities of the Mayor and City Council during disaster operations may include, but are not limited to:

1. Making executive decisions; establish effective disaster response policy.
2. Exercising emergency powers; provide policy decisions.
3. Signing the Disaster Declaration.
4. Exercising the final authority on subjects such as:
 - a. Curfews

- b. Price restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
- 5. Approving emergency legislation for the city.
 - 6. Activating the EOC; notifying the Emergency Manager
 - 7. Emergency Public Information (LEOP - Annex D)
 - a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).
 - b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
 - c. The PIO will establish an Information Center to:
 - i. Release emergency directions and information to radio, television and newspaper.
 - ii. Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - iii. Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - iv. Serves as the source through which the media will gain access to public officials, if required.
 - v. Provides current and accurate information to the general public making inquiries.
- B. City Administrator (The Mayor assumes the following duties if there is no City Administrator.)

The City Administrator is the administrative head of the city government and works under the direction of the Mayor who has final authority for all City Departments. The City Administrator may be delegated responsibility by the Mayor and Council to coordinate with the Emergency Management Director

in providing unified management of the direction and control functions for disaster response and recovery and for support of the Incident Command. The City Administrator's responsibilities may include, but are not limited to:

1. Coordinating with the Mayor/City Council members, the Emergency Management Coordinator and the Incident Commander during disaster operations.
2. The City Administrator will be alerted of a disaster situation by the dispatcher or Emergency Management Coordinator; normally, the City Administrator will, in turn, call the Mayor.
3. Activating the EOC.
4. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
5. In conjunction with the Emergency Management Coordinator, determining EOC staffing.
6. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
7. In conjunction with needs of Field Operations and Emergency Management:
 - a. Recruiting any city personnel not involved in disaster response who could assist in emergency duties.
 - b. Forming a clerical pool and provide any other support personnel needed to staff the EOC - may include recording disaster events, maintaining status boards, word processing, answering inquiries, telephoning, etc.
8. Maintaining current inventory and resource list of emergency equipment and supplies.
9. Coordinating citywide resources that may be used in disaster response/recovery.
10. Coordinating with the City Attorney on any legal emergency matters.
11. Responding to official inquiries.

12. If a number of public buildings and/or streets have been affected by the disaster, assisting in prioritizing the return to service.
13. Coordinating with the Building Inspector in recovery and rebuilding efforts.
14. Ensuring the Building Inspector has designated someone to photographically document damage should there be a later application for state or federal assistance.
15. Designating appropriate staff to photograph debris piles before disposal.
16. In conjunction with the Deputy Clerk, ensuring that the Deputy Clerk documents expenses for the disaster including the donation of supplies, equipment, services and volunteer labor.
17. Assisting the Emergency Management Coordinator in determining the location(s) for the distribution of potable water and requesting the Water Department to provide potable water to the public; then through the Public Information Officer, notifying the public of the availability and location(s) of water.
18. Working with the Emergency Management Coordinator in providing liaison with local contractors, businesses, and industries to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required in the disaster situation.
19. Advising disaster victims of temporary emergency housing.
20. Establishing a point of contact for cash donations from the community for disaster victims/efforts and establishing guidelines in distributing the money. Also maintain an accepted, standardized accounting system to track appropriate financial donations.
21. Maintaining a "salvage depot" for unclaimed items.

C. Emergency Management Coordinator

The Valley Emergency Management Coordinator will act as a disaster operations advisor to the Mayor and City Council. In performing the direction and control function for coordinating disaster operations, the Emergency Management Coordinator will work closely with the City Administrator. Disaster operations duties for the Emergency Management Coordinator may include, but are not limited to:

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.
2. Activating the EOC (normally called by the Dispatcher from the Police Station); assumes overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the City Administrator/Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support, such as amateur radio operators, staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically, or on a status board or flip chart; plotting areas of destruction on maps; staff from the City Clerk/Treasurer's may be assigned this function.
7. Conducting EOC briefing(s) to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions called for mutual aid and with Douglas County government if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating transportation that may be required for evacuation.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Recommending that the Mayor/Council declare an emergency; preparing the Disaster Declaration for the signature of the Mayor and the witness of the Clerk.
14. Coordinating with the City Attorney on any legal emergency matters.

15. Coordinating with the ARC/Social Services/Area Agency on Aging on disaster needs of individuals to provide necessary outreach services and assistance in recovery.
16. Coordinating staging areas with Field Operations.
17. Disseminating Identification cards for:
 - a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials
18. Coordinating with the City Administrator in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
19. Working with the City Administrator in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
21. Providing pre-event training opportunities for personnel who will respond to a disaster.
22. Reviewing and updating this Plan for the City of Valley, annually.

D. City Attorney

1. Reviews the Nebraska Emergency Management Act and provides emergency legal counsel to city officials on subjects such as:
 - a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen to ensure disaster victims are not further victims of unscrupulous practices
 - d. Temporary waivers for land use

- e. Other related legal duties
 2. Drafts emergency legislation for the city.
 3. Provides assistance in negotiating contracts for emergency services.
- E. Building Inspector (LEOP - Annex C)
1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
 2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
 3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
 4. In conjunction with the City Administrator, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
 5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
 6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
 7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
 8. Assures that rebuilding is in compliance with the City's master development plan.
 9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
 10. Coordinates with the City Administrator in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.

11. Contracts, with the approval of the City Administrator, for needed structural engineering services.
12. Coordinates, as necessary, with the City Electric Superintendent on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

F. Deputy Clerk

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Officer in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster, when requested.
5. In conjunction with the City Administrator, prepares the necessary documentation required for state and federal disaster assistance applications.
6. In initial disaster response, may assist at the Communications Center.
7. Provides staff for the EOC to track and record disaster events.
8. Work as or closely with the Volunteer Coordinator in Valley. Procedures are outlined in Attachment 3 to Annex L.

NOTE:*(It is suggested that in major events, another person be assigned the responsibility for volunteer coordination and work closely with the Clerk, as the Clerk has other specialized financial and other civil responsibilities during an event)*

G. Purchasing Officer

1. Makes emergency purchases, as required.
2. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment for which the city is responsible.
3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

**VILLAGE
OF
WATERLOO**

EMERGENCY OPERATIONS PLAN

**FOR
COMMUNITY EMERGENCY
AND
NATURAL DISASTER
RESPONSE AND RECOVERY**

2015

VILLAGE of WATERLOO EMERGENCY OPERATIONS PLAN

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VILLAGE of WATERLOO EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Waterloo as well as for the first responders and any support groups. This Plan identifies their roles and responsibilities in disaster response and recovery.

Each Annex in the Douglas County Local Emergency Operations Plan (LEOP) details and supports this jurisdiction's Plan. For example: general procedures for disaster response to fires and hazardous materials are defined in Annex F. The additional information in this plan under Field Operations for the Fire Department gives further specific guidelines for the Village.

It is in the best interest of the Village of Waterloo, that the named key officials meet at least once a year and after each disaster to review the Plan with the County Emergency Manager to determine that the Plan is current and reflects the roles and responsibilities as defined by statutes, resolutions and field operations.

RESPONSIBILITY FOR DISASTER OPERATIONS

The responsibility for the welfare of the residents during a disaster rests with the Village Board Chairperson and the Village Board. The Village Board Chairperson will be responsible for both the coordination and management of prevention preparations and the coordination and management of disaster support operations and recovery. The elected official of the jurisdiction shall be responsible for ensuring that emergency management services are provided to their citizens and for coordinating emergency operations in their respective jurisdictions, as well as making executive decisions necessary to provide an effective response and recovery to the disaster, RSS Nebraska Emergency Management Act 1996, Section 81-829.46).

OVERVIEW OF DISASTER OPERATIONS

Warnings: whenever possible, the public will be alerted to threats or potential disasters. (Annexes B, D).

Field Operations: In a disaster, lifesaving activities and the preservation of property are the priorities of the elected officials and the first responders.

Emergency Operations Center (EOC): An EOC will likely be opened at the Waterloo Fire Station to provide officials a site for coordination and support of the disaster operations. Area and local support agencies will generally work from the EOC.

Incident Command: First Responders will use the National Incident Management System (NIMS) by establishing Incident Command. EOC staff, to include the chief elected official and the Fire Chief, will also follow NIMS protocols.

I. WARNINGS (Annex B)

- A. Severe Weather Spotting Program: The National Weather Service in Valley will discuss with Douglas County Emergency Management as to when spotters should be activated when severe weather is a possibility. There are designated spotting locations in and around Douglas County. Spotters radio their reports to the National Weather Service and the Douglas County EOC. The National Weather Service will notify the Douglas County Communications Center of conditions.
- B. Citizens may also be alerted of danger by outdoor warning sirens, telephonic notifications or public address systems on emergency vehicles. If necessary, warnings may be given door-to-door if time allows.
- C. Emergency information can be broadcast over local radio station(s) and local television station(s).
- D. Warnings procedures and protocols have been developed and will be implemented for identified special needs populations.

II. INCIDENT COMMAND and FIELD RESPONSE (Annex A)

- A. The first emergency responder to arrive at the scene will become the initial Incident Commander and expand/transfer the incident Command as the situation warrants; following NIMS protocols.
- B. Emergency communications and warnings for Waterloo and the County are handled through the Douglas County Communications Center in the Sheriff's Office located at 156th & Maple. The Communications Center will give emergency information via pagers and radios to the first responder agencies, including Law Enforcement, the individual Fire Departments, EMS and the Douglas County Emergency Management personnel. Attachment 2, Annex B lists the frequencies used.
- C. The Incident Command must let the EOC know what is needed for disaster operations.
- D. The Incident Commander will request mutual aid through the Communications Center.

III. LAW ENFORCEMENT (Annex H)

- A. Law Enforcement personnel can communicate by radio with the Communications Center, the Incident Command Post, the EOC and the Fire & Rescue Departments.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expands/transfers the Incident Command as the situation warrants.
- C. Evacuation
 - 1. People will be notified in the event that evacuation is necessary. The Village Board Chairperson can order an evacuation. The Incident Commander at the scene will, if time allows, consult with the Village Board Chairperson in situations requiring immediate evacuation. If the impacted area has a critical threat or is life-threatening to the population or environment, the Incident Commander may order an evacuation.
 - 2. If residents need transportation during the evacuation, they may call the Communications Center who will relay the request to the Douglas County Emergency Manager or the Emergency Operations Center. If the EOC has not yet been opened, the Communications Center will call the Incident Commander. Transportation resources are listed in Annex L of the County LEOP. In the field, if the Incident Commander sees the need for transportation during evacuation, he will notify the EOC for coordination and support.
- D. Law enforcement will work with other First Responders in search and rescue.
- E. Security of the Disaster Area.

Security may be needed at all the highway points leading into Waterloo. The Nebraska State Patrol and Douglas County Sheriff can assist the Waterloo Police Department with security.

- 1. Roadblocks and barricades: Local resources will be used first then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the Communications Center to request additional resources from these agencies.
- 2. Identification cards for access to the disaster area will be issued in Waterloo. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Douglas County Emergency Management Agency or

designee will distribute identification cards from the EOC or at the disaster access points.

IV. FIRE DEPARTMENT (Annex F)

- A. Fire Department personnel can communicate by radio with the Communications Center, the Incident Command, the EOC, Law Enforcement and EMS as well as with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expand/transfer the Incident Command as the situation warrants.
- C. The Fire Department will coordinate with other First Responders in search and rescue.
- D. Hazardous Materials Response (Annex F, Appendix 1).
 - 1. The Incident Commander will notify the Communications Center if assistance is needed in responding to a hazardous materials incident. The Communications Center will call Douglas County Emergency Management for a State Emergency Response Team (SERT) through the NE State Patrol (402) 471-4545.
 - 2. The Incident Commander will determine if the incident poses a threat to people and/or property and will determine if an evacuation is necessary.
 - 3. Hazardous materials, including radiological, in Douglas County are listed in Annex F, Appendix 1, Attachment 1.

V. EMERGENCY MEDICAL SERVICES (EMS) (Annex G)

- A. EMS personnel can communicate by radio with the Communications Center, the Incident Command, the EOC, Law Enforcement, Fire Departments, and with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and expand/transfer the Incident Command as the situation warrants; following NIMS protocols.
- C. EMS will work with other First Responders in search and rescue.
- D. One person may be dedicated to radio communications; another may be needed to set up triage.

- E. After triage, victims can be transported to the nearest receiving hospital(s).

VI. PUBLIC WORKS/UTILITIES (Annex K, Annex C)

- A. The Public Works/Utilities Supervisor will maintain communication and coordination with the Executive Board, the Incident Command and the EOC during the initial response activities through the final restoration of services.
- B. Utilities will provide personnel for emergency repairs.
- C. Village street maintenance crews will clear emergency routes for the initial disaster response and will begin debris removal. The County Road Department may be contacted for additional help.
- D. The Village Board Chairperson will authorize a green debris and tree disposal site as approved by DEQ. Arrangements can be made to separate, recycle, store and discard debris at a later time.
- E. The primary list of heavy equipment and resources for disaster operations is in Annex L, Attachment 2.

VII. EMERGENCY OPERATIONS CENTER (EOC) (Annex A)

- A. THE EOC WILL BE THE CENTRAL POINT FOR COORDINATING AND SUPPORTING THE INCIDENT COMMAND DURING DISASTER RESPONSE AND RECOVERY OPERATIONS. Not only will the Incident Commander work with the EOC, but also regular briefings will be held for Command, General and EOC Staff. The Chief Elected Official in coordination with the Incident Commander, schedule these meetings.
- B. Direction and coordination of the disaster response and recovery support operations will be administered from the EOC.
- C. The Village Board Chairperson has the primary responsibility and authority, by law, for disaster operations coordination. The Village Board Chairperson line of succession is to the Vice - Chairperson.
- D. The Emergency Operating Center (EOC) will be set up in the Waterloo Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC. A generator is available for use from the Fire Department.
- E. The Waterloo Emergency Management Coordinator will work under the Village Board Chairperson's direction in carrying out disaster coordination

and support duties. Other staff that may be called upon to work in the EOC are the:

1. Communications dispatch (2-3 people),
 2. Public Information Officer,
 3. Representatives from Law Enforcement, Fire, EMS, and Utilities,
 4. Village Clerk,
 5. Village Board Member(s), and
 6. Representatives from support agencies as needed.
- F. The Waterloo Emergency Management Coordinator and/or the Village Board Chair can open the Emergency Operating Center. The Coordinator will inform the Douglas County Emergency Management Agency (DCEMA) in Omaha that the EOC has been opened.
- G. The Waterloo Emergency Management Coordinator will call in personnel to work the disaster. The Emergency Management Director will coordinate and work with all responding agencies.
- H. A telephone list of officials and personnel is found in Annex A, Attachments 1 and 2 of the county LEOP.
- I. The Village Board Chairperson will declare a Disaster when assistance is needed beyond the capability of Waterloo to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Douglas County Emergency Management Agency Director will send a copy of the Disaster Declaration to NEMA as soon as practical.

VIII. COMMUNICATIONS at the EOC (Annex B)

Coordination between the EOC, the Incident Command Post and the first responders is essential. The communications capability at the EOC includes mobile and fixed radios, landline and wireless telephone, Internet, and messengers. Additional communications assistance may be available from the Nebraska Emergency Management Agency and/or the Nebraska State Patrol Mobile Command Post.

IX. EMERGENCY PUBLIC INFORMATION (Annex D)

- A. The Village Board Chairperson, the Incident Commander, Public Information Officer or the Waterloo Emergency Management Coordinator serving as an alternate, will release official public information. This Public Information Officer will work at the EOC, coordinating with the Village Board Chairperson, Emergency Management, and the Incident Commander.
- B. The Chief Elected Official must approve the public information being released.
- C. Official information or instructions to the public will be broadcast over local radio station(s) and television station(s).
- D. If needed, the Public Information Officer will conduct briefings with the media to update them on the latest disaster events.
- E. A telephone line may be set up to receive calls from the public concerning the disaster. The Public Information Officer will be responsible for this "rumor control" line.
- F. Emergency information could also be released through the Nebraska Emergency Alert System (EAS). Douglas County is in Area 1 of the EAS network (Annex B).

X. SHELTERING (Annex I)

- A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Waterloo Emergency Management Coordinator will call the American Red Cross (ARC) when short term sheltering is needed. The American Red Cross of Nebraska and Southwest Iowa will open shelters under the direction of the Douglas County Emergency Management Agency Director.
- B. Emergency Management will alert the Field Incident Commander and the Public Information Officer which shelters have been opened and which streets are cleared to the shelters.
- C. A list of shelters in Waterloo is in Attachment 1 to Annex I.

XI. RESOURCES (Annex L)

- A. The Chief Elected Official is responsible for obtaining additional resources needed to respond to the disaster. The First Responders in the field may make resource requests to the EOC.

- B. The County Road Department (and/or the Waterloo Emergency Management Coordinator) maintain (s) a list of heavy equipment, transportation resources, generators, and specialized teams or services that can be used in disaster operations. Resources available to the county are listed in Attachments 1, 2, Annex L.
- C. The Village Clerk will be appointed as the Volunteer Coordinator in Waterloo. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

- A. The DCEMA liaison will serve as the Damage Assessment Coordinator who will compile and report to the EOC all of the damage information gathered in Waterloo. The Incident Status Report (OMS-1) form can be found in the county LEOP in Annex A, Attachment 3.
- B. Damage assessment starts as soon as lifesaving efforts are completed.
- C. Damage Assessment for the following areas will be completed by:
 - 1. Public Facilities: Public Works,
 - 2. Residences: Insurance Adjusters, Insurance Agents, and
 - 3. Businesses: Insurance Adjusters, Insurance Agents.

XIII. HEALTH and HUMAN SERVICES (Annex G)

The coordination of all public welfare and human needs after a disaster will be provided from such organizations as the Eastern Nebraska Office on Aging, the Heartland Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

Emergency Management along with the EMS Chief will be responsible for addressing public health issues, including counseling services.

XV. FINANCIAL ACCOUNTABILITY

The Waterloo Village Clerk will be responsible for tracking all disaster expenses including overtime for paid personnel, supplies used, emergency purchases, rentals and contracts. Also an accounting system will track all donations of

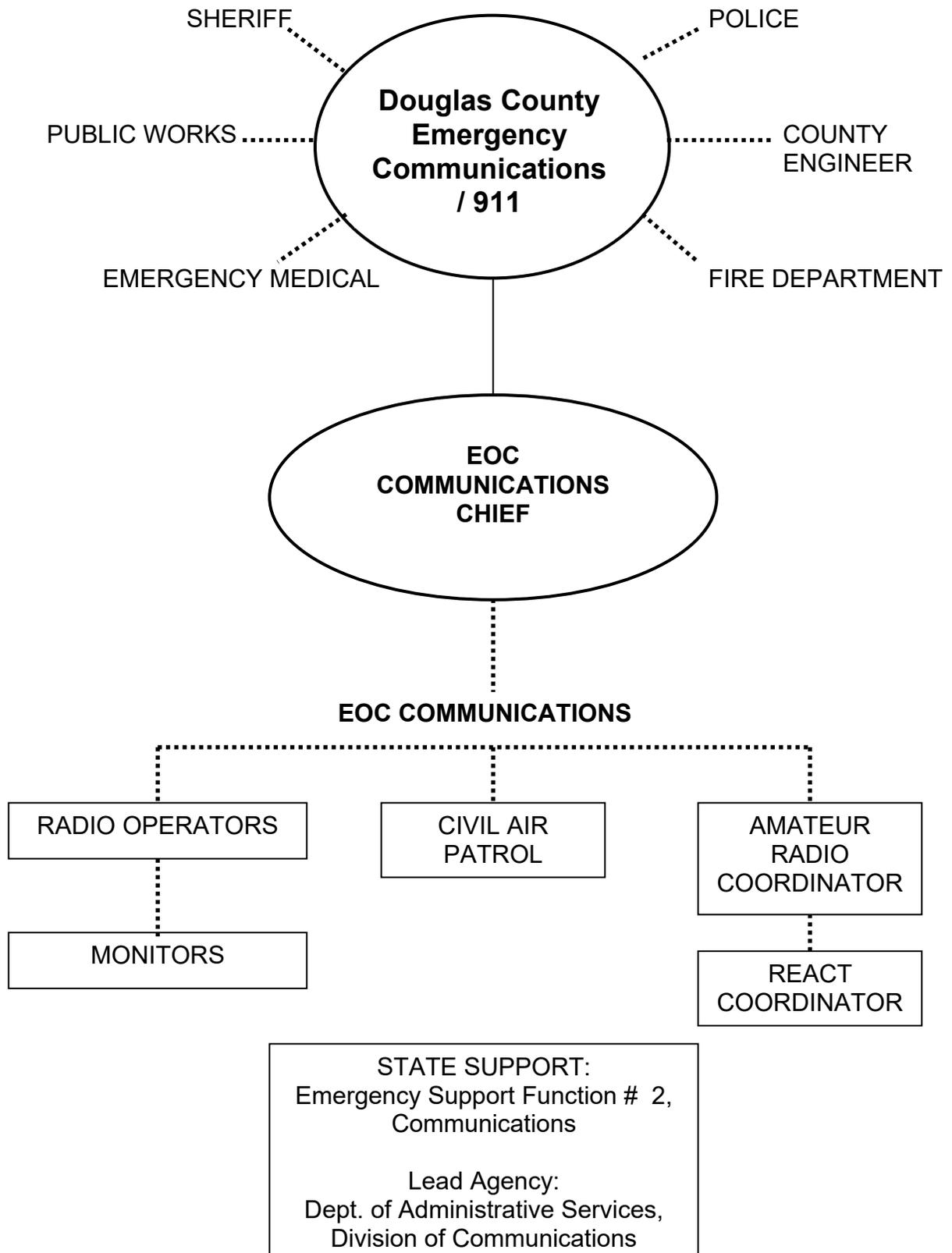
supplies, material, equipment, mutual aid support and volunteer labor for the duration of the event.

XVI. WHEN the DISASTER is BEYOND LOCAL CAPABILITIES

- A. When local resources are not sufficient for the disaster response needs, the Chief Executive may request assistance from Douglas County through the Douglas County Emergency Management Agency. If, in the determination of county officials, county resources and mutual aid are not adequate to cope with the situation, assistance may be requested from the Nebraska Emergency Management Agency by calling toll free 1-877-297-2368.
- B. A telephone list for officials, first responders, and support groups is found in Annex A, Attachments 1 and 2.

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COMMUNICATIONS AND WARNING



COMMUNICATIONS AND WARNING

I. PURPOSE

This Annex provides information and guidance concerning available communications and warning systems within Douglas County and the interoperability with others beyond the county border. The communications and warning systems are discussed and procedures for their use during emergency operations are outlined.

II. SITUATION

A countywide communications center, Douglas County Emergency Communications / 911 is located in the Douglas County Sheriff's Office Building at 156th & Maple Streets and is staffed on a 24-hour basis. Sufficient communications and warning equipment is available to provide communications necessary for most emergency situations. In disasters, augmentation may be required.

- A. Hazards vary in predictability and speed of onset; therefore, time available for warning may vary from ample to none.
- B. Douglas County has special facilities (hospitals, nursing homes, jails, recreation areas, isolated rural churches, parks, etc.) requiring specific warning that a hazard exists. Emergency response vehicles may be needed to help warn these facilities.
- C. Agreements exist between the United States, Russia, and other countries to reduce the risk of nuclear war because of an accidental, unauthorized, or other unexplained incident involving a nuclear weapon. The National Warning System (NAWAS) would broadcast any warnings if such an unlikely incident threatened the United States.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Communications and warning are vital to the effective and efficient preparedness, response and recovery activities during emergency operations.
- B. Some people that are directly threatened by a hazard may ignore, not hear, or not understand the warnings issued.
- C. Volunteer radio groups such as RACES, REACT, Civil Air Patrol, and local / regional amateur radio clubs may respond to the County EOC upon notification of a disaster.

- D. Cyber attacks on governmental communication systems, computers, smartphones, cellphones, etc. are increasing. Such attacks may disrupt operational recovery operations and may have a negative impact on the community economic restoration.
- E. The EOC staff, first response agencies, and the Communications Center have formalized communications restoration and recovery operations to cover the loss of power, computer disruptions, loss of transmission towers, etc.

IV. ORGANIZATION / RESPONSIBILITIES

The communications and warning function is directed and coordinated by the Douglas County Emergency Communications Department. All public safety / first responder agencies within the City of Omaha and Douglas County are supported by Douglas County Emergency Communications / 911.

- A. Each department/agency's or emergency service's Communications coordinator is responsible for the supervision of all emergency activities within their respective mobile and fixed communications centers.
- B. Each department/agency will provide sufficient cyber security awareness and security training to the users of the communications and warning equipment as well as providing cyber protection to the equipment and systems.
- C. Each department/entity may maintain a current roster of personnel for recall on short notice.
- D. Emergency Management communications efforts assist jurisdictions by recruiting and coordinating RACES, REACT, Civil Air Patrol, and Business Band radio operators and their equipment.

V. CONCEPT OF OPERATIONS

A. Communications

1. The Emergency Operation Center (EOC)

- a. The EOC is equipped with adequate communications equipment to transmit and receive pertinent information. See Attachment 1 for communications capabilities.

- b. In the event of commercial power failure, a generator will provide power for essential equipment in both the EOC and communications center.
 - c. There are approximately 75 installed and readily available telephone lines, wireless internet access, and cell phone repeaters in the EOC.
 - 1) Cellular phones may be used for urgent notifications to emergency stakeholders and citizens. Following a disaster, such communications may fail due to system overload or loss of one or more cellular towers in or near the county. The Government Emergency Telecommunication System is in use in Douglas County and prior arrangements have been made with cellular provider(s) to provide Wireless Priority Service to enrolled subscribers including government officials.
 - 2) Should the need arise, the EMSAT and/or the Communications Coordinator shall establish the priority of service restoration both cellular and non-cellular.
2. Douglas County Emergency Communications / 911
- a. The Douglas County Emergency Communications / 911 is located at 156th & Maple Streets and provides services to all public safety agencies. Radio frequencies used on a daily basis are listed in Attachment 1.
 - b. The Douglas County Emergency Communications / 911 is a warning point in the National Warning System (NAWAS). Warnings will be received via the NAWAS distribution system to include the National Weather Service's severe weather warnings.
 - c. The Douglas County Emergency Communications / 911 has interoperable communication links with the surrounding counties of Sarpy, Washington in Nebraska, and Pottawattamie Co., Iowa.
3. Nebraska State Patrol
- a. The Nebraska State Patrol Troop headquarters is located at 108th & J Streets in Omaha and provides service to Douglas County. The frequencies used on a daily basis are listed in Attachment 1.
 - b. The Nebraska State Mobile Command Post can provide communications resources with an emphasis on law enforcement operations. By using programmable equipment it will be capable of transmitting and receiving on any frequency within the following ranges:

- 1) VHF Low Band 29.7 to 50.0 MHz.
- 2) VHF High Band 148.0 to 174.0 MHz.
- 3) UHF 450.0 to 470.0 MHz.
- 4). 800 radios 700 to 800 MHz
- 5) VHF High Band, UHF band and the Motorola 800 radios are capable of narrow or wide band operation analog or digital P-25.
- 6) EDACS 800 radios for operation on the City of Lincoln/Lancaster County or RACOM Network in the Norfolk area.

6. Local and Area Hospitals

- a. The Omaha Metropolitan Medical Response System has sufficient dedicated electronic communications equipment for day-to-day medical surge activity. The equipment includes: two-way radios, cell phones, satellite phones, HAM, Health Alert Network, and the Telehealth Network.
- b. The medical communications system includes plans for continuity of operations (COOP) in the event of power outages, disruption or lack of access to the facility (storm damaged) and after hours.

7. Other Jurisdictions

Communication capabilities exist in other jurisdictions within the County and are listed in Attachment 1. Regional capabilities are also listed.

8. Amateur Radio

The Ak-sar-ben Amateur Radio Club may support Douglas County by providing additional communications to support the Emergency Management response and recovery operations. Amateur radio operators will relocate with their equipment to designated operating locations.

9. REACT

During a disaster, Heartland REACT may provide emergency communication support to Douglas County.

10. Civil Air Patrol

During a disaster, members of the three Omaha Squadrons and the Nebraska Wing of the Civil Air Patrol may support the County disaster relief operations with VHF and UHF frequency radio, as well as assist with damage assessment, disaster welfare inquiries and aerial reconnaissance/damage assessment.

11. Communication Systems Maintenance, Testing and Protection

Local provisions are in place to provide professional maintenance and repair and periodic operational tests of the communications systems, including the outdoor warning system. Immediate corrective actions for any problems identified are completed.

B. Warning

1. The National Warning System (NAWAS) is a Federal system of high priority, dedicated communications.

- a. The Nebraska NAWAS System is part of the National Warning System.
- b. The Nebraska Emergency Management Agency Communications Officer is responsible for the operation of the Nebraska system. A state-contracted telephone company performs maintenance.
- c. The State Warning Point is at the Nebraska State Patrol Headquarters. The State Emergency Operating Center (NEMA) is designated as the Alternate State Warning Point.
- d. Although warning information can originate from several sources, all relevant warning information is passed via the NAWAS system to all warning points within the State. This system is outlined on Attachment 2, the Nebraska Emergency Management Warning Network.

2. Notification of Officials

- a. The Douglas County Emergency Communications / 911 Department will alert city/county officials, the County Emergency Management Director and others on the County EOC staff immediately after initiating public warning. Refer to the tornado watch/warning procedures (Annex J).
- b. An Automated Alert Notification System is utilized to provide warning to various governmental and non-governmental agencies.

3. Warning the Public

- a. The Douglas County Emergency Communications / 911 Department will provide warning to the public for severe weather by activating all fixed sirens in the County. Sirens can be activated simultaneously or individually.
- b. The authority to activate the sirens in Douglas County rests with the Douglas County Emergency Communications / 911 Supervisor in accordance with established procedure.
- c. Warnings to the public may be made through a public notification tool which provides messages to the cell phone of those in the affected area.
- d. Public warnings may also be provided by loudspeakers or sirens on emergency vehicles or by immediate broadcast via radio stations, television stations, and the cable system.
- e. Warnings, disaster information and instructions are provided to functional needs populations on the DCEMA website, www.readyomaha.com.

4. Tornado Watch

The County has an established tornado-spotting program with assistance from amateur radio operators and Heartland REACT organization. Reports from REACT and amateur radio spotters are made to the National Weather Service in Valley, NE and the Douglas County EOC. Reports from the public, rural spotters and law enforcement personnel are made directly to their respective agency.

5. Flood Watch/Warning

- a. Emergency Preparedness Plans for the Papio River Basin have been developed by the Papio-Missouri River Natural Resources District. These plans include notification lists whereby the County Sheriff will contact residents in the affected areas and agencies involved should a hazardous situation occur (reference Annex E, Appendix 1 for operational procedures).
- b. The National Weather Service (NWS) monitors conditions that may lead to flooding, i.e., ice dams, rainfall, and snow melt, see Attachment 3. NWS may also contact Douglas County Emergency Management to coordinate with observers to make local assessments of river or stream conditions or to report data from the

non-automated river gauges. Based on the data received, the Valley Office of the NWS will issue warnings and watches as warranted.

- c. The public is notified via Weather Alert Radios and the Emergency Alert System (EAS).

6. Hazardous Materials Incidents

- a. The owner of a facility or hazardous waste generator is required to notify the Nebraska Department of Environmental Quality (NDEQ) upon discovery of a release of a hazardous substance in a reportable quantity (RQ) or greater, according to DEQ Regulation Title 126. A fixed facility that has a release of an extremely hazardous chemical above the 302(a) reportable quantity (RQ) of SARA Title III requires notification under section 102(a) of CERCLA. They shall notify immediately after the release, the Community Emergency Coordinator (CEC) identified in Annex F, IV, B, of any area likely to be affected by the release and the State Emergency Response Commission of any state likely to be affected by the release. This notification will be by the most expedient means possible (see Annex F, Appendix 1, Attachment 2, "Hazardous Materials Incident Notification").
 - b. A transportation incident of a substance subject to 302(a) requirements shall satisfy notification requirements by dialing 911.
 - c. The notification requirements under section 304(b) will be met by using the "Hazardous Materials Incident Report", Annex F, Appendix 1 and Attachment 2. As much information that is known at the time of notification should be included.
 - d. The public will be notified as necessary via telephonic notifications and the Emergency Alert System (EAS).
7. The Nebraska Emergency Alert System (EAS) provides disaster information and instruction to the public through radio and television. Local officials have the authority to request activation of the Nebraska EAS web/network by contacting their Local Station (LP-1 or LP as listed in the Nebraska Plan EAS) to provide information to the people in that operational area (Attachment 4).
8. Warnings and emergency information can be broadcast by Cox and CenturyLink Communications cable TV in Omaha and Douglas County. The National Weather Service and DCEMA have access to the system(s) and can initiate messages.

9. By law, the Nebraska Education Television Network will provide text decoded emergency information that includes severe weather warnings and reports from the National Weather Service. Many commercial broadcast stations will also provide emergency public information text and audio alerts.

VI. ADMINISTRATION AND LOGISTICS

A. Records

Individual departments will ensure that adequate records are maintained of their personnel, resources, expenses and communications (e.g. Law, Fire, EMS, Public Works, Roads, etc.).

B. Plan Maintenance

The Communications Officers will be responsible for assisting the Emergency Management Director in the maintenance and improvement of this Annex. The Annex will be reviewed, updated, and modified as necessary, but not less than annually.

VII. TRAINING AND EXERCISING

A. Training

1. Each agency or organization assigning personnel to the EOC for communications and warning purposes is responsible for ensuring that those individuals are adequately trained to use the equipment, are familiar with the procedures of the EOC, and understand the unique operating procedures.
2. The training program will be consistent with the five-year Homeland Security Exercise Plan. Training financially supported by the Homeland Security grant process will be Department of Homeland Security (DHS) approved.

B. Exercising

Exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	County Communication Capabilities	B-11
2	Nebraska EAS Operational Areas	B-12
3	National Weather Services Offices and Contacts	B-13
4	NAWAS Network (Directions and Map)	B-14
5	TICPs	B-16

DOUGLAS COUNTY COMMUNICATIONS CAPABILITIES

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
EOC	Douglas County 800 MHz HF, VHF, and UHF Amateur Radio UHF (GMRS) REACT Radios Omaha Public Works EAS 158.76 Douglas County Siren	

911 Communications Center **20 channels in the 851 – 854 MHz Range**

Mutual Aid Channels

- 8 CALL 90**
- 8 TAC 91**
- 8 TAC 92**
- 8 TAC 93**
- 8 TAC 94**

Hospitals:

Previous reference was made to the capabilities of the various local and regional hospitals serving Douglas County.

Omaha Metro Area Transit also has 800 MHz radios on their buses

REGIONAL CAPABILITIES:

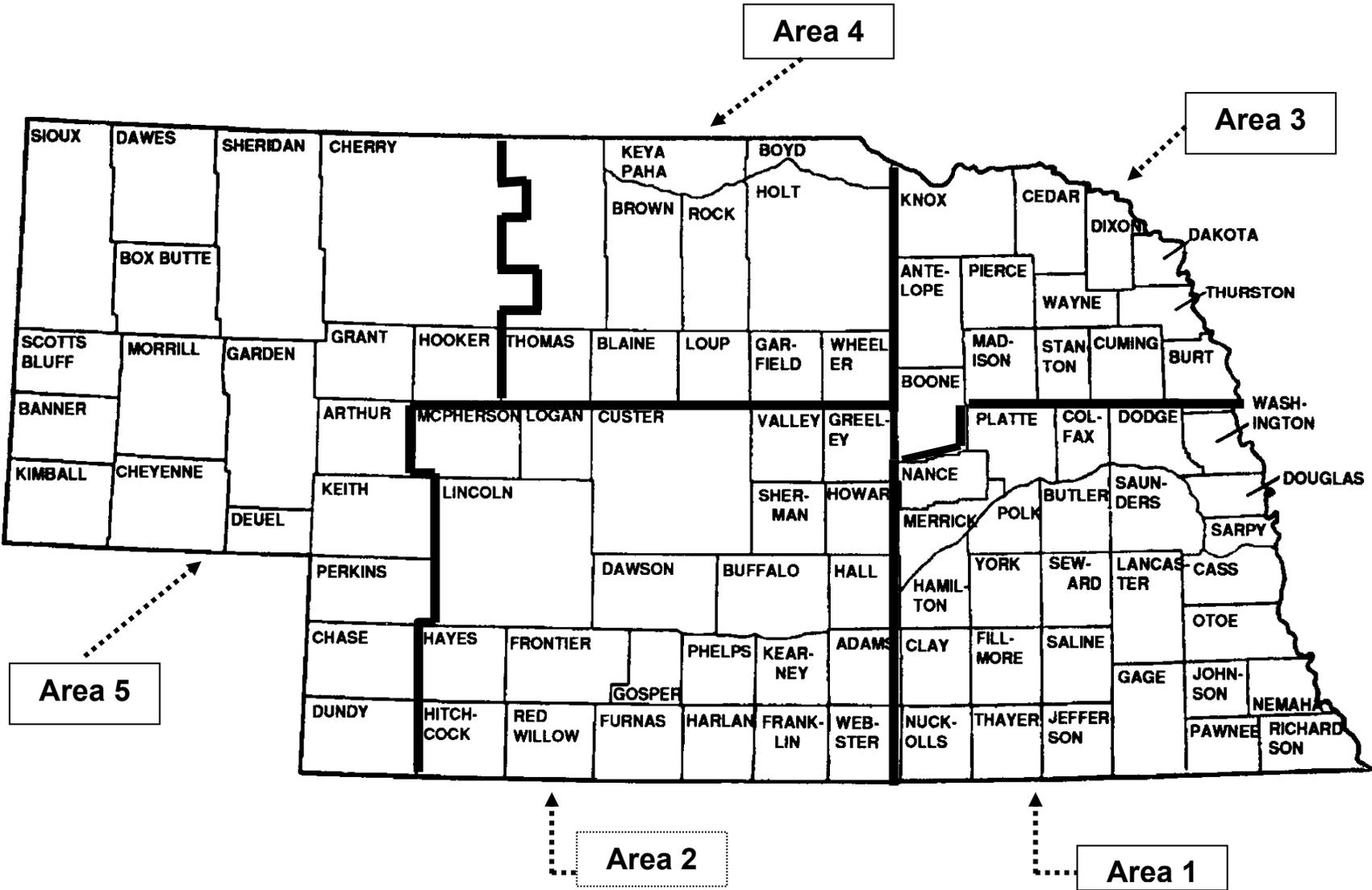
Douglas County is also able to interconnect with Sarpy, Washington NE, and Pottawattamie County Iowa Emergency Communications Facilities.

County:

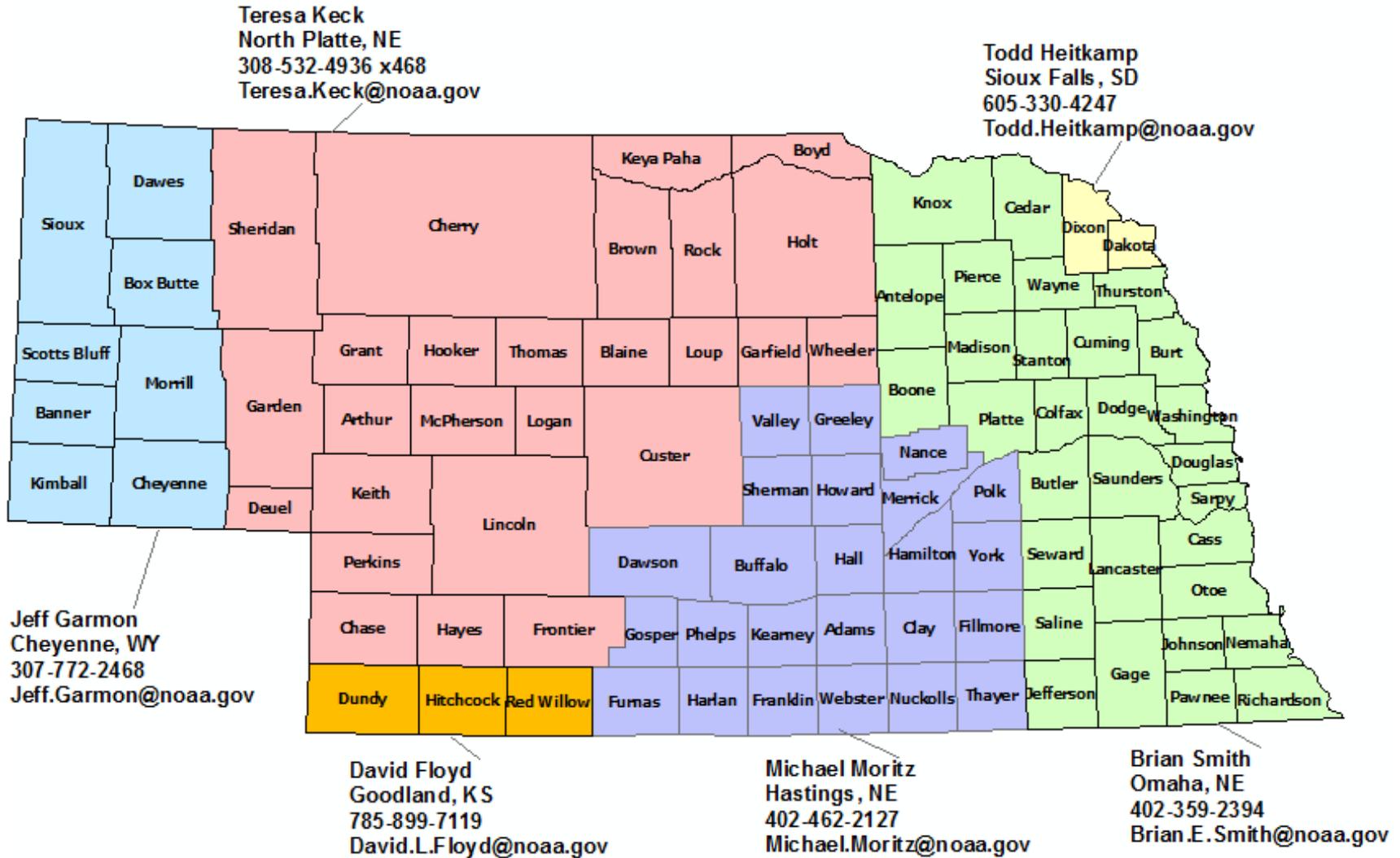
Agencies:	Point of Contact	
Sarpy County, NE EMA	Lynn Marshall	(402) 593-5785
Sarpy County, NE 911	Stu DeLaCastro	(402) 593-2283
Washington County, NE EMA	Bill Pook	(402) 727-2785
Pottawattamie County, Iowa EMA	Doug Reed	(712) 328-5777

Nebraska Emergency Alert System (EAS) Operational Areas

B-12



National Weather Service Areas and Primary Contacts



B-13

2015

<http://www.stormready.noaa.gov/stormmaps/ne-cwa.htm>

National Warning System (NAWAS) Emergency Management Warning Procedures

Tests:

The State Warning Point for NAWAS is at the Nebraska State Patrol Dispatch at the Joint Forces Headquarters (JFHQ) in Lincoln. Each Nebraska Warning Point is tested daily using a dedicated telephone line, (see map).

The Alternate State Warning Point is at the NEMA State Emergency Operating Center, Lincoln. A weekly roll call or Fan-out test, designated as: **"TEST, TEN-ONE-ZERO-ONE (10-1-0-1)"** is accomplished. The test message is relayed by radio from the Warning Points areas to the counties.

Each Warning Point will report to the Alternate State Warning Point either a:

Positive report from all counties in the area by an, **"ALL CONFIRMED"** message,
or a

Negative report when fan out stations do not respond such as:

Grand Island:	"Grand Island to Nebraska Alternate"
Alternate State Warning Point:	"This is Nebraska Alternate, OVER"

Grand Island:	"Negative copy, Howard and Merrick Counties, OVER"
Alternate State Warning Point	"ROGER, Nebraska Alternate, OUT".

Warning:

State actions:

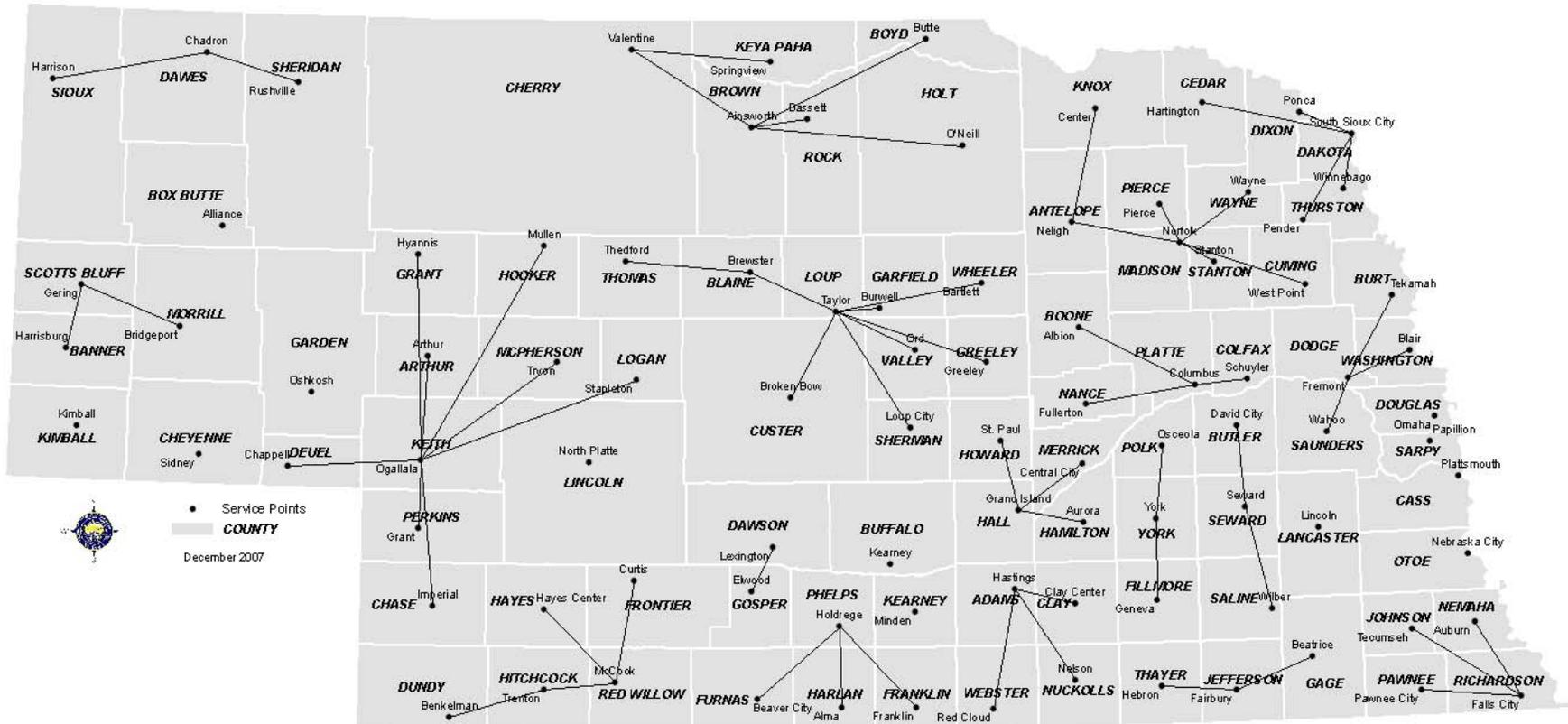
When a warning is received, the operator at the State Warning Point will clear the NAWAS network of all traffic, transmit the warning and then receive acknowledgement of the warning from each Warning Point. The Alternate State Warning Point provides a backup means of disseminating tactical warnings. The area Warning Points will immediately send any warnings to assigned locations using a secondary warning network, 39.9 MHz or telephone (see map on opposite side).

Locations:

Because 93 counties are involved, counties will acknowledge receiving the warning message to their respective Warning Points (NAWAS). Acknowledgement from the Warning Points will then be transmitted to the State Warning Point or to the Alternate.

Within the counties and municipalities, warnings are given as described in the Basic Plan section & Annexes A & D of the Local Emergency Operations Plan (LEOP). The goal is to provide warning in time for people to take adequate protective action.

NEBRASKA EMERGENCY MANAGEMENT WARNING NETWORK



December 2007 (Supersedes previous Warning Maps)

STATE WARNING POINT: Nebraska State Patrol Headquarters – Lincoln, Nebraska

ALTERNATE STATE WARNING POINT: State Emergency Operating Center (EOC) – Lincoln, Nebraska

NAWAS: (National Warning System) Special Telephone Lines, RADIO: 39.9 MHz

Service Points will relay the warning or test to its respective county service point(s)

Tactical Interoperability Communications Plan- TICP

I. The TICP is intended to document the interoperable communications resources that are available within the State or Region, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. The TICP planning process was established during a Kickoff meeting held on November 7, 2007, in Lincoln, NE.

II. The TICP is divided into five major sections as outlined in the Department of Homeland Security (DHS) TICP template:

- Section 1 – State/Regional Information
- Section 2 - Governance
- Section 3 – Interoperability Equipment, Policies and Procedures
- Section 4 – Regional Emergency Resource Staffing
- Section 5 – CASM

A. Section 1: State/Regional Information

Section 1 provides a high level overview of the State's or Regions demographics and lists the individual public safety agencies that are directly involved in the generation of the Plan.

B. Section 2: Governance

Section 2 provides a description of the governing body that will be responsible for the Plan's management and maintenance. This section also defines the participating agencies' responsibilities.

C. Section 3: Interoperability Equipment, Policies and Procedures

Section 3 is a summary of the interoperability equipment and radio system resources that will be made available to support interoperable communications in the State of Nebraska. The major items that are addressed include:

1. Radio Caches – Many agencies maintain a set of radios that can be distributed to other agencies with incompatible radio equipment that are responding to an incident. Given the diversity of the State, there are many different types of radio systems that employ various radio frequency bands and/or operate disparate system technologies. Maintaining a cache of radios is one strategy that addresses supply and demand for compatible interoperable radio communications traffic.
2. Shared Channels/Talk groups – Shared channels are those radio frequencies that are made available for use by agencies participating in a mutual aid response. Shared talkgroups refer to the “virtual” channels available on trunked radio systems. These resources are classified in the TICP as follows:
 - a. Local – channels/talk groups set aside by an agency for joint interoperable communications.
 - b. Regional – designated radio channels available across a multi agency or multi-county area.

- c. State – specific radio channels designated by the State of Nebraska for mutual aid situations throughout the State.
 - d. National – specific common radio channels designated for use nationwide.
 - e. Federal – specific federal National Telecommunications and Information Administration (NTIA) radio channels for the State of Nebraska area made available for State and local government public safety use.
3. Gateways – The term “gateway” is a general classification of electronic hardware that allows the interconnection or “patching” of radio equipment that are operating on various radio frequency bands, same frequency bands, but on channels not normally available, and/or different system technologies. Gateways can be categorized in a number of ways including:
- a. Fixed – the device is static and situated at a specific location. There are two sub-classifications:
 - i. Dedicated fixed gateway – specifically used to patch radio resources.
 - ii. Console gateway – serves as main dispatch point, but can be used to patch radio resources for interoperability use.
 - b. Mobile – the device is installed in a vehicle and can be moved to an incident scene.
 - c. Transportable – the device can be carried and placed in operation in a wide range of situations.
4. Shared Systems – Shared systems are those that provide radio communications on a day-to-day basis to two or more independent agencies. By their very nature, interoperable communications can be easily activated since multiple agencies share the same radio system architecture. Shared channels and talkgroups are generally available to other agencies that do not use the system for their primary communications.
5. Mobile Communications Assets – Mobile communications assets include mobile command posts, mobile cellular sites, and trailer mounted antennas. Other mobile communications assets may be included as necessary.

D. Section 4: Regional Emergency Resource Staffing

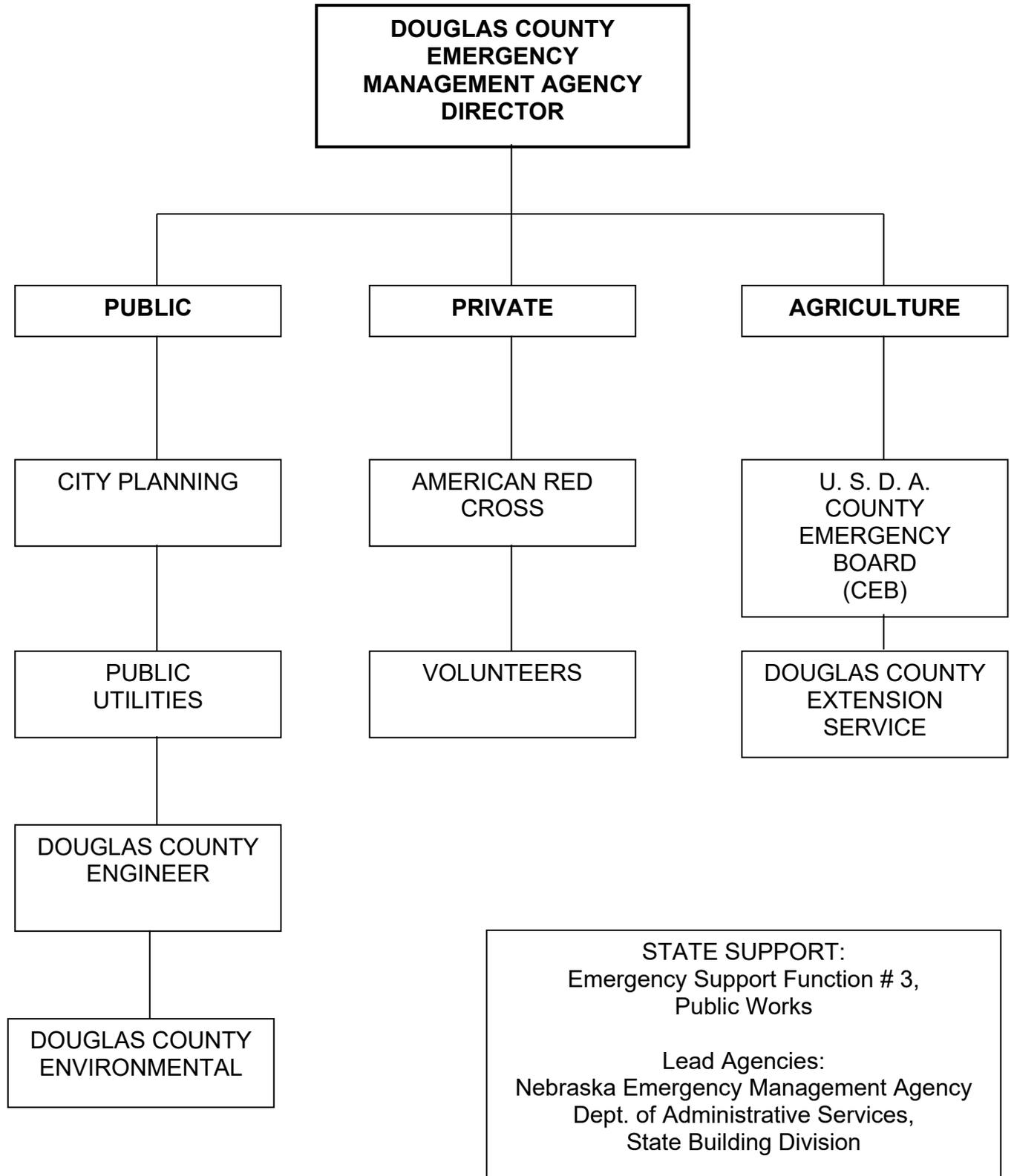
Section 4 establishes a list of personnel who will respond to fill the Communications Unit positions. Identified personnel must train and exercise to a regional or State response level. Job descriptions and qualified personnel for each Communications Unit position are detailed in the plan.

E. Section 5: CASM

Section 5 the Communications Assets Survey and Mapping (CASM) section provides the ability for representatives of public safety agencies within a urban areas or State to collect, store, and visualize data about agencies, communication assets, and how agencies use those assets. The CASM tool is composed of two components: The Communications Assets Survey (CAS) and the Communications Assets Mapping (CAM) tool. Together these will allow the COML to visualize the assets and challenges in providing interoperable communications within a designated area.

- III. The TICP includes a number of Appendices that contain additional information regarding each of the major subject areas such as:
- A. Point of Contact Information
 - B. Shared systems
 - C. Inter-system Shared Channels
 - D. Gateways
 - E. Radio Caches
 - F. Mobile Communications Units
 - G. Policy Documents, Governing Documents and Agreements
 - H. Incident Command System Planning
 - I. Reference Materials
 - J. Glossary
- IV. Existing TICPs
- A. The eight (8) Planning Exercise and Training Regions, Lancaster County and the State of Nebraska, have existing TICPs.
 - B. The official TICP's reside at the Nebraska Emergency Management Agency and with the Chairperson of each respective region.
 - C. It is important to note that the TICP is a living document that will be updated, as needed. As agencies add or change radio equipment, personnel, types of systems, or policies and procedures, the Plan will require updates and changes.

DAMAGE ASSESSMENT



DAMAGE ASSESSMENT

I. PURPOSE

This Annex describes damage assessment procedures necessary to gather data and evaluate information to determine the extent of damage and the impact on the community resulting from a disaster.

II. SITUATION

Douglas County is susceptible to disasters that could cause extensive damage to public and private property. In the event of a disaster, planned damage assessment procedures are essential for effective response and recovery operations.

III. ASSUMPTIONS

- A. The prompt and accurate assessment of damage to public and private property following a disaster is of vital concern to local officials.
- B. A rapid response has a direct bearing on disaster recovery.
- C. For any emergency involving radiological materials, the Nebraska Department of Health and Human Services has sole responsibility for making technical assessments. However, it is conceivable that they could request some assistance from local radiological staff during an emergency.
- D. The State Department of Environmental Quality is responsible for decisions on the scope of clean-up operations from a hazardous materials incident.

IV. ORGANIZATION/RESPONSIBILITIES

A. Incident Assessment

The Douglas County Emergency Management Agency Director will coordinate the gathering of damage assessment information necessary to complete the Incident Status Report, Annex A, Attachment 2, and for keeping the information updated during the course of the incident. Other responsibilities include, but are not limited to, the following:

1. Establishing a point of contact with officials of the affected jurisdictions and determine the approximate area affected.

2. Gathering information about the extent of damage, as quickly as it is available, from both public and private sources.
3. Providing updated information gathered from both public and private entities to the Emergency Management Senior Advisory Team (EMSAT) and the Nebraska Emergency Management Agency using the Incident Status Report from Annex A, Attachment 2.
4. Coordinate with the Public Information Officer to keep the public informed of hazardous conditions.

B. Record Keeping

Each public and private agency will keep complete records of resources, personnel, material and the equipment use involved in the response to the emergency or disaster to assist in determining the extent of impact and potential reimbursement of the incident on the jurisdiction.

C. Agricultural Damage Assessment

The Farm Service Agency (FSA) will assess the agricultural damages with assistance, as needed, from other USDA agencies. All information will be forwarded to the USDA State Emergency Board and may be available to the Douglas County Emergency Management Agency Director.

D. Radiological/HazMat Damage Assessment - Industrial/Transportation Incident/Accident

1. In the event of a radiological incident, local damage assessment response will be limited to obtaining radiological readings to detect the actual hazard. The Health and Human Services System will accomplish detailed hazard assessment to determine any possible threat to people and livestock, see Annex F, Appendix 1.
2. In case of a hazardous materials incident, local response will be limited to the level of training as defined by standards set by their employer in compliance with OSHA and EPA regulations.

E. Inspections

The assigned inspectors, assisted by the Omaha Fire Dept. and/or City Planning personnel, will accomplish the initial safety and habitability inspections of both residents and businesses in the City of Omaha. The State Fire Marshal may be requested to help. Data obtained during safety inspections will be included in damage assessment reports. Subsequent and more detailed inspections may be completed at a later date.

V. CONCEPT OF OPERATIONS

A. Initial Assessment

The Douglas County Emergency Management Agency Director will utilize the Incident Status Report (ISR) found in Annex A, Attachment 2 of this LEOP to report the scope of the damage and forward the information to NEMA. Information from the ISR will be the starting point from which all future state or federal damage assessments will be conducted.

1. After rescue operations have been concluded, more detailed information should be gathered to complete additional Incident Status Report updates. This information will be gathered from the first responders, organizations and agencies involved and provided upon request to the EMSAT and/or forwarded to NEMA.
2. An initial assessment will be conducted of the facilities considered critical for emergency operations, the health, welfare and safety of the people. Early identification of damages will enable the EMSAT to set priorities and make efficient decisions concerning resources available.
3. Incident Status Report (ISR)
 - a. Initial field responders and public works agencies have a responsibility for collecting the initial damage assessment information on damage which has occurred to the infrastructure in the jurisdiction. This includes damage to bridges, roads, and right of ways, culverts, and other lifeline systems which are the responsibility of the local government. Part of the ISR must also include estimating the amount and types of debris which will need to be handled.
 - b. The Douglas County Emergency Management Agency Director will coordinate the initial assessment of governmental owned facilities, to include estimating the amount of structural damage, damage to grounds, and type of debris.
 - c. Individual citizen and business/industry damage information will be coordinated by the Douglas County Emergency Management Agency Director through the 211 Hotline system and reported to NEMA using the Incident Status Report. Information from the American Red Cross and other HCOAD organizations may include limited information on damages to homes and businesses, which could be used to determine if a damage estimate is to be included in the ISR.
 - d. Information and figures generated from these assessments are estimates only and are used by NEMA to determine the need to

conduct a state (NEMA) PDA or request a joint NEMA/FEMA PDA. Later, more detailed information will indicate the number of homes, businesses public buildings, grounds and infrastructure involved. All information will be forwarded to NEMA through the local Emergency Manager.

- 4. Using the information from the completed Incident Status Reports, a local decision will be made to sign a disaster declaration. Only after the declaration has been signed, will the state determine whether a State or Federal Disaster is justified. If there is a possibility of a Federal declaration, a joint Federal/State team may complete a FEMA/State Preliminary Damage Assessment (PDA).

B. FEMA/State Joint Preliminary Damage Assessment (PDA)

- 1. In the event that damage estimates reach the threshold for state or federal assistance, NEMA and/or FEMA will send a team to Douglas County to conduct a joint Preliminary Damage Assessment (PDA). Douglas County is responsible for providing staff to be a part of the joint PDA Teams. The PDA will consist of a quick visit to the disaster area, and is normally conducted in a 24-48 hour period.
 - a. The joint PDA teams will conduct assessment training and hold briefings with local officials on the assessment process.
 - b. The PDA Teams will provide all forms necessary to complete the assessment.
- 2. The PDA Teams will examine and document damage to the public infrastructure. Included are estimates of the amount and types of debris. Figures generated from the PDA are used as documentation from the State in their formal request for federal assistance.

VI. ADMINISTRATION AND LOGISTICS

The Douglas County Emergency Management Agency Director will review and update this annex annually.

VII. TRAINING AND EXERCISING

A. Training

The training program will be consistent with the five year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

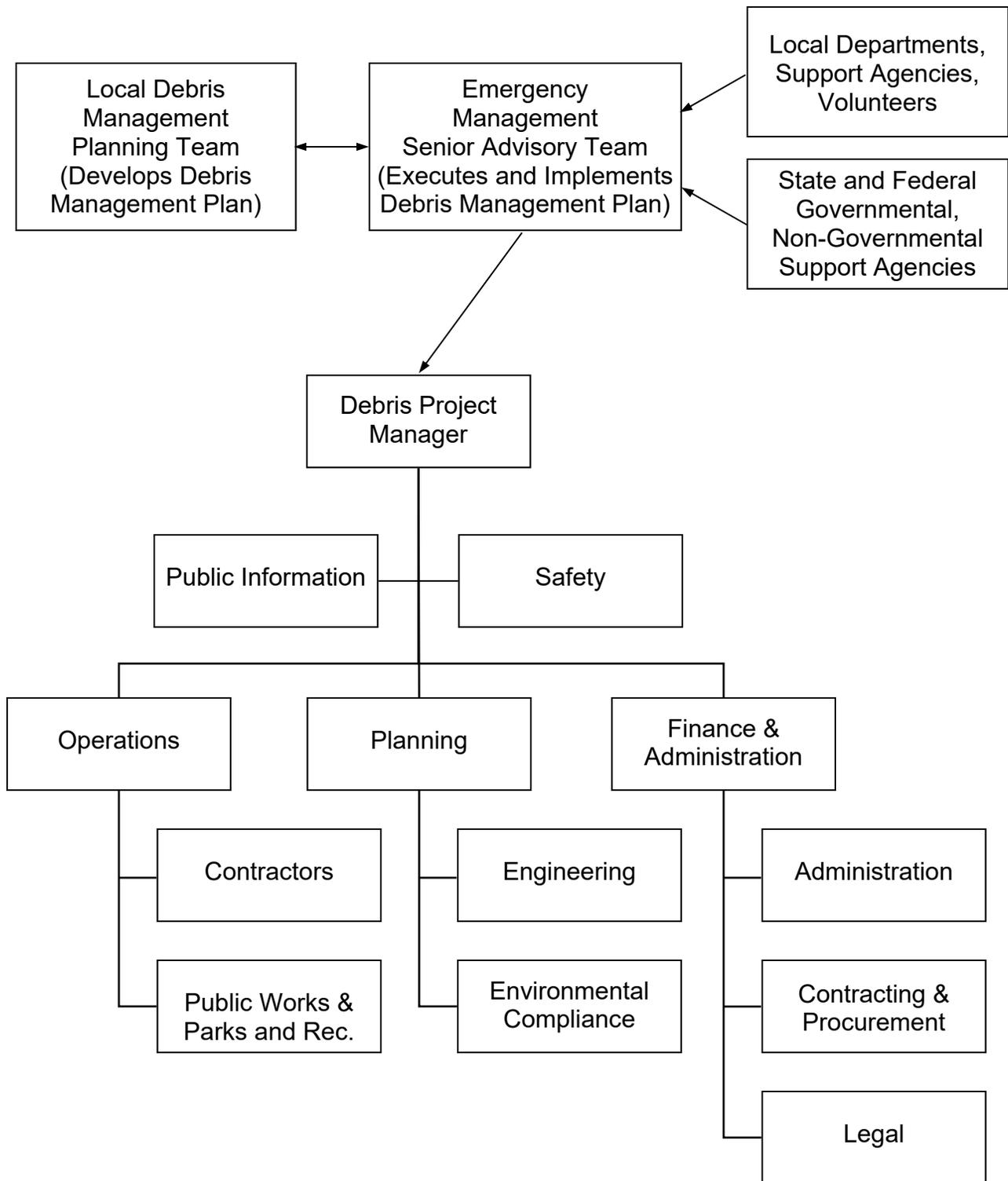
B. Exercising

Exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
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1	Debris Management Planning	C-7

DEBRIS MANAGEMENT PLANNING



DEBRIS MANAGEMENT PLANNING

I. PURPOSE

- A. The purpose of this section of the LEOP is to facilitate and coordinate the removal, collection, and disposal of debris. The overall goal is to use existing solid waste best management practice strategies and methods to reduce, reuse, recycle, recover, and landfill where feasible.
- B. The Debris Management Planning guidance will identify the organizational structures of the various disaster debris management roles, responsibilities and procedures conducted by the agencies and partners of Douglas County and the cities of Omaha, Ralston, Bennington, Boys Town, Valley and Waterloo.
- C. This guidance will assist the local governments and county-wide debris management teams / committees in creating a cohesive, compatible and unified plan to address debris management issues.

II. SITUATION

- A. Both manmade and natural events could cause this plan to be activated. The most likely events are earthquakes, tornados, floods, windstorms, debris flow from landslide, land, rail, air or river transportation incidents or accidents, hazardous materials incidents, structural collapse or fire, acts of terrorism or severe winter storms. See Attachment 1 for a matrix of common hazards and the types of debris generated.
- B. Numerous policy decisions regarding debris management issues can be made in advance by elected officials. Once identified, specific issues and concerns can be addressed through city ordinances, such as:
 - 1. Establishing ordinances invoked during a declared emergency;
 - 2. Issuing a disaster declaration in order to expedite the permitting process;
 - 3. Allowing temporary changes to zoning codes to facilitate the location of temporary disposal / management site;
 - 4. Allowing for emergency purchasing authority.
- C. Douglas County's approved Debris Management Plan is available for reference and is located in the EOC and at Public Works, County Highway Engineer's Office, County Purchasing, County / City Clerks' and Attorneys' Offices and the appropriate provisions, processes and procedures will be implemented during a disaster.

III. ASSUMPTIONS & PLANNING FACTORS

If an event produces disaster related debris, this Debris Management Plan (DMP) will be implemented. The following issues were and are considered in developing a DMP.

- A. Roads, bridges and drainage structures will be damaged and alternate routing will be needed.
- B. Buildings will be damaged and possibly not accessible.
- C. Communications may be impaired.
- D. A local disaster may likely be declared.
- E. A state or federal disaster may be declared based on local information from the Incident Status Report.
- F. Emergency powers may be enacted during a declared disaster for control of price gouging, temporary suspension of codes, temporary debris sites, etc.
- G. If the damage is beyond jurisdictional boundaries, cities and villages may not have the capability to deal with debris and can turn responsibility over to the County.
- H. Debris may be contaminated and should be evaluated for possible hazardous waste. The surrounding environment may also be contaminated and need remediation.
- I. Debris may include human victims and remains.
- J. Debris may include displaced, injured or dead animals.
- K. Salvageable materials and properties will be saved and recycled.
- L. People will begin to recover and clean up their property as soon as possible; therefore, the need for prepared public information and instructions (separation, recycling, transfer sites, etc) is critical to the community's effective and safe recovery.

IV. RESPONSIBILITIES

- A. The Public Works and Parks and Recreation Departments for each city and Douglas County Engineer and Environmental Offices within Douglas County are responsible for the development, monitoring, and implementation of the county's or a the jurisdiction's Debris Management Plan. Other city and county departments having needed resources may be assigned to support the debris management efforts. Implementation of the Plan must be done in

conjunction with other activities coordinated through the Emergency Operations Center (EOC).

- B. Prior to an event, the previously named departments and offices are responsible for establishing mutual aid agreements with other government agencies and utility companies. They may provide technical data and specifications for writing contracts with private contractors. The normal approval process for emergency contracts may be suspended under the provisions of the Nebraska Emergency Management Act. All emergency contracts in force must be tracked using standard, accepted business practices.

V. CONCEPT OF OPERATIONS

The project activities of Debris Management will follow NIMS and the Incident Command System as positions are created and demobilized as necessary. The Debris Management Staff positions, in general, are listed below.

A. Debris Management Staff Roles and Responsibilities:

1. Debris Project Manager

The Debris Project Manager is the incident manager of all debris management activities, such as:

- a. Working with EOC staff, elected and appointed leaders, establishes debris management priorities for both disaster response and recovery.
- b. Providing regular updates to EOC staff, cooperating agencies, elected and appointed officials the status of debris management.
- c. Representing the City or County in all meetings with government, private, and other agencies involved in debris management efforts.
- d. Coordinating with other local, City, County, state, federal agencies as necessary.
- e. Developing and implementing a system to rapidly mobilize and manage debris management resources, including employees, equipment, and materials.
- f. Convening debris management meetings with appropriate personnel and agency representatives.
- g. Appointing Debris Management Staff positions.
- h. Providing information to the Public Information Officer.

- i. Ensuring that records of all actions, operations, contracts and expenses are properly maintained and reported.
- j. The Debris Project Manager may assign a Public Works liaison to the EOC in order to coordinate requests from the EOC and field operations staff.

2. Administration

Administrative support staff will be utilized by the Debris Project Manager to provide financial, personnel, and documentation support. Documentation may include, but is not limited to:

- a. Personnel policies.
- b. Labor and equipment timesheets and summaries.
- c. Safety procedures.
- d. Contract procurement procedures.
- e. Contracts.
- f. Billing and invoices, including debris hauler load tickets.
- g. Environmental permits.
- h. Right of entry and hold harmless agreements for private property debris removal and demolition, when applicable.
- i. Public information announcements.
- j. Debris salvage value information.
- k. The Administrative section should work with the Public Information Officer and the EOC to formulate a strategy to ensure that accurate information is provided to the public and media. This strategy should include methods of providing the following types of information:
 - i. Debris pick-up schedules.
 - ii. Disposal methods and ongoing actions to comply with Federal, State, and local environmental regulations.
 - iii. Disposal procedures for self-help and independent contractors.
 - iv. Restrictions and penalties for creating illegal dumps.
 - v. Curbside debris segregation instructions.

- vi. Public drop-off locations for all debris types.
- vii. Process for answering the public's questions concerning debris removal.

3. Contracting and Procurement:

The primary role of the Contracting and Procurement section is to have debris contracts in draft form ready for advertisement or have pre-qualified contractors in place prior to the event. Contracting and Procurement planning includes the following tasks:

- a. Develop contract requirements.
- b. Establish contractor qualifications.
- c. Distribute instructions to bidders.
- d. Advertise bids.
- e. Establish a pre-disaster list of pre-qualified contractors.
- f. Manage the contract scope of work.
- g. Establish a post-disaster contracting close-out procedure if necessary.

4. Legal

The Legal staff leads the review process for all legal matters in the debris management planning process. In addition to advising the Debris Management Staff, the following issues shall be performed, addressed or coordinated through this office:

- a. Reviewing of contracts.
- b. Review and/or establish a land acquisition process for temporary debris management sites.
- c. Review all appropriate governmental insurance policies.
- d. Ensure environmental and historic preservation compliance before, during, and after operations.
- e. Ensure that site restoration and closure requirements are fulfilled.
- f. Review and/or establish a building condemnation processes.
- g. Review and/or establish a legal process for private property demolition and debris removal.

h. Review right-of-entry and hold harmless agreements.

5. Operations:

The Operations section of the team is responsible for the supervision of government and contract resources and overall project implementation. The Operations section is responsible for implementing the tactical debris removal operation. Operation responsibilities may include:

- a. Positioning equipment and resources for the response and recovery debris removal operations.
- b. Developing staff schedules and strategies.
- c. Providing communication, facilities, services, equipment, and materials to support the response and recovery activities.
- d. Monitoring and directing force account and contract labor.
- e. Distributing response and recovery resources.
- f. Operating and managing the collection, debris management site, and disposal strategies.
- g. Creating a demolition strategy for structures, if necessary.
- h. Reporting progress for distribution to the debris management planning staff.

6. Engineering & Planning:

The Engineering & Planning section supports all other debris management sections in a technical role. This section may provide debris quantity assumptions, economic analysis, and feasible solutions for the debris operations. The following are tasks that may be completed by the Engineering & Planning section:

- a. Forecasting debris volume based on assumed disaster type.
- b. Developing an estimating strategy for post-disaster debris quantities.
- c. Strategizing and map debris haul routes.
- d. Selecting debris management sites and designing the site layout.
- e. Determining reduction and recycling means and methods.
- f. Identifying and coordinating environmental issues.

- g. Assessing available landfill space and determining if additional space is needed
- h. Developing the debris collection strategy.
- i. Writing contract scopes of work, conditions, and specifications.
- j. Coordinating with other local and State jurisdictions for road clearance and operations.
- k. Establishing a process for building damage assessment and condemnation (including public and private properties).
- l. Issue permits.

VI. Emergency Communications Plan:

Under most emergencies/disasters, communications will be primarily by radio, land telephone lines, cellular telephones, or computer; however, the municipality recognizes that as a result of some disasters, various communications systems may be inoperable.

- A. All members of the Debris Management Staff will strive to maintain access to a multiple communications systems. A communications plan (ICS Form 205) defines systems currently available and their designated uses.
- B Debris Management Staff and field operations will use an appropriate combination of radio, wireless phone and landline phones.
- C. If land lines, radios, and wireless phones are inoperable, then Debris Management Staff and field personnel will use “runners” between the EOC and other operations centers and the field.
- D. Communication resources are in the Annex B – Communications & Warning.

VII. Health and Safety Plan and Procedures:

- A. Protecting the community’s health and safety by removing debris presents a number of risks to the health and safety of responders, contractors, citizens and volunteers engaged in debris management operations. Therefore, the Debris Project Manager will oversee the development of a Health and Safety Strategy, using currently approved safety standards. Site safety is the responsibility of every responder, elected/appointed official. Dangerous or hazardous conditions and activities should be reported to the EOC immediately. Douglas County Health Department and DHHS personnel may provide technical assistance in the Health and Safety Plan.

- B. Contracted labor will follow all establish safety procedures determined by the Debris Project Manager. The Debris Project Manager may assign personnel as Safety Officers to develop the Health and Safety Plan, as well as monitor operations for adherence to this plan.

VIII Debris Collection Plan:

The Debris Project Manager, in coordination of the EOC staff and under the policy direction of elected/appointed administration, will determine strategies and incident action plans for response and recovery operations. The debris management plan will be incorporated in the general Incident Action Plan adopted by the Incident Commander.

A. Priorities:

In general, debris management priorities will align with other emergency response priorities of life safety, property protection, preservation of the environment and, in suspected terrorism or crime scenes, the preservation of evidence for possible investigation. Priority for debris clearance will be determined upon the following criteria and circumstances:

1. Extrication of victims.
2. Ingress and egress for fire, EMS, law enforcement, and EOC staff, hospitals, jail, public shelters and other critical facilities.
3. Major traffic routes.
4. Major flood drainage ways.
5. Supply distribution points and mutual aid assembly areas.
6. Government facilities.
7. Public Safety communications towers.
8. American Red Cross shelters.
9. Secondary roads.
10. Access for utility restoration.
11. Neighborhood streets.
12. Removal of debris from private property when presenting a risk to public health and safety.

- B. During all debris clearance operations, the Debris Project Manager will coordinate with public and private utilities and organizations to ensure the safe disposition of power lines, pipelines, railroads, airports and other infrastructure in or serving the jurisdiction.

IX. Response Operations

The Debris Project Manager's primary responsibility is to clear debris from at least one lane on all primary and secondary roads to expedite the movement of emergency service vehicles such as fire, police and medical responders. This includes roadways in the affected areas, as well as those affecting critical infrastructure such as fire stations, law enforcement offices, hospitals and medical facilities, City Hall, shelters, water and sewage plants, etc.

- A. Assign crews (in-force or contract) to identified areas to begin road clearing.
- B. From field assessments, will determine if in-house capabilities are sufficient for debris removal. If the quantity exceeds the capacities to clear, remove and dispose of the debris, then pre-positioned contracts with qualified contractors may be activated by notifying the Contract coordinator in the Finance/Administration section.
- C. Note that contractor clearing operations under a 'time and material' contract must be limited to no more than 70 hours to comply with current FEMA guidance.
- D. When local capabilities are still exceeded, The EM will submit an updated Incident Status Report and request for help to NEMA.

X. Debris Collection and Storage Sites

Sites include established landfills, transfer stations, neighborhood collections points, recycling centers and temporary debris storage and reduction (TDSR) sites. Temporary site determinations will be made by the Debris Project Manager, assisted by representatives from Planning and Zoning, Public Works, Engineering, Parks and Rec. and NDEQ.

- A. The public, contractors and response agencies will be instructed on the current debris separation, sorting and hazardous materials designations and handling procedures prior to debris collection.
- B. Local neighborhood collection sites with "dumpsters" may be the most effective means of collection, separation and transfer of debris.
- C. Curbside pick-up and public drop-off sites are options.
- D. Appropriate sites will be pre-selected by the Debris Management Planning Team with technical assistance from the Nebraska Department of Environmental Quality, Waste Management Division (NDEQ).

- E. The site selection size and area should comply with all applicable county, state, and federal rules and regulations, including Fish and Wildlife, Forestry and Fire Conservation, Historical Preservation, NDEQ permitting, and the Endangered Species Act. Temporary storage/reduction site size should be an appropriate sized acreage for the estimated amount of debris.
- F. The sites used in this Plan may be temporary or permanent. Sites may be restricted to one type of material, or may be a multi-use site.
- G. Special permits for temporary and burial sites are obtained from NDEQ, Burn permits may be issued from local or rural fire departments.
- H Site monitors will be used to insure that sites are appropriately used, environmental concerns are addressed, debris is sufficiently segregated and safety is maintained. Duties of site monitors are detailed in the “Public Assistance Debris Management Guide, FEMA-325, July 2007” manual.
- I. The EOC will notify other government agencies and the public of the site locations, access, hours of operations and restrictions, etc.
- J. As temporary sites are no longer needed, they will be closed and the land remediated to pre-disaster conditions, meeting all current local, state and federal rules and regulations.

XI. Types of Contracts

State and local ordinances and purchasing guidelines will be followed in advertising, awarding and implementing and monitoring contractual help for debris collection, removal, equipment, volume reduction, recycling, and disposal. The Nebraska Emergency Management Act allows jurisdictions to suspend normal procedures during the duration of declared disasters. The jurisdiction’s legal staff and engineering staff may advise on the usefulness and expediency and management of each type of contract. The previously-referenced FEMA manual or NEMA can offer specifics for emergency contract development. The following types of contracts are most commonly used during disasters

- A. Time and material contracts
- B. Unit Price for follow up
- C. Cost plus fixed fee
- D. Personal Services: trainers, inspectors, hotline operators
- E. Land-Lease Agreement with landowners

XII Public Information Activities

The PIO's responsibilities are detailed in Annex D. The PIO will be responsible for working with the debris project manager or assigned personnel to educate the public on debris separation, household hazardous material lists and disposal methods, dead animal handling, recycling, general disposal methods, pick up schedules, site locations, and drop-off procedures, safety and information to expedite the clean-up process. Informational material and press releases will be issued through currently established media links. Flyers with instructions or guides may be created to be distributed from structure to structure, (household to household).

XIII. Volunteer Management

- A. A volunteer manager will be appointed to deal with volunteers, see Annex L, Attachment 3.
- B. Additional volunteers may be used to go from house to house with the flier to educate the public on debris disposal, separation and recycling. The flier will include information about the:
 - 1. Types of debris recycling and what they are.
 - 2. Dates that a volunteer will be in the neighborhood to assist in questions about separation of debris.
 - 3. Dates and times a pickup will occur in the neighborhood.
 - 4. The hazards of burning debris, hazardous materials, toxic fumes, smoke, etc.
 - 5. Debris drop-off points and procedures.
- C. Volunteers may leave the fliers on the doors, but will be available for questions if the occasion arises.
- D. Volunteer time and kinds of labor may be used to off-set local cost sharing during federally declared disasters. Accurate tracking systems of groups or individuals contributions of time, labor, cash or materials are essential for fiscal management. Groups should indicate a point of contact to the EOC.

XIV. State and Federal Agencies

In the event of either a Presidential Emergency Declaration or Major Disaster declaration, debris management activities will be coordinated with state and federal agencies. In a large scale event, debris removal activities may be tasked

to a federal agency. This could be the Department of Transportation, US Military, US Army Corps of Engineers, or other Debris Management specialists.

XV. ADMINISTRATION AND LOGISTICS

- A. The Emergency Management Director will meet periodically with the participating agencies such as city/county Public Works, Engineering, Parks & Recreation, jurisdictions’ attorneys, building departments, landfill authorities/owners and others having an identified role in debris management to review and revise this plan.
- B. Changes and revisions to this plan shall be made after any event involving disaster debris management.

XVI. Training schedule

The responsibility of developing a regular training schedule on debris management and particular aspects of this plan falls upon the directors of each applicable and responsible department. Departments are encouraged to use the annual review and revise period to introduce the plan to employees, providing updated training and directions. The county’s five-year training calendar should include training components of the plan within related exercises, drills and workshops.

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Typical hazards and debris Generated Chart	C-20

TYPICAL HAZARDS AND DEBRIS GENERATED

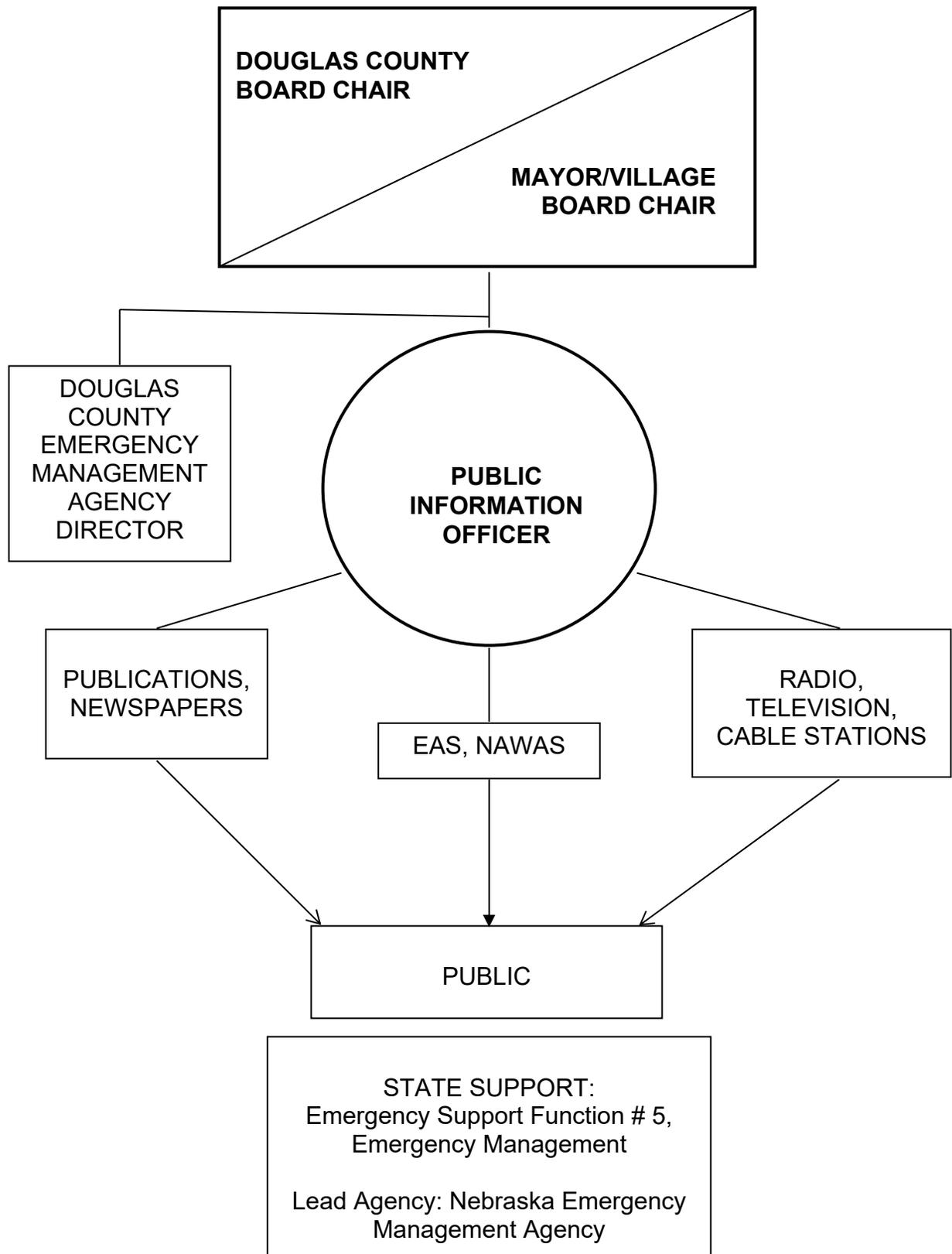
Forecasted Debris Locations

Debris will occur wherever a disaster occurs, though it is generally accepted that the presence of human development (homes, businesses, industry) increases not only the variety, but also quantity of debris. Such populated areas will feature growing amounts of construction debris, white metals and personal property. Industrial areas will feature much more hazardous waste, and therefore, more soil and land issues due to contamination.

Flood debris is most likely to occur in and adjacent to flood plain areas near bodies of water. Tornado and other storm debris are generally more wide-spread, and may include varying mixes of debris, dependent upon the development of homes and businesses in the affected areas.

Debris Forecast by Hazard		Typical Debris Streams								
		Green Debris	Construction & Demolition	Personal Property	Hazardous Waste	Household Hazardous Waste	White Metals	Soil, Mud, & Sand	Vehicles & Vessels	Putrescent
Local Hazards	Tornado	X	X	X	X	X	X		X	X
	Severe Thunderstorm	X				X				
	Flood	X	X	X	X	X	X	X	X	X
	Ice Storm	X				X				
	Fires	X	X	X	X	X	X		X	
	Hazardous Materials	X	X	X	X	X	X	X	X	X
	Industrial Incident		X		X	X	X	X	X	
	Aircraft Incident			X	X	X	X	X	X	X
	Acts of Terrorism	X	X	X	X	X	X	X	X	X

EMERGENCY PUBLIC INFORMATION



EMERGENCY PUBLIC INFORMATION

I. PURPOSE

This annex establishes procedures for the rapid dissemination of emergency public information and to outline the media resources available. During an emergency/disaster, all levels of government are responsible for keeping the public informed of the situation. It is through a speedy and precise public information program that the people are advised of any hazard or threat and will be told of any actions they will need to take for their safety and survival.

II. SITUATION

- A. Radio station KGOR in Omaha is the Local Primary (LP-1, or LP) Emergency Alert Station for Nebraska Operational Area 1, which serves Douglas County. Initial weather alerts and warnings and national emergency warnings are disseminated from this station.
- B. Douglas County officials may use KGOR in Omaha and the other local broadcast media outlets to broadcast emergency instructions and information directed to people within Douglas County.
- C. Emergency public information can be disseminated in Douglas County through an over-ride capability of Cox Communication and CenturyLink Cable Television.
- D. There is one daily and several weekly newspapers in Douglas County. Newspapers will be used for disseminating written instructions to the general public.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. There are known groups of non-English speaking people in Douglas County. According to federal census data, about one half of one percent of the population of Douglas County cannot speak English. However, there are no entire neighborhoods with a non-English speaking population. Neighbors and advocacy groups are aware of and advise and/or warn these households in times of emergency or increasing threat.
- B. There are provisions for disseminating emergency information to persons with access and functional needs.
- C. It is critical that the public have confidence that the local governments is in control of the situation. Awareness of an event, warnings and timely reports

of actions mitigating the event, potential consequences, information, public orders/directions and information gains and builds this public confidence.

- D. During and after a disaster, specific protective action information and advice to the public is essential to maximize survival and protect property. Most of the public will comply with official advice received by them.
- E. Implementing the Joint Information System concept integrates incident information and public affairs into a cohesive organization providing consistent, coordinated, timely information.
- F. The media's approach to reporting disasters has, at times, may not be accurate. Timely and accurate information from credible sources builds public confidence, reduces panic, fear and adverse public responses.
- G. Public broadcast outlets have a choice as to which emergency messages they transmit.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The Public Information Officer (PIO) directs all county emergency public information activities. The PIO is responsible for the collection, coordination, development, dissemination and monitoring of emergency public information.
- B. The Public Information Officer as appointed may be the official spokesperson for a Mayor/Board Chair and/or County Commissioners (according to the impacted jurisdiction). The PIO will coordinate public information activities with the Chief Executive, Douglas County Emergency Management Agency Director and Incident Command.
- C. The PIO may appoint a supporting staff to assist in the public information functions and ensure the capability of extended operations. Supporting functions may include:
 - 1. Rumor Control/Public Inquiry
 - 2. Social Media Coordination
 - 3. Distribution of emergency information, including broadcast and printed materials, monitors the media releases for accuracy.
 - 4. Coordination of emergency public information supplies and equipment requirements as well as volunteer support staff.

- D. The Public Information Officer at the Nebraska Emergency Management Agency, in a disaster situation, has the following responsibilities:
1. Coordinates with and supports the Governor's Office,
 2. Coordinates with and supports the local government's PIOs,
 3. Develops and releases information concerning the state's involvement and/or activities.
 4. Monitors the media for accuracy of information released
- E. The federal agency's PIO, when federal support is activated, will have the following responsibilities:
1. Coordinates with and supports the state and local governments PIO,
 2. Releases information concerning the federal government's involvement and/or activities.
- F. Volunteer and private organizations PIOs should coordinate with the local Public Information Officer and release information concerning their own efforts.

V. CONCEPT OF OPERATIONS

A. Coordination

1. The public information function requires a coordinated flow of information from all levels of government and private agencies through a central release point (Attachment 1). This ensures that only accurate information is presented. This will be accomplished through:
 - a. Coordination and exchange of information among all staff, department heads, and the PIO.
 - b. Collecting, compiling, and verifying information before authorizing releases.
 - c. Protects and safeguards sensitive information.
 - d. Releasing information to the media at briefings by the Public Information Officer or an authorized representative.
 - e. Establishing Rumor Control where citizens with questions can receive accurate and verified information. Rumor Control must be coordinated to ensure adequate public service telephone

capabilities. The media will publish/broadcast the Rumor Control telephone number. In addition to answering questions from the public, telephone operators will pass rumor trends on to the PIO and assistance requests to the EOC. The Social Media Coordinator has a primary role in Rumor Control with the increase of information sharing on social media sites.

- f. Establishes or activates a JIC for multi-agency coordination.
2. Information regarding emergency shelters, feeding, and assistance programs will be disseminated throughout any emergency/disaster period.
3. As a situation develops, uses available media resources to increase public education, instructions, and information (Attachment 1).
4. Disaster information on radio/television and in the newspapers will be monitored to ensure the public is receiving accurate and timely information.

B. Information Dissemination

1. Joint Information Center (JIC)

- a. The Joint Information Center (JIC), as determined by the incident, is the designated place where the PIO will conduct news briefings and conferences.
- b. Briefings and conferences will be held at regularly scheduled intervals which will be determined at the time of the disaster.
- c. All supporting agencies will have access to and participate in the JIC.

2. Electronic Media

- a. Information requiring immediate broadcast for a local area will be released to media outlets. A list of local radio/television /cable stations is included in Attachment 1. Routine information will be given to the media through the Joint Information Center briefings.
- b. The Emergency Alert System (EAS) will be activated through radio station KGOR and Nebraska EAS Operational Area 1 in accordance with the Emergency Alert System Plan.
- c. Computers, social media and other electronic communications devices will have messages prepared appropriate to the medium and transmitted in a timely manner.

d. Messages may be relayed to the public through a public alerting system by the Incident Commander or Emergency Management.

3. Printed materials

Newspaper releases, flyers, brochures, etc. will be prepared and/or approved by the EMSAT and distributed at the direction of the Public Information Officer.

C. Support from State Agencies

1. The Nebraska Emergency Management Agency is responsible for the collection, correlation, and dissemination of disaster-related information to appropriate state agencies and the Governor's Office. The Nebraska Emergency Management Agency's Public Information Officer during a State of Emergency, will coordinate all state public affairs/information efforts with the Governor's Office.
2. The Nebraska Emergency Management Agency has established procedures for rapid dissemination of hazard warnings and disaster-related information to local government primarily through the National Warning System (NAWAS) and to the public through the Emergency Alert System (EAS).
3. The Nebraska Emergency Management Agency will coordinate the use of the state warning system to ensure that all commercial radio and television stations receive the emergency information.
4. The Nebraska Educational Telecommunications (NET) in conjunction with the Nebraska Commission for the Hearing Impaired will provide text decoding to the hearing impaired for all programming to include area and statewide disaster warnings.
5. The Nebraska Emergency Management Agency's Public Information Officer will work closely with the local government and provide assistance, particularly in preparing and disseminating information to the public concerning disaster recovery centers.
6. State agencies will support local governments by providing reports of potential and existing widespread hazardous conditions.
7. The Nebraska State Patrol, in coordination with the Department of Roads, will provide road conditions to affected agencies, the media, and the general public.
8. Subsequent to a Presidential Declaration, the Public Information Officers of for the state agencies involved in disaster recovery efforts will

coordinate activities with the federal agencies involved through the PIO at the JIC.

D. Support from Federal Agencies

1. The National Weather Service has the primary responsibility for issuing weather-related disaster warnings to the public.
2. Under a Presidential Emergency or a major disaster declaration, the Federal Emergency Management Agency's (FEMA) Public Information Officer will coordinate and be responsible for release of public information concerning federal assistance.

E. Support from Volunteer Agencies and Organizations

Volunteer and private organizations will be evaluating the situation and making internal determinations of the level of assistance they can provide. Each organization in coordination with state and local governments and the JIC, will be providing public information concerning their efforts.

F. Support from Media

Arrangements have been made with local media organizations to ensure rapid dissemination of emergency public information.

VI. ADMINISTRATION AND LOGISTICS

- A. Public Information Officers should meet annually with local government officials, the Douglas County Emergency Management Agency Director, and media representatives to review this Annex and coordinate operating procedures.
- B. The Emergency Management Director may revise this Annex based upon the recommendations of the PIO.
- C. Every effort will be made to incorporate media involvement in exercises of this Plan.

VII. TRAINING AND EXERCISING

A. Training

The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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**PUBLIC INFORMATION RESOURCES
(MEDIA OUTLETS)**

RADIO

EAS PRIMARY STATION LP-1 KGOR

KFAB, KXKT, KEFM
KHUS

Phone: 402-561-2000
FAX: 402-556-5791
Hotline: 402-556-9000
Contact: Tom Stanton

Scripps Radio – KEZO, KSRZ, KQCH,
KKCD, KXSP

Phone: 402-898-5410
FAX: 402-592-9434
Hotline: 402-592-9815
Contact: Mark Todd

KIWR

Phone: 712-325-3254
FAX: 712-325-3391
Hotline: 712-328-8970
Contact: Sophia John

KCRO, KGBI, KOTK

Phone: 402-422-1600
FAX: 402-422-1602
Hotline: 402-422-1600
Contact: Mike Shane

KIOS

Phone: 402-557-2777
FAX: 402-557-2559
Hotline: 402-557-2777
Contact: Ken Dudzik

KMLV

Phone: 866-363-6397
FAX: None
Hotline: 866-363-6397
Contact: Richard Hunt

KVNO

Phone: 402-559-5866
FAX: 402-554-2440
Hotline: 402-554-2569
Contact: Dana Buckingham

NRG Media

KQKQ, KOOO, KPOW (FM)
KOIL, KOZN, KZOT, KMMQ (AM)

Phone: 402-342-2000
FAX: 402-827-5293
Contact: (AM) Dave Tepper (713) 825-4971
Office: 402-977-9294
(FM) Jeff Lynn (262) 389-0687

Scripps Media
KEZO, KSRZ, KQCH, KKCD
KXSP

Phone: 402-898-5410
FAX: 402-592-9434
Hotline: 402-592-8815
Mark Todd: 402-578-6115

TELEVISION

KETV

Phone: 402-345-7777
FAX: 402-978-8931
Hotline: 402-978-8950

KMTV

Phone: 402-592-3333
FAX: 402-592-4714
Hotline: 402-593-2700/402-592-4330

KPTM/KXVO

Phone: 402-558-4200
FAX: 402-554-4290
Hotline: 402-558-4282

KYNE

Phone: 402-554-2516
FAX: 402-554-2440
Hotline: 402-554-5865

WOWT

Phone: 402-346-6666
FAX: 402-233-7880
Hotline: 402-233-7901

CABLE TELEVISION

COX COMMUNICATIONS

Phone: 402-934-0831
FAX: 402-933-0060
Contact: Beth Weiss

CENTURYLINK

Phone: 402-422-7337
Contact: Steve Pacholski

NEWSPAPERS

Daily

Omaha World Herald

Phone: 402-444-1000
FAX: 402-345-0183
Breaking News: 402-444-1347
Hotline: 402-444-1304

Douglas Co. Post Gazette

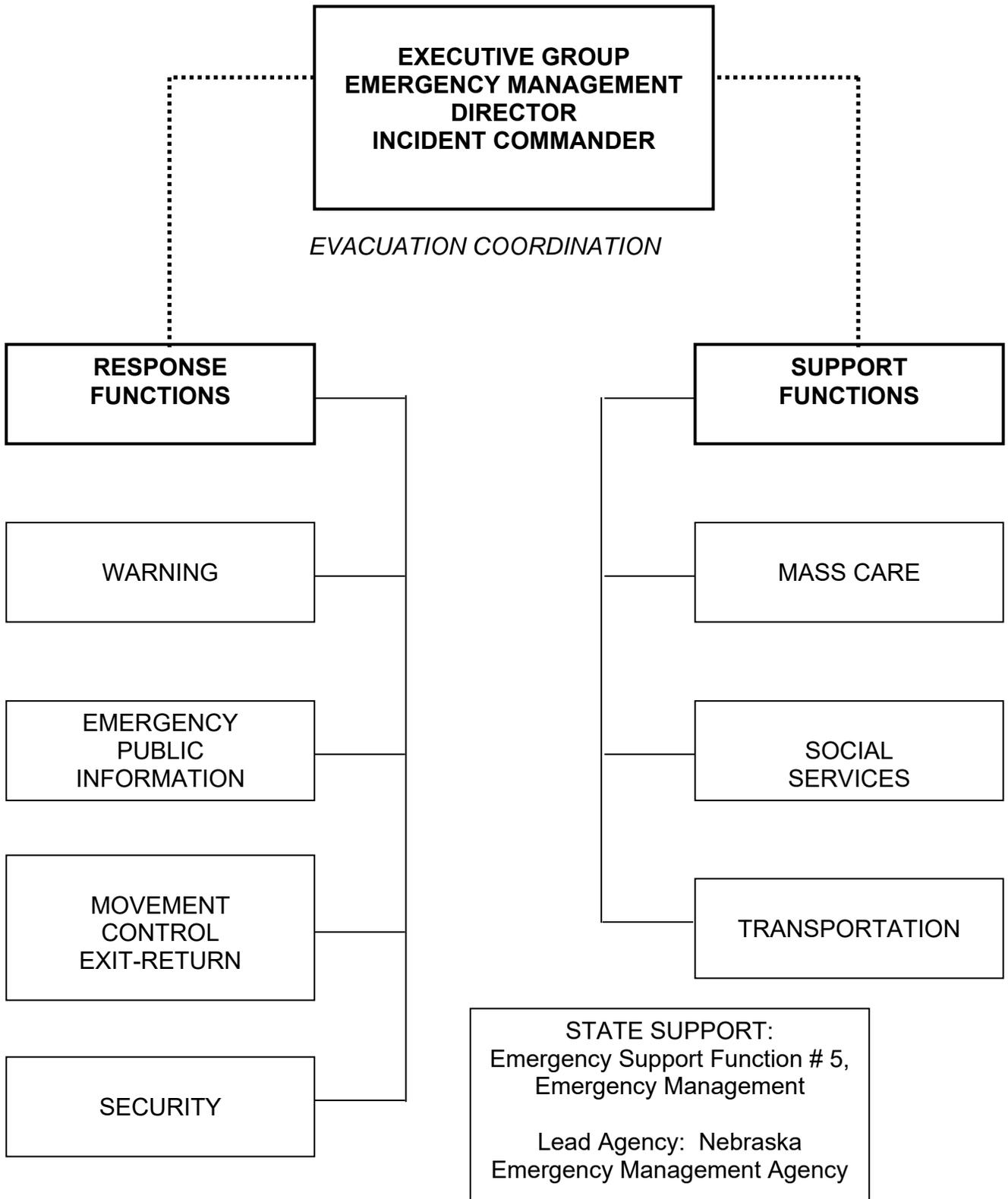
Phone: 402-289-2329
FAX: 402-289-0861

Omaha Star

Phone: 402-346-4041
FAX: 402-346-4064

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EVACUATION



EVACUATION

I. PURPOSE

This Annex provides direction and planning guidance for the implementing a timely and orderly evacuation of all or any part of Douglas County when that is the most effective means for protecting the population.

II. SITUATION

- A. Douglas County Hazard Analysis identifies hazards or threats that could result in an evacuation. The most probable of these are floods, tornadoes, fires, Hazmat accidents, or an extended power outage.
- B. Some degree of flooding along the Papio and Elkhorn River may occur on an almost annual basis. While much of this involves lowland agricultural flooding, damage to public property (bridges, highways, and county roads) is a primary concern. Maps showing the 100 year flood plain are located at Papio-Missouri River NRD, Douglas County GIS Department, Omaha Public Works, and Omaha City Planning. The County could also be affected by failure of several High Hazard Dams located in Douglas County. See Appendix 1 for flooding details.
- C. Anhydrous ammonia and other hazardous materials are transported, used and stored throughout the county. Accidents of various types could require the evacuation of a large number of residents. Transportation accidents on Highways 6, 50, 64, 75, 92, and 275, Interstates 29, 80, 480, 680, or Burlington Northern Santa Fe and Union Pacific railroads, or river barge could affect evacuation movement.
- D. There are places where large gatherings occur. Among these are the schools in Douglas County with a student population over 90,000 and several Colleges and Universities in Douglas County with a population of approximately 30,000 students and faculty. Other facilities that could pose special evacuation problems are CenturyLink Center, Orpheum Theater, TD Ameritrade Park, Henry Doorly Zoo, Baxter Arena, and the 17 hospitals and 25 nursing homes. Each of these facilities and events can develop and exercise their specific evacuation plans and may coordinate with the EM for planning information or to participate in jurisdictional or regional joint exercises.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Each jurisdiction and special event coordinator can develop a Primary Evacuation Plan specific to the community and their needs. This Plan addresses the listed assumptions and planning factors, yet keeps in mind

that unique situations may cause departure from portions of a Primary Evacuation Plan. This Primary Evacuation Plan, Annex E, will be the guide for local or incident evacuation decisions.

- B. While some evacuations allow time for incident planning, the worse case assumption is that there will be little or no warning of the need to evacuate. The evacuation decision could occur day/night and in all weather conditions.
- C. All evacuation decisions and resultant actions are event or incident driven.
- D. Evacuation planning will give due consideration to closing of schools, malls, businesses in the risk areas or during pandemic events.
- E. Evacuation planning will give due consideration to access and functional needs populations that require transportation and populations with companion or service animals.
- F. Evacuation planning will give due consideration to the transportation and sheltering of household pets.
- G. All safe and practical modes of transportation will be considered for evacuations. Most people will use their own vehicles to leave the evacuated area. Evacuation routes may be blocked with vehicle breakdowns.
- H. Traffic congestion is a potential challenge.
- I. In urban areas, additional time is required to inform citizens, develop assembly areas, load and transport those needing mass transportation, prepare public announcements of designated assembly areas, review or create usage agreements for use of privately owned assembly areas. Planning to transport mobility impaired individuals to the safe areas should be in place and is essential in the Primary Evacuation Plan.
- J. There may not be time to obtain personnel support from outside the county to facilitate the movement of people. Local government resources could be severely stressed with many responders and their families affected by the evacuation.
- K. Evacuees may have little preparation time and may require maximum support in shelter/reception centers, particularly in the areas of food, bedding, clothes, and medical supplies. Many will be concerned about the care and welfare of pets and animals.
- L. Reception centers and shelters, within the county and neighboring counties, need as much advance notice as possible. At the time of public evacuation announcement, shelters may not be fully set up to handle the evacuees, especially those with functional needs or those at risk. Shelters for medically compromised people who require care are provided in hospitals and nursing

homes. Accommodations will be made in the mass care shelter for individuals with access and functional needs.

- M. Voluntary evacuation could occur after the public has been advised of a potential problem or danger, even though the situation does not warrant a mandatory evacuation. Under this situation:
1. Voluntary evacuation of the residents of the affected area is a possibility if there is an extended danger period.
 2. News reports of a hazard situation may cause voluntary evacuation.
 3. If evacuation is directed for a small area, then voluntary evacuation of adjacent areas should be expected.
 4. A large percentage of voluntary evacuees will leave because they have a place to go such as to relatives, friends, etc.
 5. Those concerned about their pets, livestock, research and commercial or production animals should be advised to implement their individual family/business evacuation plan that addresses the care and welfare of their animals.
 6. Following an incident, fear and anxiety can be expected from individuals placing demands on first responders and care providers which will stress support agencies beyond those directly involved with the movement of people.
- N. Animal owners have the primary responsibility for the survival and well being of their animals and are responsible for all costs associated with the care and well being of their animals.
1. Some evacuees, not having their own transportation, may still want to take and be sheltered with their pets.
 2. Some animals will pose a threat to other animals and humans. Therefore animals being evacuated by public means should be appropriately restrained, muzzled or confined.
 3. Household and service animals require the same general care as people; food, water, exercise, places for relief, security, etc.
- O. Some people will refuse to evacuate.
- P. State and federal highways will receive priority snow removal by the Department of Roads and are expected to be open at all times. County roads in the area may be graveled, and the road networks are sufficiently

developed that alternate routes can be utilized if temporary closures are experienced.

- Q. The Douglas County Emergency Management Agency Director will share local plans with neighboring or regional jurisdictions so that roles and responsibilities are defined and traffic control, sheltering, public information and other essential functions are coordinated and monitored. The most recent version of a county's LEOP can be found on the NEMA website: <https://nema.nebraska.gov/>.
- R. An evacuation communications plan will be developed and implemented to maintain coordination between Incident Command, the EOC, responders, receiving sites and the evacuees and non-evacuating populations.
- S. Planning to reconstitute or return citizens back to their homes, schools and businesses will be developed concurrently with the incident evacuation planning. This plan may consider staged or phased time periods for returns. Any health and general safety concerns and available emergency shelter should be addressed should the returning individuals find their homes uninhabitable, permanently or partially.
- T. Re-entry planning will give due consideration to expected medical or health issues, the recovery of the dead, the recovery and disposal of animal remains.
- U. Re-entry and restoration of the affected area may take weeks to months. Return planning should address this issue for returning evacuees.

IV. ORGANIZATION/RESPONSIBILITIES

The overall responsibility for issuing evacuation orders rests with the chief elected official of the affected political subdivisions. When there is an immediate need to protect lives and provide for public safety, the Incident Commander can make the decision to evacuate. Key organizational requirements are:

- A. Jurisdiction's Chief Elected Official (CEO)
 - 1. When circumstances permit, the CEO will formally declare an evacuation order; maintain the management, direction and control, and support of the evacuation. The CEO may also issue a Local Disaster Declaration consistent with any "all-hazard" disaster.
 - 2. The CEO may implement appropriate sections of a Continuity of Operations / Continuity of Government Plan.

B. Douglas County Emergency Management Agency:

1. Is responsible for advising the Emergency Management Senior Advisory Team (EMSAT) on the evacuation decision, for coordinating evacuation support activities, coordination with the Incident Commander, providing for special transportation needs, sheltering issues, closing of hospitals, schools and businesses, and managing resources.
2. Will coordinate the development of the Evacuation Incident Action Plan with Incident Command and the other agencies involved in an evacuation.
3. Co-authors the evacuation communications plans with the Communications Officers and the Incident Commander.
4. Notifies the PIO and with the IC, determines the activation level of the Joint Information Center (JIC).

C. Law Enforcement Agencies:

1. Will be responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, monitoring traffic flow, and establishing security in the evacuated area.
2. If necessary, they will also assist in warning the public.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.

D. Fire Departments:

1. For fire incidents as well as incidents including hazardous material, the local fire department will provide Incident Command and be responsible for on-scene control, determining the area to be evacuated, the evacuation methods and for advising executives on the evacuation decision.
2. Responsible for fire security in evacuated areas and assistance in warning the public.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.

E. Public Works Director / County Highway Engineer:

1. Responsible for maintenance of the evacuation routes and for providing traffic control devices.

2. May be assigned to assist the local fire department with the responsibility for care and maintenance of portable toilet facilities, monitoring emergency fuel supplies and distribution, and dealing with disabled vehicles blocking the evacuation routes.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation.

F. Nebraska Humane Society:

1. May provide advice to the public about the welfare needs of the animals, availability of space within their facilities, trained staff to assist in mass care shelters, and resources such as food, cages and medical supplies for evacuated animals.
2. May provide insight and additional information on animal care during an evacuation and will cooperate with local law enforcement agencies and the EOC during an incident.
3. Conveys the need for individuals with pets and service animals that they are responsible for their animals care, maintenance and welfare at public shelters, if such shelters are available.

G. Public Information Officer:

1. Responsible for the dissemination of emergency information advising the public of what evacuation actions to take, availability of shelters and re-entry.
2. Rumor control, requests for information from the media and messages to the non-evacuating population.

H. American Red Cross:

1. Responsible for coordinating and providing mass care activities including registration, lodging, and feeding. The Salvation Army and other service organizations may provide support as defined in Annex I.
2. The Red Cross may provide animal friendly sheltering or information to registered evacuees of animal sheltering options.

I. Omaha Offices for Nebraska Department of Health and Human Services:

Will ensure that Social Service programs are continued and supported by other area programs, such as the Eastern Nebraska Office on Aging, and may assist in crisis counseling and other activities for the handicapped, infirm and elderly. Social Services actions are defined in Annex G.

J. Game and Parks Commission:

1. Will assist evacuation efforts in state parks and recreation areas during major emergency/disaster operations.
2. Will support other law enforcement agencies as practical.

K. Affected Facilities (Hazardous Materials Incident):

The Facility Emergency Coordinator will advise local and State officials if the facility management recommends evacuation or in-place shelter.

V. CONCEPT of OPERATIONSA. Direction and Control

1. The primary responsibility for evacuation activities rests with the local government. Public officials are expected to:
 - a. Provide for the safety and welfare of its citizenry and security and access control for the evacuated area,
 - b. Recommend means and methods of evacuation, provide temporary shelter and mass care support for the evacuees,
 - c. Coordinate the return of people to their homes as safety permits,
 - d. Manage recovery operations, and
 - e. Return to normal operations.
2. The Emergency Operating Center may be activated because of the primary hazard event. Executive direction and control of the incident and any ensuing evacuation will most likely be conducted from a location different from the EOC as outlined in Annex A. The Douglas County Emergency Management Agency may coordinate all evacuation support activities.
3. Large-scale evacuations spanning multiple jurisdictions or regions require comprehensive response strategies. To facilitate resource support and coordination of the Incident Command Post(s) across local or regional boundaries, a Regional Unified Command structure or Multi-Agency Coordination Centers (MACC) may be established.
4. Mutual Aid Agreements or MOUs and / or Mass Care Plans to host evacuees and provide designated shelters for large-scale or regional

evacuations will be implemented early in the response. Local Health Departments will be alerted to the situation.

5. Appropriate portions of a jurisdiction's COOP-COG Plan may be used in defining essential functions and providing government services during and after a disaster, especially when government facilities and staff are affected.

B. Evacuation Order

1. The Chief Elected Official of the affected political subdivision may initiate a mandatory or voluntary evacuation.
2. In situations where rapid evacuation is critical to the continued health and safety of the population, the Incident Commander may order the evacuation.
3. During floods, evacuation orders will generally be initiated after evaluation and recommendation by the Papio-Missouri River Natural Resource District and/or the US Army Corps of Engineers. Dam failure/flooding considerations are in Appendix 1 of this Annex.
4. In a radiological incident/accident, the evacuation order will be based on the recommendation of the Nebraska Department of Health and Human Services.
5. Evacuation orders will contain instructions for at-risk populations to take medications, supplies and special equipment with them or to notify their pre-arranged transportation resource or the Metro Area Transit for transportation assistance.
6. Governmental entities or agencies shall account for their financial expenditures from the time of the threat or incident occurrence, during and after the evacuation and re-entry.
7. Potentially impacted jurisdictions supporting the response will be notified of evacuation decisions and given briefings as the response progresses.

C. Evacuation Decision Considerations

Evacuation may be only one of several protective action alternatives. Decision makers must exercise care to ensure that a directed evacuation will not place the affected population into a more dangerous situation than posed by the primary hazard. When ordering the evacuation, the following considerations should be addressed:

1. Weather conditions,
2. Evacuation routes, their capacities and susceptibilities to hazards,

3. The availability and readiness of shelters for evacuees,
4. Effective means of providing public information and direction, especially to those with physical, behavioral, cognitive and medical conditions.
5. Modes of transportation for evacuees and for those unable to provide their own,
6. The location in the evacuation area of functional needs individuals including nursing home or hospital patients, day care centers, apartment complexes, schools, jails, businesses, other congregate areas.
7. For some incidents including a hazardous material incident the choice needs to be made between evacuation and sheltering in-place. The decision should be based on several factors. These may include the wind speed and direction, density of the plume and the chemical substance involved.

D. Evacuation Area Definition

The definition of the area to be evacuated will be determined by those officials recommending or ordering the evacuation based on the advice of appropriate advisory agencies. In the case of hazardous materials incident/accidents, fire personnel may refer to the current edition of the AIHA's Emergency Response Planning Guidelines, the DOT Hazardous Materials Emergency Response Guide book or contact CHEMTREC. In all cases, the hazardous situation will be monitored for changing circumstances, such as a wind shift and redefining the potentially affected area. The PIO will assist to ensure that the evacuation area is described to the public in understandable terms.

E. Public Notification

Persons to be evacuated will be given as much advanced warning time as practical.

1. Pre-evacuation Warning: For slow moving events, a pre-evacuation notice may be given to affected residents. Residents should be advised that they might have to temporarily vacate their premises with little or no additional notice. Those with concerns for their pets should be advised to implement their family evacuation plans. Consideration should be given to early evacuation of schools and large gatherings. Hospitals and nursing homes will be advised of the situation and be given earliest warning because of the extra time required to evacuate.
2. Evacuation Warning: Warning systems will be utilized to direct the affected population to evacuate. Wherever possible, the warning should be given on a direct basis as well as through the media. The use of

vehicles moving through the affected area with sirens and public address is usually effective. Door-to-door notification will be considered, particularly in rural areas. Responders will sweep the evacuated area to ensure all persons have been advised. Persons refusing to follow evacuation instructions will be advised of possible consequences and then left alone until all who are willing to leave have been provided for. Time permitting, further efforts may be made to persuade them to evacuate. In accordance with the jurisdiction's primary evacuation planning, persons with animals refusing to evacuate may be advised that further attempts at evacuation will be made only when there is the capability to assist them without risking the lives and safety of the rescuers. See Attachment 1, Responsibilities of Household Animal Owners.

3. Emergency Public Information: The Public Information Officer will ensure that evacuation information is disseminated to the media in a timely manner. Instructions to the public such as traffic routes to be followed, location of temporary reception centers as well as situation updates will be issued as that information becomes available. Specific public information guidelines are contained in Annex D.
4. Shelter agencies: Shelter agency managers will be notified and briefed early in the process: Shelters require lead time in preparation to receive evacuees. In large scale or regional events, the host counties, cities, villages beyond the affected jurisdiction(s) will be notified early in the response phase.

F. Movement

Law enforcement agencies will direct and control the vehicular and pedestrian traffic flow during the evacuation.

1. The jurisdiction's law enforcement agency will be used to determine the specific evacuation routes at the time of the evacuation decision.
2. Evacuation procedures and instructions will be part of the warning and subsequent public information releases.
3. If feasible, normal two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles. Specific traffic control points will be determined at the time based on anticipated traffic volume and identifiable problem areas.
4. Local law enforcement will coordinate the use of wrecker services needed to clear disabled vehicles.

5. Traffic control devices such as signs and barricades will be provided by the Douglas County Engineer and/or City/Village Public Works Departments.

G. Transportation of functional needs populations

The Metro area transit and other transportation agencies will assist in determining the most feasible methods for special transportation and coordinate planning and implementation with the EOC and social service support agencies. The use of transportation resources to support the evacuation will be based on anticipated need, especially transportation for dependent populations.

1. Assembly (Staging) Area: If the potential evacuated population is of significant size, there could be people without private transportation. Convenient centralized locations in the evacuation area, such as schools or churches, will be identified as assembly areas. These locations will be announced in evacuation instructions issued by the Public Information Officer. Residents will be instructed to go to the assembly areas for transportation. The transportation of persons with animals, other than service animals, will be a consideration in the evacuation.
2. Functional Needs Transportation: There could be cases where elderly, infirmed or handicapped persons in the evacuation area will not be able to get to the assembly point or would need special types of transport. The Douglas county Health Department will assist local transportation providers to make provisions for the use of government and volunteer vehicles to transport these individuals. The public will be instructed to notify 211 of any special transportation problems.
3. Health Care Transportation: The evacuation of the nursing homes or hospitals may present a unique challenge for special transportation. Hospitals may coordinate with the respective institution administrator to determine specific transportation needs. Private ambulances may be utilized by nursing homes and hospitals for inter-institutional transport of patients. Ambulances from fire departments within the County may be a secondary resource for medical transport contingent upon Fire Department approval.
4. Transportation Resources: Buses operated by the school, handicapped equipped buses operated by various providers, may be available during emergencies. The Douglas County Emergency Management Agency will maintain a listing of such resources (Annex L).

H. Mass Care of Evacuees

While many evacuees will go to the homes of friends and relatives, there may be requirements for temporary lodging and feeding. Mass care of

evacuees will be managed by the American Red Cross. Mass Care operations are covered in Annex I.

I. Health Care Facilities

Evacuations of health care facilities involve unique problems and may extend the time required to clear the affected area. Health care evacuation considerations are addressed in Annex G.

J. Schools

1. Schools have emergency plans.
2. Area school transportation services have radio-equipped buses with a total capacity of approximately 17,000 passengers. If buses are required to make more than one trip, they will take students and staff to a temporary staging area outside the hazard area and return for additional passengers.

K. Access Control

1. Law enforcement and security agencies may establish a perimeter control to provide security and protection of property as determined by Unified Command. An access pass system will be established as warranted.
2. Curfews may need to be established to limit risks to responders and victims who might wish to remain or re-enter the disaster area.

L. Re-entry

Reoccupation of an evacuated area requires the same considerations for coordination and control as established in the original evacuation determination. The Chief Elected Officials or their designees will make the decision to re-enter an area and issue a re-entry order after the threat has subsided. Once a determination has been made by incident command that the evacuated area is safe, persons may re-enter the affected area. Some specific factors that incident command will consider are:

1. Ensuring that the threat which caused evacuation is over,
2. Ensuring that search, rescue and recovery missions are completed so that survivors and any human or animal remains have been addressed and recovered.
3. If needed, ensure that homes have been inspected and unsafe structures are so marked to prevent entry.

4. Assessing the number of persons in shelters who need transportation back to their homes.
5. If homes have been damaged, determine long-term housing requirements.
6. Coordination of traffic control and movement back to the area.
7. Providing assistance to individuals with lost or missing family members.
8. Informing the public of proper re-entry actions, particularly precautions that should be taken with regard to re-activating utilities in addition to issuing instructions for proper clean-up and debris disposal.
9. Providing assistance to individuals needing counseling (Annex G) or financial and housing assistance.

M. State Support

Under disaster conditions, evacuation support and resources may be available from a number of state agencies. Assistance will generally be requested through the Nebraska Emergency Management Agency. Assistance includes manpower, transportation, supplies and technical advice. The following agencies may become involved in the emergency evacuation of an area.

1. Department of Roads: The Department of Roads will provide updated information on road conditions; load bearing capacities and usability to support evacuation or rerouting of traffic. They will also provide equipment and manpower to maintain or repair roads and bridges to usable condition in support of an evacuation. Personnel may assist in traffic control by erecting barricades, warning lights and signs, or providing manpower.
2. Health and Human Services: The Nebraska Health and Human Services will make recommendations to local authorities and the Nebraska Emergency Management Agency regarding health problems within an area which may dictate that evacuation of a specific area is necessary. Special consideration will be given to hospital and nursing home evacuation. If an evacuation is initiated, maintenance of the health standards in reception areas will be closely monitored. The Douglas county Health Department will be responsible for the prevention of overcrowding, spread of disease, and the development of unsanitary conditions/practices.
3. State Fire Marshal: The State Fire Marshal may recommend that evacuation of an area be initiated because of an existing fire emergency.

The State Fire Marshal may coordinate manpower from local fire departments for disaster assistance.

4. Nebraska State Patrol: The State Patrol will establish control points for traffic control, assist in maintaining order, issue passes to prevent unauthorized entry into areas, obtain medical help and direct emergency vehicles to the proper destination within the affected area.
5. Nebraska National Guard: The National Guard will provide support to the civil authorities when authorized by the Governor. Any National Guard facility or area may be used as an assembly or dispersal area in support of evacuation procedures at the request of the Nebraska Emergency Management Agency, contingent upon the approval of the Nebraska National Guard.
6. Game and Parks Commission: The Game and Parks Commission field personnel may be able to provide information on local conditions or augment law enforcement personnel in traffic control. The Game and Parks Commission also has boats available to assist in evacuation during floods.

N. Non-Governmental Organizations

The Nebraska Humane Society and the local affiliates may provide advice to the public about the welfare and sheltering needs of the animals. They may also provide trained staff to assist in mass care shelters, and resources such as food, cages and medical supplies for evacuated animals.

VI. ADMINISTRATIVE

- A. After each mandatory evacuation that involves elected officials, first responders, Emergency Management, and other support agencies a post-incident review will take place. This review will be used to improve planning and implementation of evacuation.
- B. The Douglas County Emergency Management Agency will review and update this annex as necessary. Applicable after-action reports from exercises and actual CEND incidents will be used in the updating of this annex.

VII. TRAINING and EXERCISINGA. Training

The training program will be consistent with the five-year Homeland Security Exercise Plan. Training supported by the Homeland Security grant process will be Department of Homeland Security (DHS) approved.

B. Exercising

Exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>ATTACHMENT #</u>	<u>ITEM</u>	<u>PAGE</u>
1	Responsibilities of Household Animal Owners	E-17
Appendix 1	Flood\Dam Failure Evacuation	E-19

RESPONSIBILITIES OF ANIMAL OWNERS 'PETS AND SERVICE ANIMALS IN DISASTERS'

Family disaster planning should also include pets (household animals). If a person must evacuate their home and time and resources allow, pets should be taken with the person. Pets most likely cannot survive on their own and if they do, they may not be able to be located upon return. The following steps should be included in emergency planning:

- A. A safe place should be identified for the pets before disaster strikes. Friends or relatives outside the affected area may shelter your animals. If more than one pet, they may be more comfortable if kept together, they can be sheltered separately if need be.
- B. Preparations should include a list of friends, boarding facilities and veterinarians who can shelter animals in an emergency; include 24 hour phone numbers.
- C. Hotels and motels should be called in the immediate area that are a reasonable distance from the home. A determination should be made as to whether pets are accepted and under what conditions. Also of importance is whether pets are restricted as to the size or number of animals.
- D. Local local boarding kennels should be called.
- E. Persons may not be home when an evacuation order or disaster warning is given. Arrangements should be made with a trusted friend or relative to gather pets to meet at a pre-arranged location.
- F. A portable Pet Disaster Supplies Kit should be assembled and keep it in a sturdy container in an accessible place. Essential supplies will be needed, regardless of the time the family will be away.
 - 1. Medication and medical records (stored in a waterproof container),
 - 2. A first aid kit,
 - 3. Current photos of the pet(s),
 - 4. Food, water, medications, portable bowls, cat litter/pan, and can opener, feeding schedule, notes about medications or potential behavior problems,
 - 5. Instructions on the pet(s)' feeding schedules, diet, and special circumstances (allergies, difficulty chewing/swallowing, mobility restrictions, diabetes, etc.) and
 - 6. Sturdy leashes, harnesses, and/or carriers to transport pets.

- G. When a disaster approaches:
1. Owners are responsible for the care, feeding and control of their animals at all times, including any time spent in public or private shelters.
 2. Calls ahead of time should be made to pre-identified care facility to confirm emergency shelter arrangements for you and your pet.
 3. Pet disaster supplies should be ready to take at short notice.
 4. Search time can be minimized for pets by sheltering them in one central place (a barn, the house, the basement, storm cellar, etc.).
 5. All dogs and cats should wear collars that are securely fastened with up-to-date identifications. Attached should be the name, address, and phone number of the temporary shelter where the family will be located or the information of the friend/relative where the pet owner will be staying. Temporary tags may be purchased or adhesive tape attached to the pet's I.D. tag may be used for additional information.
 6. Dogs, cats and birds may be transported in sturdy carriers, reptiles such as snakes and lizards in heavy cloth bags, "pocket pets" animals such as rabbits, hamsters, gerbils in cages that can contain litter or the bedding without spilling during transport or sheltering.
- H. If animals can not be moved, arrangements should be made to leave a minimum of three days food and water for each animal. All animals should be kept indoors and not chained or restricted outside. Dogs should be separated from cats as even "friendly" or "family pets" may show signs of stress and lash out or attack other animals in the house. Sanitation should be provided as best as possible.
- I. Affix semi permanent notices on the inside and outside of the house for search and rescue responders that there are animals in the house. The kinds and numbers of animals, favorite hiding places, and other essential information including how the responder can reach you concerning the care and welfare of your pets should be included on the notice.
- J. All directions and procedures should be followed to place the pet in a public animal care facility. Persons are still responsible for your animal(s).
- K. Large animals and livestock require a higher level of response. Additional planning guidelines may be available through local veterinarians or animal associations and trade organizations. Plan to have an animal identification system, trained handlers, sufficient transportation and alternate sites to feed and house the animals may be necessary. Persons should have sufficient feed, water, medications and handling equipment for several days should one choose to shelter-in-place. An alternate power supply for water pumps should be considered.

FLOOD/DAM FAILURE EVACUATION

I. PURPOSE

This Annex identifies actions required to evacuate the population and protect facilities specifically threatened by flood or dam failure.

II. SITUATION

A. Missouri River Basin

1. Douglas County lies within the Missouri River Basin. The flow of the Missouri River is well controlled so that flooding on the mainstream is infrequent. However, damaging floods occur periodically on some of the tributaries. Many of the areas between the plains and the valley are steep and concentrate runoff from high intensity storms. The distribution systems serving these lands are thus subject to damage. Heavy winter snow, ice dams and rapid spring melt could overstress the system of flood control impoundment's resulting in flooding in Douglas County.
2. Approximately ten percent (10%) of the population of the county resides within the 100-year flood plain as defined on the National Flood Insurance Maps which are located in the Papio-Natural Resource District Office and Douglas County Emergency Management Agency.
3. The most current flood maps from FEMA are available at:

<https://msc.fema.gov/portal>

B. Dams That Could Affect Douglas County

1. Papillion Creek Site 11

Owner: US Army Corps of Engineers

Emergency Preparedness Plan: 1984

Inundation Area: This would affect the entire Little Papillion Creek as far Harrison Street. In Douglas County, the area affected would be slightly greater than the 100-year flood plain with the greatest effect on areas along the creek through Omaha, which would approach 100 percent inundation area. Refer to the US Army Corps of Engineers Warning and Information Plan for detailed maps.

2. Papillion Creek Site 16

Owner: US Army Corps of Engineers

Emergency Preparedness Plan: 1984

Inundation Area: This would affect the Big Papillion Creek as far Harrison Street. In Douglas County, the area affected would be slightly greater than the 100-year flood plain with the greatest effect on areas along the creek through Omaha, which would approach 100 percent inundation. Refer to the US Army Corps of Engineers Warning and Information Plan for detailed maps.

C. Potential Effect of Dam Failure

Approximately ten percent (10 %) of the population of Douglas County could be affected by the failure of one or another of these dams.

III. RESPONSIBILITIES

- A. The National Weather Service is responsible for notifying and advising local government when conditions exist that could cause flooding.
- B. The owner/operator of each dam, as listed in Section II B, is responsible for the safe operation and maintenance of dam structures. They are also responsible to for notification or alerting local jurisdictions promptly in the event of a threat situation which could affect persons downstream.
- C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, the Douglas County Emergency Management Agency in coordination with the Papio-NRD and the National Weather Service is responsible for monitoring high water conditions and for coordinating warning systems. The Waterloo Fire Department is primarily responsible for maintaining the flood gauge system along the Elkhorn River and for making recommendations on evacuation decisions along the Elkhorn River. Other flooding responsibilities:
 - 1. Douglas County Engineers and City/Village Public Works Departments will initiate sandbagging activity, emergency dike / levee repair and construction of temporary dikes.
 - 2. The Douglas County Emergency Management Agency, in conjunction with various law enforcement agencies will monitor conditions of local dams and sandbag or effect temporary repairs, if necessary.

3. Douglas County Engineers and City / Village Public Works Departments will inspect bridges, wing walls and approaches to bridges after the water subsides.

- D. Local law enforcement is responsible for disseminating warnings concerning dam failures or emergencies to all affected local governments.

IV. CONCEPT of OPERATIONS

This section addresses unique aspects of an evacuation under threat of flood or dam failure.

A. Notification of Threat

1. General flooding: Missouri, Platte, and the Elkhorn Rivers: The potential for flooding will be closely monitored by the National Weather Service and the Nebraska Emergency Management Agency as well as other state agencies. Advisories will be issued by these agencies to the Douglas County Emergency Management Agency Director. Local monitoring of river conditions will augment this information.
2. Flash flood: Notification of the potential for flash flooding will be received from the National Weather Service in the form of flash flood watches or warnings.
3. Dam failure or emergency release: Dam owners or operators will notify the Douglas County Emergency Communications / 911 Department of potential or actual problems at their respective dams. See Section II B and the appropriate Dam Emergency Plan.

B. Increased Readiness Measures

1. Upon the issuance of a flood watch notice, the Douglas County Emergency Management Agency Director will ensure that applicable flood monitoring procedures are implemented (see Annex B).
2. Upon the issuance of a flood warning or notification of a potential or actual emergency, local law enforcement or the jurisdiction's fire department will alert and advise all affected communities and key facilities.
3. Preparations will be carried out for the movement of people and critical equipment from the affected areas. The Douglas County Emergency Management Agency will notify all support agencies and organizations.

C. Dam Failure - Response Times Available
(Predicted Time of Maximum Elevation)

1. Dam Site #11 Papillion Creek Standing Bear Lake
Dam Breach or Failure
 - a. Maple Street 37 minutes
 - b. Dodge Street 49 minutes
 - c. I-80 67 minutes
 - d. Q Street 78 minutes
2. Dam Site #16 Papillion Creek Lake Cunningham
Dam Breach or Failure
 - a. Maple Street 36 minutes
 - b. Dodge Street 51 minutes
 - c. I-80 86 minutes
 - d. Q Street 110 minutes
3. Times Not Defined For Other Dams

D. Key Facilities In Inundation Areas

1. General Flooding (100-Year Flood Plain)

Information about facilities in the inundation areas can be obtained from the Corps of Engineers and the Papio – Missouri River NRD

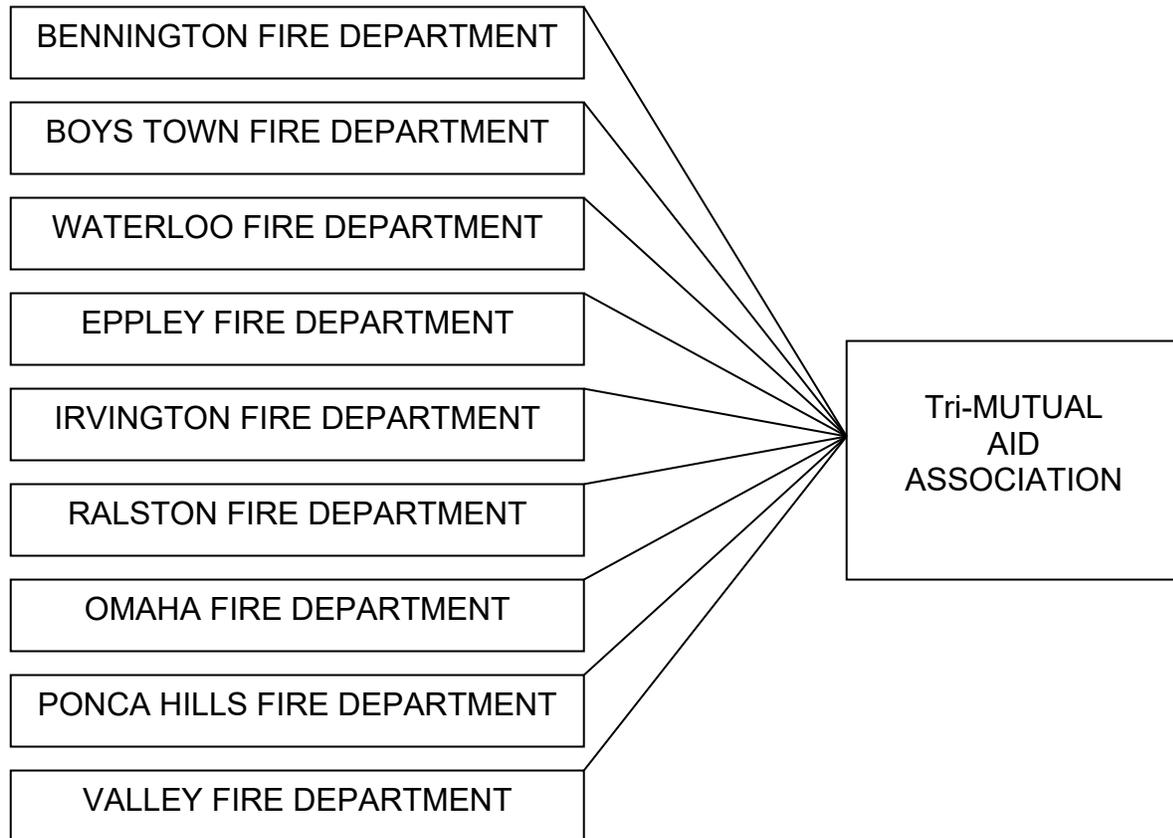
E. Special Notification Procedures - Papio Creek #11 and #16 Dams

In the event of an emergency with the Papio Creek #11 and #16 Dams, the Douglas County Sheriff will make direct contact with those residences located in potential inundation areas

F. Evacuation Decisions

The decision to evacuate any potential flood or inundation area will be made by Incident Command and the executives of affected jurisdictions based on recommendations from Papio NRD and National Weather Service. In the event of immediate danger, the Incident Commander may make the evacuation decisions.

FIRE SERVICES



STATE SUPPORT:
Emergency Support Functions
4, 5, 10,
Fire Suppression,
Emergency Management,
Environmental Quality

Lead Agencies:
State Fire Marshall,
Nebraska Emergency Management Agency,
Dept. of Environmental Quality

FIRE SERVICES

I. PURPOSE

This Annex provides direction, control, roles and responsibilities for a coordinated response for Fire Services during, or as a result of, a community emergency or natural disaster (CEND incident).

II. SITUATION

- A. The county is vulnerable to severe weather and structural failures that could destroy property and cause loss of life.
- B. Trucks, trains and airplanes can carry hazardous materials within the county. There are a number of sites in the county that store hazardous materials and substances. Accidents and incidents involving hazardous materials and substances can occur throughout the Omaha metro area.
- C. A risk analysis of fixed facilities and known transportation routes where a potential release of hazardous materials may impact the area beyond the boundaries of the facility or adjacent to the transportation route, was completed in conjunction with SARA Title III planning.
- D. SARA Title III requires that certain facilities report the storage of large quantities of hazardous and extremely hazardous materials identified in the Emergency Planning and Community-Right-to Know Act (EPCRA) to the Nebraska Department of Environmental Quality and to the Local Emergency Planning Committee. The annual submission of this information is required.
- E. The county is served by 9 Fire Departments, all of which operate Rescue Squads (Attachment 1). All Fire Departments are members of the Tri-County Mutual Aid Association.
- F. There are also 3 private emergency medical service companies located in Douglas County.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Existing fire personnel and equipment will be able to handle most emergency situations by utilizing their own resources or mutual aid.
- B. Clearing roads to permit passage of emergency vehicles is a high priority for law enforcement with potential assistance from the Public Works and other Departments subsequent to any natural disaster (Annex K).

- C. Law enforcement will handle on-scene traffic and crowd control to permit access to emergency personnel and equipment.
- D. The Nebraska Department of Health And Human Services, Office of Radiological Health and the Nebraska Emergency Management Agency will advise the local Fire Departments on the radiological response activities of a radiological incident / accident that affects Douglas County.

IV. ORGANIZATIONAL RESPONSIBILITIES

- A. The primary responsibilities of the Fire Services are the prevention and suppression of fires; providing rescue services; and responding to hazardous material incidents.
- B. The Fire Chief or his / her appointed designee of each district in Douglas County is designated as the Community Emergency Coordinator (CEC) for hazardous materials incidents as defined in EPCRA. As CEC, the Fire Chief:
 - 1. Receives notification from facilities that an accidental release of an extremely hazardous substance has occurred.
 - 2. Makes determination to implement those portions of the plan relating to hazardous material incident response, as necessary.
 - 3. Provides notification to the Local Emergency Planning Committee and the public as required under EPCRA.
- C. The Fire Chief of each jurisdiction or fire district is responsible for the coordination, planning, training, and development of the Fire Department's operational policy for their respective jurisdiction including:
 - 1. Fire Fighting,
 - 2. Coordination of Fire Services during a natural disaster,
 - 3. Acting in the role of the CEC, coordinating with other governmental response authorities and facility emergency coordinators in the event of a hazardous material incident.
- D. During emergency operations, the representative of the affected jurisdiction(s) may serve as Fire Operations Unit Leader on the EOC staff.
- E. In a situation that affects more than one Fire Department in Douglas County and when the Emergency Operations Center is activated, each department may select a member to represent their district on the EOC Staff. This representative will:

1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, reporting requirements, etc.) of the Fire Departments.
 2. Act as a liaison between Fire Departments and the local government and other agencies/organizations.
 3. Report general activities and status of Fire Services at EOC briefings.
- F. Overall Fire Service Responsibilities are:
1. Fire Chief
 - a. Develop standard operating procedures, provide training, and ensure that the Incident Command and NIMS is utilized and implement policies for the department.
 - b. Coordinate and direct volunteers assisting the Fire Department.
 - c. Maintain a current file of information submitted under Title III to include:
 - 1) The current list of reporting facilities including the Facility Emergency Coordinators (FEC).
 - 2) Material Safety Data Sheets (MSDS), Inventory lists or Tier II reports as necessary.
 - d. As necessary, develop departmental tactical response plans for facilities where hazardous materials are produced, used, or stored.
 - e. Coordinate fire inspections for homes or commercial buildings during or after a disaster to determine if the facility is compliant with applicable fire codes.
 - f. Alerts all emergency response organizations, governmental, non-governmental and private support agencies of the dangers associated with power / utility hazards and fire during emergency operations.
 2. Senior Fire Officer
 - a. Direct the level of response, request mutual aid or other assistance, and make decisions concerning the Fire Department's actions and policies during emergency operations.
 - b. Direct search and rescue operations.

- c. Request the presence of a Coordinator of Medical Resources and Supplies in the EOC in the event of a Multiple Casualty Incident (MCI) if required (Annex G).
- d. Authorize Fire Department personnel and equipment to respond to mutual aid requests.
- e. Ensure that Incident Command is formally established at the Hazmat incident scene and notify the public sector at risk of prudent and protective measures to be followed.

G. Line of Succession

Each Fire Department's line of succession is as follows:

- 1. Fire Chief,
- 2. Designee / Senior Fire Officer on duty.

V. CONCEPT OF OPERATIONS

A. Mutual Aid

- 1. The Incident Commander will request mutual aid when the emergency extends beyond the capabilities of the local Fire Department.
- 2. When an emergency extends beyond the capabilities of mutual aid resources, the Incident Commander will:
 - a. Notify the Douglas County Emergency Management Agency Director to ensure that expanded mutual aid is seamlessly provided and coordinate additional support as needed.
 - b. Request assistance through the Douglas County Emergency Operations Center to obtain assistance from state and / or other agencies / organizations required at the scene.

B. Hazardous Materials

Specific policies, responsibilities, and operational procedures for hazardous material response including radiological hazards are contained in Appendix 1 to this Annex. The following general guidelines apply for hazardous material response:

- 1. The local Fire Department is responsible for the initial response and if possible, containment of hazardous material incidents within their level

of training and certification. The Incident Commander will coordinate with law enforcement regarding:

- a. Defining the hazard area,
 - b. Limiting access requirements,
 - c. Providing advice on the hazards involved and making recommendations to local executives.
 - d. Contacting DCEMA should evacuation of citizens be required.
 - e. As necessary, consult with the Douglas County Health Department regarding community chemical exposure issues.
2. Direct advisory or technical support will be requested through the 911 Communications Center and DCEMA.
- a. Accidents involving chemicals Notification to be made by the generator, transporter, handler, etc. should include:
 - 1) Chemtrec (1-800-424-9300),
 - 2) State Fire Marshal's Office,
 - 3) Nebraska Department of Environmental Quality,
 - 4) The nearest MOU Hazmat Response Team is Omaha Fire Department.
 - b. Accidents involving radioactive materials
 - 1) Immediate notification to the Nebraska Department of Health and Human Services (DHHS) is required. Once DHHS has been notified, it is their responsibility to determine what radiation control actions are necessary to protect the public.
 - 2) Each Fire Chief will ensure that personnel are selected and trained in both radiological monitoring equipment operation and agency emergency response procedures before responding to a radiological incident.
 - 3) In addition, all major hazardous material incidents will be reported to the Douglas County Emergency Management Agency to coordinate additional support and for notification of and reporting to the appropriate state agencies.

C. Searches

1. The Incident Commander of the jurisdiction will coordinate all searches involving
 - a. Fires,
 - b. Water; either standing or swift,
 - c. Personal injuries.
2. Law enforcement officials are responsible for searches involving
 - a. Lost or missing persons,
 - b. Fugitives,
 - c. Bomb threats.
3. The State Department of Aeronautics is responsible for all searches involving missing or downed civilian aircraft.
4. When a search extends beyond the capabilities of the coordinating agency, the Douglas County Emergency Management Agency Director will be notified to coordinate additional requirements.
5. Additional resources (personnel, equipment, supplies) may be available through:
 - a. Mutual Aid,
 - b. Local, state, and/or federal agencies,
 - c. Volunteer organizations.

D. Rescue

Rescue operations are usually performed by the local Fire Department. Annex G has a detailed description of emergency medical operations. Each jurisdiction is responsible for providing rescue, emergency treatment, and transportation for the seriously ill or injured. This is accomplished through:

1. The local Fire Department's Rescue Unit. See Annex G, Attachment 2, for EMS resources.
2. Mutual aid agreements with adjacent Fire Department's Rescue Units when the local Fire Department does not operate a Rescue Unit or when the Rescue Unit is unavailable.

3. The Rescue Units of the individual Fire Departments have the capability to provide Advance Life Support Service.

E. Resources

1. The State Fire Marshal has certain fire response and investigative responsibilities as set forth in state statutes. In addition, the Fire Marshal will support operations to the fullest extent possible and will be immediately contacted to provide support in major fire, explosion, or hazardous material incidents or accidents.
2. Agencies available to support local Fire Services along with contact information are listed in the Tri-County Mutual Aid Association Resource Directory and Douglas County Emergency Management resource lists.

F. Support to Other Agencies

The Incident Commander has the authority to utilize local Fire Department personnel and equipment to support other agencies or organizations as needed during a CEND incident dependent on the situation at hand and the resources available. Areas of possible support include:

1. Law Enforcement: traffic or crowd control and search for missing persons.
2. Health and Medical: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to assist a medical facility during evacuation.
3. Radiological Protection: radiological monitoring and decontamination.
4. Public Works: debris clearance.

G. Extended Operations

1. All fire and rescue personnel in the county or jurisdiction may commence full time fire operations as needed. An exception will be the individuals who are considered by the Emergency Management Senior Advisory Team (EMSAT) to be key personnel in other areas.
2. Mutual aid information may be coordinated through the EOC.
3. The fire districts within the county will maintain their normal jurisdictional responsibilities.

VI. ADMINISTRATIVE AND LOGISTICS

A. Administration

During CEND incidents, the individual Fire Departments will maintain administrative records of personnel, equipment and material used. Accurate record keeping will identify specific needs to the Resources Coordinator (Annex L).

B. Reports

Each Fire Chief will prepare and submit reports required by statutes of the State of Nebraska and as requested by other agencies.

C. General

Some of the information contained in this Annex may also be found in the Tri-County Mutual Aid Plan and supporting documents. Additional detailed information specifically pertaining to the Mutual Aid Association is contained in the Tri-County Mutual Aid Plan and therefore is not duplicated within this LEOP.

VII. TRAINING AND EXERCISING

A. Training

1. In addition to the prescribed training required by Fire Departments for normal operations, fire personnel should receive additional training in:
 - a. Radiological monitoring / decontamination,
 - b. Hazardous materials response to the level determined by their employer in compliance with OSHA and EPA regulations. Responders shall not perform a function for which they are not adequately trained and equipped.
2. Intra-agency action will be taken to inform other emergency support agencies of the physical hazards associated with fire emergencies.
3. The training program will be consistent with the five-year Homeland Security Exercise Plan maintained by DCEMA. All training supported by the Homeland Security grant process will be Department of Homeland Security (DHS) approved.

B. Exercising

Exercises and drills will be evaluated and any follow-up activities conducted in a manner consistent with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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3	Hazardous Materials Incident Notification and Telephone Numbers	F-33

DOUGLAS COUNTY FIRE RESOURCES

(List numbers of equipment)

FIRE DEPARTMENT	PHONE	AERIAL	PUMPER	TANKER	PUMPER/ TANKER	GRASS-WEED TRUCK	UTILITY TRUCK	MEDICAL RESCUE UNITS	KINDS/TYPES/ SPECIAL- TEAMS	KINDS/TYPES SPECIAL EQUIPMENT	RADIO- LOGICAL EQUIPMENT Yes / No
Bennington	530-1433	0	2	0	0	1	1	2 ALS	Water Rescue		Yes
Boys Town	498-1115 O	0	2	0	0	1 ATV	0	2 ALS	HazMat Rope Rescue Ice Rescue	Decon Trailer	Yes
Eppley	661-8040	0	0	0	0	0	1	0	Water Rescue	Decon Trailer MCI Trailer AFFF Trailer	No
Irvington	571-0451	1	0	1	0	1	1	2 ALS		MCI Trailer	Yes
Omaha	444-5700	10	24	1	2	5	9	15 ALS	HazMat High Angle Rope Rescue Water Rescue Dive Team Heavy Rescue	Decon Trailer MCI Trailer SCBA Support Watercraft	Yes
Ponca Hills	453-6656	0	1	0	1	1	1	1 ALS			Yes
Ralston	331-5369	0	3	0	0	1	1	2 ALS		MCI Trailer	
Valley	359-5552	0	1	0	0	2	0	1 BLS	Water Rescue		
Waterloo	779-4250	0	1	1	1	2	1	1 ALS	Water/Ice Rescue	MCI Trailer	

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HAZARDOUS MATERIALS RESPONSE

I. PURPOSE

To identify actions required to minimize damage to human health, natural systems and property caused by the actual or potential spill or release of hazardous materials, including a radioactive material incident / accident.

II. SITUATION

A. Substances, which if released in an uncontrolled manner (i.e. spill), can be harmful to people, animals, property, and / or the environment. A hazardous material is any substance or combination of substances, which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment as defined in 29 CFR 1910.1200.

B. Douglas County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are transported and stored in the county.

1. There are facilities within the county with the potential of a release beyond the boundaries of their respective facility.

a. Some facilities store extremely hazardous materials in quantities that exceed SARA Title III threshold levels. See Attachment 1 for the facility information.

b. Some facilities produce, use or store hazardous materials that are not required to be reported under Title III.

2. Hazardous materials, including radiological materials, transported over Nebraska State highways; I-80 Interstate system, rail, river barges, pipelines, or aircraft could be involved in an incident causing an uncontrolled release or potential spill.

3. There are vulnerable areas and populations.

a. Locations near facilities with hazardous materials may result in additional risk. See Attachment 1 for information on these locations.

b. Special populations, such as schools, hospitals, or nursing homes, are subject to additional risk due to their proximity to facilities with hazardous substances.

4. Some areas of Douglas County because of the sensitive environment, land use patterns or water supplies are particularly vulnerable (Attachment 1).
 5. Response to a HazMat incident may be affected by the weather or time of day.
- C. OSHA and EPA regulations define levels of training required for response to a hazardous materials incident. The employer must certify the level of training for each person who may respond to an incident. Responders will not perform any function they are not trained and equipped to execute.
1. There are two HAZMAT Response Teams in Douglas County, employed, trained and equipped by the Omaha Fire Department to respond to a hazardous material spills.
 2. In the event of a large release that overwhelms the response capacities at the local level, the local fire chief or emergency manager may request a Nebraska Hazardous Incident Team (NHIT) response by contacting their Nebraska State Patrol area office.
 3. The local fire chief/IC or emergency manager may request a State Emergency Response Team (SERT) if the local response becomes overwhelmed.
 4. There are State Emergency Response Teams (SERT), referred to as, MOU cities, located across the state. To request their assistance contact the closest MOU HazMat team. NEMA and the local emergency Manager must be notified if a SERT is called out.
 5. The Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, bunker/turnout gear, binoculars, foam/agents, foam application equipment, sorbents, communications, radiological monitoring equipment, dry chemical extinguishers and are trained to handle some but not all hazardous materials incidents.
 6. Facilities that use and store hazardous materials may have response equipment. See the individual facility list, Attachment 1.
- D. There are many different ways an individual can be exposed to radioactive materials. In the county, highways and railroads are used for receiving and/or transporting these materials. Any peacetime radiological incident would probably be the result of a transportation accident.
- E. There may be licensed users of radioactive materials within the county. Typically, these entities include hospitals, universities, industrial facilities, and doctors who are licensed and regulated by the Nebraska Radioactive

Materials Program administered through the Nebraska Department of Health and Human Services' Office of Radiological Health.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials that have been, are being or have the potential to be released. These personnel usually have had some training in handling this type of incident.
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general population but also for the first responders as well. Knowledge of the agent involved will determine the specific response required.
- C. In Douglas County, the most likely scenario involving a chemical release is a transportation accident. It is unlikely that a shipping container would rupture due to the impact; however, with each vehicle accident is the distinct possibility of fire or explosion. A fire could either melt a protective lead container or create a rupture allowing a release of the radioactive materials. In the early stages of a radioactive release or accident, local capabilities are usually limited because assistance from persons with special radiological knowledge and expertise may not be immediately available.
- D. In the event of a radiological incident / accident, response personnel will notify the Nebraska State Patrol in Lincoln (402) 471-4545. The first responder calling the State Patrol should gather as much of the information as possible from the Hazardous Materials Reporting Form (Attachment 2) prior to placing the call.

IV. RESPONSIBILITIES

- A. As Incident Command, the Fire Department is responsible for:
 - 1. Coordinating with the Facility Emergency Coordinator when responding to a hazardous substance release in the facility.
 - 2. The initial response and chemical containment, if possible.
 - 3. Coordinating and the establishing a command post at the scene.
 - 4. Assuring that first responders receive sufficient direction to be able to handle the situation properly.

5. Planning for possible in-place-shelter or evacuation of the buildings or areas involved.
 6. Coordinating with law enforcement in defining the hazard area.
 7. Requesting a Nebraska Hazards Incident Team (NHIT) through the Nebraska State Patrol, if necessary,
 8. Initiating notification of support agencies including hospitals that may receive potentially contaminated patients.
 9. Ensuring that a hazardous material training program is conducted for all department personnel.
- B. Law Enforcement Agencies are responsible for:
1. Providing security for the hazard area.
 2. Hazard area traffic and crowd control.
 3. Directing and controlling any evacuations.
 4. Providing hazmat training for their personnel.
- C. Douglas County Emergency Management Agency is responsible for the:
1. Notification of support agencies.
 2. Coordination with charitable and volunteer organizations that may provide assistance.
 3. Coordination with state and federal agencies that may have a disaster response role.
 4. Coordination in notifying the public of evacuation areas or other health and protective measures.
 5. Coordination of an appropriate training program which will provide the unique skills and capabilities required for radiological operations within the various departments of government. Emergency response agencies such as law enforcement, fire, and rescue services are considered primary responders to a radiological incident.

D. Radiological Responders

1. Radiological Officer

- a. The Omaha Fire Department has qualified and trained personnel to support all radiological needs within Douglas County.
- b. The Omaha Fire Department works with the Douglas County Emergency Management Agency, the Nebraska Emergency Management Agency, and the Nebraska Health and Human Services System to develop and maintain a radiological program in the jurisdiction. The Omaha Fire Department is involved in recruiting and training Radiological Monitors, makes quarterly operational checks of assigned monitoring equipment and reviews response plans.

2. Radiological Monitor

- a. The Omaha Fire Department has qualified personnel that will work as Radiological Monitors (RM's) in Douglas County.
- b. Radiological Monitors are first responders with additional training in on-scene radiological monitoring. The RM also identifies radiological hazards, recommends protective actions, works with the local responders, continues monitoring and makes technical recommendations to the Incident Commander until all regulatory agencies declare the site safe.

3. Local government agencies may be responsible for decontamination of their equipment and vehicles.

E. Local Emergency Planning Committee (LEPC)

1. The Local Emergency Planning Committee (LEPC) is locally organized with representatives from first responders, industrial, environmental, media, concerned citizens and others appointed by the State Emergency Response Commission. The LEPC is governed by Nebraska State 81-15,217(a) through (e) and 81-15,22 and the membership and activities are approved and regulated by the State Emergency Response Commission (SERC) which is administered by NEMA and the Dept of Environmental Quality.
2. The LEPC's responsibilities are specified in RSS 81-15,191 to 81-15,235. These responsibilities include:
 - a. Assisting in the compilation of Attachment 1 to identify and coordinate the local response to an incident involving hazardous materials.

- b. Providing information to citizens of the district on the hazardous substances stored and used in their neighborhoods
- c. Provide help in identifying potential chemical hazards and risks to the community, public education, review and development of a community hazmat response plan (this Appendix) which reveals information pertaining to fixed facility plans after a hazmat event in the county.
- d. Much of this work is accomplished by:
 - 1) Completing an annual review and update of this Annex and Attachments.
 - 2) Evaluating the need for resources necessary to develop, implement and exercise this Appendix and make recommendations with respect to additional resources that may be required and the means for providing such additional resources.
 - 3) Designating a public location within the county as the depository for the Tier II forms.
 - 4) Providing this Appendix to the governing bodies having jurisdiction in the county for review prior to submitting the plan to the SERC.
 - 5) Respond to a request for information following Federal Public Law 44-499.
 - 6) Annually, release for public notice and announce that the local emergency plan (this LEOP, Annex F, specifically Appendix 1) have been submitted and are available for public review.
- e. Additional detailed information concerning the roles and responsibilities of the LEPC are available from the SERC Administrator at the NEMA. For more information on submitting Tier II reports to the Douglas County LEPC and Omaha Fire Department, visit the Douglas County Emergency Management Agency website: <http://www.douglascounty-ne.gov/dcemacms/sending-tier-ii-reports>

F. State Agencies

- 1. The Nebraska Emergency Management Agency
 - a. Coordinates state agency response and provides assistance and support as determined by the situation.
 - b. Provides the SERC Administrative guidance for the LEPC.

2. The Nebraska Department of Environmental Quality (NDEQ)
 - a. Provides technical assistance to the LEPC in its planning activities.
 - b. Provides technical assistance for determining areas likely to be affected by a release.
 - c. Provides technical assistance relevant to the containment and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
 - d. Approves remediation plans and notifies the responsible person when satisfactory cleanup is achieved.
 - e. Gives prior approval to disposal protocols and actions.
 - f. May require a report following remediation from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), cleanup and disposal methods, and steps to prevent a similar occurrence. If the cleanup is to be long-term, the Department may require interim status reports.
 - g. Is the main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, cleanup and recovery actions.
3. The State Department of Health and Human Services (DHHS)
 - a. The Department of Health and Human Services Regulation and Licensure (HHS-R&L), under the authority of R.R.S. 71-3513, has responsibility to issue regulations and require actions needed to meet any radiological emergency. Once notified of an accident / incident involving radioactive materials, HHS-R&L is responsible for health hazard assessment and controlling/ advising of all safety, containment, decontamination, and cleanup actions.
 - b. DHHS may inform the public of the potential health effects of a HazMat incident.
4. The State Fire Marshal supports the local fire department's response in all working fires and hazardous materials incidents.
5. The Nebraska Department of Agriculture can provide additional technical assistance for a suspected or actual pesticide release.

G. Federal Government

1. U.S. Nuclear Regulatory Commission (USNRC)

- a. Coordinates the overall federal technical response to a radiological emergency.
- b. Provides technical advice to state or local agencies.
- c. Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.

2. Environmental Protection Agency (EPA)

- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.
- b. Establishes radiological protective action guides (PAGs) and recommends appropriate protective measures.
- c. During emergency operations provides personnel, equipment, and laboratory support to assist DOE in monitoring activities.
- d. Assumes the responsibility from the Department Of Energy for the intermediate and long-term monitoring function.
- e. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the NDEQ.
- f. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
- g. Section 123 of SARA authorizes EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To be eligible for these funds, EPA must be notified within 24 hours of the incident by calling the National Response Center at 1-800-424-8802. An application package may be obtained by calling the Local Government Reimbursement Helpline, 1-800-431-9209

3. Department of Energy (DOE) during federal support operations will provide the personnel, an on-scene technical director, and equipment for radiological monitoring and assessment activities.

4. Department of Transportation (DOT) under Public Law 93-633, Section 109 (d) (2), is required to provide information and advice in transportation emergencies involving hazardous materials. The DOT will also investigate transportation accidents and inspect for violations under their authority.
5. National Response Center (NRC) receives and relays notices of releases to the appropriate On-Scene Commander (OSC) and disseminates OSC and Regional Response Team (RRT) reports to the National Response Team (NRT).

H. Industry / Generator

1. Facility Owner or Operator

- a. The owner and/or Generator is required to notify the State Department of Environmental Quality upon discovery of a release of certain hazardous materials.
- b. The owner or operator will designate a Facility Emergency Coordinator who will participate in the planning process and who will notify:
 1. The Community Emergency Coordinator (CEC) for the Local Emergency Planning Committee (LEPC) and adhere to the guidance stated in “**Reporting Releases and Tier II Reports**” as stated at **www.readyomaha.org**,
 2. The State Emergency Response Commission (SERC) of any state likely to be affected by the release,
 3. The National Response Center (NRC), and
 4. Any other persons to whom the facility is to give notification.
- c. The Facility Emergency Coordinator will make available to the Community Emergency Coordinator any information needed for implementing this emergency plan including advice on response, evacuation and in-place shelter options.

2. Shipper

- a. Under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the

shipping papers that applicable regulatory requirements have been met.

- b. DOT regulations also require the shipper to inform the carrier of any special precautions that must be taken in the transport of the goods.
- c. If called in case of an accident, the shipper is also required to provide whatever details about the shipment that is necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment.
- d. The shipper will also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.

3. Carrier:

- a. The carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee.
- b. In the event of an accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE) and adhere to the guidance stated in “**Reporting Releases and Tier II Reports**” as stated at www.readyomaha.org,
- c. The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved.
- d. During recovery, the carrier also has the basic responsibility to see that the cleanup/decontamination is completed.

4. Radiological Licensees: operating with the state generally fall into one or two categories.

- a. They either must comply with the Nebraska Radiation Control Act (RRS 71-3501 to 71-3519) or,
- b. They must be covered by an appropriate reciprocal procedure.
- c. In the event of a radiological incident, licensees will respond as required by DHHS regulations. Licensees may assume the responsibilities of the shipper when radioactive materials under their control must be transported by a carrier.

V. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses unique aspects of hazardous materials incidents.

A. Notification

1. When a hazardous materials incident is identified, the first responders will notify local authorities and executives of the incident.
 - a. In the event of a fixed site incident, the facility will use the normal emergency notification system to notify the Fire Department who has the designated Community Emergency Coordinator (CEC). The Incident Commander shall decide to implement the plan.
 - b. In the event of a transportation spill, the notification will be satisfied by dialing 911 or the Operator, if 911 is not available.
2. The owners/shippers of the materials should be notified to request information on the properties of the hazardous materials involved.
3. The appropriate State Agencies should be advised of the situation using the Hazardous Material Incident Report Form, Attachment 3, to ensure that all necessary information is gathered and reported and request assistance if the situation is beyond local and / or mutual aid capabilities.
4. When radiological material is confirmed, the DHHS should be immediately notified via Nebraska State Patrol Communications.
5. The Douglas County Emergency Management Agency will alert volunteer and charitable organizations as needed since they may provide assistance to evacuees.
6. Nuclear Power Plant Incident/Accident
 - a. In the event of an accident at the Ft. Calhoun Nuclear Station that could affect the food chain or water supplies in Douglas County, the county will be notified by the Nebraska Emergency Management Agency. The objective of emergency operations is to minimize radiological exposure to the public through the food chain as coordinated by the USDA-FSA State Emergency Board.
 - b. Where municipal, agriculture, agri-business areas and other supplies are affected, considerable radiological engineering expertise could be required. Therefore, Ingestion Emergency Planning Zone (IEPZ) operations are extensively covered in the State Radiological Emergency Response Plan (RERP) and in

appropriate federal plans. The county RERP is kept in the EOC and reviewed no less than once a year.

B. Initial Response

1. The Incident Commander, when notified of an actual or potential hazardous materials release, will identify the area to be isolated by a controlled perimeter, the area of population likely to be affected by such release, and report this information to the dispatch center to relay to other responding agencies.
2. Determine the nature of the material from the facility personnel, placards, labels, or shipping papers from the shipper/owner.
3. Identify, evaluate, and assess the problem and its potential. Consider that some effects of the incident may not be noticeable for some time.
4. Contact CHEMTREC (1-800-424-9300) for information to determine the most effective handling of the incident.
5. A Nebraska Hazard Incident Team (NHIT) may be requested through the Nebraska State Patrol to aid the responding units. NSP will dispatch the closest members of the team to the scene to provide guidance and technical assistance to the Incident Commander.
6. A State Emergency Response Team (SERT) may be requested by the local fire chief/IC of emergency manager if the local response becomes overwhelmed.
7. NEMA and the Douglas County Emergency Management Agency must be notified if a SERT is called out.

C. Emergency Public Information

It is important to provide accurate information to the public.

1. The Public Information Officer will coordinate the dissemination of information concerning the incident with the jurisdiction's Chief Elected Official and the Douglas County Emergency Management Agency Director and the Incident Commander as defined in Annex D.
2. Because information will be needed quickly, radio and television are the best media to release data on health hazards, precautions for personal protection, and evacuation routes away from the hazard area. Radio and TV stations commonly used in Douglas County are listed in Annex D, Attachment 1.

D. Evacuation / In-place-shelter

1. The Incident Commander will make the decision to shelter in-place or to evacuate based on the recommendations of CHEMTREC, the DOT Emergency Response Guidebook, the product manufacturer, and / or state or federal agency advisors.
2. Policy and procedures for evacuation are defined in Annex E. In-place sheltering procedures are in Annex J. Procedures for movement of evacuees are in Annex H. Procedures for the reception and care of evacuees are in Annex I.

E. Objectives for Containment and Cleanup

1. Incident Command, the generator and NDEQ will determine the best methodology for what can be done, based on training and equipment available, to remove the threat, i.e., contain and / or treat, decontaminate, or remove, etc. By law it is the responsibility of the generator to contain or confine any threat associated with the cargo in their possession.
2. The party responsible for the chemical release should depending on the material involved, complete the cleanup and disposal as specified by publications and agencies. See above IV, 3, D.
3. The manufacturer is a source of advice and information for a chemical decontamination team.
4. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On-Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.

F. Health and Safety

Federal law requires the presence of a Safety Officer on every hazardous materials site. The Safety Officer will:

1. Determine the types of respiratory protection or other personnel protective equipment required for workers.
2. Have victims treated if an accurate diagnosis can be obtained. Some effects may not be noticeable for some time. Information should be obtained to identify all persons at the scene even if no immediate medical problems appear.
3. Get emergency medical information and other pertinent information from CHEMTREC (800-424-9300).

4. Notify local supporting hospitals of the hazardous substance's identity and the number of persons affected.
5. Have standby medical personnel ready to provide service to those working on the material. Follow standard procedures for baseline medical checkups for everybody who enters and leaves the 'hot zone' or has been exposed.
6. Identify precautions necessary to minimize exposure of emergency workers to radiation. Dosimeters are included in all monitoring sets issued to emergency response personnel. Once the presence of radioactive material is detected, the on-scene commander will ensure that personnel wear dosimeters and/or TLDs (if available). The Douglas County Radiological officer will ensure that sufficient dosimeters / TLDs are charged and available at the scene and records of exposure times and readings are initiated. Lifesaving rescue and emergency care will not be delayed in order to obtain precise measurements of radiation exposure levels or to distribute radiological equipment.
 - a. Radiation exposure to emergency workers will be kept as low as reasonably achievable. Guidelines recommend maximum accumulation of not more than 1 REM in general emergency situation or 25 REM to save a life.
 - b. Air breathing apparatus should be utilized if there is a gaseous or particulate release of radioactive material. If in doubt, the equipment should be used.

G. Security

The defined hazard area will be isolated and cordoned, permitting only lifesaving and response operations. Only those responders properly trained and equipped will be allowed entry.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

1. Police, key officials, and the State Patrol Office will be notified immediately. Other agencies that might be notified depending on the circumstances are the State Fire Marshal and the Nebraska Emergency Management Agency.
2. If it is a military device, the nearest military installation will be notified.
3. If terrorist activity is suspected, use the procedures outlined in Appendix 1 to Annex H.

VI. TRAINING AND EXERCISE

A. Training

1. In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations. All training supported by the Homeland Security process or grants must be DHS Department of Homeland Security (DHS) approved.
2. Radiological Officers and all Radiological Monitors will receive initial radiological training. This training should specifically relate to their area of individual responsibility.

B. Exercise

An exercise involving response to a hazardous material incident should be conducted annually. The training program will be consistent with the Homeland Security Exercise Plan policies.

THIS PAGE INTENTIONALLY HAS NO DATA.

FACILITIES and VULNERABLE AREAS
in
DOUGLAS COUNTY

Note to the reader:

The Nebraska Revised State Statute 81-15.244 states,

“The owner or operator of any facility which is required to prepare or have available a material safety data sheet for a hazardous chemical meeting threshold quantity requirements under regulations promulgated under Title III shall prepare and submit annually on or before March 1 beginning in 1998 a tier II inventory form on data for the preceding calendar year to:

- (a) The local emergency planning committee for the emergency planning district in which the facility is located;
- (b) The commission coordinator* for information; and
- (c) The fire department** with jurisdiction over the facility.”

[Asterisks added for clarity:

*(Nebraska Dept. of Environmental Quality)

** (Community Emergency Coordinator)]

Generally, the LEPC provides the Douglas County Emergency Management Agency this data for planning and response purposes. At the request of the Douglas County Emergency Management Director and under the auspices of and with the approval of the Douglas County Local Emergency Planning Committee, (LEPC), the data normally reported here for use by citizens and first responders is retained by the LEPC. It is the responsibility of the LEPC to make this data available to citizens upon request, following the process and protocols as described within SARA Title III regulations.

The public and responders can also access information about chemicals stored in local facilities on-line at: <https://deq-iis.ne.gov/tier2/>

or on the NDEQ web site: www.deq.state.ne.us, go to the search box , lower left, enter: “SARA Title III”, click “Online NDEQ Tier II System”. Follow the step by step instructions and menu boxes.

FACILITIES and VULNERABLE AREAS
in
DOUGLAS COUNTY

A current list of all Tier II facilities and vulnerable areas is available for review at the Douglas County Clerk's Office.

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HAZARDOUS MATERIALS INCIDENT NOTIFICATION

INCIDENT OCCURS

I. **Spill or release from a fixed facility**

Responsibility of facility owner / operator to notify

1. Local response organizations by dialing 911 or appropriate number,
2. Nebraska Department of Environmental Quality (NDEQ)
Monday through Friday 0800 – 1700, call (402) 471-2186,
after-hours, weekends, and holidays, call the Nebraska State Patrol,
(402) 471-4545,
3. National Response Center (NRC) hot line (800) 424-8802,
4. The Community Emergency Coordinator (CEC) designated by the Local
Emergency Planning Committee (LEPC). The CEC is usually the District
Fire Chief or his/her designee.

II. **Transportation accident**

By law, dial 911 or the operator.

III. **Responsibility of local response organization, Incident Commander (IC):**

A. **Incident at Fixed facility**

1. Operate under the Incident Command System (ICS),
2. Confirm the appropriate notifications have been made by responsible party, if not make notifications to NDEQ, NRC, and CEC.

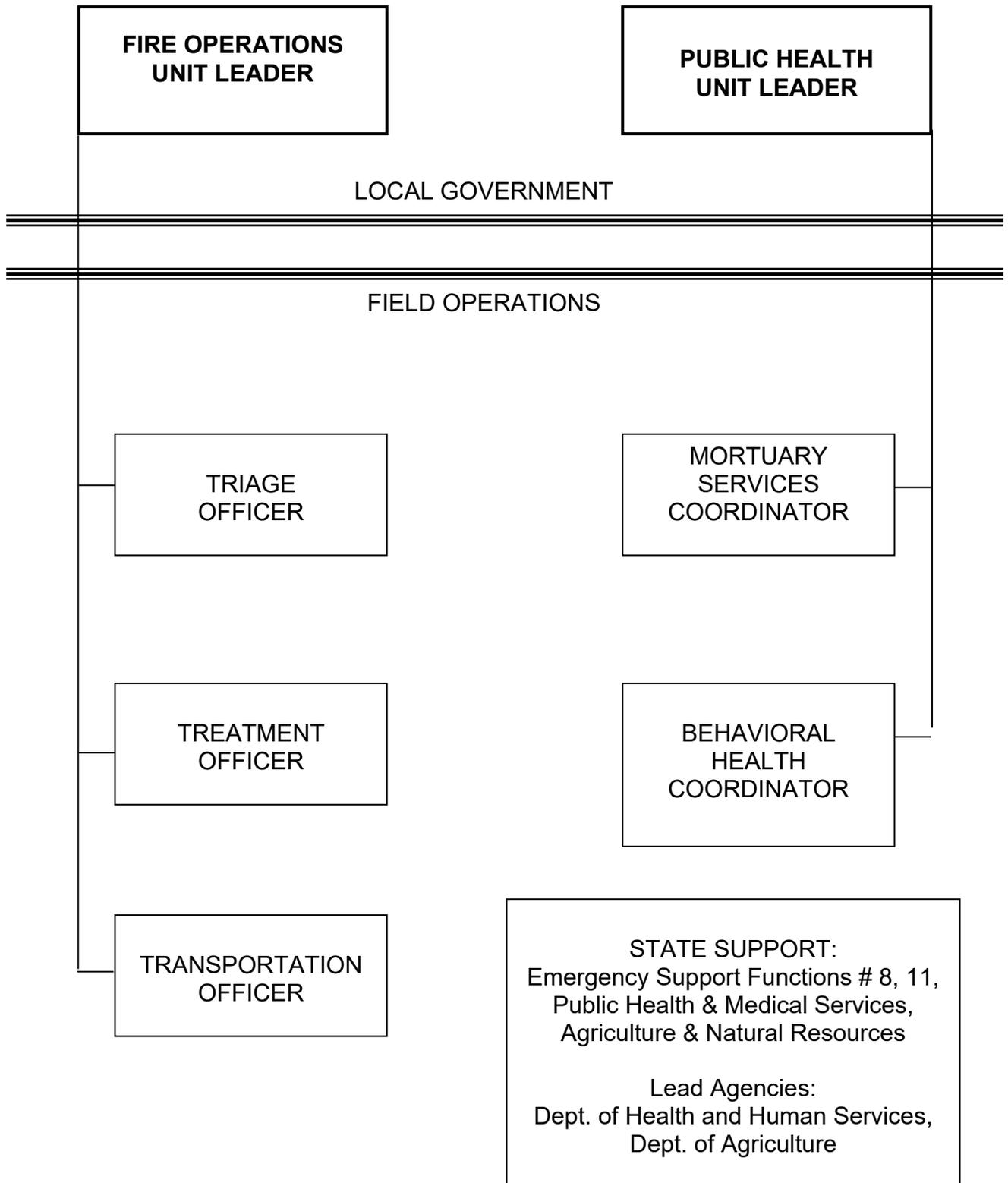
B. **Transportation accident**

1. Operate under the Incident Command System (ICS),
2. Incident Commander should see that above notifications are made to NDEQ, NRC, and CEC.

EMERGENCY NOTIFICATION ROSTER

<u>Groups</u>	<u>Phone</u>
<u>State Assistance</u>	
State Emergency Response Commission	402-471-7421
Nebraska Dept. of Environmental Quality	402-471-2186
Nebraska Emergency Management Agency	402-471-7421
After Hours	877-297-2368
State Fire Marshal	402-471-2027
Nebraska State Patrol	402-471-4545
Nebraska Department of Health and Human Services	402-471-2541
Nebraska Game and Parks	402-471-5547
Nebraska Dept of Roads (local District)	
Department of Aeronautics (downed aircraft, non-military)	402-471-2371
National Guard, contact NEMA	402-471-7421
<u>Other Emergency Assistance 24 HRS</u>	
Emergency Planning, Community Right-to-know Act (EPCRA) Hotline	800-424-9346
Chemtrec	800-424-9300
National Response Center/ Spill reporting	800-424-8802
http://www.nrc.uscg.mil/nrchp.html	
U.S. National Response Team (chemical guides, biologicals)	
http://www.nrt.org	
Poison Control Center (PCC) [for pesticides]	800-955-9119
National Poison Control Center (directs to the nearest PCC)	800-222-1222
Union Pacific Railroad	800-877-0511
U. P. Response Management Communications Center	888-877-7267
Burlington Northern Santa Fe Railroad	817-234-6164
Nebraska Kansas Colorado Railroad	800-331-3115
Nebraska Central Railroad Company	402-562-6155 day, 402-564-8329 night
Natural Gas Pipeline	800-733-2400
Enterprise Products Operating L. P. gas	800-546-3482
Jayhawk Pipeline, L.L.C.	888-542-9575
Kaneb Pipeline Op Partnership, NuStar Energy L.P.	800-759-0033
Kinder Morgan Energy Partners	888-844-5658
Kinder Morgan Interstate Gas Transmission LLC	888-763-3690
Kinder Morgan, Trailblazer Pipeline	800-733-2490
Kinder Morgan Pipelines/ Platte Pipe Line Comp.	888-449-7539
National Co-op Refinery Assoc – NCRA	620-241-6611
SourceGas Distribution LLC	800-563-0012

HEALTH AND HUMAN SERVICES



HEALTH AND HUMAN SERVICES

I. PURPOSE

A. Medical

This section provides guidance for a coordinated response for medical care and treatment for the ill and injured as a result of a CEND incident.

B. Public Health

This section provides guidance for coordinated public health services and interventions during and following a disaster. Functions include early detection and surveillance; sanitation; epidemiologic investigation; implementation of control measures to reduce, contain or prevent disease; communication of essential information to the healthcare community, public and media; distribution and delivery of prophylactic medication or vaccination, if needed; and environmental surety.

C. Behavioral Health

This section describes the approach to reduce harmful stress levels of citizens and to respond to the behavioral health needs of survivors, emergency responders in the field and groups with functional needs in time of disaster.

D. Social Services

The section is to provide for the coordination of public welfare and human needs of disaster survivors and/or special needs groups.

II. SITUATION

A. The potential exists for a multiple casualty incident resulting from a naturally occurring, manmade, or terrorist event involving weapons of mass destruction which would stress emergency medical services. Public health hazards such as disease outbreaks may also stress the medical system.

B. There are 17 hospitals with licensed capacity of 2914 in Douglas County.

C. There are 25 nursing homes, 42 Assisted Living facilities, and 53 Home Health Care agencies in Douglas County licensed by the Nebraska Health and Human Services, Department of Regulation and Licensure.

D. There are 8 Emergency Medical Services (EMS) Departments within Douglas County (Attachment 2). There are also 3 private emergency medical service companies located in Douglas County.

- E. The Omaha Office of the Department of Health and Human Services, the Eastern Nebraska Office on Aging (ENOA) and other private agencies have the capability to respond to the serious needs of the population in a disaster.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Health and medical resources should be engaged in planning, exercising and training for CEND incidents.
- B. Mutual Aid and outside resources will be available to assist the county during CEND incidents.
- C. Hospitals or nursing homes evacuating patients to other facilities will provide the medical records of patients, professional staff, supplies and equipment as practical.
- D. There are indirect and direct public health threats associated with specific types of emergencies and disasters. These might include non-outbreak situations (for example, contaminated drinking water, chemical exposures, and sewage discharges), disease outbreaks (for example *E. coli* 0157, anthrax, meningitis, West Nile Virus, plague, smallpox, and SARS), sanitation problems, an overload of mortuary service capabilities and community mental health issues.
- E. People not normally clients of local Social Services agencies may require some form of public assistance under disaster conditions.
- F. The local / regional Public Health agencies will work in partnership with local emergency management and the mass care shelter manager to plan for and assist accommodating people with functional needs. Public Health will provide recommendations for communication methods, public information message development and vendor information on special equipment and supplies that may be needed as well as locating local care providers to assist individuals whose needs cannot be met at the shelter.

IV. ORGANIZATION / RESPONSIBILITIES

- A. Medical, Public Health, Behavioral Health and Social Services operations are each described separately, but close coordination is required to fulfill the overall responsibility of safeguarding and minimizing the adverse health factors which may affect our citizens during and / or after an emergency or disaster. To provide a coordinated and effective response, the health and human services functions have been separated into two areas, local government support and field operations.

1. Local government support and coordination entails coordinating emergency services such as law, fire, rescue, public works and providing logistical support where required. The Fire Operations Unit Leader and the Public Health Unit Leader will fulfill their respective functions on the EOC Staff.
2. Field operations direction and control should follow the Standard Operating Procedures (SOPs) developed by the local health, behavioral health, state social services and local area medical professionals / facilities.

B. Health and Medical Responsibilities

1. Emergency Medical Services (EMS):

- a. Basic and Advanced Life Support is the responsibility of local fire service EMS responders.
 - 1) The notification for emergency medical assistance comes from Douglas County Emergency Communications / 911 dispatch via Douglas County CAD.
 - 2) Local fire and rescue responders will initiate an Incident Command System and will coordinate field operations and transport of victims with Omaha area Hospitals.
 - 3) Incident Command will notify area hospitals as soon as possible if the patient being transported is potentially contaminated from a HazMat incident and provide information about the hazardous substance involved.
 - 4) The Ambulance / Rescue Chief will ensure that personnel are trained to respond to a hazardous materials incident according to levels of response training set by their employer in compliance with OSHA and EPA regulations.
 - 5) The following functions are needed:
 - a) Triage: Assessing patients and assigning priorities for medical treatment and transport.
 - b) Treatment: Providing care and treatment of patients while being held for transportation to medical facilities.
 - c) Transportation: Coordinating with Omaha area hospitals for directing patient transport to receiving hospitals and / or medical facilities.

- b. Air ambulance support would be requested from Douglas County Emergency Communications / 911.

2. Medical Coordination

- a. When an incident occurs which requires medical field operations, the Fire Operations Unit Leader will support medical mutual aid requests and coordinate additional requirements.
- b. The Emergency Management Senior Advisory Team's Hospital / Healthcare Coordinator and / or Emergency Management Director, will locate supplies and / or equipment to support hospital medical operations in the event of an actual or anticipated shortage.
- c. The Emergency Management Senior Advisory Team's Hospital/Healthcare Coordinator will utilize the Healthcare Coalition Emergency Coordination Center to track the status of hospital operability, resources, and supplies.

3. Public Health Coordination

- a. The Douglas County Health Department Director or designee will serve on the Emergency Management Senior Advisory Team and is responsible for coordinating activities required to safeguard public health and minimize the spread of disease.
- b. The EOC Public Health Unit Leader will coordinate with the Emergency Management Director, EMSAT and other agencies as applicable.
- c. The Public Health Unit Leader, in liaison with Region 6 Behavioral Health, to assess the need for crisis counseling for disaster survivors and disaster workers, upon request. If crisis counseling is deemed necessary, the Public Health Unit Leader will request assistance from Region 6 Behavioral Health to provide the necessary services.
- d. The Douglas County Health Department Director or designee is responsible for initial assessment, hazard evaluation and assessment related to existing or anticipated public health threats. The Public Health Coordinator or designee will determine the scope and level of the public health response and what assistance may or may not be needed. Depending upon the nature of the incident, the Health Department may take the lead or assume a support role. Specific capabilities, which correspond to the Core Capabilities List in Homeland Security Presidential Directive 8 include, but are not limited to, the following:

- 1) Environmental Health Water Safety: The Douglas County Health Department will coordinate with DHHS about potential drinking water contamination. DHHS and / or the Douglas County Health Department will direct the response to the need for potable and non-potable water within the county, direct or recommend boil water orders, or perform additional sampling depending upon the situation, to address contamination issues. For private wells, the Douglas County Health Department will communicate with homeowners and make appropriate recommendations.
- 2) Environmental Health and Sanitary Sewage Disposal: The Douglas County Health Department will recommend portable toilets for use by site clean-up crews, residents and the public as needed. The Douglas County Health Department will also coordinate with the Heartland Chapter of the American Red Cross, Salvation Army, and the Douglas County Emergency Management Agency to inform and advise the public of emergency sewage and sanitary waste disposal procedures.
- 3) Vector Control: The Douglas County Health Department may survey and map affected area(s); provide mosquito trapping and testing of mosquitoes; identify problem areas so that preventive measures (i.e., larviciding) for vectors may be taken; recommend other prevention methods such as drainage of standing water and use of mosquito abatement techniques over potential breeding sites as needed. Rodent and insect control will be addressed based on public complaint. Exterior mouse and rat infestations will be addressed by the Douglas County Health Department. Extermination of interior insect and rodent infestations is required of homeowners.
- 4) Food Safety: The Douglas County Health Department will coordinate with the Nebraska Department of Agriculture, United States Department of Agriculture (USDA) and Food and Drug Administration (FDA) to identify extent of contamination, embargo and recall food as necessary and request laboratory and investigation assistance as needed. Reports of human illness will be forwarded by the Douglas County Health Department's Communicable Disease Epidemiology Section to DHHS Epidemiologist as necessary. Contaminated food will be transported to the Douglas County Sanitary Landfill for disposal.
- 5) Mass Prophylaxis: Based upon the results of epidemiologic investigation and in compliance with the Centers for Disease Control and Prevention (CDC) and DHHS recommendations,

the Douglas County Health Department may vaccinate or provide antibiotic prophylaxis.

- 6) Isolation and Quarantine: The Douglas County Health Department Director or designee will determine measures necessary to prevent the introduction of communicable diseases into the county and to remove or quarantine any person or persons having such disease. The Douglas County Health Department, in consultation with DHHS, the CDC, and other local health experts (as deemed necessary) will determine the specific community-wide containment strategy(ies) to be implemented and the geographic area in which it should be implemented. The Public Health Coordinator or designee in consultation with DHHS and Douglas County Attorney may produce the written order of isolation or quarantine.
- 7) Epidemiological Investigation: The Douglas County Health Department Communicable Disease Epidemiology Section is responsible for the evaluation of suspected and confirmed communicable disease events and the identification of situations of public health importance that may require the implementation of aggressive disease containment measures that go beyond the routine measures employed on a daily basis. Confirmed or suspected communicable diseases of possible significant public health concern identified by Communicable Disease Epidemiology staff shall be reported to and evaluated by, the Communicable Disease Epidemiology Section Supervisor and/or the Senior Epidemiologist for analysis. Based upon determination that the reported disease or event is unusual and / or poses a significant, immediate threat to the community, the Public Health Coordinator will consult with DHHS, and the CDC.
- 8) Emergency Public Information: The Douglas County Health Department will provide appropriate public health information, updates, guidelines and recommendations to the healthcare community including treatment recommendations and protocols and plans for prophylaxis if warranted. The Douglas County Health Department will also relay appropriate public health information and recommendations to the public through responsible media and public relations activities. The Douglas County Health Department will use the State Health Alert Network (HAN) to get out time-critical information to HAN recipients (physicians and healthcare organizations) in Douglas County or to areas surrounding the incident. The Douglas County Health Department will coordinate and consult with the Douglas County Emergency Management Agency to use public

alerting systems if necessary. The Douglas County Health Department will represent the public health function in the JIS/JIC if established.

- 9) Re-entry: The Douglas County Health Department may recommend when it is safe to reoccupy an area after evacuation caused by a hazardous material release or a communicable disease outbreak.

4. Mortuary Services (Mass Casualty Plan)

- a. When mortuary capabilities are exceeded during a disaster, the Douglas County Coroner's Office is responsible for coordinating the interment of the dead. Disposition of the deceased will be in accordance with Nebraska Statutes and will respect religious, ethnic and cultural differences to the extent possible. Additionally the Coroner's Office may:
 - 1) Assign bodies to local funeral homes,
 - 2) Establish temporary morgue facilities,
 - 3) Coordinate emergency interment.
- b. Emergency Morgue: If it is determined there is a need for an emergency morgue, the Coroner's Office, will:
 - 1) Obtain the use of a suitable building that is easily accessible,
 - 2) Notify the EOC of the morgue location,
 - 3) Coordinate with all the area funeral homes for the recovery, transportation, preservation and identification of the bodies and body parts, respecting cultural and religious differences to the extent possible,
 - 4) If conditions warrant, request refrigerated trucks from local trucking companies to hold bodies pending transfer to funeral homes.
- c. The notification of next of kin, claiming of bodies, and the disposition of unclaimed bodies will follow established practices.

5. Behavioral Health Coordinator:

- a. The Mental (Behavioral) Health Coordinator will work closely with the Social Services Coordinator and will coordinate behavioral health services for victims, family members, first responders, health and

medical personnel as well as the general public. Within the general population there are those identified as having functional needs, being at-risk or having increased vulnerability to the effects of a crisis. Persons in these populations may include:

- 1) Individuals with disabilities, including developmental, physical and / or mental illness.
 - 2) People with a history of substance (drug or alcohol) abuse.
 - 3) Children under the age of 18.
 - 4) Adults age 65 and over.
 - 5) Non-English speaking populations.
 - 6) Individuals who are homeless.
 - 7) Long term care and residential nursing facilities.
- b. Locations where the Behavioral Health response / services may be available include:
- 1) Sites where the survivors and families of victims will be located such as shelters, meal sites, disaster application centers, American Red Cross service centers, hospitals, survivor's homes, farms, morgues, etc.
 - 2) Mass care centers and immunization clinics
 - 3) Telephone Hotline sites
 - 4) Community outreach sites such as community centers, shopping malls, locations announced through the media, etc.
 - 5) Sites where responders gather such as the incident site, staging and material storage areas.
- c. Services will be coordinated with the American Red Cross, community volunteers, Critical Incident Stress Management personnel and others as appropriate.
- d. Behavioral Health personnel will also provide an outreach program with information and messages relating to services and behavioral health topics. This public education information will be prepared in collaboration with local service providers and coordinated with the various DHHS Public Information Officers.

- e. The Behavioral Health Coordinator will make recommendations and provide status reports to the Public Health Unit Leader.
- f. Critical Incident Stress Management (CISM) Teams are available to provide stress management sessions for fire, EMS, law enforcement, dispatchers, hospital, corrections and emergency management personnel following a CEND incident. The Nebraska State Patrol Troop A may be contacted to activate a CISM response.

6. Social Services Coordinator

The Administrator of the Omaha Office of the Department of Health and Human Services or their designee may serve as the Social Services Coordinator. The Coordinator will advise local executives on matters pertaining to social services, ensure that activities are administered in an orderly, efficient manner, develop procedures for determining needs of disaster survivors, and process inquiries concerning disaster survivors. The existing Health and Human Services staff, augmented as necessary from other organizations, will serve as support staff. Health and Human Services will distribute USDA donated foods to local organizations and Red Cross to provide mass feeding for disaster survivors and, if implemented, will administer the Emergency Food Stamp Program. All agencies will participate to the extent of their mandated responsibilities.

7. Community Services

- a. Various community services programs function as vital support on a routine basis and are an important resource in disaster response and recovery activities. Their ability to respond to community needs is based on the organized efforts of many volunteers. Services provided by the community include, but are not limited to:
 - 1) Food for disaster survivors,
 - 2) Clothing,
 - 3) Temporary shelter.
- b. Churches and church groups are vital community resources and function as support organizations to provide response and recovery assistance to disaster survivors. They may provide:
 - 1) Food to disaster survivors,
 - 2) Clean-up and recovery equipment and labor assistance,
 - 3) Crisis counseling for disaster survivors/workers.

- c. In addition to the local church groups, assistance in disaster recovery activities can be obtained from the Mennonite Disaster Service, the Adventists Community Services, and other non-profit, volunteer-based, disaster recovery organizations by dialing 211 on the telephone. Most of these organizations are affiliated with Voluntary Organizations Active in Disaster (VOAD). Contact with these groups will be made through the Douglas County Emergency Management Agency.
- d. The Eastern Nebraska Office on Aging assesses the needs of the elderly population in Douglas County to include food, clothing, housing, and transportation. During disaster situations, emotional stress experienced by the elderly is greatly increased; therefore, referral recommendations to local mental health organizations for crisis counseling may be initiated by this group to aid recovery from the effects of the disaster.
- e. Local transportation resources may assist by providing the handicapped and elderly with transportation services.

V. CONCEPT OF OPERATIONS

A. Multiple Casualty Incident

1. The Incident Commander will establish a command post that is responsible for patient care operations at the scene including personnel assignment.
2. The Triage Officer will triage and assign priority categories based on urgency and chance of survival.
3. The command post will be in communication with the Omaha Metro-area Hospitals. Determination of the receiving facility will be anticipated and based upon medical facility patient loads and the nature of injuries.
4. Incident command will determine requirements for and request medical mutual aid. If necessary, the Fire Services will support the mutual aid requests and coordinate additional resource requirements.
5. Omaha Metro Hospitals will assess the need for, and provide, additional security requirements at the hospital.
6. Shortages (or anticipated shortage) of medical supplies / equipment or personnel by local hospitals will be reported to the Coordinator of Medical Resources & Supplies at the Healthcare Coalition Emergency Coordination Center who will convey the information to the EMSAT via the Hospital/Healthcare Coordinator.

B. Evacuation of In-patient Medical Facilities

1. Each hospital and nursing home is responsible for developing internal procedures for:
 - a. Assessing and preparing patients for evacuation, and identifying and securing transportation resources
 - b. Assuring medical records are transported with patients,
 - c. Identifying and transporting essential medications and supplies.
 - d. Making plans and preparations for additional needs and resources to be obtained from non-government resources.
2. The Administrator or designated representative of the affected facility (ies) will coordinate evacuation requirements including patient transportation, with the Coordinator of Medical Resources & Supplies. The Coordinator of Medical Resources & Supplies will inform the EMSAT Healthcare Coordinator of such status.
3. Receiving facilities will function in accordance with Hospital Emergency Plans.

C. Public Health Threats

1. In the event of an anticipated or actual public health threat, the Douglas County Health Department Director through the Emergency Management Director will notify the Nebraska Emergency Management Agency to coordinate State assistance for Douglas County.
2. In the event of water shortages in the city, Public Works may coordinate with the Emergency Management Director and Public Health Coordinator to meet the critical potable water requirements.
3. The Nebraska Emergency Management Agency will contact state, federal, or other agencies as appropriate to request assistance for Douglas County.

D. Social Services

To provide for an effective response to a disaster situation, the Social Services Coordinator will coordinate the efforts of various agencies to meet individual human needs. During actual or impending disaster situations requiring the lodging and feeding of a considerable number of people, procedures outlined in Annex I, Mass Care will be supported by Health and Human Services agencies.

1. Disaster Recovery Center (DRC): Upon appropriate declaration, a representative of Health and Human Services may participate in the Disaster Recovery Center. The DRCs will provide information to individuals on the various disaster assistance programs available as a result of a Disaster Declaration. The Center will also provide a bank of telephones for individuals to make direct application for assistance.
2. Functional Needs: Disaster survivors and individuals with functional needs may require assistance to meet their necessary expenses and vital needs (food, clothing, housing, medical and financial). The Omaha Office of the Department of Health and Human Services, in coordination with community services such as the American Red Cross and the Eastern Nebraska Office on Aging, will identify any such individuals and address their needs.
3. Counseling: Behavioral health professionals and public school counselors may provide emergency counseling to disaster survivors. This counseling may occur at several locations and will be coordinated between the Behavioral Health Coordinator and the Public Health Unit Leader.
4. Evacuation: Health and Human Services, in coordination with the Area Agency on Aging and Shared Mobility Inc. may provide bus service to assist elderly or infirmed individuals who may be unable to evacuate on their own. The availability of this service will be emphasized in emergency public information releases and should be coordinated with the PIO.

VI. ADMINISTRATIVE AND LOGISTICS

- A. The Emergency Management Director will update and / or revise this Annex based upon the correlation of information provided by the Medical, Public Health and Social Services Coordinators.
- B. Exercising and Training
 1. Every effort will be made to incorporate local and where possible, regional health care facilities involvement into the hospital and nursing home's annual exercise.
 2. Emergency medical professionals and volunteers will participate in these exercises to the maximum extent possible.
 3. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

4. In addition to the training required for normal operations, health and medical personnel should be trained to function during a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.
5. The training program will be consistent with the multi-year Homeland Security Exercise Plan. Training supported by Homeland Security grant process must be Department of Homeland Security (DHS) approved.

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Health and Medical Resources	G-15
2	Emergency Medical Resources	G-23
3	Nebraska Health/Medical Volunteer Registry (ESARVHP) Activation in Support of Local Disasters	G-24
4	Nebraska Medical Reserve corps Regions	G-26
 <u>Appendix</u>		
1	Mass Prophylaxis Plan	G-27
2	Agricultural Disease Response Plan	G-31
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1	Animal Disease Initial Response Plan	G-47
2	Potential Animal Holding Areas	G-55

HEALTH AND MEDICAL RESOURCES

WITHIN DOUGLAS COUNTY

DOUGLAS COUNTY MEDICAL FACILITY RESOURCES			
HOSPITAL	ADDRESS	PHONE NUMBER	LICENSED BEDS
Boys Town National Research Hospital - West	14000 Boys Town Hospital Road	402-778-6000	36
Boys Town National Research Hospital	555 North 30 th Street	402-498-6362	31
CHI Health Bergan Mercy Medical Center	7500 Mercy Road	402-398-6060	400
CHI Health Creighton Hospital	601 North 30 th Street	402-449-4000	334
CHI Health Immanuel Medical Center	6901 North 72 nd Street	402-572-2121	356
CHI Health Lakeside Hospital	16901 Lakeside Hills Court	402-717-8000	157
Children's Hospital and Medical Center	8200 Dodge Street	402-955-5400	145
Douglas County Community Mental Health Center	4102 Woolworth Avenue	402-444-7676	16
Lasting Hope Recovery Center	415 South 25 th Avenue	402-717-8000	64
Methodist Women's Hospital	707 North 190 th Plaza	402-815-4000	112
Midwest Surgical Hospital	7915 Farnam	402-399-1900	19
Nebraska Orthopaedic Hospital	2808 South 143 rd Plaza	402-609-1600	24
Nebraska Spine Hospital	6901 North 72 nd Street	402-572-3000	34
Nebraska Medical Center	600 South 42 nd Street	402-552-2040	621
The Nebraska Methodist Hospital	8303 Dodge Street	402-354-4000	423
Select Specialty Hospital	1870 South 75 th Street	402-361-5755	52
VA Medical Center	4101 Woolworth Avenue	402-346-8800	90
TOTALS			2914

NURSING HOMES

Name	Address	Phone	Capacity
Brighton Gardens	9220 Western Ave	402-393-7313	45
Brookstone Meadows	600 Brookstone Meadows Plaza	402-614-4000	140
Brookstone Village	4330 S 144 th St	402-614-4000	140
Douglas County Health Center	4102 Woolworth Ave	402-444-7314	254
Florence Home	7915 North 30 th Street	402-827-6000	116
Golden Living Center-Omaha	5505 Grover Street	402-558-0225	155
Golden Living Center-Sorensen	4908 Redman Avenue	402-455-5025	74
Good Samaritan Society-Millard	12856 Deauville Drive	402-895-2266	106
Immanuel Fontenelle	6809 North 68 th Plaza	402-572-2595	165
Life Care Center of Elkhorn	20275 Hopper Street	402-289-2572	135
Life Care Center of Omaha	6032 Ville De Sante Drive	402-571-6770	128
Maple Crest Care Center	2824 N 66 th Avenue	402-551-2110	175
Montclair Nursing Home	2525 S 135 th Avenue	402-333-2304	174
Nebraska Skilled Nursing Home	7410 Mercy Road	402-397-1220	174
Old Mill Rehabilitation	1131 Papillion Parkway	402-934-7500	44
Omaha Nursing and Rehabilitation Center	4835 South 49 th Street	402-733-7200	70
Quality Living	6404 North 70 th Plaza	402-573-3700	126
Ridgecrest Rehabilitaton Center	3110 Scott Circle	402-455-6636	108
Rose Blumpkin Jewish Home	323 South 132 nd Street	402-330-4272	105
Skyline Retirement	7350 Graceland Drive	402-572-5750	100
St Joseph Villa	2305 South 10 th Street	402-345-5683	184
The Ambassador	1540 North 72 nd Street	402-393-6500	156
The Lighthouse at Lakeside Village	17600 Arbor Street	402-717-0200	36
The Rehabilitation Center of Omaha	910 South 40 th Street	402-342-2015	65
Valhaven	300 West Meigs Street	402-359-2533	66

ASSISTED LIVING

Name	Address	Phone	Capacity
An Angel's Touch	11405 Farnam Street	402-697-0033	8
An Angel's Touch	1113 North 85 th Street	402-397-9597	8
Assisted Living at Immanuel Courtyard	6759 Newport Avenue	402-829-2990	74
Assisted Living at Immanuel Village	6801 North 67 th Plaza	402-829-3240	42
Assisted Living at Lakeside Village	17475 Frances Street	402-829-9020	78
Bickford Cottage I	11308 Blondo Street	402-491-0400	50
Bickford Cottage II	7337 Hickory Street	402-391-3000	44
Brighton Gardens	9220 Western Avenue	402-393-7313	75
Comfort Care Homes	2315 South 168 th Street	402-445-4474	8
Comfort Care Homes	5209 Oakhills Circle	402-445-4474	6
Comfort Care Homes	4503 Eastridge Drive	402-445-4474	9
Compassionate Memory Care 1	2402 North 102 nd Street	402-612-6789	11
Compassionate Memory Care 2	407 South 86 th Street	402-612-6789	8
Countryhouse Residence	5030 South 155 th Street	402-964-2060	40
Edgewood Vista	17620 Poppleton Avenue	402-333-5749	14
Elk Ridge Village	19400 Elk Ridge Drive	402-763-8692	92
Espirit of Whispering Ridge	17555 Emmet Street	402-932-7300	130
Fountain View	5710 South 108 th Street	402-596-9033	57
Golden Manor	3853 Decatur Street	402-551-2484	49
Heritage at Sterling Ridge	1111 Sterling Ridge Drive	402-504-3111	135
Heritage Pointe	16811 Burdette Street	402-614-5222	128
Hickory Villa	7315 Hickory Street	402-392-0767	60
Lutheran Home	530 South 26 th Street	402-346-3344	110
Marquis Place	20800 W Maple	402-289-9229	69
New Cassel	900 North 90 th Street	402-393-2277	276
Omaha Supportive Living	514-524 South 38 th Avenue	402-346-6585	48
Parsons House on Eagle Run	14325 Eagle Run Drive	402-498-9554	180
Prairie Meadows	13208 Meredith Avenue	402-391-2790	66
Princess Anne	2020-2024 Binney Street	402-681-5018	20
Remington Heights	12606 West Dodge Street	402-493-5807	79
Ridgewood	12301 North 149 th Circle	402-214-7359	88
Royale Oaks	4801 N 52 nd Street	402-557-6861	140
Silver Memories	617 Morrison Drive	402-884-0404	8
Silver Memories	8001 Maple Street	402-393-4960	13
Skyline	7350 Graceland Drive	402-572-5750	68
Southview Heights	5110 S 49 th Street	402-731-2118	70
St. Joseph Tower	2205 S 10 th Street	402-952-5000	110
Villa at Crowne Pointe	2820 South 80 th Street	402-391-7555	42
Via Christe	3636 California Street	402-551-5557	74

Waterford at Miracle Hills	11909 Miracle Hills Drive	402-431-0011	70
Waterford at Roxbury Park	5728 South 108 th Street	402-537-0544	70
Westgate	3030 South 80 th Street	402-391-8566	80

ADULT DAY CENTERS

Name	Address	Phone	Capacity
Community Alliance – Leavenworth Day Rehabilitation Center	4001 Leavenworth Street	402-341-5128	150
Community Alliance Rehabilitation Services Jones Street	7117 Jones Circle	402-341-5128	140
Franciscan Adult Day Center	900 North 90 th Street	402-393-2277	80
Friendship Program	7315 Maple Street	402-393-6911	286
Immanuel Pathways	5755 Sorensen Parkway	402-991-0330	160
Midpointe	101 North 30 th Street	402-475-8717	50
Omaha OIC Adult Day Care	2724 North 24 th Street	402-457-4222	60
Sarahcare Adult Day Center	3615 North 129 th Street	402-496-3379	50

CLINICS

Name	Address	Phone
Advanced Center for Surgery	2802 Oak View Drive	402-334-7546
Advanced Surgery Center	111 South 10 th Street	402-345-1712
Bergan Mercy Surgery Center	7500 Mercy Road Suite 4300	402-398-6126
The Colonoscopy Center	9850 Nicholas Street Suite 100	402-392-6442
Dialysis Clinic	3316 Dodge Street	402-342-0190
Dialysis Clinic	3015 N. 118 th	402-493-9331
Douglas County Public Health Clinic	1111 South 41 st Street	402-444-7471
Finkle Cosmetic Surgery	4911 South 118 th Street	402-926-2639
Fresenius Medical Care		402-393-2865
Frontier Diagnostic Sleep Center	8425 F Street Suite B	402-932-9947
Heartland Center for Reproductive Medicine	7308 South 142 nd Street	402-717-4220
Johnston Ambulatory Surgery Center	4909 South 118 th Street	402-397-2010
Lakeside Ambulatory Surgical Center	17030 Lakeside Hills Plaza Suite 110	402-758-5212
Lakeside Endoscopy Center	17001 Lakeside Hills Plaza Suite 201	402-614-2300
M.M.I. U.N.M.C.	985450 Nebraska Medicine Center Suite 1047B	402-559-6430
Methodist Endoscopy Center	515 North 162 nd Avenue Suite 201	402-504-3852
Midwest Endoscopy Services	8901 Indian Hills Drive Suite 100	402-933-1500
Midwest Eye Surgery Center	4353 Dodge Street	402-552-2020
Midwest Surgery Center	10784 V Street	402-502-5599
Miracle Hills Surgery Center	11819 Miracle Hills Drive Suite 201	402-884-2450

NAR Open MRI	117 North 90 th Street	402-715-5200
Omaha Ambulatory Surgery Center	825 North 90 th Street	402-397-1180
Omaha Central Dialysis	144 South 40 th Street	402-558-0818
Omaha Florence Dialysis	7454 North 30 th Street	402-451-0723
Omaha Harrison Dialysis	6610 South 168 th Street Suite 8	402-896-4609
Omaha Home Training	8021 Cass Street	402-393-2346
Omaha South Dialysis	3339 L Street	402-734-0772
Omaha Surgical Center	8051 West Center Road	402-391-3333
Omaha West Dialysis	13014 West Dodge Road	402-445-8950
Omega Surgery Centers	11606 Nicholas	402-493-2020
One World Community Health Centers	4920 South 30 th Street Suite 103	402-502-8845
Outpatient Surgical Specialties Center	11704 West Center Road Suite 110	402-691-1575
Pace Nebraska	5755 Sorenson Parkway	402-991-0330
Pacific Surgery Center	10707 Pacific Street Suite 100	402-933-1844
Planned Parenthood of the Heartland	3105 North 93 rd Street	402-496-6356
Popp Cosmetic Surgery	11919 Grant Street Suite 100	402-391-4558
RAI Care Center	5084 Ames Avenue	402-451-7745
Sorensen Park Dialysis	6212 North 73 rd Plaza Suite 100	402-571-4147
Surgi-Suite	8900 West Dodge Road	402-390-0100
The Urology Center	111 ½ South 90 th Street	402-397-9800
Village Pointe Aesthetic Surgery	17617 Burke Street	402-596-4000

HOME HEALTH

Name	Address	Phone
Amazing Angels Home Health and Hospice	8807 North 158 th Street, Bennington	402-455-2500
Recover Health		402-933-3360
A Place at Home	11310 Davenport Street	402-932-4646
A Special Sitter	1833 South 106 th Street	402-697-8400
Accredo Health Group	11329 P Street	402-597-2330
Advanced Home Healthcare and Nursing	2622 South 167 th Street	402-490-3120
Affinity Biotech	1810 North 203 rd Street	402-289-0189
Alegent Creighton Health at Home	810 North 96 th Street Suite 201	402-898-8000
All Midlands Health Services	515 North 87 th Street Suite B	402-391-5554
Amakes Quality Home Care	11306 Davenport Street	402-884-1645
ARJ Infusion Services	11304 Elm Street	866-451-8804
Care Touch Home Health Care	2353 North 92 nd Avenue #16	402-210-3866
CareMinders Home Care	16909 Lakeside Plaza Suite 108	402-933-2211
Children's Home Healthcare	4156 South 52 nd Street	402-734-6741
Comper Care Rehab	11220 Fort Street Suite 102	402-932-0703
Coram CVS/Specialty Infusion Services	11111 Mill Valley Road	402-330-5482

Encompass Senior Solutions	3009 South 87 th Street	402-991-7399
Freedom In Home Services	13820 Manderson Circle	402-934-2224
Gentiva Health Services	9140 West Dodge Road Suite 350	402-343-9433
Custom Care	11414 West Center Road Suite 350	402-320-3700
Good Samaritan Society	12875 Deauville Drive	402-399-1700
Home Nursing with Heart	7602 Park Drive	402-614-4622
Comfort Keepers	5437 North 103 rd Street	402-991-9880
Ideal Health Care	2316 North 98 th Avenue	402-871-4795
IFY's Home Health Care	11711 Arbor Street Suite 210	402-330-4198
Implanted Pump Management	1299 Farnam Street #350	402-822-7428
Infuscience	8710 F Street Suite 118	402-397-8330
Interim Health Care of Omaha	11207 West Dodge Road Suite 100	402-392-1818
Maxim Healthcare Services	9239 West Center Road Suite 100	402-399-8888
Midland Modesty Home Healthcare	11414 West Center Road Suite 340	402-932-3643
Angels Care Home Health	10842 Old Mill Road Suite 1	402-934-4752
NE Methodist Hosp Home Health Agency	8601 West Dodge Road Suite 138	402-354-3200
Nebraska Home Health Care	9001 Arbor Suite 206	402-315-4357
Neighbors Keeper	12126 Stonegate Drive #106	402-884-2490
Omaha Careone Caregivers	10909 Cottonwood Lane	402-504-3219
Option Care Enterprises	10924 John Galt Boulevard	402-331-0980
Immanuel Pathways	5755 Sorensen Parkway	402-991-0330
Pentec Health	14301 First National Bank Parkway Suite 100	402-223-4376
Personal Choice Home Care	13304 West Center Road Suite 229	402-885-6700
Physicians Choice Home Health Care	8212 F Street	402-331-2273
PHYSMED Inc	4905 South 107 th Avenue	402-926-4088
Prime Home Care	6818 Grover Street Suite 201	402-390-2492
Progressive Home Health and Hospice	10040 Regency Circle Suite 330	402-933-5836
Quality Living Inc Home Health	6404 North 70 th Plaza	402-573-3700
Right at Home	13304 West Center Road Suite 225	402-697-7536
Right at Home – Omaha SE	6837 Grover Street	402-551-0611
St. Joseph Villa Homecare and Hospice	1000 North 90 th Street Suite 203	402-926-4444
Nebraska Medical Center Senior Assist Community Case Man	987454 Nebraska Medical Center	402-559-8815
Visiting Nurse Assn of the Midlands	12565 West Center Road, Suite 100	402-342-5566
Visiting Nurse Health Services	12565 West Center Road, Suite 100	402-342-5566
Vitalcare Home Health	3604 North 72 nd Street	402-502-3665
Willingham Health Services Home Care	11011 Q Street Suite 105B	402-505-9511
Zutan Home Healthcare	9529 Sprague Street	402-504-3326

MENTAL HEALTH

Name	Address	Phone	Capacity
Alegent Health Immanuel Medical Center	6845 North 68 th Plaza	402-572-2040	20
Boys Town Intensive RTC	555 North 30 th Street	402-498-6329	47
Boys Town Residential Treatment Center	14092 Boys Town Hospital Road	402-498-3369	34
Catholic Charities – Campus for Hope	1490 North 16 th Street	402-554-0520	93
Community Alliance - Alliance House	2130 South 46 th Street	402-341-5128	8
Community Alliance – Arbor House	2504 South 60 th Street	402-341-5128	8
Community Alliance – Ashwood House	2313 North 72 nd Street	402-341-5128	9
Community Alliance – Cole Creek House	7233 Pinkney Street	402-341-5128	8
Community Alliance – Miami House	7724 Miami Street	402-341-5128	6
Community Alliance – Morningstar	6025 Ogden Street	402-341-5128	40
Community Alliance – Northstar	3321 Fontenelle Boulevard	402-341-5128	28
Community Alliance – Orchard House	4901 South 52 nd Street	402-341-5128	8
Community Alliance – Vinton House	2052-2054 Deer Park Boulevard	402-341-5128	12
Journeys	11111 M Street	402-829-9279	16
Nova Treatment Community	8502 Mormon Bridge Road	402-455-8303	51
Region 6 Recovery Center	819 Dorcas Street	402-342-4411	16
The Salvation Army Mental Health Respite	819 Dorcas Suite 30	402-505-8196	16

MORTUARIES FOR MULTI-CASUALTY INCIDENTS (MCI)

Douglas County Attorney Jenny Dugan-Hinrichs Acting Coroner		402-444-4027
Funeral Homes	Address	Phone
Braman Mortuary	1702 North 72 nd Street	402-391-2171
Dworak Mortuary	2466 South 16 th Street	402-346-1144
Hadan-Golden-Reichmuth Mortuary	15303 South 2 nd Street Bennington	402-238-2291
Heafey-Heafey-Hoffmann-Dworak-Cutler Mortuaries	7805 West Center Road	402-391-3900

John A. Gentleman Mortuaries	1010 North 72 nd Street	402-391-1664
Roeder Mortuary	2727 North 108 th Street	402-496-9000
Arbor Society Crematory	2819 South 125 th Avenue	402-393-0319
Chapel of Memories	9001 Arbor Street	402-551-1011
Crosby Burket Swanson Golden Funeral Home	11902 West Center Road	402-333-7200
Douglas Trade Service and Crematory	1217 South 75 th Street	402-884-6840
Good Shepherd Funeral Home	4425 South 24 th Street	402-505-9260
Jewish Funeral Home	4415 Cuming Street	402-556-9392
John E Johnston & Son Funeral Home	1234 South 10 th Street	402-345-6111
Korisko Larkin & Staskiewicz Funeral Home	5108 F Street	402-731-1234
Kremer Funeral Home	6302 Maple Street	402-553-3155
Mid America First Call Funeral Home	4425 South 24 th Street	402-592-1212
Myers Funeral Home	2416 North 22 nd Street	402-346-0248
Reichmuth Funeral Home	219 West Maple Road	402-289-2222
Thomas Funeral Home	3920 North 24 th Street	402-453-7111
Westlawn-Hillcrest Funeral Home	5701 Center Street	402-556-2500

AMBULANCESGround Services

Medics At Home	402-345-6666
Midwest Medical Transport	800-562-3396
Rural Metro Ambulance	402-346-9191

Air ServicesLincoln

Star Care, 1 (800) 252-4262 - Helicopter & Fixed Wing (Based at Bryan LGH Hospital)

Omaha

Life Net, 1 (888) 481-7040 - Helicopter and Fixed Wing

DOUGLAS COUNTY EMERGENCY MEDICAL RESOURCES

RESCUE UNIT NAME	PHONE NUMBER	# of FIRST RESPONSE UNITS	# of FIRST RESPONDERS	# of ADVANCED LIFE SUPPORT	# of EMTS	# of PARA-MEDICS	JAW S of LIFE	Services: A/D, EMT-IV, A/V
Bennington	238-2510	2	34	2	31	5	Yes	ALS
Boys Town	981-7235	2	35	2	25	10	Yes	ALS
Irvington	306-6224	2	27	2	24	3	Yes	ALS
Omaha Fire	444-5700	13	630	14	630	192	Yes	ALS
Ponca Hills	455-8046	1	34	1	32	6	Yes	ALS
Ralston Fire	331-5369	2	44	2	29	10	Yes	ALS
Valley Fire	359-2469	2	33	0	21	0	Yes	BLS
Waterloo Fire	290-6130	1	38	0	38	9	Yes	ALS

G-23

DOUGLASCOUNTY LEOP

ANNEX G
ATTACHMENT 2

2015

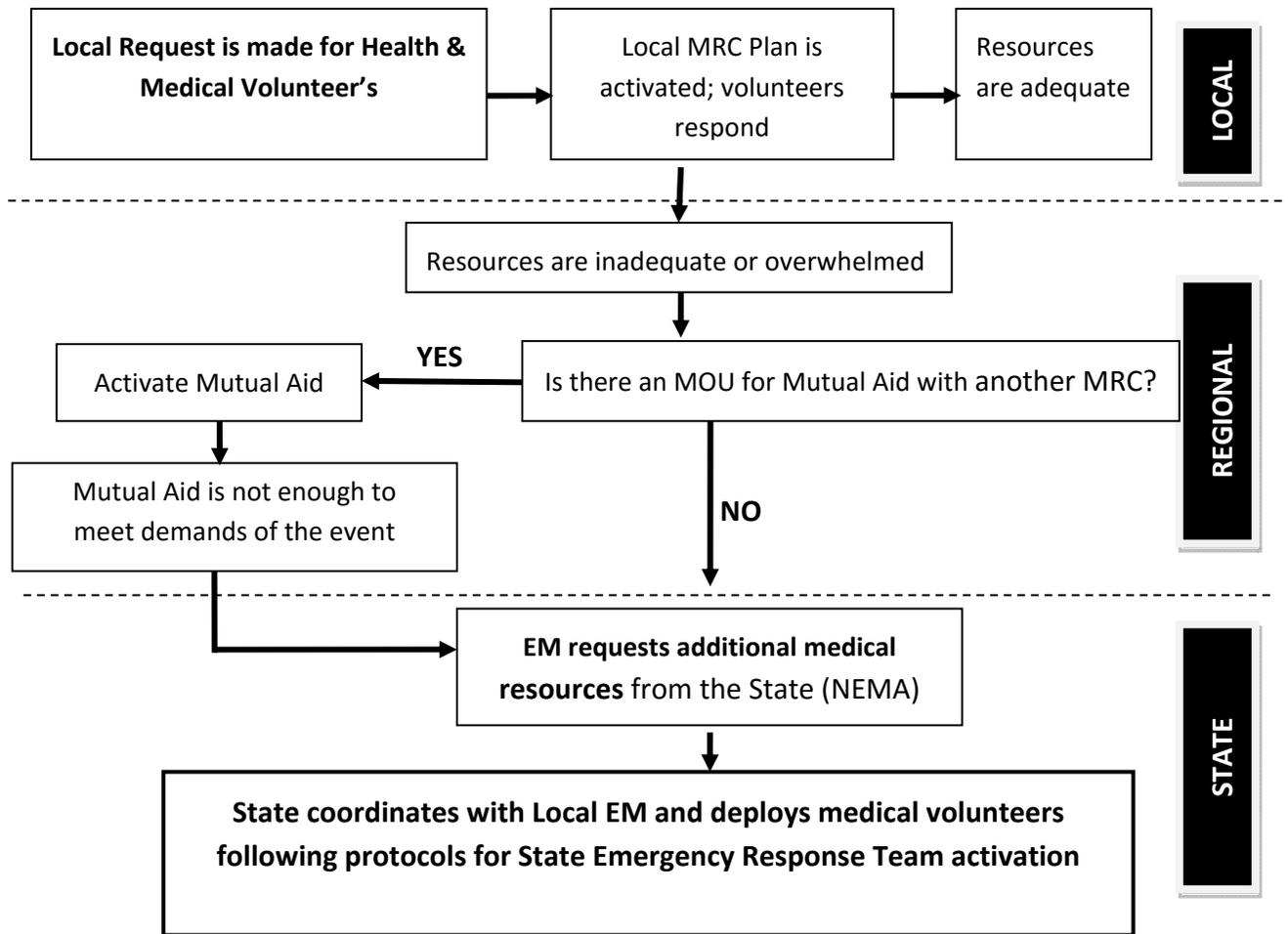
Nebraska Health / Medical Volunteer Registry (ESARVHP) Activation In Support of Local Disasters

- I. If a disaster depletes or overwhelms available health care personnel and mutual aid with the Medical Reserve Corps is exhausted, local emergency management can request additional professional medical and skilled non-medical volunteers from NEMA.

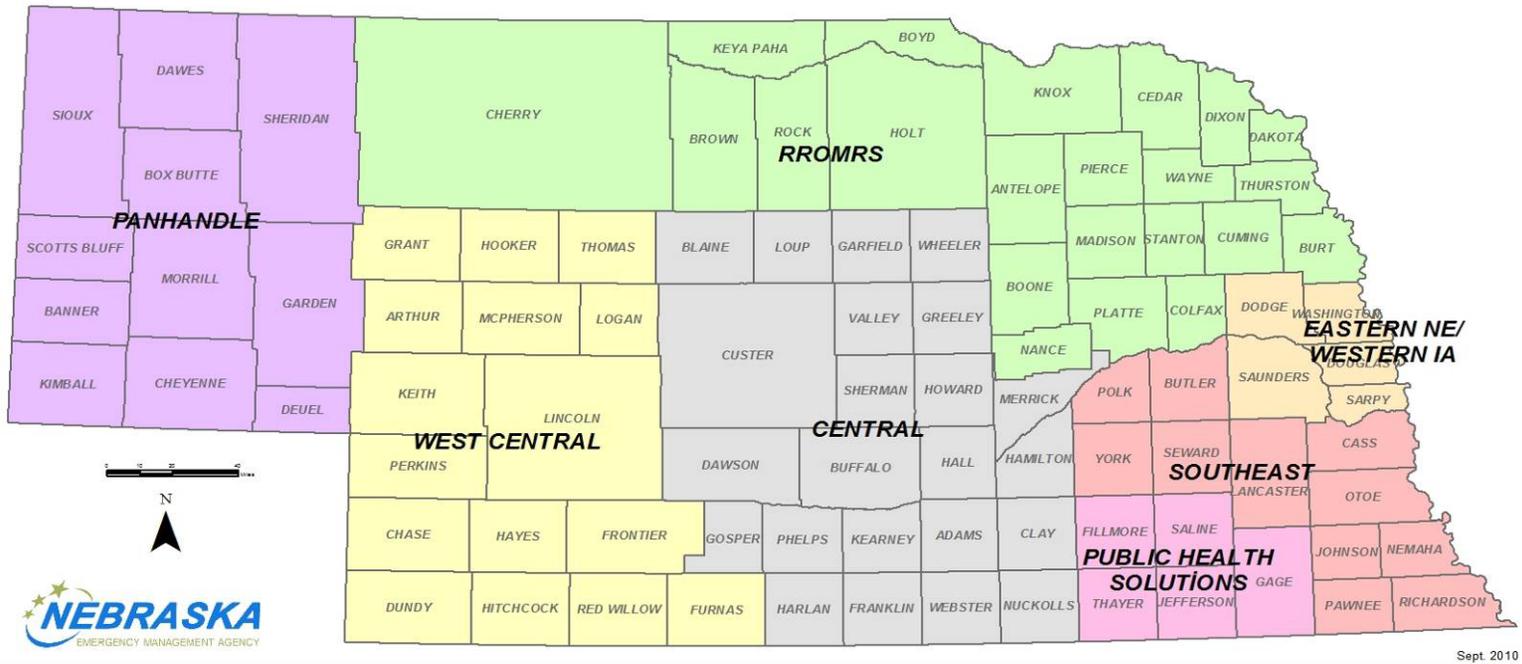
- II. The request for help from NEMA should provide the following information:
 - A. The incident specific mission for which health and medical volunteers are needed,
 - B. The number and type of volunteers needed (skill sets),
 - C. The name and contact information for the person within incident command who will be coordinating the health and medical response locally,
 - D. Anticipated location and length of deployment,
 - E. Incident specific conditions relevant to deployment,
 - F. Medical equipment, supplies or personal protective equipment required by volunteers in support of their mission (if known and available).

- III. NEMA will decide which available volunteers to deploy.
 - A. Priority is given to MRC volunteers and/or non-affiliated skilled non-medical individuals with disaster specific training and experience over non-affiliated and inexperienced personnel when skill sets are equal.
 - B. NEMA and the requesting local emergency management agency will coordinate logistics for the deployed volunteers.

Activation of Health and Medical Volunteers



NEBRASKA MEDICAL RESERVE CORPS REGIONS



Panhandle Medical Reserve Corps
mleisy@pphd.org
 308-262-2217

Rural Region One Medical Response System
 (RROMRS) Medical Reserve Corps
rromrs@conpoint.com
 402-529-2233

Western Central Medical Reserve Corps
mulligans@gprmc.com
 308-696-7990

Eastern Nebraska/Western Iowa Medical Reserve Corps

Central Nebraska Medical Reserve Corps
centralnebraskamrc@gmail.com
 402-224-0108

Public Health Solutions Medical Reserve Corps
kplouzek@phsneb.org
 402-826-3880

Southeast Medical Reserve Corps
rdavis@lincoln.ne.gov
 402-441-8006

DOUGLAS COUNTY HEALTH DEPARTMENT Medical Countermeasure Distribution and Delivery Plan

I. Purpose

This appendix addresses the rapid distribution and delivery of medical countermeasures during a community emergency or natural disaster (CEND) incident calling for such a response. Douglas County Health Department's Emergency Response Plan, which includes the Omaha Metropolitan Area Statistical Area Plan for Mass Dispensing of Medical Countermeasures should be consulted for implementation details.

II. Situation

- A. Epidemiological investigation will determine the magnitude and scope of the response and identify the at-risk population. The population range will vary depending upon the type and time of the event and other epidemiologic factors.
- B. Douglas County Health Department (DCHD) will follow the National Incident Management System guidance to incident management in its distribution and delivery of medical countermeasures.
- C. The DCHD will develop a client-eligible profile to identify Douglas County residents and members of the transient population needing to receive medical countermeasures.
- D. Local and state public health officials, in consultation with the CDC, have the authority and responsibility to initiate mass distribution and delivery of medical countermeasures within Douglas County. These officials will make decisions regarding the methods of delivery and distribution based on the results of the epidemiologic investigation of the event.

III. Assumptions and Planning Factors

- A. Public health emergencies, particularly disease outbreaks, may occur with little or no warning and may not be determined for days, and perhaps weeks.
- B. Some events may require DCHD to become the lead response agency in other events the DCHD may play a supporting role.
- C. Community emergencies and natural disasters are multi-faceted and complex and require response from many different agencies and institutions. The Public Health response may be part of a larger community response and may require the cooperation and coordination of multiple partners, including hospitals, health systems, and other governmental agencies. In Douglas County, healthcare

partnerships have been realized through participation in the Healthcare Coalition Committee.

IV. Concept of Operations

A. Distribution and delivery of medical countermeasures

DCHD has identified multiple methods of distribution and delivery of medical countermeasures (vaccinations or antibiotic pills). The two primary methods of delivery include open (community) Points of Dispensing (PODS) and closed PODS. Facility Use Agreements have been signed for Open POD operations during such an emergency. Letters of Agreement have been signed with hospitals, community businesses and organizations to operate as Closed PODs serving a defined population. In addition, plans have been developed to provide medication to first responders and critical infrastructure personnel and can be found in the First Responder and Critical Infrastructure Countermeasure Administration Plan.

B. Incident Command Structure (ICS)

DCHD will establish an Incident Command Structure (ICS) for public health incidents. The DCHD Director or designee will determine when ICS should be implemented and establish the incident command structure for the Department and direct appropriate staff to respond to the emergency. Department staff will be assigned to response positions based on IMS structure and availability. Unified Command may be necessary based on the magnitude of the event.

C. Partner notification

Notification to partners who may be part of the public health response to the emergency will be coordinated between the DCHD and the Emergency Management Senior Advisory Team (EMSAT). The Health Director or designee, as a member of the EMSAT, notifies other EMSAT members of potential or actual public health emergencies that require a significant and/or multiple agency response or appear to be evoking significant public concern. Notification of public health events occurring outside of Douglas County, which may affect the county, may come from several sources including CDC, State Health and Human Services System, adjacent county Health Departments, and other State Health Departments.

D. Volunteer management

The DCHD will notify DCEMA of all volunteer efforts and their activities to be utilized by the DCHD in a CEND incident. DCHD will coordinate these efforts and activities with DCEMA. DCHD has identified, pre event, several options to access response personnel to assist with the response and will request assistance through the appropriate channels.

E. Handling of medical countermeasures

1. The DCHD will utilize Standing Orders issued by the Department's Medical Consultant, and in some instances by the Chief Medical Officer of the State of Nebraska, for distribution and delivery of medical countermeasures in Douglas County.
2. The DCHD will utilize the Omaha Metropolitan Statistical Area Plan for Mass Dispensing of Medical Countermeasures. This plan will be used for both dispensing of prophylaxis and the administration of vaccines.
3. When the amount of medical countermeasures needed for mass immunization/prophylaxis exceeds available local supplies, the Health Director or designee will request federal assets from the Strategic National Stockpile through the Douglas County Emergency Management Agency.

F. Purchase and storage of supplies

1. The DCHD maintains selected emergency response supplies and equipment. These supplies will be monitored for outdates every 6 months and rotated or replaced if necessary. Supplies with impending outdates may be rotated through the DCHD Immunization and STD clinics.
2. The DCHD will request through Douglas County Purchasing additional supplies needed in response to the event.

G. Transportation and parking for the public

Parking and transportation plans to the countermeasure dispensing/vaccination sites will be established in consultation with Law Enforcement and Metro Area Transit. Potential transportation hub sites have been identified by DCHD with assistance from the Douglas County Sheriff's Office and the Omaha Police Department.

H. Public information

1. The DCHD will relay appropriate information to the public through media outlets and public relations activities. The DCHD Director or designated DCHD Public Information Officer will use radio, television, website, social media, information line(s) and print media as needed to disseminate information.
2. DCHD will establish or represent the public health function when a JIS/JIC is implemented.
3. Special populations will be notified using those institutions and agencies that serve those constituencies.

4. DCHD will consult the DCHD Risk Communications Plan and/or Annex B of the LEOP, Communications and Warning, for communication and public information strategies.

AGRICULTURE DISEASE EMERGENCY RESPONSE PLAN

I. PURPOSE

- A. To provide coordinated measures and actions related to an agricultural emergency to detect, control and eliminate diseases, infestations, contamination and contagions to animals, plants and food as rapidly as possible within Douglas County.
- B. To generate appropriate measures at all response levels to eliminate the emergency and minimize its consequences in order to return Douglas County to a contagion-free status.

II. SITUATION

- A. The agriculture industry in Douglas County is a major segment of the county's economy. Agriculture is a critical infrastructure of the State of Nebraska. A major outbreak of disease or infestation in animals or in plants, or a contamination of foods in the county will have a devastating economic effect not only on the local economy, but also on the state, region and nation as well. These events may occur by natural processes or as a result of a chemical or biological attack. Douglas County is vulnerable to such events.
- B. A major outbreak of disease, infestation or contamination in animals, plants or food could create both environmental and public health hazards to the human population including exposure to hazardous materials and contaminated water supplies, crops, livestock and food products. There could also be a significant mental health impact to the producers and their families, business partners, and the residents in and around the affected area.
- C. Hazardous biological or chemical substances, when released in either a controlled or uncontrolled manner, can be harmful to people, animals, plants, property, the environment and/or the economy. A hazardous material is any substance or combination of substances which, because of quantity, concentration, or physical, chemical, or infectious characteristics, may pose substantial immediate or potential hazards to humans, plants, and animals or the environment.
- D. Response to contamination and/or disease may involve local, state, federal and other entities. No single local or state agency has the full authority and

expertise to act unilaterally, nor does the county have the necessary resources to deal with a large-scale situation.

- E. Limited response resources in some geographical sections of the county may increase response time and there is the potential of radio and telephone communication difficulties.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The identification of animal disease, plant disease or infestation, or food, milk or dairy product contamination within the United States (US) could affect the State of Nebraska, including Douglas County. This could result in the creation and enforcement of movement controls of people, vehicles, livestock, poultry, plants, food, milk and dairy products, and other property.
- B. Positive detection of disease, infestation, or contamination elsewhere will prompt state officials to employ additional precautions to prevent or mitigate a local occurrence.
- C. Due to the nature of agricultural emergencies, such as a Foreign Animal Disease (FAD), and existing laws, entities other than the county may declare a disaster, subsequently affecting the county. In such incidents, the county also will submit a Disaster Declaration as described in Annex A, Attachment 3, of the Douglas County local emergency operation plan (LEOP).
- D. If a threat of disease, infestation, or contamination is received as a mechanism of terrorism and is confirmed as being a terrorist event, the "Terrorism" Appendix of Annex H, Law Enforcement, of this LEOP will be used in conjunction with this Appendix.
- E. Numerous local, state and federal agencies will play a role in mitigating an agricultural event. Remediation and recovery activities have the potential to involve massive amounts of resources.
- F. Large quantities of crops, rangeland, domestic livestock, wildlife, and food may be destroyed or controlled to prevent the spread of disease, infestation, or contamination after it has been confirmed within the county.
- G. Vector-borne diseases can spread quickly; therefore, a rapid response and control over a potentially wide area is needed.
- H. Suspected or confirmed cases may require immediate quarantine of the area of origination and may require special operational procedures.
- I. Eradication of the causative agent will require proper sanitary and disposal procedures for animal carcasses, plant material and/or food, milk, or dairy products, as determined by the Nebraska Department of Agriculture (NDA) or

Nebraska Department of Environmental Quality (NDEQ). Suspected infected locations, transport vehicles and on-site personnel may require cleaning and disinfection. Local biosecurity guidelines need to be established and implemented.

- J. Environmental protection regulations or procedures may need to be temporarily suspended to allow the timely and efficient disposal of food, plant material or euthanized livestock and wildlife.
- K. NDA is the coordinating state agency for a response to a livestock, plant, food, milk, and dairy product emergency, as discussed in Appendix 1, Appendix 2, Appendix 3 and/or Appendix 4 of Emergency Support Function (ESF) #11, of the State Emergency Operations Plan (SEOP). If an animal disease event occurs, NDA will determine the level of response and activities necessary to respond to a suspected or confirmed FAD.
- L. It is recognized that under some agriculture scenarios, the need for resources, trained personnel and specialized equipment and supplies will be tremendous.
- M. Before, during and following the Governor's emergency proclamation, an NDA representative will serve as the designated Emergency Support Function Coordinator (ESFC).
- N. If the situation is determined to be an act of terrorism, LEOP Annex H, Appendix 1, "Terrorism," will be referenced for response to the incident. The Federal Bureau of Investigation (FBI) is the lead agency responsible for crisis management and is responsible for coordinating federal law enforcement response and action during a terrorist/weapons of mass destruction (WMD) incident, and throughout the post-incident investigation.
- O. The level of response to an event depends on the extent and severity of the event. The introduction of a major food contamination or highly contagious disease may initiate a response from multiple sectors in multiple jurisdictions for a prolonged period of time.
- P. Federal agencies may provide support during emergency events. The United States Department of Agriculture (USDA) has the power, in certain circumstances, to declare an emergency. In these cases, USDA representatives will work with the NDA as described in ESF #11.

Animal Disease Incident Severity Levels

There are five incident severity levels relating to NDA's actions relative to animal health and maintaining the livestock and poultry industries within the state. The first two incident Levels, 1 and 2, are disease management levels and are generally handled internally by NDA. Incident Levels 3, 4 and 5 represent FAD emergency response levels. Under Levels 3, 4 or 5, it is likely that county response will be requested from NDA and that this

Annex to the LEOP will be activated. In addition, these levels will require support from other state agencies, federal agencies, counties, humane organizations and other relevant and appropriate entities.

LEVEL 1: Normal operating conditions. This level entails the daily routine activity of NDA enforcing statutory rules and regulations.

LEVEL 2: A disease that is not common to Nebraska either threatens to enter the state or has been identified in the state. A Level 2 disease is not considered a high-consequence animal disease. Level 2 diseases include, but are not limited to, Tuberculosis, Brucellosis, Pseudorabies and Low Pathogenic Avian Influenza.

Levels 1 and 2 can be handled internally by NDA staff. It is unlikely that the SEOC's activation level will be changed due to a Level 1 or 2 livestock/poultry disease incident.

LEVEL 3: A FAD is confirmed in North America but not in a bordering state, and there is no perceivable threat to Nebraska.

LEVEL 4: A FAD is confirmed in a border state or when the incident in a non-border state has a real or perceived threat to Nebraska agriculture.

LEVEL 5: A FAD is suspected or confirmed within Nebraska.

Specific details and actions are listed in the ESF #11, Appendix 1, of the SEOP.

IV. CONCEPT of OPERATIONS

In a FAD incident, Douglas County will be responding as a support entity for ESF-11 activities. Because of this, the county's concept of operations for a foreign animal disease response will focus on activation and notification, and response support.

A. Activation and Notification

1. Upon a request for assistance, the ESFC, in cooperation with Nebraska Emergency Management Agency (NEMA), will determine which participating departments/agencies/associations are needed and will take steps to activate them or place them on alert.
2. In an animal disease event in North America, but not in Nebraska, when an approved diagnostic laboratory confirms a positive test for either a "FAD LEVEL 3 and/or 4," the USDA Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS) will notify NDA, which will notify NEMA. ESF #11 may be activated. With this activation, NEMA may notify the Douglas County Emergency Manager. The emergency

manager will activate the county Agricultural Disease Emergency Response provisions. The emergency manager will begin preparations to support the response, which could include:

- a. Notifying appropriate elected officials;
- b. Requesting a local disaster declaration;
- c. Activating local temporary animal housing and care locations;
- d. Assisting in traffic control;
- e. Assisting in quarantine enforcement;
- f. Locating and mapping susceptible species locations;
- g. Assisting with cleaning and disinfection;
- h. Identifying local sites and options for carcass disposal;
- i. Acting as a local liaison with the NDA incident command and NEMA; and
- j. Managing logistics issues for the local response.
 - a) In an animal disease event in Nebraska (LEVEL 5), when an approved diagnostic laboratory makes a presumptive positive identification of a FAD, NDA will be notified. NDA will subsequently notify NEMA. ESF #11 may be activated. With this activation, NEMA will notify the Douglas County Emergency Manager. The emergency manager will activate the county Agricultural Disease Emergency Response Plan. The emergency manager will begin preparations to support the response, as described above.
 - b) In an animal disease event in Nebraska (LEVEL 5), when a foreign animal disease diagnostician (FADD) makes a diagnosis of a medium or high suspicion of a FAD, NDA will notify NEMA. Either NDA or NEMA will notify the Douglas County Emergency Manager of the diagnosis. In this situation, county support may be required to assist the FADD, who may remain on-site until a diagnosis is made. Prior to a diagnosis, county support will be requested by the FADD or by the NDA. At this point in a response, all communications and information must be carefully controlled. Public dissemination of incident-specific information at this point is likely to cause significant negative economic impact on the livestock or poultry industry, as well as reducing

the public's confidence in the nation's food supply. The county may be asked to provide the following support at this time:

- i) Notifying appropriate local elected officials;
- ii) Assisting in traffic control;
- iii) Assisting in quarantine enforcement; and
- iv) Locating and mapping susceptible species locations.

B. Response Support

1. In some animal disease incidents, the Governor's declaration may include closing or restricting movement across the borders of the state and/or suspending livestock transport within the state. This action may be taken by the Governors of border states. This action may create the need for off-loading and holding pen locations for livestock in transit. See "Potential Animal Holding Areas," Appendix 2, Attachment 2. Douglas County should develop contingency plans for the proper care of animals in transit. This includes unloading, feeding, and watering of livestock. The NDA Monograph, *Temporary Housing and Care of Livestock and Poultry*, provides operational guidance for this planning as well as the set-up and operation of these areas. Identifying and photographing unloaded animals will be necessary. Biosecurity techniques such as waste management, secure confinement of individual loads, and the inspection of certificates of shipment (health certificates) will be needed. A health inspection of livestock will be performed by designated officials before reloading. Only qualified responders will be assisting as animal handlers. A notification process also needs to be established so that the State Veterinarian, the shipping company, and the livestock owners know of the location of the animals being held.
2. Additional local plans or Standard Operating Procedures are needed for the cleaning, disinfection, and storage of the trucks and personnel involved with the event. NDA has developed the following set of five County Emergency Response Monographs: *Traffic Control Agricultural Response*, *Catastrophic Mortality and Associated Material Disposal*, *Temporary Housing and Care for Livestock and Poultry*, *Cleaning and Disinfection*, and *Continuity of Services*. These monographs provide operational guidance for issues that an affected county may face and can be found at: <http://www.nda.nebraska.gov/admin/security/index.html>.
3. The entire process or chain of events needs documentation which should include the confirmation of ownership of animals, copies of bills of lading, direct expenses incurred during the temporary housing of animals, and the final distribution of the animals.

4. The Livestock Emergency Disease Response System (LEDRS) veterinary corps will supply trained first responders in case of an animal emergency, as well as limited initial veterinary supplies. LEDRS trailers, with limited amounts of equipment and supplies, also may be available. A list of equipment and supplies available in the LEDRS trailers is found in ESF #11 of the SEOP.

V. ORGANIZATIONAL ROLES and RESPONSIBILITIES

Details of the roles and responsibilities of the various agencies and organizations are found in the SEOP. The following describes in general the roles and scope of activities. Due to the nature of a specific event, this list may not be all-inclusive or describe all activities or operations.

A. STATE AGENCIES

1. Nebraska Department of Agriculture

The NDA is the coordinating agency for all agriculture-related responses in the State of Nebraska as designated in the State Emergency Operations Plan, ESF #11, dated July 28, 2003, and in subsequent updates, dated 2004, 2005, 2009 and 2014. NDA, along with the NEMA, will conduct operations using National Incident Management System (NIMS) protocols for multi-agency coordination.

As the coordinating agency, some of NDA's responsibilities relative to local jurisdictions include:

- a. Working with local jurisdictions to support planning and mitigation related to agriculture response;
- b. Coordinating with individual producers and agricultural trade associations on mitigation, planning, response and recovery related to an agriculture emergency;
- c. Assisting local jurisdictions and producers with recovery-related issues;
- d. Developing and maintaining operational monographs to assist the state and local jurisdiction with agriculture response;
- e. Coordinating with USDA;
- f. Activating and deploying support personnel from the LEDRS;
- g. Directing all livestock-or poultry-related response;

- b. Specifies containment practices and procedures for carcass disposal, including on-site disposal, decontamination, cleaning, disinfecting stations, and waste disposal and/or treatment sites; and
 - c. Provides information on permitted livestock feeding operations.
5. Nebraska Department of Natural Resources (NDNR)
- a. Provides technical assistance during planning; and
 - b. Provides mapping information, especially on topography, water tables, and food and agriculture assets.
6. Nebraska Department of Roads (NDOR)
- a. Identifies the sustainability of roads and bridges for law enforcement for traffic control issues;
 - b. Provides guidance in re-routing traffic in and around the affected area;
 - c. Assists with the transportation of soil, carcasses or debris; and
 - d. Helps identify additional sources of contractors and specialized equipment.
7. Nebraska Games and Parks Commission (NGPC)
- a. Provides containment and/or quarantine assistance, including vector control, and monitoring and management of wildlife, to prevent the spread of animal disease to or through non-domesticated animals;
 - b. Provides disposal sites and excavation equipment, and aids in the transport of carcasses, soil and debris; and
 - c. Assists law enforcement agencies with traffic control, general security and law enforcement.
8. Nebraska Department of Health and Human Services (DHHS)
- a. Provides an assessment of the public health needs;
 - b. Provides the technical assistance, leadership and coordination to address the medical and behavioral health care needs of the public;
 - c. Provides assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases; and

- d. Supports local jurisdictions, per the LEOP, in other areas to include the testing of potable water, behavioral health and other public health concerns.

9. Nebraska Military Department (MIL)

Supports other agencies in containment/quarantine activities, traffic control, general security, transportation or other designated functions. A request for military support is outlined in each county's LEOP, Basic Plan, VI, J, 3.

10. Nebraska State Fire Marshal (NSFM)

Provides NIMS compliant Incident Management training to local responders, officials and animal care providers. The training also can address specialized topics such as cleaning and disinfection.

11. Nebraska State Patrol (NSP)

- a. Coordinates with local law enforcement agencies in establishing or assisting with personnel, responders and site security and safety;
- b. Coordinates with local law enforcement on travel into or out of movement control and quarantine zones;
- c. Assists with traffic control;
- d. Provides additional communications support with a mobile communications vehicle; and
- e. Assists in the coordination of transportation of suspected diseased tissue samples to an appropriate diagnostic laboratory.

12. University of Nebraska System (UNS)

The UNS, through its various departments, campuses and affiliations, such as the University of Nebraska-Lincoln (UNL) Extension, provides:

- a. Information regarding animal diseases, biosecurity, and plant/animal health practices;
- b. Technical assistance in the incident planning process; and
- c. Surveillance assistance in the prevention, response and recovery stages.

Various departments, such as the UNL School of Veterinary Medicine and Biomedical Sciences, may assist in animal disease diagnosis and

provide laboratory services for analysis or pathology of animal samples. The UNL Veterinary Diagnostic Center (UNL/VDC) is a member of the National Animal Health Laboratory Network (NAHLN) and provides diagnostic support for animal disease diagnosis. The UNL Plant Pathology Department Plant and Pest Diagnostic Clinic and the Department of Entomology are members of the National Plant Diagnostic Network and provide diagnostic services to the State Plant Regulatory Official, for events involving plants or crops. The University of Nebraska Medical Center (UNMC) Nebraska Public Health Laboratory (NPHL) provides testing services on human specimens, when requested, during an event involving food, milk or dairy products.

B. FEDERAL AGENCIES

1. Lead Federal Agency (LFA)

The Lead Federal Agency, generally the USDA, or the FBI in a terrorist incident, may implement the National Response Framework which provides a mechanism for the organization, coordination and mobilization of federal resources to support state and local activities.

2. United States Department of Agriculture

- a. The USDA, through its various national, state and local agencies' offices, will provide technical assistance during the planning phase and technical resources during the prevention, response and recovery stages of an incident. USDA will provide laboratory assistance in the identification of livestock and poultry FADs, and plant pests and/or diseases. Upon confirmation of a disease or pest, the USDA Secretary can issue an Emergency Declaration which will initiate an immediate response by other federal agencies and affected jurisdictions. The USDA Farm Service Agency may administer the indemnification process to include the cost of animals and approved costs associated with an incident. Appraisal of animals to be euthanized, as well as other incident-related damages, may be done by USDA.
- b. NDA and USDA-APHIS-VS will work collaboratively to determine and issue animal-related quarantines. The USDA will consult with state and local authorities regarding eradication activities. These include but are not limited to treatment or elimination and disposal of exposed or infected animals, cleaning and disinfection, transportation issues, records, public information coordination and required training for those involved in the eradication process.

- c. NDA, in conjunction with USDA-APHIS Plant Protection and Quarantine (PPQ), will determine actions to be taken in the event of an emergency involving plants or crops.

3. United States Food and Drug Administration (FDA)

The FDA, through its various divisions, will provide technical assistance during the planning stage and technical and laboratory support during the prevention, response and recovery phases of a food or dairy incident.

4. Federal Bureau of Investigation

In the event that the emergency is the possible or confirmed result of terrorist activities, the FBI will be the lead agency related to the criminal investigation. The LEOP, Annex H, Appendix 1, Terrorism, details the role of the FBI, and its relationships with the affected jurisdictions.

5. Department of Defense (DOD)

The DOD has units trained and organized to respond to weapons of mass destruction/terrorists attacks. In such an event, the DOD may direct special operations in support of civil authorities in combating terrorism.

- C. LOCAL/COUNTY AGENCIES

1. Local officials, elected and appointed, will be actively involved and local resources will be used in a response, following the guidelines and framework provided in this LEOP. Any or all local agencies may be involved and will, in general, assume their normal roles as defined in this Plan.

Counties are expected to provide the following support:

- a. Provide assistance in identifying and locating livestock and poultry throughout the county;
- b. Identify, operate and manage locations to temporarily house and care for livestock or poultry held in the county during a movement control situation;
- c. Assist with cleaning and disinfection;
- d. Provide traffic control support; and
- e. Assist with local logistics.

The following agencies or entities may provide additional support during an agricultural emergency. The county role in a FAD or plant disease/pest incident will be a supporting role. The state, through NDA and in coordination with USDA, will provide incident command and will serve as liaison with other state and federal agencies to coordinate support.

2. Douglas County Commissioners/Supervisors

- a. Maintain direction and control of their governmental activities;
- b. Declare a county emergency through the normal process described in the LEOP; and
- c. Provide local resources within their capability.

3. Douglas County Clerk/Treasurer

- a. As needed, coordinates the documentation of county disaster related expenses such as personnel time, overtime, equipment usage, in-kind or stocked materials, etc.; and
- b. Follows accepted accounting procedures. Each county or local agency will document its own disaster related expenses and make the data available as requested.

4. Douglas County Sheriff's Office

- a. Receives an early alert of an agricultural emergency from the County Emergency Manager when the situation warrants;
- b. At the time of a FAD event, the Sheriff will become a member of the Douglas County Unified Command structure for the event and assume the command position for local law enforcement functions;
- c. Provides the initial incident security to personnel and the quarantine zone;
- d. Provides communications support;
- e. Coordinates local law enforcement response with support from the Nebraska State Patrol; and
- f. Assumes other roles and responsibilities during a disaster which are outlined in other parts of this LEOP.

5. Douglas County Emergency Management

- a. Receives an early alert of an agricultural emergency, such as a suspected FAD, from NEMA or NDA should the conditions warrant;
- b. Activates the county Emergency Operations Center to support state or local response;
- c. Coordinates logistics and requests for additional support; and
- d. Communicates with the chief elected officials and NEMA, advising them of local conditions and activities.

6. Douglas County Roads Department

- a. Assists with traffic control in and around any quarantine or movement control areas;
- b. Supports law enforcement agencies in identifying the sustainability of roads and bridges necessary for re-routing traffic from the quarantine or movement control areas; and
- c. Provides excavation and transportation equipment and operators to move soil, carcasses or debris as directed.

Their activities will be coordinated through the County EOC.

7. Douglas County Fire Service/EMS

- a. Provides assistance with cleaning and disinfection, hazardous material and fire protection as required by NDA and/or USDA; and
- b. Provides EMS services as needed.

Mutual aid requests will follow normal processes as described in Annex F of the LEOP.

8. Douglas County Public Health Department

- a. Supports the Nebraska Department of Health and Human Services and Voluntary Organizations Active in Disaster (VOAD) in providing overall leadership, coordination, assessment and technical assistance for public health needs in the event of a disaster or emergency;
- b. Provides assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases; and

- c. Performs other functions as specified in Annex G of the LEOP.

D. OTHER AGENCIES and ORGANIZATIONS

1. Livestock Concentration Points

Livestock concentration points include all livestock operations, auction markets, slaughter operations and private and commercial feedlots. These operations, in sizes from one animal to thousands, should develop livestock biosecurity plans which will be implemented during an emergency.

2. Volunteer Organizations Active in Disaster

Various volunteer agencies coordinate the provision of food and temporary shelter on site, especially when an area is quarantined. See NEMA's Emergency Manager's Handbook for a list of participating agencies.

3. Associations (Trade, Professional, Marketing)

Industry and professional associations, from international to local affiliates, are invaluable resources, providing membership lists, lists of resources such as equipment, stock holding locations, trained stock handling personnel, information about security and other technology that may impact planning, response, recovery and mitigation.

VI. ADMINISTRATION and LOGISTICS

A. ADMINISTRATION

A record of the costs and expenses incurred in the direct support of an emergency or disaster situation will be maintained by each jurisdiction and agency in the event reimbursement of claims is made available by state and federal agencies.

B. EXERCISES

All agencies with responsibilities outlined in this Appendix will provide annual training in regard to livestock and poultry emergencies. An orientation and/or tabletop exercise should be conducted annually to ensure adequate response to a threatened or actual outbreak of disease in a non-human population. The objectives for these exercises should be based on the policies and procedures identified in this Plan.

C. PLAN MAINTENANCE

The County Emergency Management Director, with the assistance of a member of the LEDRS Veterinarian Corps, shall annually review this Plan and update the information based on input from the Plan’s participating agencies.

LIST of ATTACHMENTS

<u>Attachment#</u>	<u>Item</u>	<u>Page</u>
1	Animal Disease Initial Response Plan/Chart	G - 47
2	Potential Animal Holding Areas	G - 55

FOREIGN ANIMAL DISEASE (FAD) INITIAL RESPONSE PLAN

This is a summary of the planned activities from the Emergency Support Function (ESF) #11 Annex of the State Emergency Operations Plan. This portion reflects only those activities at FAD Incident Severity Level 5: "A FAD is suspected or confirmed in Nebraska".

A FAD causing a Level 5 severity level is a highly contagious and/or economically significant foreign animal disease posing a serious threat to Nebraska's livestock or poultry industries, as determined by the State Veterinarian.

Many of the activities listed will happen simultaneously, although they are listed here sequentially.

An Agricultural Emergency Response to a FAD begins when a FAD is suspected.

A commercial producer or processor will most often notify a local veterinarian when unusual conditions or signs are recognized in a herd/flock. The local veterinarian will make an initial assessment. If a non-FAD condition is identified, normal animal health care practices are initiated. In some cases a National Animal Health Laboratory Network Laboratory (NAHLN), such as the University of Nebraska-Lincoln's (UNL) Veterinary Diagnostic Center (VDC) may receive samples that suggest the presence of a FAD.

If signs in the herd, flock or sample lead to the suspicion of a FAD, the following steps will be initiated:

I. STATUS INVESTIGATION

- A. Either a NAHLN Laboratory analyzes an unusual or suspicious sample; or a local veterinarian, animal health technician or extension specialist, has been called to examine the animals in the flock or herd; and through the initial examination one of these professionals identifies a Nebraska Reportable Condition or otherwise suspects a FAD and will do the following:
 1. Contact the State Veterinarian at the Nebraska Department of Agriculture (NDA) 402-471-2351 or the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS), Area Veterinarian in Charge (AVIC) 402-434-2300. In some cases the initial call will be to the closest NDA field veterinarian or animal health technician.
 2. NDA will advise the professional at the farm, or the producer directly on immediate herd health actions.
- B. The State veterinarian and the AVIC will decide if the circumstances warrant the deployment of a Foreign Animal Disease Diagnostician (FADD) to site where the sample was taken or where the suspect animals were examined.

C. The FADD, if deployed:

1. Will travel to the site and conduct an investigation. The investigation will include preliminary epidemiological data gathering, examination of the suspect animals, taking samples, and submitting samples for laboratory confirmation according to protocol for the suspected disease.
2. Will report activities and situation to the State Veterinarian and the AVIC.
3. Will become the initial Site Incident Commander.
4. May implement local quarantine if necessary.
5. May request voluntary travel restrictions of individuals in incident area.
6. May request support from local emergency management (e.g., locating nearby animals, quarantine enforcement support, and cleaning, and disinfection support if necessary).

D. NDA, if the FADD identifies a “high suspicion” of a FAD:

1. Notifies the Nebraska Emergency Management Agency (NEMA), and NEMA:
 - a. May assist in transporting samples to diagnostic laboratory.
 - b. May activate the State Emergency Operations Center (SEOC) and implement ESF #11.
 - c. Notifies the local Emergency Manager in the affected jurisdiction.
 - d. Notifies the Nebraska State Patrol, which:
 - i. May assist in transportation of samples to diagnostic laboratory.
 - ii. May assist with local quarantine support.
2. Notifies Governor’s Office.
3. Coordinates incident site security, access control points and decontamination if local resources are unable to provide from local or mutual aid resources.
4. Notifies the Livestock Emergency Disease Response System (LEDRS) Veterinary Corps.
5. Activates NDA Command Center.

E. USDA:

1. Performs diagnostic testing and disease confirmation.
2. Informs FADD, State Veterinarian and AVIC of test results.

II. DIAGNOSTIC RESULTS

A. If results are negative for a FAD

1. FADD informs local producer, processor and veterinarian routine and ordinary veterinary procedures implemented.
2. NDA notifies the Governor's Office and NEMA, who in turn notifies the local Emergency Manager.
3. Incident response is curtailed.
4. Local agency maintains activity log and tracks expenses.

B. If results indicate a presumptive positive or confirmed positive for a highly contagious or economically significant FAD, the following events will occur:

1. For a confirmed positive USDA will:
 - a. Notify the FADD, NDA, State Veterinarian and AVIC.
 - b. Notify all State Veterinarians and all federal AVICs.
 - c. Activate the National Animal Health Emergency Management System.
 - d. Declare an "Emergency" or "Extraordinary Emergency"; if necessary and evaluates the need for Presidential Declaration.
 - e. Provide technical advice, supplies and personnel to support NDA.
2. For a presumptive positive, most likely identified by a NAHLN laboratory (i.e., UNL/VDC), the laboratory will:
 - a. Notify NDA and the State Veterinarian.
 - b. Submit the sample to the appropriate USDA Foreign Animal Disease Diagnostic Laboratory (FADDL) for confirmatory analysis.

3. In either of the above cases, presumptive or confirmed FAD in Nebraska:

NDA will:

- a. Notify the Governor’s Office and NEMA.
- b. Send a representative to the SEOC to serve as the Emergency Support Function (ESF) #11 Coordinator.
- c. Establish quarantine zones.
- d. Issue “Stop (Animal) Movement Orders” (an embargo or import order to restrict animal transport either intra or interstate).
- e. Activate LEDRS.
- f. Confer with State Veterinarians in surrounding states.

NEMA will:

- a. Activate the SEOC and ESF-11, if not already activated.
- b. Establish an appropriate Incident Command structure.
- c. Notify additional agencies for support.
- d. Advise the Governor’s Office for the need for a State Emergency Proclamation, and to request a Presidential Declaration.
- e. Coordinates with local emergency manager, gathers information for analysis by NDA.
- f. Coordinate with other local, state, federal agencies.
- g. Establish a Joint Information Center (JIC), if not already activated.

The Governor will:

- a. Notify governors of surrounding states.
- b. Issue disaster proclamations.
- c. Consider the need for issuing a “Stop (People) Movement Order” (an embargo or import order).
- d. Monitor and assign state resources for import/export restrictions.

I. LOCAL JURISDICTIONS

A. County with “High Suspicion” FAD – Local Emergency Manager

1. Is notified by NEMA.
2. May open the emergency operations center (EOC).
3. Reviews and readies to implement FAD section of the local emergency operations plan (LEOP) and Agricultural Monographs from NDA.
4. Notifies local resources, such as local law enforcement.
5. Establishes site security.
6. Establishes access control points.
7. May establish cleaning, disinfecting and decontamination stations for vehicles and personnel; is advised by NDA and the Nebraska Department of Environmental Quality (NDEQ).
8. Prepares to support the identification and location of susceptible species throughout the county.
9. May notify the Chief Local Elected Officials and request a County Declaration.
10. Maintains activity log and tracks expenses.

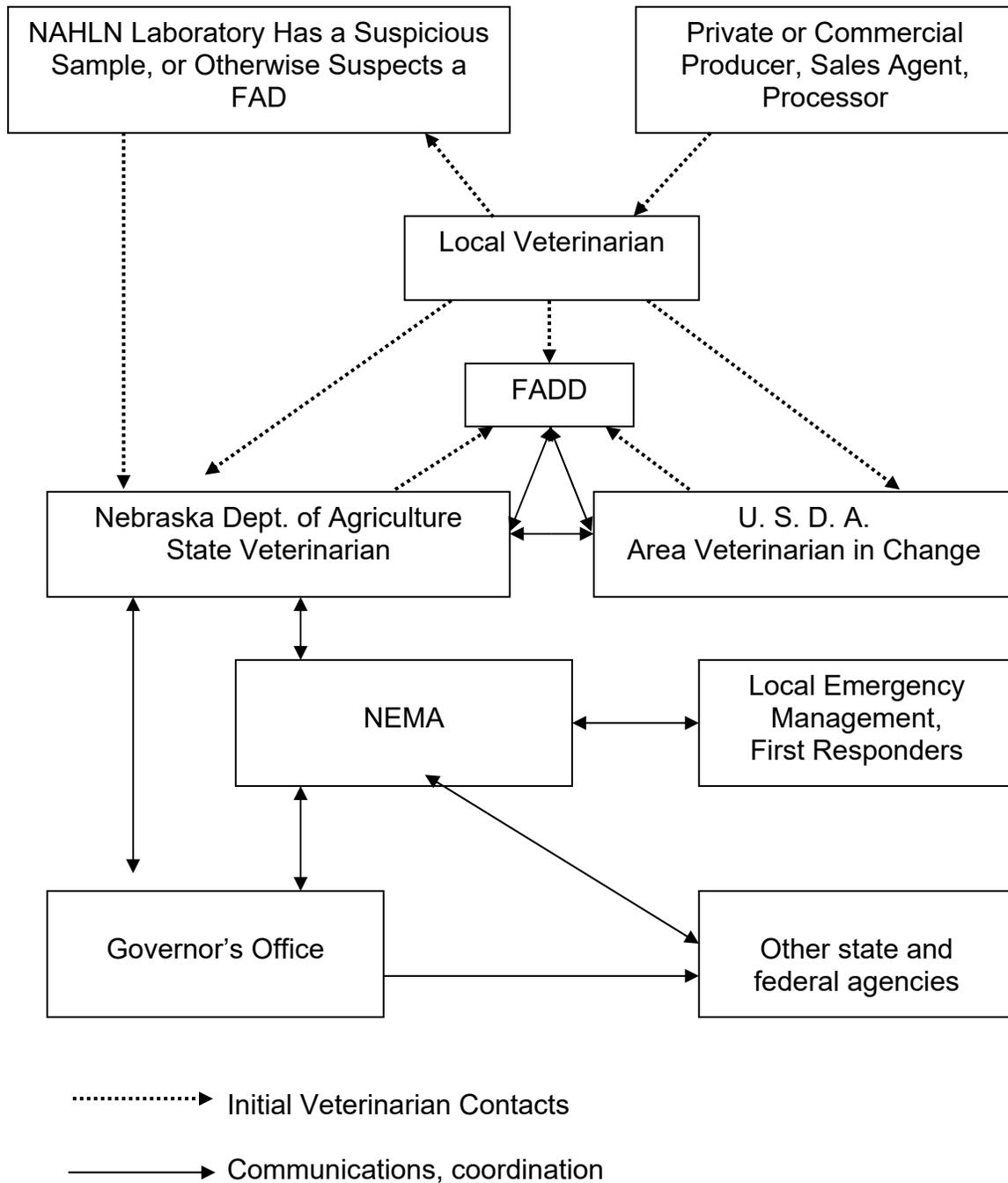
B. County with “Confirmed FAD” – Local Emergency Manager

1. Activates EOC, reviews and implements LEOP and the appropriate Agricultural Monographs from NDA.
2. Activates county temporary animal housing locations.
3. Prepares to support the identification and location of susceptible species throughout the county.
4. Notifies Chief Elected Officials and asks for County Declaration.
5. Informs producers/processors through local network of University Extension office.
6. Coordinates with Voluntary Organizations Active In Disasters (VOAD) in support of mass care.

7. May request mutual aid from other counties.
 8. Maintains activity log and tracks expenses.
 9. Facilitates Law Enforcement and Fire Service to assist in quarantine, traffic control, cleaning and disinfection, and restricting access in/out of the area.
 10. Confers with Nebraska State Patrol and Nebraska Humane Society.
- C. All Counties affected by a “Stop Movement Order” – (an embargo or import order) will:
1. Activate the county LEOP and appropriate NDA monographs.
 2. May activate EOC.
 3. Maintains activity log and tracks expenses.
 4. Informs producers/processors through local network of University Extension agents.
 5. Activate the county temporary animal holding areas.
 6. Coordinate with local law enforcement regarding where animals are being held in the county.
 7. Confers with Nebraska State Patrol.
 8. Confirms with NEMA that “Stop (Animal) Order” is in effect.

AGRICULTURAL DISEASE INITIAL RESPONSE PLAN

Initial Phase: Suspected or Confirmed Contagious Animal Disease



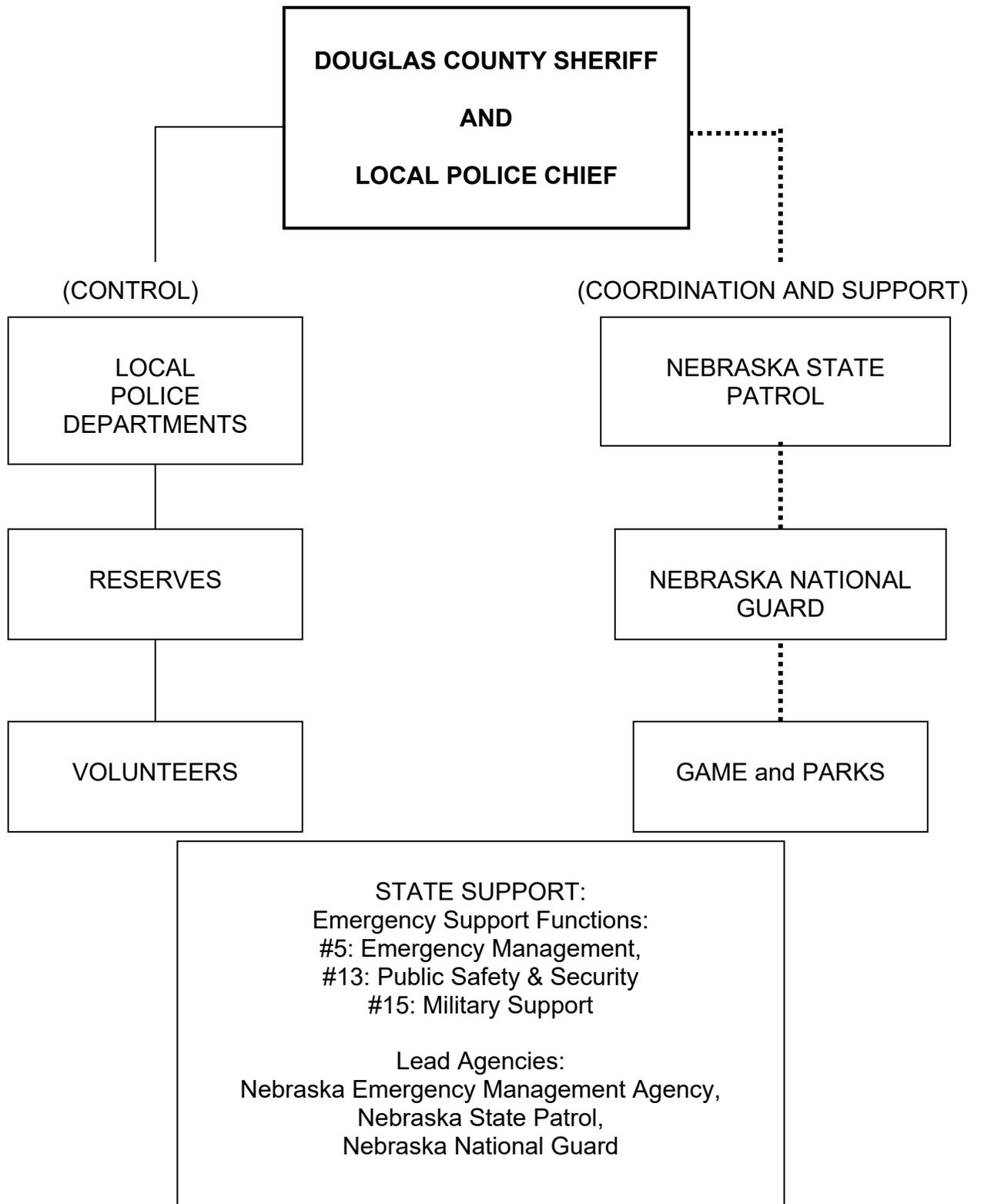
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POTENTIAL ANIMAL HOLDING AREAS

<u>Location</u>	<u>Contact/Phone</u>	<u>Agreement</u>
<u>Primary Temporary Holding Area</u> NP Dodge Park		
<u>Secondary Temporary Holding Area</u> NDOR Facility 5015 Battlefield Drive		
<u>Other</u> Chalco Hills State Recreation Areas City County Recreation Areas Airplane hangers		

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LAW ENFORCEMENT



LAW ENFORCEMENT

I. PURPOSE

This Annex assigns responsibilities and provides coordination guidelines between the law enforcement agencies operating during disasters to ensure the safety of all citizens in Douglas County, to maintain law and order, protect public and private property, and provide protection for essential industries, supplies, and facilities.

II. SITUATION

During disasters, law enforcement agencies will need to expand their normal operations to provide increased control, protection, and security. Mutual aid, state and federal law enforcement agencies may be available to support local law enforcement. There are ten (10) law enforcement agencies in the county (Attachment 1).

During threats or incidents of terrorism, the roles and responsibilities of the law enforcement agencies are detailed in the Terrorism Appendix 1 of this annex.

III. ASSUMPTIONS AND PLANNING FACTORS

Local law enforcement activities will increase significantly during CEND incidents. Additional law enforcement resources and services may be available through existing law enforcement agency mutual aid agreements. If local capabilities are overwhelmed, outside support may be obtained from state and federal law enforcement agencies. Areas that may require support may include:

- A. Traffic and crowd control,
- B. Evacuation,
- C. Search and rescue operations,
- D. Security,
- E. Acts of terrorism or other federal crimes,
- F. Civil disobedience.

IV. ORGANIZATION/RESPONSIBILITIES

The Douglas County Sheriff and city / village police departments are responsible for law enforcement within their respective jurisdictions. Troopers from the Nebraska State Patrol are available to support local law enforcement requirements. Nebraska National Guard units are also available to provide support subsequent to a Governor's Disaster Proclamation. Jurisdictional law enforcement responsibilities are:

A. City / Village Police Departments

1. Maintain law enforcement in their jurisdictions.
2. Participate in evacuation procedures and special contingency planning.
3. Maintain records of disaster related costs.

B. County Sheriff

1. Directs the Douglas County Sheriff's Office.
2. Coordinates search operations in rural areas.
3. Establishes mutual aid agreements with adjacent jurisdictions.
4. Coordinates evacuation procedures and special contingency planning with local law enforcement.
5. Maintains DCSO records of disaster related costs.

C. Nebraska State Patrol

1. Performs law enforcement activities within the county in accordance with responsibilities assigned by State Statutes.
2. Participates in evacuation procedures and special contingency planning.
3. Maintains records of disaster related costs.
4. Coordinates Nebraska State Patrol operations with the county. The State Patrol may set up its Mobile Command Post, if needed.

- ##### D. Game and Parks provides law enforcement in state parks and recreation areas and may assist county law enforcement agencies.

E. Other Support:

1. Reserve/Auxiliary Training: The County Sheriff's Office and local Police Departments do not have reserve law enforcement personnel who are qualified and that will be used.
2. Volunteers: If utilized, volunteers will assist law enforcement personnel as directed according to individual agency policy and procedure.
3. Nebraska National Guard: Under disaster emergency conditions proclaimed by the Governor, the National Guard assistance may be requested through the Douglas County Emergency Management Agency Director to the Nebraska Emergency Management Agency. Mission support provided to law enforcement includes:
 - a. Security of disaster area.
 - b. Search and rescue operations.
 - c. Assisting the county law enforcement resources during evacuation activities.
 - d. Providing transportation and communications resources.
 - e. Traffic management, including roadblocks.
 - f. Providing aerial reconnaissance of disaster areas.
 - g. Assisting with crowd control and riots.
 - h. Providing support during acts of terrorism.

V. CONCEPT OF OPERATIONS

A. General

Emergency law enforcement operations will be an expansion of normal operations and responsibilities. Each law enforcement agency is responsible for providing law enforcement for its jurisdiction. Upon request, they may assist in similar functions outside their jurisdictional area.

B. Coordination

1. In an event involving a number of individual law enforcement agencies, it will be the responsibility of each agency chief to ensure that effective coordination and cooperation between agencies is accomplished.

2. If the Emergency Operations Center (EOC) is activated, the affected jurisdiction's law enforcement Chief Elected Official or designee will have the responsibility of advising and making recommendations to the Emergency Management Senior Advisory Team (EMSAT) or the EOC Operations Manager.

C. Warning

Law enforcement personnel may support warning procedures by using emergency vehicles with sirens and public address systems to ensure notification of all residents in an affected area.

D. Traffic and Crowd Control

Law enforcement agencies have the major responsibility of providing traffic and crowd control to ensure a safe and orderly evacuation of the disaster area.

1. Law enforcement units will be located at traffic control points on streets and roads designated as evacuation routes.
2. Where possible, evacuation routes will be confined to all-weather roads to provide easy accessibility and minimize the possible effects of inclement weather on evacuation operations.
3. Emergency routes will be designated as necessary. The law enforcement chief or the EMSAT will issue directives banning parking on emergency routes.
4. The law enforcement PIO, with coordination with the EM PIO, will release evacuation information and instructions on a scheduled and timely basis.
5. Spontaneous evacuation from the hazard area can be anticipated prior to an order for evacuation.

E. Security and Access Control

Individual jurisdictions will maintain regular security protection. Law enforcement personnel will establish and enforce policies and procedures for movement in restricted disaster areas.

1. Security

- a. Security will be provided by the law enforcement agency having primary jurisdiction.

- b. A security guard may be posted to prohibit unauthorized personnel from entering the EOC.
- c. The Chief Elected Official may declare a curfew.
- d. Law enforcement personnel will provide security for emergency response forces during disaster operations and establish a secure area around the disaster site(s).

2. Access Control

- a. Members of the EOC Staff, in coordination with the Volunteer Processing Center (VPC), will coordinate emergency worker identification requirements with law enforcement officials.
- b. Access Control Points will be used to manage access to the disaster area.
- c. Other than immediate emergency response personnel, entry into a disaster area will be controlled by a pass system.
- d. If a segment of the population is evacuated, control points will be established on routes providing access to the evacuated area. Operational responsibility will be coordinated among the various law enforcement agencies.

3. Passes and Identification

- a. The Douglas County Emergency Management Agency Director, in coordination with the VPC personnel will provide coordination of local emergency response support personnel identification cards and passes.
- b. The Douglas County Emergency Management Agency Director / Designee will determine the need and issue volunteers identification cards / passes.
- c. Government employees are issued permanent identification cards by their respective agency. Possession of this card may permit temporary access to restricted areas within the city.
- d. Local government personnel not issued permanent identification cards may be issued cards on a temporary, as-needed basis by the appropriate law enforcement agency in coordination with the Douglas Emergency Management Director.
- e. Media personnel within the county are provided with identification cards by their individual agencies. Except for unusual

circumstances, these identification cards may be recognized for entry into restricted areas. Media personnel will generally be directed to an established media staging area.

F. Search Coordination

Law enforcement officials are responsible for the coordination of search efforts involving, but not limited to:

1. Lost or missing persons,
2. Persons suspected of criminal activity,
3. Witnesses,
4. Fugitives,
5. Bomb threats.

G. Extended Disaster Operations

1. All law enforcement personnel in the county may go on full time status with 12-hour shifts to maintain a 24-hour capability. An exception will be individuals who are considered by the EMSAT to be key personnel in other areas.
2. Mutual aid information may be coordinated through the EOC by the law enforcement chiefs.

H. Damage Assessment

Law enforcement agencies will support damage assessment by providing an initial definition of the disaster area. They will maintain security of all the damaged areas and the essential facilities. This may include cordoning the disaster site.

I. Radioactive Materials Incident/Accident

Each law enforcement chief will select personnel to be trained in both radiological monitoring equipment operation and agency emergency response procedures.

J. Hazardous Materials Incident

In the event of a hazardous materials incident, the Sheriff, each Police Chief, and the Troop Commander, Nebraska State Patrol will ensure that personnel are selected and trained to respond in accordance with the standards set by their agency in compliance with OSHA and EPA regulations.

K. Prisoners

1. On a day-to-day basis, the jail population of the county is transported to and confined in Douglas County Department of Corrections Jail facilities. The facilities have the capability to house over 1,400 inmates. If a need arose to temporarily control a group of riotous or rowdy persons exceeding the capacity of the jail facility, the Director of Douglas County Corrections and the Douglas County Sheriff would be responsible for selecting a temporary control area.
2. The protection or evacuation of the prisoner population is the responsibility of the jurisdiction. If prisoners need to be re-located it will happen in accordance with the Douglas County Department of Corrections evacuation plan.
3. Transportation requirements will be coordinated through the Douglas County Sheriff's Office and Metro transit may be used in conjunction with Sheriff's office transportation vehicles.

L. Animal Control/Pet Disaster Planning

1. Policies for animal control will be determined by the Nebraska Humane Society. The evacuation, sheltering, care of sick and injured and the final disposition of loose domestic, zoo, pet store, school and kennel animals will be the responsibility of this organization when the owners cannot be contacted. The NE Department of Agriculture and/or the NE Department of Environmental Quality will be contacted for specific processes of disposing of large numbers or large animals, such herds of cattle. Nebraska Game and Parks will be contacted for advice on the handling or disposal of displaced or injured wild animals.
2. During sheltering situations, the Nebraska Humane Society will assist the American Red Cross on the sheltering of pets.

VI. ADMINISTRATION AND LOGISTICS

A. Plan Maintenance

The Douglas County Emergency Management Agency in coordination with law enforcement, is responsible for annual review and update of this Annex.

VII. TRAINING AND EXERCISING

A. Training

The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising

1. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
2. Law enforcement personnel will participate in exercises designed to examine the feasibility of this County Local Emergency Operating Plan.

LIST OF ATTACHMENTS

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1	Terrorism	H-11

DOUGLAS COUNTY LAW ENFORCEMENT RESOURCES

RESOURCES	SHERIFF DEPT	NEBRASKA STATE PATROL Troop A	BENNINGTON POLICE DEPT.	BOYSTOWN POLICE DEPT.	OMAHA POLICE DEPT.	RALSTON POLICE DEPT.	WATERLOO POLICE DEPT	GAME AND PARKS	EPPLEY AIRPORT POLICE.	VALLEY POLICE DEPT.
Sheriff	1									
Deputies	132									
Police Chief			1	1	1	1	1		1	1
Assistant Chief			1	2	4	1			1	1
Officers			10	10	778	12	5	1 Full Time 2 Part Time	33	9
Troopers		34								
Total	133	34	12	13	783	14	6	3	35	10
Vehicles With radios	57	34	3	5	317	5	2	3	3	3
Mobile Command Vehicle	River Patrol	1	0	ATV with Mobile Radio	1 Horse Patrol Bomb Squad Air Support RTV	0	0	3 Patrol Boats ATV Kayaks Air boats	0	0

H-10

DOUGLAS COUNTY LEOP

ANNEX H
ATTACHMENT 1

TERRORISM

I. **PURPOSE**

A. **Introduction:**

1. In February 2003, the White House issued Homeland Security Presidential Directive 5 (HSPD-5), "Management of Domestic Incidents," to enhance the ability to manage domestic incidents by establishing a single, comprehensive national incident management system.
2. In March 2011, the White House issued Presidential Policy Directive 8 (PPD-8), "National Preparedness," to strengthen the security and resilience of the United States through systematic preparation for the threats that pose the greatest risk to the security of the Nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic natural disasters by requiring a national preparedness goal that identifies the core capabilities necessary for preparedness and a national preparedness system to guide activities that will enable the Nation to achieve the goal.
3. Terrorism, as defined by the Federal Bureau of Investigation is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives. An act of terrorism incorporates all four of these elements.

B. **Purpose of This Appendix:**

1. To provide guidelines for assessing threats and reducing a community's vulnerability to terrorism.
2. To assist in developing a comprehensive and integrated plan for local governments to work in cooperation with state and federal agencies in responding to and managing the "crisis" of terrorism, including the use of nuclear, biological, chemical, and other weapons of mass destruction (WMD).
3. To provide guidance in coordinating "consequence" recovery activities in the community after a terrorist incident.

II. SITUATION

A. Scope of This Appendix:

1. This Appendix applies to all threats or acts of terrorism within Douglas County and to the departments / agencies that may be required to respond to a threat or act of terrorism.
2. This Appendix builds upon concepts already addressed in this Local Emergency Operations Plan (LEOP) to respond to and recover from a broad spectrum of hazards, but it will also address unique actions necessary to respond to a terrorist act.
 - a. On the local level, initial response will be by local authorities, using an Incident Management System in accordance with HSPD-5.
 - b. When the incident is identified as a terrorist act or there is a credible threat, the State may request Federal assistance in accordance with PPD-8.

B. Conditions:

1. Concern or an actual threat of terrorism may prompt precautionary measures. A credible threat scenario will initiate a threat assessment led by the Federal Bureau of Investigation.
2. Significant threat or act of terrorism will cause a response as described in this Appendix.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. All communities are vulnerable to acts of terrorism from local, national or international sources.
- B. Terrorist events may occur in single or simultaneous in multiple geographic areas and may result in immediate mass casualties such as an explosion or delayed casualties as in bio or chemical incidents.
- C. Terrorist events may occur with little or no warning and involve one or more of a variety of tactics to include WMD, bombing, hostage taking, etc.
- D. The fact that an emergency was a result of a terrorist act may not be determined until days, weeks, or months after the event has occurred.
- E. The local Emergency Management organization is based on a broad, functionally oriented, multi-hazard approach to disasters that can be quickly and effectively integrated with all levels of government.

- F. No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- G. Terrorism against a large population may overwhelm local and state government almost immediately; major events involving WMD may overwhelm federal capabilities as well.
- H. If protective capabilities are not available, responders cannot be required to put their own lives at risk in order to enter a perimeter contaminated with nuclear, biological, or chemical (NBC) material. The perimeter may be closed until the effects of the NBC materials have degraded to safe levels.

IV. CONCEPT OF OPERATIONS

A. Hazardous Analysis:

Emergency Management, in coordination with law enforcement and other appropriate agencies, may conduct a Hazards Analysis to identify facilities/individuals, essential services, and activities that might be at risk from terrorism.

B. Initial Response To Terrorism:

1. When an incident is suspected to be or is identified as a result of a terrorist act, the following agencies will be notified:
 - a. Federal Bureau of Investigation,
 - b. Nebraska State Patrol, and the
 - c. Nebraska Emergency Management Agency.
2. All responding and cooperating agencies will use the NIMS.
3. Douglas County Emergency Management Agency will provide the framework for local resource coordination and deployment to support the Incident Command. The EM will also be responsible for coordinating recovery efforts from a terrorist incident.

C. Site Assessment:

1. The site assessment of the threat and risks will determine protective actions for the responders and the public.
2. Personal protective equipment recommendations are based on risk.

3. IC will determine if evacuation or in-place sheltering is needed.
4. The area must be immediately evacuated when a secondary device is suspected or discovered. Reception areas will be prescreened for potential hazards and/or threats.
5. Security and access control measures in and around the disaster site will be implemented immediately by first responders to ensure public and responder safety as well as facilitate response and recovery initiatives.
6. Local law enforcement will immediately begin working with all responders to maximize the preservation of the crime scene.

D. Beyond Local Capability:

Response to a terrorist event will involve multiple jurisdictions and various levels of government. As state and federal resources arrive, response and recovery operations will be structured to include federal, state and local representation per NIMS.

E. Command Structure:

The Unified Command (UC) will incorporate multi-levels of response similar to the Incident Management System already functioning at the local level. To effectively address the situation, members of UC are jointly responsible for the development of objectives, priorities, and operational strategy and creating an Incident Action Plan (IAP).

F. Unified Command:

1. All agencies responding to the emergency in the field report to one Unified Command Post and follow one IAP.
2. Factors determining agencies responding will be:
 - a. The terrorist tactics employed,
 - b. The challenges presented by the scope and nature of the incident,
 - c. The target group involved,
 - d. The response and recovery capabilities of the affected community.
3. The Operations Section Chief, designated by the Unified Commander, will be responsible for the implementation of the IAP. The Operations Section Chief qualifications include a variety of factors such as:

- a. An understanding/experience of NIMS procedures in multi-agency responses,
 - b. Existing statutory authority,
 - c. Which agency has the most involvement for that operational period,
 - d. The amount of resources involved, and
 - e. Mutual knowledge of the individual's qualifications.
4. As the terrorism event unfolds, local Emergency Management and the Nebraska Emergency Management Agency will each conduct operations at their respective Emergency Operations Centers with coordination between local and state agencies maintained as in any other disaster.
 5. The FBI may request local representation at the Joint Operations Center.

G. Joint Field Office:

The FBI Field Office responsible for the incident site can modify its Command Post to function as a Joint Operations Center (JOC). The JOC may be integrated into the Joint Field Office established by federal agencies during large-scale incidents. Selected local, state, and federal Consequence Management agencies may be requested to serve in the four areas at the JOC:

1. Command Group (multi-agency),
2. Operations Group (from NRP Nov. 2004),
3. Operations Support Group (media – public information functions),
4. Consequence Management Group (liaisons).

H. Technical Support

1. After notification to federal authorities of a suspected, threatened, or actual terrorist incident, both the FBI and FEMA can request federal agencies to support operations. These agencies/teams will provide specialists with technical expertise to deal with a full range of terrorist tactics to include nuclear, biological, and chemical incidents.
 - a. The FBI may deploy a Domestic Emergency Support Team (DEST) to provide expert advice/assistance to the on-scene commander in the event of a major terrorism event.

- b. DHS/FEMA from the Regional Response Coordination Center can activate an Emergency Response Team – Advance Element to the scene, and/or request response of federal agencies that have been assigned duties under the functions of the National Response Plan.
 2. Local and state specialized teams (i.e., hazardous materials, crime narcotics, gang, hostage, etc.) who have skills and equipment to support these operations will assist federal teams, as directed.
- I. Preserving the Crime Scene:
 1. Because of the nature of terrorist acts involving a variety of tactics, law enforcement personnel will work with other responders to:
 - a. Preserve the crime scene while developing strategies to protect response personnel,
 - b. Carry out life-saving actions,
 - c. Implement necessary protective actions,
 - d. Define and contain the hazard.
 2. First responders become potential witnesses, investigators, and sources of intelligence in support of the crime scene investigation. Training should emphasize that all incidents are a potential crime scene that may provide evidence in determining the cause of the event and in identifying the responsible parties. First responders should review and modify their response procedures to preserve the crime scene without compromising functional responsibilities, standards of service or safety.
- J. Accessibility Policies:
 1. Once the life-saving activities and the investigation of the crime scene are completed and the area is considered safe, the area will be made accessible to damage assessment teams, restoration teams, property owners, insurance adjusters, media, etc. However, access to the area may still be limited depending on the extent of damage sustained, general conditions of the area and who has requested access.
 2. The appropriate local, state, and federal officials will develop the site accessibility and re-entry policies. Policies will define:
 - a. Who has access to the damaged areas,
 - b. Any time restrictions regarding access,
 - c. Whether escorts are necessary, and

- d. What protective equipment is required to enter the area.
3. Identification and accountability systems are developed for emergency workers, media, property owners, insurance adjusters, etc. utilizing a system of passes, colored badges, name tags, arm bands, etc. Security personnel are responsible for enforcing these policies and procedures.
4. On site potential hazards or risks are identified and cordoned with the appropriate isolation and warning devices.

V. RESPONSIBILITIES

A. Procedures that are unique in responding to a terrorist act include:

1. Law Enforcement, led by the FBI, is responsible for the definition of the perimeter, control of access to the area, investigation of the crime and the collection of physical evidence.
2. Fire Service is responsible for fire suppression, search and rescue and hazardous materials response to the level of their training and equipment. See Annex F.
3. Emergency Medical Services is responsible for triage, treatment and transport of victims. See Annex G.
4. Public Works is responsible for debris removal, utilities, and to aid in traffic management. See Annex K.
5. Emergency Management is responsible for coordinating public information, damage assessment, sheltering, volunteer coordination, human services, and resource management.

B. Events of national scale will involve the additional agencies or offices and may request support or intelligence from local responders:

1. The U.S. Attorney General has the lead responsibility for criminal investigations of terrorist acts or threats by individuals or groups, as well as for coordinating activities of the other law enforcement agencies to detect, prevent, pre-empt and disrupt terrorist attacks against the United States. This includes actions based on specific intelligence or law enforcement information.
2. The Secretary of Defense may authorize Defense Support of Civil Authorities for domestic incidents as directed by the President or when consistent with military readiness operations and appropriate under the circumstances of law. Command of such military forces will remain with the Secretary of Defense.

3. The Secretary of State coordinates international preparedness, response and recovery activities relating to domestic incidents and the protection of U. S. citizens and U.S. interests overseas.
4. The Director of National Intelligence serves as the President’s principal intelligence advisor and oversees and directs the implementation of the National Intelligence program.
5. Various Federal departments or agencies may play primary, coordinating and/or support roles based on their authorities and resources and the nature of the threat or incident.

VI. ADMINISTRATION AND LOGISTICS

A. Records:

All agencies will maintain records of their expenses incurred in response and recovery activities to a terrorism event.

B. Training:

Emergency Management training for response and recovery to terrorism is available to jurisdictions by contacting the Training Office at the Nebraska Emergency Management Agency in Lincoln.

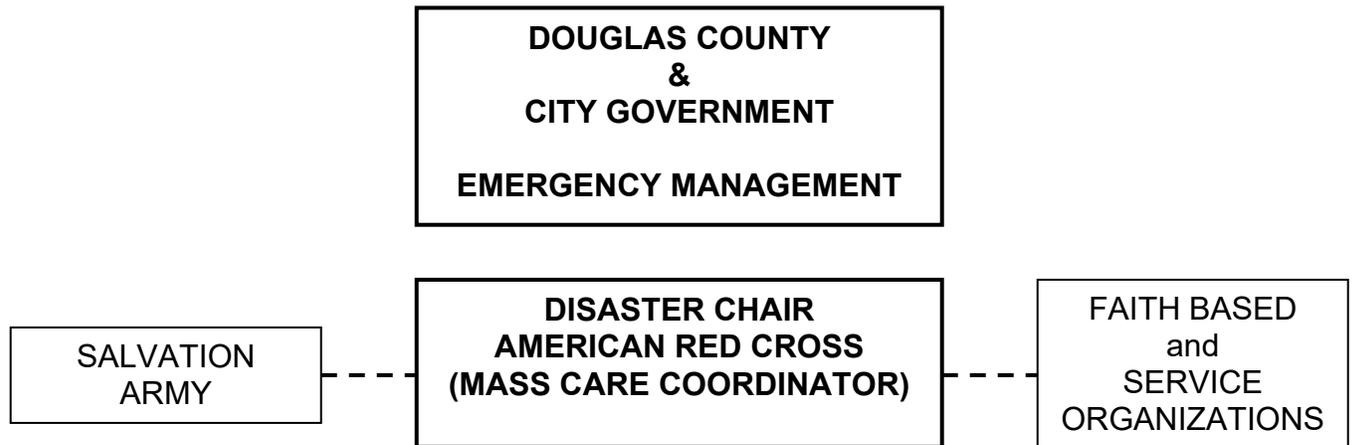
C. Exercising:

After the planning and training elements on counter-terrorism are complete, an exercise addressing potential threats in the community should be conducted. These training and exercise activities are listed in the County’s five-year calendar.

D. Annex Maintenance:

The Douglas County Emergency Management Agency Director is responsible for the maintenance and improvement of this Appendix. The Appendix will be reviewed and updated as necessary but not less than annually.

MASS CARE



MASS CARE MANAGEMENT ORGANIZATION Functional Operations

EMERGENCY
MANAGEMENT
AGENCY

- TRANSPORTATION
- COUNTY SUPPORT TO
SHELTERING ORGANIZATIONS
- VOLUNTEERS & DONATIONS

STATE SUPPORT:
Emergency Support Function: # 6
Mass Care

Lead Agency:
Nebraska Emergency Management Agency

NON GOVERNMENT
ORGANIZATION(S)
**AMERICAN RED
CROSS**
Mass Care Unit
Leader

- REGISTRATION &
SCREENING
- LODGING
- FEEDING
- FAMILY
REUNIFICATION
- SECURITY
- RESOURCES
- FIRST AID
- PET SHELTER

MASS CARE

I. PURPOSE

This Annex establishes management plans, procedures, policies and guidelines for providing temporary lodging, feeding, coordination of bulk distribution of emergency relief items and the general welfare of people forced to leave their homes. These plans also address the care, sheltering and essential needs of household animals. Mass care involves many components; this Annex will emphasize the temporary housing/sheltering of victims.

II. SITUATION

- A. Within Douglas County hazards have been identified that could cause an evacuation of some portion of the county, see Annex E. Although the county has a resident population of 543,244, identified scenarios that would require mass care of the full population are not readily apparent. The most likely situations would be from a few families displaced to as many as a few thousand people displaced by a flood, tornado, or a large hazardous material spill.
- B. Some of the tourists or travelers and other overnight occupants from the nearly 6,800 motel/hotel beds in facilities located along Interstates 80 and 680, downtown and around Eppley Airfield may also need to move to shelters.
- C. The American Red Cross has identified buildings suitable to lodge or feed evacuees. See Attachment 1.
- D. Facilities appropriate for sheltering household animals and agencies capable of providing assistance have been identified.
- E. Individuals, families, unaccompanied children and those with access and functional needs that do not relocate may require temporary support of food, water, cleaning supplies and other relief materials, physical, behavioral and financial support during the response and recover phases.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Various organizations may be requested to provide immediate sheltering until the American Red Cross can mobilize and begin temporary shelter operations. Long term sheltering is not addressed in this Annex.

- B. Sheltering information will be released to the public and responders as soon as the EMSAT or Emergency Management Director determines the need, and available resources and shelter support systems can be implemented. Decisions pertaining to sheltering will be made in cooperation with the American Red Cross.
- C. Persons or organizations controlling potential shelters will cooperate and make the facilities available per existing agreements or Memorandums of Understanding with the American Red Cross or government agency.
- D. The American Red Cross will manage and coordinate mass care operations. Douglas County and local government will support all mass care activities, particularly as the requirements become greater and the American Red Cross nears its limit in resources. The Douglas County Health Department will provide recommendations for communication methods, public information message development, special equipment and supplies that may be needed and identifying local care providers to assist individuals whose needs cannot be met at the shelter.
- E. The selection and preparation of shelters will be based on the number and kinds of populations needing protection, the shelter's proximity to transportation systems and distance from the incident site.
- F. Family reunification and disaster relief program information will be available at each kind of shelter opened.
- G. Other professional and volunteer organizations, which normally respond to disaster situations, will do so.
- H. Assistance from outside the county through mutual aid agreements and from state and federal level emergency services may be available.
- I. Facilities planned for mass care use will be available at the time of need. Lodging facility capacities are based on 40 - 60 square feet per space.
- J. Experience has shown that under localized emergency conditions, a high percentage of evacuees will seek shelter with friends or relatives rather than go to established shelters.
- K. Essential public and private services will be continued during a mass care situation. Normal activities in shelter locations may have to be curtailed or discontinued.
- L. If the threat of an evacuation is due to a visible hazard or has been discussed in the media, some spontaneous evacuation will occur prior to an implementing order. Therefore, mass care operations may start early in any disaster period.

- M. Planning assistance for shelters, especially for access and functional needs individuals is available in the FEMA document, "Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters," November 2010.
- N. Household animal shelters may be co-located with mass care shelters or they may be separate congregate facilities.
- O. Household animal shelters will generally accept domesticated animals such as dogs, cats, birds, rabbits, rodents, turtles.
- P. If established, household animal shelters will provide the basic needs for approved animals of food, water, sanitation, security, basic medical care, environmental protection and reunification with the owners.
- Q. For more information on the Mass Care function, refer to the Douglas County Mass Care Plan (Attachment 4).

IV. ORGANIZATION/RESPONSIBILITIES

Local government will plan for the care of displaced persons with its mass care planning partners. During CEND incidents requiring mass care, some level of government support will be necessary. The Douglas County Emergency Management Agency (DCEMA) will assess and coordinate mass care activities until the American Red Cross can respond.

A. Chief Elected Official:

Within their respective jurisdiction, the Mayor's Office of the impacted city or the Douglas County Board (if outside city limits) shall provide overall policy leadership, direction, and strategic guidance for all aspects of mass care. In consultation with other stakeholders, determine what, if any, mass care functions and capabilities should be provided within their respective jurisdiction as well as be financially accountable for all non-donated resources need to provide adequate mass care within their jurisdiction.

B. Douglas County Emergency Management Agency:

1. DCEMA will be responsible for coordinating appropriate lodging and feeding facilities with the American Red Cross and utilization of transportation resources for supporting the registration and sheltering of access and functional needs individuals.
2. The local jurisdiction may have to provide temporary shelter until the American Red Cross can mobilize and begin operations.

3. The EOC will monitor shelters to maintain manageable distribution of evacuees, personnel, support staff and supplies.
4. The Public Information Officer of support organizations will assemble, prepare and disseminate information on sheltering, family reunification, points of distribution of emergency supplies and disaster relief programs as appropriate. In a large CEND incident, this will be coordinated through the functions of a Joint Information Center (JIC).

C. The American Red Cross:

The American Red Cross will carry out the temporary Mass Care coordination function. The nature and scope of the emergency will determine specific actions to be taken by the American Red Cross, but in any case, the American Red Cross will be responsible for carrying out its mandated responsibilities as indicated in the Act of Congress, January 5, 1905, as amended, 36 U.S.C. The American Red Cross will not assume responsibility for government functions but will support state and local government and will provide assistance as described and stated within local agreements between the American Red Cross and DCEMA. The American Red Cross services and supporting tasks not identified or addressed in local agreement will be provided by the American Red Cross in a manner consistent with existing American Red Cross disaster relief policies. The American Red Cross will identify and arrange for shelters and their usage. The American Red Cross will also coordinate registration of displaced persons, sheltering, feeding and other support as the situation may indicate. The American Red Cross will be responsible for only those costs committed by its authorized representative.

D. Supporting Organizations:

1. The Salvation Army and other disaster relief organizations may support mass care operations as provided for in their plans and procedures.
2. City Parks and Recreation departments in cooperation with the respective city mayor's office will offer available sites to meet the mass care needs of their respective jurisdictions.
3. Law Enforcement will provide security services at public buildings where shelters are established and at other public locations where mass care services are being provided including dispensing/distribution sites.
4. The USDA County Emergency Board (CEB) maintains a listing of food, feed, and seed facilities located within the county which may be of assistance for mass care operations.
5. The Douglas County Health Department will work in partnership with the DCEMA and the mass care shelter manager to plan for and assist them to accommodate people who have access and functional needs.

6. Nebraska Humane Society will establish and maintain the household animal sheltering system.

V. CONCEPT of OPERATIONS

A. American Red Cross Functions:

The American Red Cross will manage lodging and mass feeding operations. They will work with the DCEMA to provide effective coordination of resources. The American Red Cross activities will be in a manner that is in accordance with the current American Red Cross disaster guidelines and procedures.

1. Temporary Sheltering: When shelter facilities are opened by the Red Cross, it will be the responsibility of the American Red Cross to maintain all functions and staffing according to local agreement and American Red Cross policy. Some functions will be to:
 - a. Provide shelter managers,
 - b. Select shelter sites in coordination with DCEMA and have a signed shelter agreement between American Red Cross and the facility management,
 - c. Provide food service,
 - d. Provide disaster health service through American Red Cross staff in cooperation with the Emergency Medical Services, Medical Reserve Corps, and the Public Health Coordinators. Services may include first aid, replacement of medication, immunizations, mental health services, etc.
 - e. Maintain records,
 - f. Provide staff accommodations as needed,
 - g. Maintain Red Cross shelter identity,
 - h. Maintain order and efficiency within shelters,
 - i. Provide evacuee locator and welfare inquiry services (Disaster Welfare Inquiry Operations), especially for lost, missing or displaced children. Additional help from other local social services or volunteer agencies may be available.
 - j. Establish first aid stations in reception and care facilities, as necessary.

- k. The American Red Cross Disaster Operations will maintain communications with the EOC and brief the EOC at pre-arranged times regarding the numbers housed, fed, status of supplies, condition of facility and other concerns affecting those being sheltered.
 - l. The American Red Cross Disaster Operations and agencies will coordinate with the EOC during the development of plans for and the initiation of shelter closings.
 - m. During the registration of displaced persons at a shelter, those with access and functional needs will be identified while protecting the individual's privacy. A coordinated effort will be maintained between the Red Cross, Douglas County Health Department and DCEMA for appropriate accommodations and mass care.
2. Feeding: As needed, meals and snacks will be provided to displaced persons and workers through both mobile units and fixed feeding sites. The American Red Cross will be responsible for providing meal planning, feeding within shelters, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies. Some specific functions will be to:
- a. Select feeding sites in coordination with the DCEMA,
 - b. Request health inspections through the Douglas County Health Department,
 - c. Provide food services,
 - d. Maintain records and reports,
 - e. Provide and maintain mobile feeding units.
3. Registration: The American Red Cross will register displaced persons, and as applicable, will share the numbers with appropriate government agencies concerning evacuees housed in shelters.

B. Salvation Army Functions:

The Salvation Army may provide the following support during mass care operations.

1. Registration and identification of affected persons including missing persons services. They may also assist in locating individuals and answering inquiries from concerned relatives and families outside the disaster area.

2. Temporary sheltering may be provided at the Salvation Army Citadel located at 3738 Cuming St., the Salvation Army South location at 4031 Harrison St. and the Salvation Army North location at 2424 Pratt St. all within Douglas County and having a capacity of 100 persons each.
3. Mass feeding in Salvation Army temporary facilities assigned for that purpose.
4. Mobile feeding, hot meals or snacks, for disaster affected persons and emergency workers at the disaster scene will also be accomplished.

C. Shelter Facilities:

1. Facility List: Attachment 1 is the list of available shelter facilities.
2. Selection: The designation of specific shelter facilities will depend on the actual situation and the location of the hazard area. Selected facilities will be located far enough from the hazard area to minimize the possibility of the threat extending to the mass care facility. The best possible facilities will be selected from the list in Attachment 1 or from lists maintained by the American Red Cross.
3. Agreements: The American Red Cross has agreements to use facilities in Douglas County. The Douglas County Emergency Management Agency Director will obtain permission from owners of facilities without current American Red Cross use agreements to use their facilities if needed.
4. Access and functional needs: Selection and operations of temporary lodging facilities for institutionalized or access and functional needs groups (nursing homes, hospitals, etc.) will be coordinated with those organizations to ensure the facilities are adequate.

D. Implementation:

Provisions of this plan concerning mass care will be implemented as soon as a need for temporary sheltering or feeding is noted. While a coordinated government/Red Cross decision is desirable, the Red Cross may independently activate their operations.

1. Preparedness Phase: Communications will be established with all agencies. Essential personnel, including volunteers, will be alerted and required material resources (cots, blankets, food, etc.) located and repositioned, if necessary. In the event of an evacuation caused by an incident at the Fort Calhoun Nuclear Station, communications will be established with the Washington County EOC and the Douglas County EOC. Refer to the Douglas County Supplement to the Washington County Radiological Emergency Preparedness Plan for details.

2. Response Phase: For actions requiring the reception of displaced persons into Douglas County, the opening of selected lodging/feeding facilities will be initiated.
3. De-activation stage: Communications and messages will change to reflect the closing or consolidation of shelters. Facilities will be restored to pre-event conditions, supplies and material will be returned to storage or disposed of according to law or agency SOPs. All signage will be removed. All expenses will be documented and records made available to the EOC.

E. Registration of Displaced persons:

1. Displaced persons will register at designated lodging/sheltering facilities in accordance with American Red Cross procedures. If it is necessary for shelters to be opened before the American Red Cross is ready to commence registration, local officials may make copies of the registration form (Attachment 2) to begin the process. During the registration process, individuals, with medical or other incapacitating conditions that may require more services than the American Red Cross can provide, will be identified so that the appropriate placement and care can be provided to the individual.
2. Registration of the displaced persons household animals will be performed to protect both the sheltering agency and the animal owners. A suggestion animal registration form is provided in Attachment 3.

F. Welfare Inquiries:

The American Red Cross may establish a family reunification process where persons/families affected by a CEND incident create a "Safe and Well" registration for themselves. Concerned loved ones can then search for messages posted by those who self register. A description of the process can be accessed via the internet at www.redcross.org.

G. Emergency Public Information:

The American Red Cross and DCEMA will ensure that the public is kept informed about the location of mass care facilities, places of contact for missing relatives and continued emergency services.

H. Resource Support:

The Douglas County Emergency Management Agency will determine transportation and other resource needs and coordinate utilization of resources. DCEMA maintains a resource directory.

I. Nebraska Humane Society:

Animal care and welfare will be provided within the capabilities of the jurisdiction. It is expected that owners will provide as much care and maintenance of their property as possible. The Nebraska Humane Society will provide services and facilities for owners unable to care for their pets or for animals with unknown ownership. They will also provide information to owners who register their pets for care and will provide adequate housing, basic medical care, food, water, exercise, sanitation, animal-owner reunification, disposal of wastes, carcasses and demobilization of the facility when no longer needed.

VI. ADMINISTRATION and LOGISTICS

- A. DCEMA and the American Red Cross will maintain records of expenses incurred at the mass care shelters and its related activities. The EMSAT will ensure that adequate records of local government expenses are required to be maintained.
- B. The American Red Cross offers training in Shelter Operation and will provide these trained persons for disaster operations when requested by DCEMA.
- C. Nebraska Humane Society will maintain records of all expenses, volunteer time, cash, food and other support material donations.

VII. TRAINING and EXERCISING

A. Training:

Training programs for shelter management will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Title</u>	<u>Page</u>
1	Listing of Mass Care Facilities	I-12
2	Evacuee Registration Form	I-17
3	Pet Registry at Public Shelter	I-19
4	Mass Care Plan	I-21

CERTIFIED MASS CARE FACILITIES IDENTIFIED BY THE AMERICAN RED CROSS

Area	Facility Name	Street	City	NSS#	#Sleep	Agreement Date
NE	Mount Olive Lutheran Church	7301 N. 28 th Avenue	Omaha	26719	66	5/11/2012
NE	Pearl Memorial United Methodist Church	2319 Ogden Street	Omaha	51979	86	4/15/2005
NW	Emmanuel Fellowship	8345 Crown Point Avenue	Omaha	148736	100	3/21/2012
NW	Shepherd of the Hills Lutheran Church	6201 North 60 th Street	Omaha	71624	154	
NW	Victory Church	6330 N. 56 th Street	Omaha	27085	180	6/21/2012
NW	St. Mark Lutheran Church	1821 N. 90 th Street	Omaha	26770	81	12/5/2004
NW	Bethany Lutheran Church of Elkhorn	4200 N. 204 th Street	Elkhorn	27083	130	8/15/2012
NW	Omaha Christian Center	4215 N. 92 nd Avenue	Omaha	26734	142	10/12/2004
NW	Saint Luke United Methodist Church	11810 Burke Street	Omaha	26700	391	8/11/2003
NW	Lord of Love Lutheran Church	10405 Fort Street	Omaha	26686	176	8/10/2004
NW	All Saints Episcopal Church	9302 Blondo Street	Omaha	67698	111	6/12/2012
NW	Holy Cross Lutheran Church	4117 Terrace Drive	Omaha	26681	40	6/17/2003
NW	First Christian Church	6630 Dodge Street	Omaha	26674	175	5/20/2003
NW	Zion Lutheran Church	14205 Ida Street	Omaha	51977	62	2/18/2005
NW	Covenant Presbyterian Church	15002 Blondo Street	Omaha	26666	50	4/29/2004
NW	Northwest Hills Church UCC	9334 Fort Street	Omaha	26693	119	8/10/2004
NW	St. Andrew's United Methodist Church	15050 Maple Street	Omaha	26707	175	4/23/2012
NW	St. John's Catholic Church	307 E. Meigs Street	Valley	26712	150	9/22/2004
NW	Luther Memorial Lutheran Church	1031 Sunset Trail	Omaha	26688	115	5/08/2003
NW	Immanuel Lutheran Church	2725 N. 60 th Avenue	Omaha	26723	295	1/22/2005
NW	St. John's Lutheran Church	322 North Molly Street	Bennington			May 2014

Area	Facility Name	Street	City	NSS#	#Sleep	Agreement Date
SE	Vietnamese Alliance Church	3824 R Street	Omaha	26742	51	5/25/2005
SE	Wheeler Presbyterian Church	4501 S. 23 rd Street	Omaha	26717	62	6/25/2003
SE	First Central Congregational Church	421 S. 36 th Street	Omaha	26673	100	5/20/2003
SE	Grace Evangelical Lutheran Church	1326 S. 26 th Street	Omaha	26679	152	3/10/2004
SE	Saints Peter & Paul Auditorium	3623 X Street	Omaha	26721	200	2/8/2005
SE	Saint Patrick Parish	1404 Castelar Street	Omaha	26701	241	6/06/2003
SW	Beautiful Savior Lutheran Church	9012 Q Street	Omaha	48313	291	7/01/2003
SW	Ralston United Church of Christ	7638 Maywood Street	Omaha	71644	163	
SW	American Red Cross	2912 S. 80 th Street	Omaha	74992	75	
SW	Hanscom Park United Methodist Church	4444 Francis Street	Omaha	26680	112	9/09/2012
SW	Mosher Pilgrim Church	4622 Monroe Street	Omaha	71643	30	
SW	Elkhorn Hills United Methodist Church	20227 Veterans Drive	Elkhorn	68022	189	8/19/2004
SW	St. Andrew's Episcopal Church	925 S. 84 th Street	Omaha	26705	68	4/23/2012
SW	Pacific Hills Lutheran Church	1110 S. 90 th Street	Omaha	26695	52	6/5/2003
SW	St. Gerald Catholic Church	7857-9 Lakeview Street	Omaha	26710	171	7/16/2004
SW	Westwood Heights Baptist Church	3343 Pedersen Drive	Omaha	26716	72	9/20/2004
SW	Divine Sheppard Lutheran Church	15005 Q Street	Omaha	26667	141	2/28/2012
SW	St. John Vianney Church	5801 Oak Hills Drive	Omaha	26711	150	6/27/2004
SW	St. Wenceslaus Church & School	15353 Pacific Street	Omaha	26730	101	1/26/2004

Area	Facility Name	Street	City	NSS#	#Sleep	Agreement Date
NE	Benson High School	5120 Maple Street	Omaha	51992	520	1/30/2006
NE	Central High School	124 N. 20 th Street	Omaha	71649	175	6/10/2011
NE	Hale Middle School	6143 Whitmore Street	Omaha	51995	247	1/30/2006
NE	Lewis & Clark Middle School	6901 Burt Street	Omaha	71651	135	None
NE	McMillan Middle School	3802 Redick Avenue	Omaha	71652	250	6/10/2011
NE	North High School	4410 N. 36 th Street	Omaha	51991	166	1/30/2006
NE	Sacred Heart Grade School	2213 Binney Street	Omaha	26726	62	1/19/2005
NE	King Science and Technology	3720 Florence Boulevard	Omaha			
NE	King Elementary School	3706 Maple Street	Omaha			
NW	Hillrise Elementary School	400 Hopper Street	Elkhorn	51999	57	10/24/2005
NW	Saint Bernard Catholic School	3604 N. 65 th Street	Omaha	67762	862	6/30/2004
NW	Elkhorn Middle School	500 Hillcrest	Elkhorn	51996	138	8/10/2006
NW	Westridge Elementary School	500 Greely Street	Elkhorn	71656	508	
NW	Morton Middle School	4606 Terrace Drive	Omaha	51985	229	1/30/2006
NW	Elkhorn High School	711 Veterans Drive	Elkhorn	51970	261	12/06/2005
NW	Northwest High School	8204 Crown Point	Omaha	51987		1/30/2006
NW	Monroe Middle School	5105 Bedford Avenue	Omaha	51997	141	1/30/2006
SE	Norris Middle School	2235 S. 46 th Street	Omaha	51982	348	1/30/2006
SE	R.M. Marrs Magnet Center	5619 S. 19 th Street	Omaha	71653	169	
SE	Metropolitan Community College	2707 Ed Babe Gomez Avenue	Omaha	74983	151	
SE	South High School	4919 S. 24 th Street	Omaha	71654	530	
SE	Indian Hill School	3121 V Street	Omaha	52046	272	
SW	Skyline Elementary School	400 S. 210 th Street	Elkhorn	71657	117	
SW	St. Gerald's Catholic School	7857 Lakeview Street	Omaha	77210	160	3/16/2010
SW	Burke High School	12200 Burke Boulevard	Omaha	51993	376	1/30/2006
SW	Beveridge Middle School	1616 S. 120 th Street	Omaha	51994	57	1/30/2006
SW	Bryan Middle School	8210 S. 42 nd Street	Omaha			
SW	Central Middle School	12801 L Street	Omaha	51981	475	4/10/2006

Area	Facility Name	Street	City	NSS#	#Sleep	Agreement Date
SW	Bryan High School	4700 Giles Road	Omaha			
SW	Millard South High School	14905 Q Street	Omaha	26763	390	0
SW	Ralston High School	8969 Park Drive	Ralston	51986	458	9/6/2005
SW	Wegner School (Boys Town)	14124 Norton Drive	Boys Town	26275	475	1/3/2005

Area	Facility Name	Street	City	NSS#	#Sleep	Agreement Date
NE	Adams Park Community Center	3230 John A. Creighton Boulevard	Omaha	1795	162	6/28/2013
NE	Florence Community Center	2920 Bondesson Street	Omaha			6/28/2013
NE	Sherman Community Center	5701 N. 16 th Street	Omaha			6/28/2013
NW	Benson Community Center	6008 Maple Street	Omaha	71646	128	6/28/2013
NW	Sorenson Community Center	4808 Cass Street	Omaha			6/28/2013
NW	Camelot Community Center	9270 Cady Avenue	Omaha			6/28/2013
NW	Common Ground Community Center	1701 Veterans Drive	Omaha			6/28/2013
SE	Columbus Park Community Center	1515 S. 24 th Street	Omaha	150264	220	6/28/2013
SE	Christie Heights Community Center	5105 S. 23 rd Street	Omaha	26769	155	6/28/2013
SW	Mockingbird Hills Community Center	10242 Mockingbird Drive	Omaha			6/28/2013
SW	Montclair Community Center	2304 S. 135 th Avenue	Omaha	26767	329	6/28/2013

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Evacuee Registration Form	
Shelter Location:	
Family Name (Last Name):	Total Family Members Registered: Sheltered:
Address:	Home Phone:
City, State Zip:	Cell Phone:

Information About Individual Family Members

Last Name, First Name	Age	Gender (M/F)	Arrival Date	Departure Date	Relocation address & phone

Are there members of your family requiring medical attention? No Yes
Who?

Special dietary needs:

Special accommodations required:

Who we should notify in a emergency (family, doctor):

Name:

Phone:

Do you have pets in an emergency shelter? No Yes
Where?

Notes:

Registration Taken by:

**AMERICAN RED CROSS
SHELTER REGISTRATION FORM**

Please print all sections

Incident / DR Number & Name: _____
 Shelter Name: _____
 Shelter City, County/Parish, State: _____

Family Name (Last Name):		Total family members registered: Total family members sheltered:
Pre-Disaster Address (City /State/Zip):	Post-Disaster Address (if different) (City/State/Zip):	Identification verified by (Record type of ID; if none, write none):
Home Phone:	Cell Phone/Other:	Primary Language: If primary language is not English, please list any family members who speak English.
Method of Transportation: If personal vehicle—plate #/State: (for security purposes only)		

INFORMATION ABOUT INDIVIDUAL FAMILY MEMBERS (for additional names, use back of page)

Name (Last , First)	Age	Gender (M/F)	Rm./Cot #	Arrival Date	Departure Date	Departing? Relocation address and phone

Are you required by law to register with any state or local government agency for any reason?
 Yes No If Yes, please ask to speak to the shelter manager immediately.

I acknowledge that I have read/been read and understand the Red Cross shelter rules and agree to abide by them.

Signature _____ Date: _____

CONFIDENTIALITY STATEMENT

American Red Cross generally will not share personal information that you have provided to them with others without your agreement. In some circumstances disclosure could be required by law or the Red Cross could determine that disclosure would protect the health or well-being of its clients, others, or the community, regardless of your preference.

Below, please initial if you agree to release information to other disaster relief, voluntary or non-profit organizations and/or governmental agencies providing disaster relief.

I agree to release my information to other disaster relief, voluntary or non-profit organizations _____
 I agree to release my information to governmental agencies providing disaster relief _____

By signing here, I acknowledge that I have read the confidentiality statement and understand it.

Signature _____ Date: _____

Shelter Worker Signature _____

After registration, each family should go through the Shelter Initial Intake Form to determine if further assistance or accommodation is needed.

For Red Cross Use Only		Form 5972 Rev 02/07
Copy Distribution		
1. Shelter registration on-site file - Mass Care	2. Information Management (Data Entry)	3. Client (if requested)

PET REGISTRY AT PUBLIC SHELTER

CONTROL NUMBER _____

Type of Pet:

Dog Breed: _____

Cat Breed: _____

Other _____

Special Needs:

Medication

Food Type

Other _____

Name of Owner: _____

Address: _____

Home Phone Number: _____

Person Registering Pet: _____

Date/Time Pet placed in Shelter: _____ / _____

Person Removing Pet from Shelter: _____

Date/Time Pet returned to Owner: _____ / _____

Shelter Location:

Shelter Phone Number:

Cage ID. _____

Shelter Contact/Intake Person:



NOTES:

Offsite Location and Kennel # OR NHS Kennel #		NEBRASKA HUMANE SOCIETY "NHS" INTAKE FORM		Temporary Animal ID # Temporary Activity #	
Date of Admission:		HOLD? Yes <input type="checkbox"/>		Chameleon Animal ID#	
		REASON: _____		A _____	

Species:	Sex: M N F S	Breed:	Age:	Primary Color:	Secondary Color:
Animal Name:		Animal Markings:		Animal Identification: Microchip and/or Tag #	
Intake Type: Stray/Owned		Location Found If Stray Animal: (include jurisdiction)		Collar Color/Type	
HAS THIS ANIMAL BITTEN WITHIN THE LAST 10 DAYS? YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, DATE OF BITE _____					
Medical Problems:		Current Medication Name: Dose (mg or mL): Frequency: Route of Administration:		Special Dietary Needs:	

ANIMAL ASSESSMENT

Date:	Weight:	Initials:	Notes:
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SCANNED FVRC FVRC DA2PPV BORDETELLA WORMED FLEA TX FER-D RAB VAX

BEHAVIOR EVALUATION

Date:	Time:	Initials:	PASS <input type="checkbox"/> FAIL <input type="checkbox"/> RETEST <input type="checkbox"/> SAFE TO WALK <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/>
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OWNER INFORMATION (OWNED ANIMAL BOARDING)

Name:	Address:	City:	State:	Zip Code:
Alternate Contact Information: Name & Phone #		Driver's License # and State:		Phone Number:
		Emergency Phone #:		

PROOF ANIMAL IS CURRENT ON RABIES VAX? Yes (certificate attached) No

Due to the declared emergency, I, the undersigned owner or authorized agent of the owner of the animal identified above, hereby consent to temporarily board said animal with the Nebraska Humane Society and agree to the following:

- I understand that my animal may be exposed to diseases and other risks while being housed at the shelter or other facilities and therefore will not hold them responsible for the health of my animal.
- If I am boarding my animal, NHS requires proof of vaccination on intake. If my pet is not current on vaccines as determined by NHS vet staff, vaccinations will be given upon intake. (attach proof of vaccination)
- I understand that personal items such as blankets and/or toys will not be kept with my pet.
- I agree to attempt to find alternate housing for my animal as soon as possible.
- I understand that this boarding agreement is temporary and I agree to make arrangements for or claim said animal by _____ (date)

• Authorize NHS to contact your Veterinarian if necessary. Veterinarian Name _____ Phone# _____

OWNER SIGNATURE _____ DATE _____ WITNESS SIGNATURE _____

FINDER INFORMATION (STRAY ANIMAL)

Name:	Address:	City:	State:	Zip Code:
Phone Number:		Emergency Phone #:		

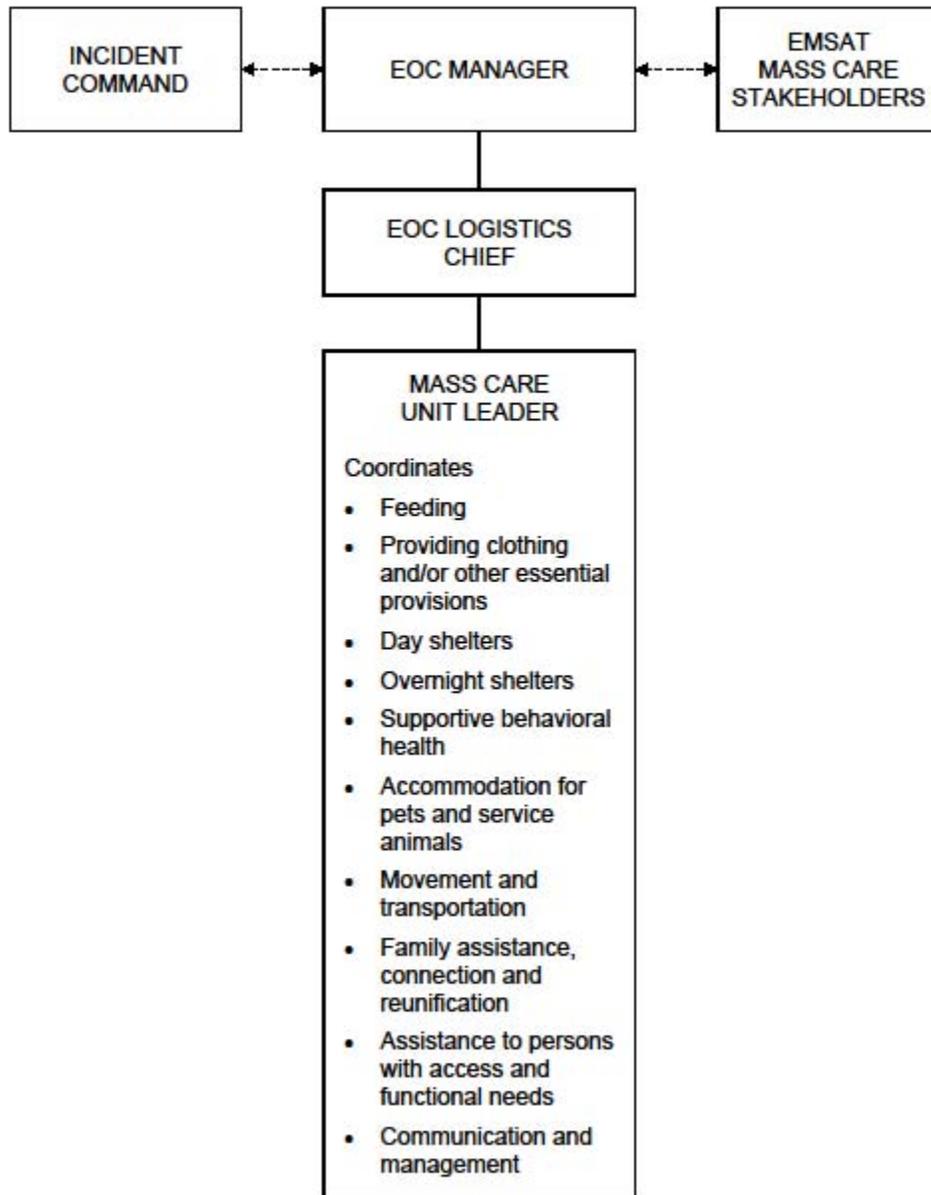
As custodian*, I deliver the above described animal irrevocably to the Nebraska Humane Society to be held in accordance with the City Ordinance in which the animal was found. If unclaimed, this animal will be either placed for adoption or humanely euthanized as determined at the sole discretion of the Nebraska Humane Society. *Custodian is defined as someone other than the owner of said animal.

- I understand that by delivering said animal to the Nebraska Humane Society, I have no rights of ownership to this animal.
- I acknowledge that this animal has not bitten anyone within the last 10 days

I'm interested in adopting this animal if unclaimed: YES NO Due out Date _____

FINDER SIGNATURE _____ DATE _____ WITNESS SIGNATURE _____

MASS CARE



Douglas County Mass Care Plan

Within Douglas County hazards have been identified that could cause an evacuation of portions of the county. Although the county has a resident population of approximately 530,000 people or 30% of the state's total population, there is no likely single hazard that would result in mass care for the entire population. A more likely scenario would require the need for mass care for a few displaced families to as many as a few thousand people displaced by a flood, tornado, snow / ice storm or a large hazardous material release.

This Mass Care Plan is part of the Douglas County Local Emergency Operations Plan (LEOP) and shall be considered a supporting plan for each city plan within the LEOP. Primary Stakeholders agree to this plan through their signature in the Douglas County Local Emergency Operations Plan.

1. Identified Stakeholders.

a. Primary Stakeholders are those entities who have a direct role in determining the need for mass care including the establishment of a shelter or that serve in a role where they will be contacted directly by the Douglas County Emergency Management Agency (DCEMA) Director or by the DCEMA Emergency Operations Center (EOC) Manager to provide support. Primary Stakeholders for Mass Care in Douglas County (DC) include: the American Red Cross (ARC); DCEMA; the respective Mayor / Board Chair and Police Department and where applicable, the Parks and Recreation Department of the impacted city / village; and the Douglas County Board and DC Sheriff's Office for DC residents outside of city / village limits. Primary Stakeholders along with their respective roles and responsibilities are stated as follows:

(1) The American Red Cross will:

- (a) Identify, train and manage staff and arrange for the necessary resources, equipment and services to operate mass care facility(ies), and/or
- (b) Provide needed mass care services at designated locations, including reception sites.
- (c) Maintain current sheltering agreements with identified facilities.
- (d) Be responsible for those cost commitments made by its authorized representative.
- (e) Ensure health services are available in reception and shelter facilities as necessary.

(2) Within their respective jurisdiction, the Mayor's Office of the impacted city or the Douglas County Board (if outside city limits) shall:

(a) Provide overall policy leadership and direction and strategic guidance for all aspects of mass care.

(b) In consultation with the other Primary Stakeholders, determine what, if any, mass care functions and capabilities should be provided within their respective jurisdiction and where such mass care services should be located / provided.

(c) Be financially accountable for all non-donated resources needed to provide adequate mass care within their jurisdiction.

(3) City Parks and Recreation departments in cooperation with the respective city mayor's office will offer available sites to meet the mass care needs of their respective jurisdictions.

(4) Law Enforcement will provide security services at public buildings where shelters are established and at other public locations where mass care services are being provided including dispensing/distribution sites.

b. Secondary Stakeholders are those entities who have an indirect or supporting role in Mass Care. Secondary Stakeholders include: Salvation Army, DC Health Department, the Nebraska Humane Society and schools, various churches and non-profit organizations who choose to assist. Secondary Stakeholder roles and responsibilities include:

(1) Salvation Army - Provide feeding during mass care operations

(2) DC Health Department - Inspect mass care facilities before (pre – occupancy), during (occupancy), and after (post-occupancy), and:

(a) Coordinate behavioral health services during mass care operations, and

(b) Maintain vendor lists of equipment and supplies that may be needed by persons with special needs during mass care operations.

(3) Schools- Offer additional available sites to meet the mass care needs in the community

(4) Various churches and non-profit organizations may support mass care operations as requested through DCEMA and as provided for in their plans, capability and availability.

(5) Nebraska Humane Society- Provide household and large animal shelter services during mass care operations as needed.

(6) Omaha Public Power District – Provide power outage updates and status of power restoration activity in impacted areas.

c. In support of the Primary and Secondary Stakeholders for mass care in Douglas County, DCEMA will perform the following:

(1) Adopt this plan and be responsible for updates and maintenance of the plan,

- (2) Identify and orchestrate mass care stakeholders and obtain their input regarding the planning, needs and provision for mass care in the community,
- (3) Define and assist in the evaluation of various factors to be considered prior to selecting one or more mass care options,
- (4) Coordinate the process of providing mass care among stakeholders to enhance effectiveness and efficiency,
- (5) Assist in notifying and clarifying the mass care services being offered to the public, and
- (6) Facilitate the implementation of mass care by identifying and rectifying difficulties or hindrances that impede the delivery of mass care.

2. Background and Purpose.

- a. Community Emergencies and Natural Disasters may occur anytime of year, with or without warning. When residential properties are affected and people are displaced, sheltering options will be assessed. These options will be assessed by the Primary Stakeholders and their input used to make a determination as to which mass care options are necessary, available and feasible including establishing one or more public shelters.
- b. Mass care options are to be determined based on the circumstances that currently exist or that are imminent. The purpose for mass care is to assist in providing necessary provisions for the affected public who are confronted with potential long term loss and displacement. Short term inconvenience is not the basis for activation of this plan nor is the loss of property or displacement of a few individuals or families. There are other community resources available to meet such needs. The implementation of this plan is intended to establish a consistent and effective approach to mass care that defines the circumstances, decision-makers and supporting entities integral to providing various services to meet the mass care needs of the community.

3. Scope and Application.

- a. The Primary Stakeholders are tasked to provide input regarding the factors to be considered when determining the need for mass care. The Primary Stakeholders shall make the ultimate decision as to which mass care options shall be provided including the establishment of overnight shelters. Once the appropriate mass care option(s) is / are selected, the Primary Stakeholders will arrange for the primary sites to be utilized for service delivery.
- b. Secondary Stakeholders will support the efforts of the Primary Stakeholders for the mass care option selected. Each Secondary Stakeholder may participate in the planning and implementation of mass care as needed.

c. There are various service options when providing mass care based on the scale and degree of need. Different assistance options to be considered include:

- (1) Feeding
- (2) Providing clothing and/or other essential provisions
- (3) Day shelters
- (4) Overnight shelters
- (5) Supportive behavioral health
- (6) Accommodation for pets and service animals
- (7) Movement and transportation
- (8) Family assistance, connection and reunification
- (9) Assistance to persons with access and functional needs
- (10) Communication and management

d. Selected mass care service options depend on the evaluation of several factors based on community need as assessed by the Primary Stakeholders.

4. Key Understandings and Limitations.

a. The type, location and extent of delivery of mass care services to the public is contingent on several factors as discussed below.

(1) The necessity for mass care services is based on current or imminent circumstances that may result in a long term or sustained need. The need for mass care services is assessed when a large segment of the population is likely to be adversely affected for several days or weeks. Socio-economic considerations are also a factor when determining the need for mass care services. When a disaster is more geographically centralized within DC the location of the mass care need should be a significant determinant. It is also important that available alternatives to mass care be communicated to the public. Mass care services are not intended to be a “no cost” alternative to meet a public need that can also be provided readily and locally at a modest cost. Personal preparedness should be communicated and emphasized to the public to accommodate short term disruptions and inconvenience due to community emergencies and natural disasters.

(2) Availability of resources necessary for mass care is another critical factor. These resources include location of one or more sites or buildings, volunteers, electrical power, building layout, mobility, management personnel, security, access, provisions, etc.

Reference 2 contains guidance for addressing the sheltering of persons with functional needs. Although resource availability is included in the planning process, community emergencies and natural disasters may affect all personnel and resources that were previously committed to support the mass care effort.

- b. Sometimes feasibility is a key determinant for success of the mass care effort. Although the immediate necessity for mass care may be evident and the availability of resources promising, there may be reasons which make the providing of certain mass care services infeasible at the present time. Feasibility of mass care operations is subject to logistical issues, weather, electrical power, building configuration, administrative approvals, etc.
- c. Experience has shown that under localized emergency conditions, a high percentage of displaced persons will seek shelter with friends or relatives rather than go to established shelters.
- d. Household animal shelters may be co-located with mass care shelters or they may be separate congregate facilities according to the plan provisions of the Nebraska Humane Society.

5. Activation and Commencing Operations.

- a. Based on discussions with the Primary Stakeholders and/or Incident/Unified Command, information will be collected by DCEMA and the EOC regarding the potential need for mass care services. Primary Stakeholders agree to contact their supporting organizations and report to DCEMA the status of their supporting organizations and overall readiness to provide mass care services. DCEMA may coordinate and facilitate communication between stakeholders as needed. Upon learning of the potential need for mass care, DCEMA will orchestrate the Primary Stakeholders to mutually discuss mass care issues.
- b. Once the offering of mass care services has been determined, Incident/Unified Command will be informed regarding what, where and when the services will be offered. Stakeholders will communicate via cell phone unless another means is more prudent. All Primary Stakeholders and selected Secondary Stakeholders will be involved in the activation and commencing of mass care operations.
- c. DCEMA, based upon request from the Primary Stakeholders, will assist in coordinating the use of transportation to the shelter(s).
- d. Public Information regarding shelter operations may be disseminated through the Joint Information System as outlined in the Douglas County Local Emergency Operations Plan (LEOP).

6. Monitoring of Services.

- a. Once mass care services commence, use of services and public participation will be continually assessed by the ARC. This information will be conveyed to DCEMA/EOC who shall in-turn, report such information to the necessary state and local stakeholders.

b. It is anticipated that mass care services will be provided to the extent that services are utilized as intended. DCEMA will consult with participating stakeholders who are providing direct and indirect support to determine actual public use of the mass care services being provided.

7. Draw-down and Demobilization.

a. Draw-down of mass care services will usually be based on use of services. It is not necessary to have an elimination of need before ceasing mass care services. As stated in this plan, small numbers of individuals or families who may have their mass care needs met through another feasible alternative will be directed to do so. If an Incident/Unified Command staff or Unified Recovery Management Team is not in place, then DCEMA shall compile the necessary data for stakeholders and determine the time frame for draw-down in mass care services.

b. It will be DCEMA's responsibility to review this plan for applicability and improvement based on the success or lack thereof following the actual rendering of mass care services or completion of an applicable exercise.

8. Supporting Documentation.

Reference 1. Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters, November 2010

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PROTECTIVE SHELTER

**EMERGENCY MANAGEMENT SENIOR
ADVISORY TEAM (EMSAT)**

**DOUGLAS COUNTY
EMERGENCY MANAGEMENT
AGENCY DIRECTOR**

**PUBLIC / PRIVATE PROPERTY
MANAGERS**

**STATE SUPPORT:
Emergency Support Function # 5
Emergency Management**

**Lead Agency:
Nebraska Emergency Management
Agency**

PROTECTIVE SHELTER

I. PURPOSE

The purpose of this Annex is to outline procedures necessary for the protective sheltering of Douglas County citizens and transients if severe weather, nuclear crisis, or other hazardous events make it necessary.

Douglas County does not have a public sheltering program and Nebraska Statutes do not require such a program. Building owners and management should review legal requirements and liability issues associated with protective sheltering for tenants, employees, and the general public. Douglas County Emergency Management Agency may, if requested, assist in the identification of areas that have the best potential for a sheltered area.

II. SITUATION

- A. Tornadoes are the most likely and severe natural event impacting the county and its communities that may result in a need for sheltering.
- B. There are no known public buildings identified as public tornado shelters but there are local building requirements to enhance storm resistance.
- C. Industrial and transportation accidents may release hazardous materials into the water or air. Such incidents may require localized sheltering or evacuation.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. There usually is sufficient warning and time for most people to find shelter.
- B. Other public buildings, although not identified as shelters, may be open and offer protection to the public.
- C. Buildings identified as shelters should be ADA compliant.
- D. Severe weather protective actions will be short term, spontaneous, and consist primarily of a relatively small sector of the county residents seeking immediate shelter. Some governmental action may be required.
- E. During severe weather, some segments of the population may require transportation to the shelters.

- F. Citizens in areas where hazardous materials are released will follow evacuation or shelter-in-place directives.

IV. ORGANIZATION / RESPONSIBILITIES

A. Organization:

Shelters as provided by the Douglas County Mass Care Plan stakeholders are in addition to the support provided by the American Red Cross and the various faith-based sheltering abilities of the community.

B. Responsibilities:

On-going shelter preparations activities include the:

1. Inspection and selection of potential shelter sites and assuring that the facilities can support special needs individuals, including non-English speaking persons.
2. Maintaining the current listing and usage agreements for shelter facilities,
3. Maintain current listings of needed shelter resources (i.e., supplies, equipment, material, staff).

V. CONCEPT of OPERATIONS

A. Tornado Policy/Procedures

This policy is to provide timely notification of a tornado watch or warning.

1. When the National Weather Service issues a tornado WATCH that includes any portion of the county, that information will be transmitted to the public by both radio and television. During a tornado WATCH condition, people can continue their normal activities.
2. If a tornado is indicated by radar or actually sighted, then a tornado WARNING will be issued. People in the threatened area should immediately seek shelter and remain there until the WARNING period has expired.
3. Prior to and during the event, The Douglas County Emergency Management Director, in coordination with the Douglas County Public Information Officer, will ensure that the public is made aware of the basic policies/actions they should use for protection.

4. Special Populations:

- a. Schools: When schools are in session, students, teachers, staff and visitors should respond as directed by an existing school disaster/tornado plan. Generally, teachers will gather the students in the most solid area of the school structure such as rest rooms or interior corridors without exterior openings. Large span rooms such as auditoriums, gymnasiums, or corridors that have exterior openings and rooms with windows should not be used. If the school structure does not have protective capability and if time permits, all should move to the nearest structure that would provide protection.
- b. Hospitals and Nursing homes: Staff, patients, residents and visitors should follow the facilities protection plan. In general, such plans include moving ambulatory patients to areas of the building providing the best protection such as the basement or small span, interior rooms on the main floor, then using the best methods available to protect patients who cannot be moved.
- c. Recreation Areas: Visitors to areas within Douglas County should respond to a tornado warning in accordance with the current safety plan for that area.

B. Extreme Temperatures

During winter storms, prolonged excessive heat, or power outages, residents may be advised that warming or cooling shelters are available. These shelters usually operate for the short term. Those needing transportation should contact the EOC Transportation Officer to arrange expedient transportation. Victims using warming or cooling shelters may require specialized medical care or behavioral management; shelter managers should arrange for local medical support and mental health/behavioral modification assistance.

C. Hazardous Materials Incident

1. The responsibilities for hazardous materials incidents is detailed in Annex F. In general, during incidents with immediate life safety issues, the Incident Commander may order an evacuation or to shelter in place. In situations affording more time, the Incident Commander will recommend that the chief elected official will issue such orders.
2. Evacuations will follow the appropriate sections of the jurisdiction's primary evacuation plan.

3. In the event of a HazMat spill or accident, it is sometimes safer to keep affected citizens inside with doors and windows closed. Instructions should be given to:
 - a. Move inside,
 - b. Close all doors, windows, dampers, fans, shut off all ventilation, heating and air conditioner systems,
 - c. Move to a small room and seal the door and windows with plastic and tape, and
 - d. Tune your radio to the EAS station.

VI. ADMINISTRATION AND LOGISTICS

A. Administration:

1. Public Tornado Shelters:

Douglas County has no government funded protective public shelter facilities.

2. Other Facilities:

The Douglas County Emergency Management Agency may assist school officials, administrators of hospitals and nursing homes, and directors of other special institutions in identifying professionals who can determine the safest area in their facility or of the nearest protective facility. The Douglas County Emergency Management Agency may also aid in the development of a disaster plan for their facility.

B. Logistics:

Records of supplies, materials, and equipment that is used will be maintained to assist the Resources Coordinator in making a determination of resources to support requests for outside assistance (Annex L).

C. Public Education:

The Douglas County Emergency Management Agency will work directly with the Public Information Officer to provide to the public:

1. Periodic spot announcements on pertinent aspects of the protective shelter program.
2. Useful and current information should a protective shelter situation arise.

VII. TRAINING AND EXERCISING

A. Training:

Training programs will be consistent with the five-year Homeland Security Exercise Plan. Training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising:

Exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

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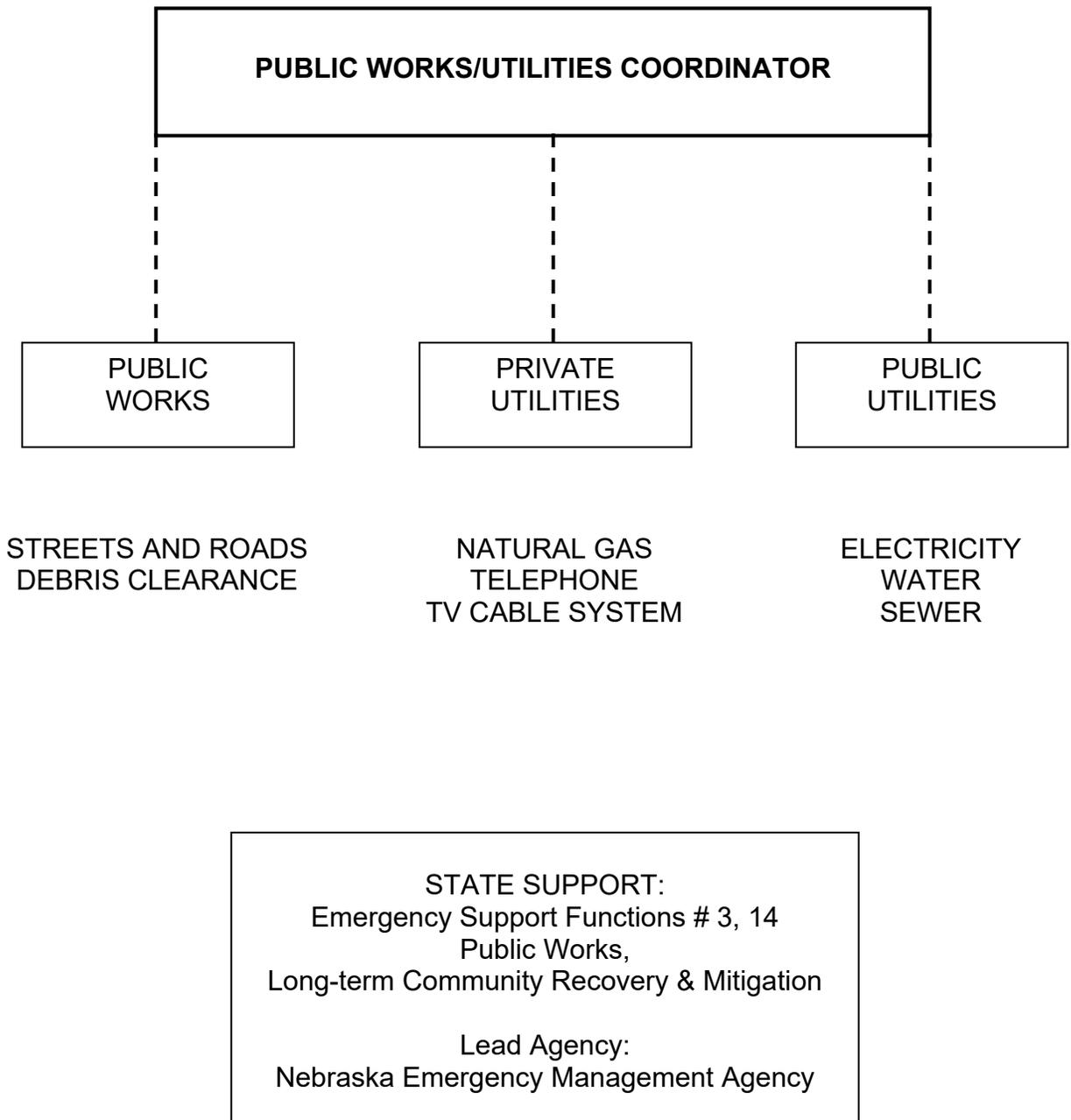
TORNADO SHELTERS

Public tornado shelters are not established in Douglas County. It should be the responsibility of all building owners who conduct private / public business in Douglas County to identify locations within their facilities as designated shelter areas.

The employees of all facilities (public, private, governmental, schools, care facilities, etc.) should be briefed on the internal emergency sheltering procedures. Signs should be posted to direct persons to the shelter areas within the facility.

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PUBLIC WORKS / COUNTY ENGINEER / UTILITIES



PUBLIC WORKS/UTILITIES

I. PURPOSE

The purpose of this Annex is to provide plans and procedures for:

- A. The continuation or restoration of those public services essential for basic human needs.
- B. Debris removal (also see Annex C, Appendix 1) and restoration of public access.

II. SITUATION

Douglas County and its communities are subject to community emergencies and natural disasters resulting in the disruption of public works / utility services, limiting the movement of people and equipment as well as having an adverse effect on the safety and welfare of the population.

III. ASSUMPTION AND PLANNING FACTORS

- A. The continued operation of public works and utility services is essential for effective and efficient response and recovery actions.
- B. The primary responsibilities of the county engineer and urban public works departments are the restoration and maintenance of essential public services.
- C. Private utility companies will cooperate with government services. A list of utility service providers is maintained in the EOC.
- D. The County Engineer Department and each town's public works / street department will restore and maintain roads/streets to facilitate traffic movement.
- E. Assistance from outside the county will be available through mutual aid and other existing agreements.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The Douglas County Engineer or Omaha Public Works designee will serve as the Public Works / Utilities Coordinator. This Coordinator will be a member of the EOC staff for the purpose of collecting information and

ensuring coordination among the Emergency Management Senior Advisory Team (EMSAT), various department heads, and government/private utilities.

- B. Each of the individual departments within the Public Works / Utilities function will be responsible for emergency / disaster operations within their normal operational areas. Specific disaster procedures will be outlined in departmental Standard Operating Procedures (SOPs).
- C. Each department will coordinate and manage their mutual aid support.
- D. Private utilities are responsible for restoration of their services.

V. CONCEPT OF OPERATIONS

Generally, department heads will continue to operate from their normal locations, but their primary actions during CEND incident operations will be to assess damage, then prioritize and restore interrupted services. The Public Works / Utilities Coordinator may work with each affected department head in coordinating recovery from the disaster.

- A. Specific actions of the Public Works / Utilities Coordinator may include, but are not limited to:
 - 1. Coordinating with the head of affected organizations, both public and private.
 - 2. Assisting departments in determining staging areas for incoming assistance and coordinating mutual aid support.
 - 3. Gathering damage information of public works and utilities:
 - a. Assessing general damage to public works and utilities by obtaining damage reports from affected departments and presenting a summary to the EMSAT or EOC Operations Manager.
 - b. Ensuring departments are documenting actual damage with photographs that can later be used for disaster assistance requests. Pictures of debris piles should also be taken before disposal of the debris; dimensions need to be included with or accompany the photographs.
 - c. Alerting departments to track disaster operation expenses. Examples of fiscal expenditures that should be recorded, fully detailed, and maintained are:

- 1) Personnel costs, including:
 - a) Department employee overtime,
 - b) Additional help hired for disaster-related work including contractor services.
 - 2) Equipment:
 - a) Hours of actual use of department equipment in disaster operations,
 - b) Rented or leased equipment.
 - 3) Materials and supplies, from stock or purchased, that are used in direct support of emergency operations and recovery actions.
 - 4) Ad hoc contracts entered into for emergency operations and recovery actions.
 - 5) Expenses incurred with the removal, transport, management, storage and disposal of debris.
4. Working with department heads and the EOC in prioritizing the restoration of services for each affected community.
 5. Coordinating with those doing the damage assessments to ensure that all affected structures, public and private, are inspected for safety and habitability.
 6. Attending EOC briefings.
 7. Coordinating with other public works / utility departments, not directly involved in disaster operations, to obtain their support in the restoration / recovery activities.
 8. Coordination with law enforcement and fire officials to protect suspected crime scenes.
- B. Restoration of Services:

The Public Works / Utilities Coordinator will ensure that the following are completed when applicable to the disaster recovery:

1. Public Works:
 - a. Roads and Streets

- 1) Assess the damage to streets and roads.
- 2) Assist as needed in establishing detour routings; provide barricades for traffic control.
- 3) Provides priority service / repair to roads and streets designated as primary evacuation routes or to those needed for emergency vehicle traffic for initial disaster response.
- 4) Make emergency and subsequent permanent repairs on roads / streets, bridges and other structures.
- 5) If weather conditions dictate, start the early implementation of the existing snow removal plans. The Plans for snow removal will include expanding snow removal activities to facilitate the movement of vehicles supporting emergency operations.
- 6) Assist law enforcement and fire officials in protecting suspected crime scenes.

b. Debris Clearance and Trash Removal

- 1) Clear fallen debris from streets and roads.
- 2) Remove debris from public and private property (as established by jurisdiction's policy) and transport to selected sites for disposal.
- 3) Separate debris into hazardous materials, special and common waste piles. See Annex C for classification of debris. Douglas County Environmental Services and the Nebraska Department of Environmental Quality can advise on separation and disposal methods.

2. Utilities:

The Public Works / Utilities Coordinator ensures the timely restoration of interrupted community power, natural gas, water / sewer, and telephone service. This may include, but is not limited to, the following:

- a. Ensures that utility repairs are made and prioritized to key facilities necessary for disaster operations.
- b. Provides emergency power. Existing emergency power systems will be checked and refueled as needed during any disaster. Action will be taken to ensure that emergency power is available for the key facilities if electricity cannot be restored to all of the community.

- c. Provides adequate supplies of potable water and identifies sources of additional supplies, if needed.

3. Radioactive Material Incident/Accident:

If trained in both radiological monitoring equipment operation and emergency response procedures, the Public Works / Utilities Coordinator may provide support to the fire department during containment or decontamination activity in the event of a radiological accident/incident

VI. ADMINISTRATION, LOGISTICS

A. Administration:

A record of costs and expenses incurred in direct support of a community emergency or natural disaster will be maintained to support subsequent reimbursement claims to State and Federal government.

B. Plan Maintenance:

1. The Public Works / Utilities Coordinator will be responsible for annually reviewing this Annex; this review may include input from each public works / utility department head. Revisions to this Annex will be submitted to the Douglas County Emergency Management Agency for inclusion in LEOP updates / revisions.
2. The Public Works / Utilities Department supervisors will also be responsible for preparing and maintaining Standard Operating Guidelines (SOGs) for disaster operations within their respective department.

VII. TRAINING AND EXERCISING

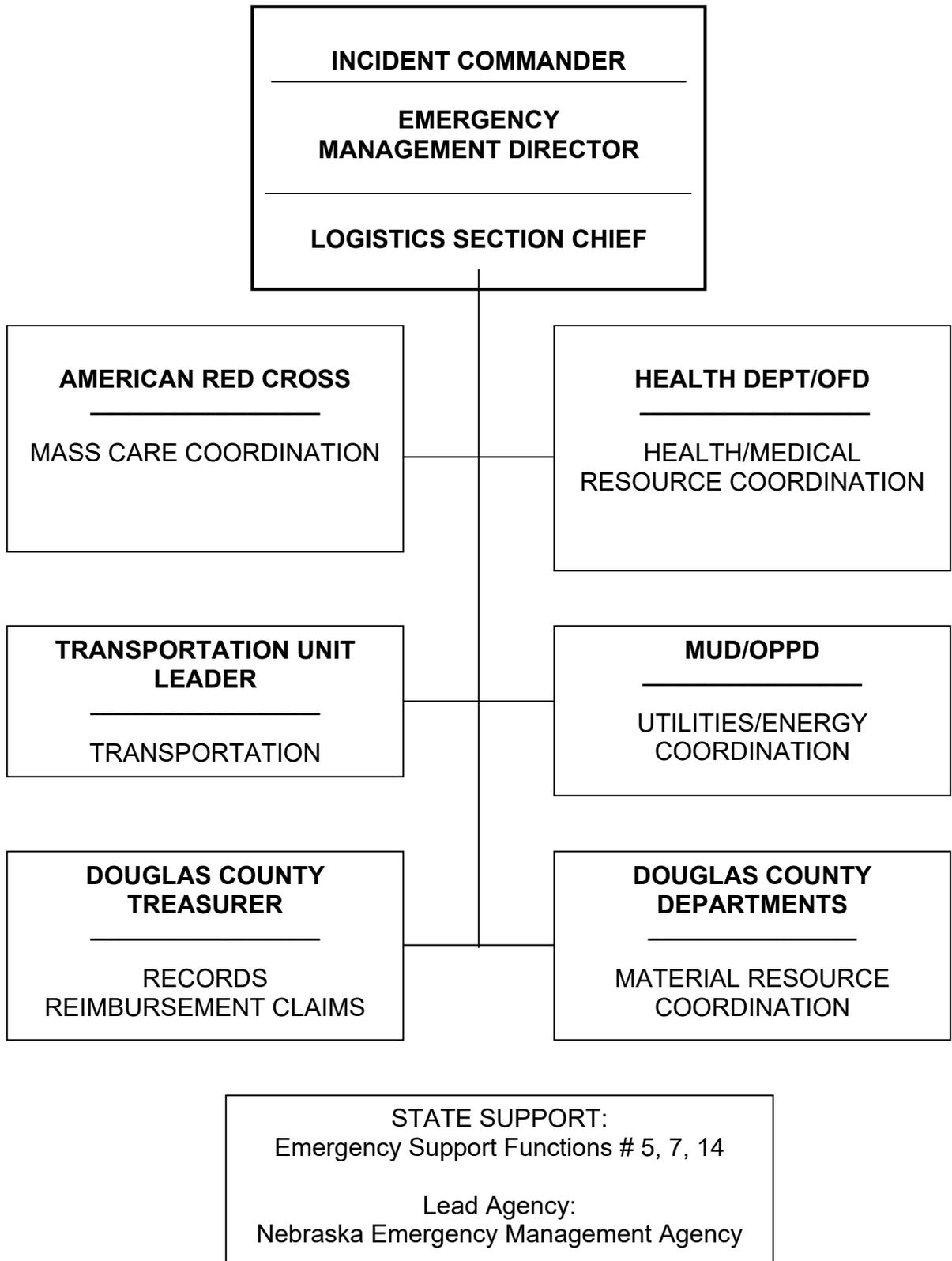
A. Training:

The training program will be consistent with the Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

RESOURCE MANAGEMENT



RESOURCE MANAGEMENT

I. PURPOSE

This Annex provides guidelines for the procurement, storage, control, allocation and financial recording and accountability of labor, materials, equipment; and contracted services; for the coordination of a volunteer labor force; and the donation of goods, services and money which are required to provide incident managers with timely and appropriate resources in the event of a community emergency or natural disaster within Douglas County.

II. SITUATION

- A. The most recent Douglas County Hazard Analysis has identified a number of scenarios in which the County, Cities, and Villages could be vulnerable to extensive damage to both public and private property, requiring a coordinated management of resources within the County
- B. Douglas County, its communities, agencies, and businesses have sufficient resources to support activities associated with most emergency or disaster operations. The Douglas County Purchasing Department and EOC Representatives maintain the resources lists.
- C. Resource Management starts with the Incident Commander. The initial need for additional resources is at the IC's request. If the incident expands to where Multi-Agency Coordination is needed, the EOC will be activated in support of the Incident Commander. At that time, resource management, procurement, distribution and tracking, replacement and restoration will transition from the IC and the dispatcher to the Logistics section or Administrative section within the EOC.
- D. During an event, Multi-Agency Coordination and resource management coordination activities generally take place within the EOC. When multi-agency coordination entities are established, the EMSAT may also prioritize and coordinate resource allocation and distribution of resources.
- E. The Nebraska Emergency Management Act, section 81-829.31, sections 81-829.36 to 81-829.75, July 1996, describes the emergency powers of governments to supersede existing procurement procedures or expedite resource coordination, procurement and management.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Resources include: personnel, teams, equipment, supplies, facilities, and services that are available or potentially available for assignment, deployment or allocation in support of incident management and emergency response and recovery activities.
- B. The affected jurisdiction must effectively complete these primary tasks:
 - 1. Establish systems for describing, inventorying, requesting and tracking and funding resources,
 - 2. Activate those systems prior to, during and after an incident,
 - 3. Dispatch resources prior to, during and after an incident,
 - 4. Demobilize, recall, dispose, restore or replace resources during or after incidents.
- C. Local resources will be activated and used at the onset of the incident. Should these resources become unavailable or exhausted; the local jurisdiction will request additional resources according to their local, county or regional plan which may include Mutual Aid Agreements or Memoranda of Understanding (MOU) concerning shared or available resources.
- D. The impacted jurisdiction may have to provide its own sustainability for up to 48 hours or more before additional help can arrive.
- E. If the need arises, local government will assume control of and ensure appropriate and equitable distribution and use of existing resources. Rationing may be implemented, if necessary.
- F. County, cities, and villages will support requests for resources per agreements or as they have the ability to respond to the requesting jurisdiction.
- G. Para-professional and volunteer agencies may provide resource support, equipment, personnel, and services within their capabilities.
- H. Each facility that reports under Title III requirements has an emergency response plan that lists their available emergency resources. This list may also be available at local fire departments, the NDEQ website and in Annex F, Appendix 1, Attachment 1.
- I. Assistance will be available from other counties through mutual aid agreement. Pre-incident agreements among all parties providing or

requesting resources are necessary to enable effective and efficient resource management. Pre-incident agreements may be established with governmental, non-governmental, private and non-profit entities to provide response and recovery support.

- J. Citizens within Douglas County and neighboring areas will volunteer to support the recovery efforts following a disaster. Coordination of these volunteers will be assigned to a Volunteer Management Unit Leader who will work with the incident Logistics Section Chief in the EOC.
- K. Following a local declaration of emergency, support may be available through state emergency resources such as those available through the State Administrative Services, <http://das.nebraska.gov/materiel/>, to supplement local deficiencies, meet critical requirements, and replace expended emergency resources.
- L. Spontaneous and un-solicited donations of food, water, personnel, equipment and supplies may interfere with priority response and recovery activities.
- M. Some local resources will not be available for use. Cataclysmic disruption of government services (e.g. serious pandemic influenza) or physical destruction of a city or village will require outside resources and assistance.

IV. ORGANIZATION AND RESPONSIBILITIES

A. First Response and other local support agencies will:

1. Prior to an incident and periodically as requested for planning purposes, lists of resources available for deployment during an incident will be provided to the Douglas County Emergency Management Agency. See various Annexes in this Plan.
2. Certify that responding personnel meet professional standards of training, experience and performance required for the incident.
3. Manage and maintain specialized equipment (such as decontamination systems) and inventories with special shelf life (medications, respirator filters, PPE, batteries and the like) in a state of readiness.

B. Incident Commander and Command Staff

The Incident Commander will follow both the NIMS and the local plans of operations that include the procedure for requesting resources and the development of staging areas as needed for efficient field deployment.

C. EOC Operations Manager

The EOC Operations Manager responsibilities are defined in other parts of this Plan including the Basic Plan and Annex A. Additional specific responsibilities required prior to, during and after a disaster may include:

1. Development, coordination, distribution of specific response plans, Memorandum of Agreement documents and available resource lists prior to potential events.
2. During an event, the EOC Operations Manager may serve as the Manager in the EOC and maintain communication with the IC, the EMSAT, and supporting organizations.
3. Advise and assist the Logistics Section Chief and Volunteer Management Unit Leader as needed.

D. EMSAT, elected and appointed officials

The EMSAT will support the incident according to the Nebraska Emergency Management Act and this Plan as described in the LEOP Basic Plan and Annexes. Responsibilities include establishing response and recovery priorities, providing resources to the Incident Commander, providing information to the public, and making financial decisions.

E. The Logistics Function (NIMS)

1. When the incident expands beyond normal day-to-day mutual aid support or the Incident Commander (IC), requests for additional resources from the EOC and the EOC Operations Manager may take place. The IC may determine that additional personnel are required and that the Logistics Section Chief be notified or activated.
2. The Logistics Section Chief is responsible for the overall logistics and resource management activities within the county and is a member of the Emergency Operating Center (EOC) Staff.
3. Prior to an incident, in cooperation and coordination with the Emergency Management Agency and others as needed, the Logistics Section Chief will have:
 - a. Obtained, reviewed, maintained and distributed to first response agencies, county and local resource lists. These lists are contained in various Annexes of the LEOP: A, F, G, H, I, K, L.

- b. Developed a plan to screen and keep un-needed, unsolicited contractors, vendors and volunteers away from the disaster scene, EOC and municipal offices. This plan should include the coordination system with law enforcement and information being released by the PIO.
- c. Developed a plan for storage or disposal of surplus equipment or supplies.
- d. Developed a plan for the rehabilitation, replenishment, disposal and return of equipment and personnel.
- e. Developed plans and agreements to have non-expendable resources fully functional and ready for mobilization. The organization with invoicing responsibility for the incident, or as defined in pre-incident agreements, replaces broken or lost items.
- f. In the case of human resources, pre-incident plans should include:
 - 1) Processes to supply crews with food, sanitation, medical support, rest and recuperation time and facilities for the same,
 - 2) Notification and mobilization guidelines,
 - 3) Process to monitor the occupational health and mental health issues and their impact on responders. See Annex G, reference Critical Incident Stress Management, and support by non-profits such as the Red Cross and Salvation Army.
 - 4) Expendable resources are re-stocked at the point at which the resources were issued. The incident management organization bears the cost of expendable resources, as authorized by jurisdictional procedures or in preplanned financial agreements concluded by the preparedness organizations.
- g. Developed a process or learn how the jurisdiction's financial management system will operate during a disaster so that documentation can be kept, bills paid, emergency contracts issued, and reimbursements can be requested.
- h. Understood and will perform resource management tasks either at the Incident Commander's request or in accordance with jurisdictional planning requirements.
- i. At the direction of the EMSAT, assumes direct control of resources identified as critical items, to assure most efficient utilization.

- j. Implement and modify the pre-incident resource management operations plans above to accommodate the incident.
 - k. Advise the EMSAT on current status and recommend actions to be taken (i.e., implementing emergency ordinances required for price controls, procuring equipment, rationing, etc.).
 - l. Initiate and control actions needed to comply with the desires and decision of the EMSAT. The NIMS protocols under the Logistics, Administration and Finance organization will be the model for operations.
 - m. Coordinate the actions of the various agencies, offices, groups, and individuals involved with the procurement, temporary storage, distribution, utilization and control of local resources.
 - n. During the event maintain an inventory of available resources and recommend to the EMSAT the most efficient use of existing / remaining resources.
- 4. Because of the potential magnitude and complexity of the resource program, the Logistics Section Chief may select a supporting staff.
 - 5. In the event that there is no pre-designated Resource Coordinator, one will be appointed by the EMSAT or the Chief Executive Officer of the jurisdiction will assume the responsibilities above.

F. The Volunteer Coordinators

- 1. Overall coordination of volunteers is the responsibility of the Douglas County Emergency Management Agency and upon request, may activate a Volunteer Management Unit Leader to work with the Logistics Section Chief and the EOC Operations Manager. The Volunteer Management Unit Leader will coordinate the work requirements from the disaster with the volunteer assets which include people and donations. Additional Guidelines are in Attachment 3 of this Annex.
- 2. Additional responsibilities may include but be limited to the following:
 - a. Implement pre-incident agreements or develop agreements with area VOAD organizations to assist in the coordination of donations and volunteers.
 - b. Consider using trained and previously identified Community Emergency Response Teams (CERT) or to assist with donations and volunteers.

- c. Coordinate with the PIO and the EM to develop and implement media releases that provide direction to those wishing to donate or volunteer.
- 3. Develop, prior to the incident, volunteer registration / information forms to receive, catalog skills, track on-the job training and safety briefing including the volunteers medications or physical limitations, deployment location and duration, assigned supervisor and after work assessment. See Attachment 4.
- 4. Volunteer mobilization plans should include considerations for:
 - a. Security of the scene and the check-in center
 - b. Traffic control, parking and security of volunteers' property
 - c. Utilities, sanitation, first aid, protected rest facilities for volunteers
 - d. Sanitation, janitorial and garbage service for the feeding centers, mass shelters, household animal shelters,
 - e. Staffing of trained mass care shelter or household animal shelters support personnel, and
 - f. Means or system to prevent conflicting volunteer job assignments or assignments to tasks completed.

G. The Douglas County Engineer, City/Village Streets and Public Works

These Department(s) will assist in the management and requisition of heavy equipment (trucks, earth moving equipment, etc.), dirt or sand, barricades, and in the coordination of debris removal. The Logistics Section and EOC Operations Manager will ensure that resource listings are prepared and maintained.

H. The USDA County Emergency Board (CEB)

The CEB maintains an inventory of agricultural products and food animal resources and will act in an advisory capacity regarding availability, use and protection of these resources. This board can assist in the management and requisition of needed materials and supplies

I. Other support agencies/Departmental Heads of local government

These various support organizations in cooperation and coordination with the EOC Operations Manager, provide lists of resources that could be deployed during a disaster.

The various supervisors or department heads of local government agencies and private organizations will be responsible for managing and paying the expenses for the resources of their individual agencies/organizations when supporting overall disaster resource needs. Disaster relief funding will be sought to reimburse all or a portion of department/agency expenses, as eligible.

- J. The Transportation Coordinator will coordinate the requisition and management of needed public transportation resources (buses, handi-vans, etc.).
- K. The Facility Emergency Coordinator (FEC) of each Title III facility (hazmat reporting facility) will coordinate the requisition and management of the facility- owned emergency resources.
- L. The American Red Cross will assume the lead role in providing for persons displaced from their homes due to an emergency or disaster. In accordance with established procedures, the Red Cross will procure the necessary food and personal care items needed.

V. CONCEPT OF OPERATIONS

- A. The Logistics Section Chief will implement the jurisdiction's resource management plan as directed by either the Incident Commander or the EOC operating as a Multi-agency Coordination Center, MACC, depending on the Logistics Section Chief's assignment and scope of disaster.
- B. Efficient and effective resource management requires the full support of governmental, non-governmental, not-for profit and private sectors. Local resources used during the operational period of the disaster could include:
 - 1. Food products from local food retail and wholesale sources.
 - 2. Manual labor materials and hardware items from local hardware stores and lumberyards.
 - 3. Transportation needs will primarily be obtained from Metro. The transportation resource listing is maintained by Metro, see Attachment 1.
- C. The first task for transportation is to support the evacuation of citizens as coordinated through the EOC. This may include school children and citizens without private vehicles, including hospitals and nursing home patients. Some specific transportation considerations are:

1. Specialized transportation includes alternate vehicles for use as ambulances or handi-buses.
 2. Public transportation includes buses to support an evacuation.
 3. Tractor-trailers (semi's), vans, pickups, other trucks and farm equipment can be used to move supplies and materials.
 4. Identification of the financial source for payment of such services.
- D. All government vehicles designated as essential to emergency operations will be serviced by local government during the actual operational period. Disaster related costs should be documented.
- E. Labor requirements may be obtained through local government and private agency's utilization of their own personal resources, volunteer agencies, fraternal and social organizations, and job service sources. Normal work assignments may be re-assigned for the duration of the declared emergency.
- F. Heavy equipment resources will come primarily from government agencies such as the Douglas County Engineer's Office. Additional assistance may be requested from the State Department of Roads. Also, heavy equipment could be contracted from construction firms and private contractors. A list of equipment resources is maintained with Public Works and the Engineer's Office.
- G. Unless otherwise determined, equipment provided by the various agencies and private organizations will be maintained and parked in the "yards", but preferably in the designated staging areas.
- H. All volunteers will register with a Volunteer Coordinator. Procedures for managing a volunteer work force are discussed in Attachment 3 to this Annex.
- I. Volunteers assigned to work on public facilities and grounds must be registered, identified, and have the work assignments tracked and in some incidents they must be security screened to:
1. Assure the safety and security of the volunteers,
 2. Assure the safety and security of the victims and property,
 3. Assign the best qualified volunteers to appropriate tasks in a timely manner,

- 4. Reduce the risk of liability to the jurisdiction,
 - 5. To document the hours of donated labor that may be used to off-set the non-Federal share of Category A (Debris management) and Category B (Emergency Protection) programs costs. See Annex C, Attachment 1, Debris Management
- J. All responding organizations and agencies will develop, maintain and provide upon request, records of appropriate materiel, equipment, professional services and financial donations. All resources such as used equipment, expendables, non-expendables, human resources including volunteers will be tracked and accounted for through the response and recovery phases.

VI. ADMINISTRATION AND LOGISTICS

- A. The Douglas County Treasurer, City and Village Clerks / Treasurers will maintain official records and accounting of materials and supplies used and funds expended in support of emergency operations for possible reimbursements by local, state, or federal governments. All department heads will maintain appropriate records regarding specific contracts, contractual agreements, employee overtime, and equipment operating costs and make these available upon request.
- B. The Douglas County Emergency Management Agency and other appropriate local officials, will review this Annex annually and modify as needed to reflect local operational capabilities and plans.

VII. TRAINING AND EXERCISING

A. Training:

Training programs will be consistent with the five-year Homeland Security Exercise Plan. Training supported by the Homeland Security grant process must be Department of Homeland Security (DHS) approved.

B. Exercising:

All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

LIST OF ATTACHMENTS

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2	Job Aids: Various Volunteer Registration, Work Assignment Forms	L-23
3	Douglas County Affiliated Volunteer Group Community Event, Group Activity and Deployment Application Form	L-25

TRANSPORTATION RESOURCES

The following resources are available for emergency use in the Tri-County Region:

Organization Contact Name	Phone	Bus Resources	Other Resources
Metro	402-341-0800	141, 2 wheelchair spaces per large bus	
MOBY	402-346-8779		23 w/3-5 chair capacity 60 passenger vans
Student Transportation of America	402-933-0661	100 w/ capacity for 71 adults	
Bellevue Public Schools	402-293-5050	10 w/ capacity for 69 adults 11 w/ capacity for 84 adults 3 w/ capacity for 78 adults 2 w/ capacity for 75 adults 1 w capacity for 61 adults 2 w capacity for 15 adults 17 w/ capacity for 24 adults (19 are handicapped accessible)	2 5 passenger vans 5 10 passenger vans
First Student	402-339-4496	9 w/ capacity for 77 adults 1 w/ capacity for 84 adults 1 w/ capacity for 90 adults 3 w/ capacity for 16 adults (2 with handicap lifts)	
Gretna Public Schools	402-332-3265	11 w/ capacity for 84 adults 1 w/ capacity for 81 adults 1 w/ capacity for 78 adults 1 w/ capacity for 66 adults	4 Minivans 9 passenger or 5 wheelchair 10 9 passenger vans
Varsity Transport (Papio LaVista)	402-592-9422	15 64 passenger 1 44 passenger	
Papillion-LaVista Schools	402-898-0483		18 7-passenger vans
Shared Mobility	402-345-6640		7 wheelchair vans 2 15-passenger vans 3 6-7-passenger minivans
Capital Express	402-592-9062		100 cargo vans/cars
Happy Cab	402-333-taxi		200 Cabs

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VOLUNTEER COORDINATION DURING DISASTER RESPONSE and RECOVERY

- I. The Emergency Operations Center Manager will appoint a Volunteer Management Unit Leader who will report to the Logistics Section Chief. The Volunteer Management Unit Leader and will coordinate the work requirements of the disaster with the volunteer assets. If there is no Volunteer Management Unit Leader, the Logistics Section Chief will manage the volunteer program.
 - A. The Volunteer Management Unit Leader will work with the Logistics Section Chief, the EOC Operations Manager, or the Douglas County Emergency Management Agency Director and, as needed, the Incident Commander.
 - B. Dependent upon the situation, the Volunteer Management Unit Leader may establish a group to assist in carrying out the responsibilities of this function. This group, a part of the Resource Management or Administration section (NIMS), will constitute the Volunteer Processing Center (VPC).
 - C. The Tri-County CERT will assist the Volunteer Management Unit Leader in the management of spontaneous volunteers. CERT has trained Crew Leaders and communications assets.
 - D. Heartland REACT will provide additional communication support for the management of spontaneous volunteers.

- II. Procedures and responsibilities of volunteer coordination:
 - A. The Logistics Section Chief/ Volunteer Management Unit Leader will receive the requests for assistance from affected individuals or agencies and prioritize them in accordance with processes established by the EOC Operations Manager.
 - B. Volunteers will register at the Volunteer Processing Center (VPC) or another similar location designated by the Volunteer Management Unit Leader or the Emergency Operations Center Manager or designee. Information regarding volunteer opportunities and the registration process will be disseminated from the EOC to the public and potential volunteers by means of joint media releases from the lead PIO.
 - C. The Volunteer Management Unit Leader will work with the Public Information Officer to coordinate public announcements about the volunteer registration locations as well as other necessary information regarding this effort.
 - D. The PIO will prepare media releases asking for volunteers and/or providing information about the volunteer process. It is advisable to have prepared messages containing information about:

1. How and where to register for volunteer work,
 2. Jurisdictional guidance about those under 18 years old and their access to the site; whether parent/guardian must sign registration,
 3. The need to have valid identification,
 4. The duration and types of volunteer work needed,
 5. The types of skills, equipment and number of volunteers needed,
 6. Limitations for volunteers such as medical conditions that may limit activities, allergies, tetanus shot information (i.e. date of last tetanus shot and/or location of where to receive tetanus shot),
 7. Appropriate clothing and protective clothing such as steel-toed shoes, waterproof boots, full length pants or jeans, full shirts preferable long sleeved, jacket, rain gear, gloves, hat or hard hat, protective eyewear, sunscreen, insect repellent,
 8. Appropriate tools to bring such as shovels, brooms, buckets, mops or hand tools and chain saws and their responsibility to use and track them appropriately,
 9. Parking areas and Staging areas for transportation to and from the work site(s), and
 10. Information about water, snacks, lunches and smoking.
- E. Registration of volunteers should include:
1. A registration card (pre-printed, if possible, see example) with:
 - a. Name,
 - b. Individual or organization represented,
 - c. Equipment assets available, special training or skills,
 - d. Name/phone number for notification if there is an emergency,
 - e. A reference for verification (screening) purposes for specialty or sensitive tasks,
 - f. Skills appropriate for the volunteer tasks.
 2. Groups or organizations donating time, labor, and materials and wishing to remain anonymous must have a designated point of contact (POC). The

POC is responsible for reporting the numbers of volunteers, kinds of work accomplished, donations, etc. to the EOC or Volunteer Management Unit Leader. The POC is also responsible for the safety and actions of the organization.

3. Long-term volunteers such as those working in the EOC, communications support volunteers, Volunteer Management Unit Leaders, and mass care coordinators should have a written job description, the nature of the assignment, the expectations, prohibitions and consequences.
 4. Being assigned work appropriate to capability and possible equipment assets of the volunteer.
 5. Giving the volunteer a means of identification (e.g. wristband, cards, badges) that indicates that the wearer has been granted authorized access to the disaster area. Volunteers already affiliated with a response agency prior to the event may use their pre-issued agency identification for this purpose. All other volunteers will be considered spontaneous volunteers and will be issued a wristband or other form of temporary identification to be used during a single event. It is recommended that temporary forms of identification be reissued daily.
 6. Prior to deployment to the disaster area, volunteers should be given a safety briefing.
- F. The safety briefing should include statements or a handout indicating:
1. The jurisdiction's appreciation for their concern and a warning that their enthusiasm may lead to unsafe decisions,
 2. The worksite communications structure: who their immediate supervisor is, when they are to start/stop work and where, what their assignment is, how long the work period is, how to reach someone for help, how to obtain extra supplies, field condition safety issues, etc.,
 3. The kinds of hazards they may find at the work site and the need to listen to the crew leader and follow his/her guidance concerning the work site,
 4. The use of appropriate clothing for the season and community and the use of personal protection equipment such as boots, gloves, hats, long pants, sunscreen, insect repellent,
 5. The responsibility for personally owned equipment and adherence to the provisions in the most current DCEMA volunteer policy,
 6. The limited availability of water in the work area and encouragement to bring a personal water container to stay hydrated,

7. The location of portable toilets and other means of meeting hygiene needs,
 8. That flood waters and storm debris should be considered as contaminated and containing bacteria; therefore, wash hands, face before eating, drinking;
 9. The need to seek immediate medical treatment for all injuries and insect bites,
 10. That stray pets or wild animals may be encountered and they should inform the crew leader and avoid the animal,
 11. How to retrieve and safely store personal items found such as pictures, clothing, electronics, other household items,
 12. That looting is a crime,
 13. That storm debris contains many heavy, sharp items, get help lifting, use heavy gloves or ask the crew leader to call for heavy equipment,
 14. That disasters often dislodge hazardous materials and they are to follow the instructions of trained Hazmat responders,
 15. Information about the possibility of encountering victims, in shock, injured or deceased, and injured or dead animals. They are to follow the instructions given at the work site, and
 16. Information about disaster stress and anxiety: that although they will be unable to undo the effects of the disaster; ; that each is helping - one step at a time to assist the victims; that if they recover one picture, lost toy, care for one disoriented victim, then they have helped ease the suffering and allowed that person to begin recovery.
- G. The Volunteer Management Unit Leader will establish and maintain a system of communicating with Crew Leaders to receive periodic updates on the volunteers, work accomplished, injuries, additional resources needed.
- H The Volunteer Management Unit Leader/Crew Leaders must ensure that volunteers return to the registration desk or official exit point after completing their work assignment and notify the Coordinator that the work has been completed or additional resources are needed. If volunteers wish to continue working, they will receive a new assignment.
- I. The Volunteer Management Unit Leader will update the Logistics Section Chief frequently on:
1. Personnel and equipment being volunteered,

2. Work being accomplished in the disaster area, and
 3. Additional resources needed or unusual circumstances that are of concern.
- J. The Volunteer Management Unit Leader will complete a summary of all volunteer time, material, services and equipment provided during the event. This summary will be forwarded to the Logistics Section Chief, the EOC and possibly the jurisdiction's Clerk's office.
- K. Sample volunteer registration and job assignment forms are available in Attachment 4 and in the Emergency Manager's Handbook

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Citizen Corps – Volunteer Resources

The Nebraska Citizen Corps program, <http://www.citizencorps.gov>, provides training and information to citizens regarding disaster preparedness and, response, promoting the goal of being self-sufficient for 72 hours. It also provides volunteer opportunities for preparedness education and outreach. Citizen Corps has five partner programs: Medical Reserve Corps (MRC), Community Emergency Response Team (CERT), Volunteers in Police Services (VIPS), Fire Corps, and Neighborhood Watch. Not all counties in Nebraska have Citizen Corps Councils, nor all of these programs

A. Medical Reserve Corps (MRC)

The MRC provides volunteers in disasters or public health events. These volunteers can provide medical and health care, administrative, organizational, and logistical support. There are seven MRC regions in Nebraska, see map, Annex G, Attachment 4. The Regional MRC coordinators can notify volunteers when needed for deployment.

B. Community Emergency Response Team (CERT)

CERT trains volunteers in disaster preparedness, light search and rescue, damage assessment, disaster first aid, triage, fire suppression, and basic disaster psychology. CERT volunteers can assist first responders or be used to support community events.

C. Volunteers in Police Services (VIPS)

VIPS provides support and resources for agencies that wish to use the skills of citizen volunteers. The goal is to enhance the capacity of state and local law enforcement to utilize volunteers.

D. Fire Corps

The Fire Corps provides support and resources for fire departments interested in using volunteers to help fill administrative and service roles. Firefighters are then free to focus on their specialized duties. The goal is to aid in fire prevention, response, and education through the volunteers working with the fire department.

E. Neighborhood Watch

The Neighborhood Watch program encourages citizens to be vigilant and proactive about community safety. Issues such as, "eyes-and-ears" training and target-hardening techniques form the core of the program. As groups have grown, the citizens' roles have become more multifaceted and tailored to local needs. USAonWatch, the face of the National Neighborhood Watch Program, empowers citizens to become active in homeland security efforts and to provide information, training, technical support and resources to local law enforcement agencies and citizens.

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JOB AIDS: VOLUNTEER COORDINATION

REGISTRATION FORMS, JOB REQUEST FORMS AND JOB ASSIGNMENTS

The following have been provided by Nebraska Emergency Managers and others in an effort to assist the Volunteer Coordination team during disaster response. The local Emergency Manager may use any of these as is or modify them to fit their situation.

Note that each serves a slightly different purpose.

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Douglas County Affiliated Volunteer Group

Community Event, Group Activity and Deployment Application Form v.3

Name of Volunteer Group: _____ Date of Application: _____

Group Contacts for this Application.

Primary: Printed Name: _____; Signature: _____

Cell Phone: _____; Email: _____

Secondary: Printed Name: _____; Cell Phone: _____

Email: _____

Name of Community Event / Group Activity / Incident:

Organization / entity requesting the Volunteer Group (if sponsor so state):

Requesting Organization Point of Contact: _____ Phone #: _____

Group Activity Category(ies), check all that apply: _____ Community Service _____ Exercise

_____ Training _____ Emergency Deployment _____ Other (describe):

Location(s) in Douglas County where volunteer group activity(ies) will be performed:

Approximate date(s) and times in which the group's activities will be performed:

The specific activities to be performed by members of the group will be limited to the following:

Anticipated number of group volunteers participating in each activity to be performed:

List below and provide supporting attachments (e.g. announcement, agenda, email requests, etc.):

Sponsoring Organization: _____

Sponsor Point of Contact: _____ Phone # _____

Email to: whitney.shipley@douglascounty-ne.gov or Fax to: 402-345-2060

Accepted by DCEMA: _____

Printed Name

Signature and Date

VOLUNTEER REGISTRATION INFORMATION

This form is used for all volunteers: full-time, occasional or specific disasters.

**PLEASE PRINT CLEARLY, COMPLETE AS BEST YOU CAN, RETURN THIS TO A
COORDINATOR AT THE REGISTRATION CENTER/TABLE OR FAX TO _____**

I am willing to volunteer: for this disaster _____, or work in this county _____,
a neighboring county _____, anywhere in NE _____, anywhere in US _____
Mr. ___ Mrs. ___ Ms. ___ Name (first) _____ (last) _____ DOB ___ / ___ / ___

Home Address _____ E-Mail address _____

Day Phone _____ Evening phone _____ Today's date ___ / ___ / ___

Emergency contact _____ Relationship _____ Emergency phone _____

Occupation _____ Employer _____

Business address _____ City _____ ST _____ ZIP _____

Medical conditions that may limit activity _____ Allergic to _____

If under 18, a parent or guardian must sign here as approval to work: _____

I am a year-round Nebraska resident: yes ___ no ___; if not, which months available? _____

I am currently affiliated with the _____ disaster agency and have been trained in the following
special skills: _____

Skills; Please check all that apply that you are willing to use.

Medical

Doctor/Nurse/EMT
 First Aid
 Mental health counsel
 Veterinarian
 Veterinarian Tech

Communications

CB or HAM operator
 Hotline/rumor control
 Public relations
 Media: print, electronic
 Web page design/maint.
 Public speaking

Languages:

Spanish
 Vietnamese
 Ukrainian
 Bosnian
 Russian
 Chinese
 Arabic
 Other _____

Office Support

Clerical-filing, copying
 Data entry

Phone center
 Word processing
 Messenger
 Auditing/accounting
 Other _____

Service

Food; prep, serve, clean
 Elder/disabled care
 Child care
 Shelter management
 Spiritual counseling
 Social work
 Citizen Corps
 Search and rescue
 Traffic control
 Crime watch
 Animal rescue/care
 Waste Disposal

Structural

Damage assessment
 Metal construction
 Wood construction
 Masonry construct
 Plumbing
 Electrical
 Roofing

Transportation

(use A = available for use)
(use O= qualified operator)
 Car
 Van / station wagon
 Truck, capacity _____
4WD/ATV
 Boat, capacity _____
 CDL- Class _____
 Maintenance/repair

Labor

Loading / shipping
 Sort/Inventory/packing
 Clean-up debris
 Supervisory experience

Equipment

(use A = available for use)
(use O= qualified operator)
 Backhoe
 Chainsaw
 Generator
 Skid loader
 Front-end loader
 Other _____

VOLUNTEER REGISTRATION INFORMATION

- Side 2 -

(Emergency Manager NOTE: This statements below are suggestions only. The following has not been reviewed by any legal representative for the state of Nebraska, nor shall it be construed to alter any law, executive order, rule, regulation, or local jurisdiction’s resolution concerning liability for volunteers assisting in disaster work. EMs are advised to have their county attorney review and provide guidance on the following statement.)

The Volunteer Protection Act of 1997 provides legal immunity for registered volunteers working in disaster-related functions, who are working within the scope of their assigned responsibilities, are acting in good faith and are not guilty of gross negligence.

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless the Coordination Agency, Local Governments, State of Nebraska, disaster response and recovery supporting non-profit, non-government Agencies, the organizers, sponsors and supervisors of all disaster preparedness, response and recovery activities from all liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I choose to participate.

I likewise hold harmless from liability any person transporting me to or from any disaster relief activity.

In addition, disaster relief officials have permission to utilize any photographs, digital images, or videos taken of me foe publicity or training purposes.

I will abide by all safety instructions and information provided to me during disaster relief efforts.

I expressly agree that this release, waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Nebraska, and that if any portion thereof is held invalid, it is agreed that the balance shall notwithstanding, continue in full force.

I have no know physical or mental conditions, except as indicated on the reverse side of this form, that would impair my capability to participate fully, as intended or expected of me.

I have carefully read this release and indemnification and understand the contents thereof and sign this release as my own free act.

Signature _____ Date _____

Parent/Guardian, if under 18 _____ Date_____

Please return this signed form to the registration desk or Volunteer Coordinator

COUNTY NAME/LOGO

REQUEST FOR VOLUNTEER HELP

REQUEST # _____

COMPLETE ONE REQUEST FOR EACH PROPERTY OWNER'S/AGENCY'S REQUEST FOR HELP

Date of request _____ Coordinator _____

Individual Agency Contact person _____ Phone(s) _____

Location of work site _____

Directions to site: _____

Type of work: _____

Special physical or hazardous conditions: _____

Special skills / equipment needed: _____

Estimated number needed: _____ Duration of job: (days/hours) _____

When work can begin: _____

CONTACT WITH REQUESTOR:

Date	Comments	Coordinator

VOLUNTEERS REFERRED

NAME	DATE	NAME	DATE

(USE ADDITIONAL PAGES AS NEEDED)

TASK COMPLETED ON ___ / ___ / ___ CANNOT FILL REQUEST _____

COORDINATOR: WHEN THE WORK HAS BEEN COMPLETED, RETURN THIS RECORD TO THE APPROPRIATE SECTION (Logistics or Administrative) AT THE EOC.

Volunteer Sign-in / Sign out and Assignment Sheet

Disaster _____ Coordinator _____ Date _____ Crew Leader _____ Page _____

NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	

Volunteer Sign-In / Sign-out and Assignment Sheet

_____ County Disaster _____ Coordinator _____ Date _____ Page _____

NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			

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