SAUNDERS COUNTY, NEBRASKA

LOCAL EMERGENCY OPERATIONS PLAN

Dated August 14, 2014

This Plan complies with Title VI

of the Civil Rights Acts of 1964 (P. L. 88-352)

in that it was developed and actions described

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

Saunders County Emergency Management Agency

with the assistance of the

Nebraska Emergency Management Agency, Lincoln, Nebraska

RECORD OF CHANGES

CHANGE NUMBER	DATE OF CHANGE	DATE ENTERED	CHANGE MADE BY (SIGNATURE)

SAUNDERS COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

This Saunders County Emergency Operations Plan establishes the standardized policies, plans, guidelines and procedures that will allow all our emergency resources, governmental and non-governmental, to collectively manage and coordinate the preparation, prevention, response, recovery and mitigation functions effectively and in a consistent manner, as a team, when disaster strikes. In content and in format, the Local Emergency Operations Plan (LEOP) is consistent with the National Incident Management System (NIMS) and with the current nationwide concept embodied in the Integrated Emergency Management System (IEMS). This Plan provides for performing specific functions across the full spectrum of hazards. Most responsibilities, tasks and capabilities apply across a broad range of hazards. By treating them in this manner we show an integrated approach to disaster management. Unique aspects of certain hazards are addressed separately, where necessary. Therefore, this is truly a multi-hazard functional plan.

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

1. Basic Plan: serves as an overview of the County's approach to emergency management, assigns responsibilities, and defines broad policies, plans, and procedures.

2. Annexes: twelve functional Annexes that address the task areas deemed critical to emergency response and recovery.

3. Appendices: these sections support various Annexes and generally address unique hazard specific requirements or actions.

4. Tabs: where necessary, procedures or guidelines for carrying out specific tasks defined in Annexes or Appendices 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, strategic guidance for the emergency management agency, provide resources during emergency preparedness, response, recovery activities, give trained responders the authority to accomplish the incident objectives.

The 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 auxiliaries and personnel and resources available from neighboring jurisdictions or the State, will conduct emergency operations. First responders will provide the Incident Command to address life safety, stabilize the incident and conserve property.

This Plan, approved by the elected officials, has twelve 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 rigorous training and exercise program.

RESOLUTION #9-2015

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

WHEREAS, it has been determined that a Saunders County Local Emergency Operations Plan has been developed in order to provide for a coordinated response to a disaster or emergency in Saunders County, and other cities and villages in Saunders County; and

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

WHEREAS, the acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans;

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

PASSED AND APPROVED THIS 27 DAY OF January, 2015.

Chairperson, Saunders County
Board of Supervisors

COUNTY CLERK
Seal
SAUNDERS COUNTY NEBRASKA

Motion by Rastovski, seconded by Sukstorf to adopt **Resolution #9-2015** approving of the 2014 Saunders County Local Emergency Operation Plan (LEOP). Voting yes were Rastovski, Mach, Sukstorf, Hanson, Lutton and Karloff. Voting no were none. Motion carried.

ATTEST:

County Clerk

R E S O L U T I O N

Council Member _____ offers the following resolution and moves its adoption, seconded by Council member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency the City of Ashland in Saunders County, the Ashland City Council deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Mayor, City of Ashland

ATTEST:

_____

City Clerk

R E S O L U T I O N

Council Member _____ offers the following resolution and moves its adoption, seconded by Council member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the City of Wahoo City Council deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Mayor, City of Wahoo

ATTEST:

_____

City Clerk

R E S O L U T I O N

Council Member _____ offers the following resolution and moves its adoption, seconded by Council member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the City of Yutan City Council deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Mayor, City of Yutan

ATTEST:

_____

City Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Cedar Bluffs Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Cedar Bluffs

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Ceresco Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Ceresco

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Colon Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Colon

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Ithaca Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Ithaca

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Leshara Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Leshara

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Malmo Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Malmo

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Mead Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Mead

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Memphis Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Memphis

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Morse Bluff Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Morse Bluff

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Prague Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Prague

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Valparaiso Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Valparaiso

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of Weston Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of Weston

ATTEST:

_____

Village Clerk

R E S O L U T I O N

Board Member _____ offers the following resolution and moves its adoption, seconded by Board Member _____:

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Saunders County, the Village of _____ and other cities and villages in Saunders County, the _____ Village Board deems it advisable and in the best interests of the community and the County to approve the attached Saunders County Local Emergency Operations Plan. Acceptance of this 2014 Local Emergency Operations Plan supersedes all previous approved Saunders County Local Emergency Operations Plans.

PASSED AND APPROVED THIS ____ DAY OF _____, 2014.

_____

Board Chair, Village of _____

ATTEST:

_____

Village Clerk

SIGNATURE PAGE

We, the undersigned, have reviewed the Local Emergency Operations Plan (LEOP) for Saunders County. We accept the responsibilities pertaining to our organization as defined in the Plan and will respond as required in the event of an emergency, disaster, or plan implementation.

Saunders County Local Emergency Planning Committee (LEPC)	Date
Saunders County Sheriff	Date
Ashland Police Department	Date
Ashland Fire Chief	Date
Ashland EMS Captain	Date
Cedar Bluffs Police Department	Date
Cedar Bluffs Fire Chief	Date
Cedar Bluffs EMS Captain	Date
Ceresco Police Department	Date
Ceresco Fire Chief	Date

Ceresco EMS Captain	Date
Colon Fire Chief	Date
Ithaca Fire Chief	Date
Malmo Fire Chief	Date
Mead Police Department	Date
Mead Fire Chief	Date
Mead EMS Captain	Date
Morse Bluff Fire Chief	Date
Prague Fire Chief	Date
Prague EMS Captain	Date
Valparaiso Fire Chief	Date
Valparaiso EMS Captain	Date

SIGNATURE PAGE continued

Wahoo Police Department	Date
Wahoo Fire Chief	Date
Wahoo EMS Captain	Date
Weston Fire Chief	Date
Weston EMS Captain	Date
Yutan Police Department	Date
Yutan Fire Chief	Date
Yutan EMS Captain	Date
Saunders County Assessor	Date
Saunders County Clerk	Date
Saunders County Highway Superintendent	Date

Three Rivers Public Health Director	Date
American Red Cross Heartland Chapter	Date
Saunders County Emergency Management Director	Date

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Public Information Officer	1	4	
Damage Assessment Officer	1	5	
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Mayor	1	12	
City Administrator orCity Clerk	1	13	
Police Chief	1	14	
Fire Chief	1	15	
Public Works Director	1	16	
Superintendent/Principal of Schools	1	17	
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(Distribution List continued) Individual/Organization	Number of Hard Copies	Copy Number	email PDF
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NEMA	3	23-25	
Dept. of Environmental Quality	1	26	
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USDA State Emergency Board	1	27	
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Nebraska Forest Service			PDF
Nebraska Department of Health and Human Services, Division of Public Health			PDF

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.

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) Plan: 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) Plan: Planning should be instituted at all levels of government, across the private sector and non-governmental organizations, as appropriate, to ensure 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), Cooperative Extension Service (CES). The Emergency Manager is usually also a member.

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 houses 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 event that interrupts the daily function of the jurisdiction and requires an emergency response.

Emergency Worker: A person or persons who are 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 direction and control in an emergency or disaster.

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

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 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 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: 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.

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.

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 Status Report (ISR): The ISR is used by emergency managers to report an emergency management incident to NEMA. Initial field responders and public works agencies us the ISR to collecting 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 could 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: The MOU agreement NEMA has with Cities is 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, in/out of, 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 a risk of cancer.

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: A 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 is 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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SAUNDERS COUNTY
BASIC EMERGENCY OPERATIONS PLAN

I. PURPOSE

This Plan predetermines, to the extent possible, actions taken by responsible elements of the governments within Saunders County including its cities, villages, and cooperating private organizations to:

A. Detect and protect against, threats or incidents of terrorism, natural disasters, major emergencies, and incidents of national significance,

B. Prevent against avoidable disasters by reducing the vulnerability of Saunders County residents to any disasters that may strike,

C. Establish 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 emergency involving extensive damage or other detrimental effect on normal life within the community.

II. AUTHORITY

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 events);

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. State of Nebraska, Executive Order 05-02, State Adoption of the National Incident Management System (NIMS), March 4, 2005.

N. Joint Resolution and Agreement, dated November 13 2009, establishing the East Central Region Planning, Exercise, and Training Region

O. Saunders County Resolution, dated August 14, 2014, establishing the 2014 Saunders County Local Emergency Operations Plan (LEOP);

III. SITUATION

A. Saunders County, with a residential population of approximately 21000_ persons, is vulnerable to many hazards that can disrupt the community, create damage and cause injury or death. The Saunders County Hazard Analysis and the Emergency Management Director, has identified hazards which could affect the population or public and private property. The most severe of these hazards are weather related storms or floods, infectious disease, and hazardous materials

B. Saunders County and its incorporated jurisdictions have significant emergency response resources and capabilities. 6 law enforcement agencies, 13 fire departments, 9 rescue squads and the Saunders County Medical Center Hospital provide emergency services on a day-to-day basis. During and after a disaster, the use of these emergency resources and other governmental and private response and recovery capabilities will minimize the effects of the disaster.

C. An incident or emergency at the Fort Calhoun Nuclear Power Station which is located near Fort Calhoun in Washington County, is another special hazard consideration for Saunders County. Saunders County is not located in the Plume Exposure Emergency Planning Zone (10 mile EPZ). However, Saunders 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. Refer to the State Radiological Emergency Response Plan for Nuclear Power Station Incidents, dated April 2010, Change 2, April 30, 2013 for response requirements.

IV. ASSUMPTIONS and PLANNING FACTORS

A. Outside assistance would be available in most disasters. However, it is essential for the County to be prepared to carry out disaster response and short-term recovery actions on an independent basis.

B. A major disaster may occur at any time, and at any place, in the county. In some cases, warnings and increased preparedness measures may be possible. Many disasters 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 are aware of the possible occurrence of an emergency or major disaster 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 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.

V. ORGANIZATION / RESPONSIBILITIES

A. Elected Officials Responsibilities

The responsibility for the safety and welfare of the residents of Saunders 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,

2. Provide resources during emergency preparedness, response and recovery activities.

3. Give the trained responders the authority to accomplish the 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 7 member Board of Supervisors manages the governmental activities of the County. Their authority extends to all unincorporated areas of the county.

2. Ashland is a second class city (population 2453) and functions under the Mayor/Council system. The City Council has a Council President and 5 Council Members. Day-to-day activities of the city are under the direction of a City Administrator.

3. Wahoo is a second class city (population 4510) and functions under the Mayor/Council system. The City Council has a Council President and 5 Council Members. Day-to-day activities of the city are under the direction of a City Administrator.

4. Yutan is a second class city (population 1174) and functions under the Mayor/Council system. The City Council has a Council President and 3 Council Members. Day-to-day activities of the city are under the direction of a City Administrator.

5. Cedar Bluffs (population 610), Ceresco (population 889),Colon (population 110), Ithaca (population 148), Leshara (population 112), Malmo (population 120), Mead (population 569), Memphis (population 114), Morse Bluff (population 135), Prague (population 303), Valparaiso (population 570),and Weston (population _324) are villages under the direction of Village Boards with a Board Chairperson and 4 Board Members.

C. Emergency Management

1. Saunders County Emergency Management Agency

The Saunders County Emergency Management Director, appointed by the Saunders County Board of Supervisors, will act as a disaster operations advisor to the Board. In that capacity, and as directed by the County Board, the Emergency Management 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 and personnel and resources available from neighboring jurisdictions or the State, will conduct emergency operations. In general, the Emergency Management Director:

a. Serves as the emergency preparedness and response advisor to the Saunders County Board of Supervisors.

b. Directs and controls the Saunders 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 likely to be needed during an 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.

f. Implements procedures to obtain state/federal government programs of financial and resource assistance to include the local administration and fiscal responsibility for grants, equipment obtained through grants and the training for the equipment so obtained.

g. Establishes programs to protect lives, protect property, and sustain survivors in the event of disaster.

h. Involves private sector businesses and relief organizations in planning, training and exercising.

3. City and Village Emergency Management

Currently, Cedar Bluffs has appointed Emergency Management Directors (or local title) 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 Saunders County Emergency Management Director.

D. Incident Commander

1. The Incident Commander of an event or disaster is the first 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 event, 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. Yet 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 events, 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,

   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, and

k. Authorizing information release to the public.

E. State Agencies

This Plan primarily addresses local authority in emergencies. 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

Most departments within local government have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining emergency/disaster procedures. This Plan has twelve primary functional areas of responsibility (detailed in Annexes) that define 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 this section. (See Attachment 1). 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, the conduct of all emergency operations and protective actions in the County is the responsibility of the County Board; and, in their respective political subdivisions, the responsibility of the Mayor and City Councils of Ashland, Wahoo, and Yutan and the Village Boards of Cedar Bluffs, Ceresco, Colon, Ithaca, Leshara, Malmo, Mead, Memphis, Morse Bluff, Prague, Valparaiso, and Weston. These executives constitute the Emergency Executive Group. During an emergency, they will re-locate to the Emergency Operations Center (EOC) in Wahoo, along with the Emergency Operations Staff. The Emergency Executive Group will use the expertise of the EOC staff to assist them in the Direction and Control functions. In general, executive direction and control responsibilities will be to:

a. Assign missions and tasks in support of and fulfilling 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 Communications and Warning Officer (if appointed) is responsible for coordinating EOC communications and maintaining this Annex of the LEOP; in lieu of a Communications Officer, then the Emergency Manager. Warning could be received through the NAWAS Warning Point or NOAA Weather Alert radio. In the remainder of the county, warning of the public is a primary responsibility of the SAUNDERS County Sheriff's Office.

3. Damage Assessment (Annex C)

The Public Works Director will serve as Damage Assessment Coordinator and will be responsible for ensuring that personnel and procedures are available to provide preliminary damage estimates and descriptions of the damage, including estimated costs, resulting from the disaster. This responsibility includes provisions for completing the process of requesting a local disaster proclamation through emergency

management channels. The Damage Assessment Coordinator is a member of the EOC Staff. Debris management planning guidelines, staffing and responsibilities are provided in Annex C. Red Cross and the USDA, FSA may conduct damage assessments targeted to their mission and may be able to share such information with the EOC.

4. Emergency Public Information (Annex D)

The Public Information Officer (PIO) is responsible for keeping the public advised as to the emergency. The PIO 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 Public Information Officer 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 made by the Executive Group on the advice of the Emergency Management Director but due to the severity of the situation it may be made by the Incident Commander (fire or law enforcement). The SAUNDERS County Emergency Management Director, along with any other city and village Emergency Management Directors, is responsible for establishing clear and detailed procedures for carrying out evacuations. Evacuation and sheltering plans will include consideration for individuals with access and functional needs, service or companion animals and household animals.

6. Fire Services (Annex F)

All Fire District Chiefs are responsible for fire control and rescue activities in their respective fire districts. The Fire Chief 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 Saunders 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, assist in mobile medical aid and ambulance transport, and provide light rescue of trapped or injured persons.

7. Health and Medical (Annex G)

   Emergency medical responsibilities and coordinating rescue operations include providing emergency medical care and treatment for the ill and injured, coordinating evacuation of health care patients, and managing medical resources, both personnel and equipment/supplies. This may be assigned to a Medical Coordinator. Public health responsibility has been assigned to a Public Health Coordinator. These responsibilities include the safeguarding of public health, minimizing the incidence of communicable disease, coordinating mental health care/crisis counseling, establishing environmental controls, and coordinating burial.

8. Law Enforcement (Annex H)

   The Saunders County Sheriff, the 6 Police Departments of the incorporated communities, and the Nebraska State Patrol are responsible for law enforcement, 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 security.

9. Mass Care (Annex I)

   The jurisdiction is responsible for mass care until 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 providing temporary lodging, food, clothing, and other essentials to large numbers of evacuees displaced due to disasters or crisis. Saunders County also has a responsibility for mass care coordination in the event residents of Washington County are directed to this area under nuclear power station contingencies.

10. Protective Shelter (Annex J)

    This function involves providing 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, hazardous materials spills, radioactive fallout from a nuclear attack to temperature extremes. The Emergency Management Director, with the assistance of City and Village Directors, will serve as Shelter Coordinator and be responsible for identifying appropriate shelters, establishing protective shelter procedures and coordinating shelter operations.

11. Public Works/Utilities (Annex K)

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

12. Resource Management (Annex L)

    The coordination and effective procurement, storage, distribution and utilization of personnel, equipment, supplies, facilities, and services during disaster response and recovery are important functions. Responsibility for this has been assigned to the City or Village administrators or Mayors and supported by the Saunders County Emergency Management Director and the USDA County Emergency Board (CEB). Volunteer labor and donations of money and material must be coordinated, documented and integrated into the response and recovery efforts.

G. Under the Nebraska Common Emergency Management Agreement, Saunders County has a mutual aid support responsibility to assist, as possible, Dodge, Douglas, Cass, Sarpy, Lancaster, Butler and Dodge Counties should they experience a major emergency or disaster.

H. 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 government to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions for various agencies/organizations involved in emergency management will generally parallel their normal functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Those departments, personnel efforts 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), this Plan is concerned with all types of emergency situations.

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 Saunders 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.

d. The Saunders County Continuity of Operations Plan is located in the office of Saunders County Emergency Management. It will outline the continuity of operations in all County departments.

2. Preservation of Records

The preservation of important records and taking measures to ensure continued operation and reconstitution of local government during and after catastrophic disasters or national security emergencies is the responsibility of the executives of each jurisdiction. Normally, the development and maintenance of procedures for ensuring continuity of government will be carried out for the County by the County Clerk, for

Ashland, Yutan, and Wahoo by the City Administrator, and for other local jurisdictions by the respective village clerks. A system to maintain the most recent revisions, additions, to safeguard essential records, and to recover them should the primary storage be damaged should be in place. Records to be preserved will include as a minimum:

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, blueprints, etc.) and help assess damage to public infrastructure.

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.).

3. Alternate Operating Locations

Those government departments having emergency response functions have, where necessary, identified alternate operating locations. Refer to Annex A for specific information.

4. Protection of Government Resources

Procedures and guidelines are established in this Plan and separately, to 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 in Saunders County Clerk office. City and Village records have been electronically duplicated and are stored in City or Village clerks office. Most records are electronically off site.

c. Equipment: No specific high probability hazard has been identified that could cause damage to equipment. Tornadoes could strike anywhere precluding specific equipment protection procedures. The communications capability of various emergency response

departments have been duplicated in the EOC providing a backup capability.

C. Direction and Control Relationships

1. During disaster operations, the Executive Group of the affected jurisdiction will establish coordination, leadership, and managerial decisions for the community emergency response. The Chair of the Saunders County Board and the Mayors of Saunders will operate from the Saunders County EOC or local EOC's providing overall leadership and coordination of the many emergency functions in support of the Incident Commander. The chief executives of other communities will function from their local Emergency Operating Centers.

2. The Executive Group, including the Incident Commander and the Emergency Manager must maintain situational awareness of changes in the incident due to response or recovery activities. This requires continuous monitoring of all relevant sources of information, such as on-site visits, Incident Status Reports, communications from the Incident Commander, discussions with victims and reports from volunteers and their coordinators. The new data may indicate or identify new hazards or threats as a consequence of response actions or changes in the event.

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 all disaster operations. The County Emergency Management 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 Saunders County 911 Communications Center. Communications available to the Executive Group and the EOC Staff are outlined in Annex B.

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:

1. Mitigation

Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. 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

This includes normal day-to-day readiness activities such as planning, training, and developing and testing emergency response capabilities. It would include increased readiness activities under an attack threat. Tornado, winter storm, and flood watch actions carried out when conditions are present for hazardous events to occur are also considered part of the preparedness phase. Limited staffing of the EOC may be required.

3. Response Phase

Response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage and to speed recovery. Response activities include activation of the EOC, direction and control, warning, evacuation, rescue, and other similar operations. Severe weather warnings (tornado, flash flood, winter storm, etc.) would be included in the response phase. Damage assessment actions would be initiated.

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.) would continue. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of long-term recovery actions are provision of temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas.

E. Demobilization

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. The demobilization plan includes provisions for returning resources to their original location and state of readiness and notification of return to service status; the tracking of resources and possible reimbursement for their use; documentation of responder and volunteer safety, and accountability for compliance with mutual aid provisions, plans, documentation of damage costs, direct costs, volunteer contributions and mitigation plans.

F. Notification

Initial notification of an emergency or disaster event occurring within the County would normally come from a citizen's report to law enforcement or fire services in the affected area. A hazardous materials incident notification will come from a facility with Title III reporting requirements, or from the carrier~~,~~ in the event of a transportation incident. Notification of events occurring outside of the County could come from several sources:

1. National Weather Service (NWS)

   Weather phenomena threatening the County would normally be received from the Omaha National Weather Service Station via the NAWAS distribution system followed by Weather Alert Radio.

2. Nebraska State Patrol (NSP)

   Notification of hazardous events occurring near or in the County could come from the Nebraska State Patrol via direct radio communications or telephone. See Annex B for communications details.

3. Nebraska Emergency Management Agency (NEMA)

   Back-up notification of all severe events and long-range forecasts of potential disaster situations, such as flood stage predictions could come from the Nebraska Emergency Management Agency in Lincoln. Telephone or e-mail are the normal means; although the NAWAS could also be used.

4. Adjacent Counties

   Notification of emergency or disaster events occurring in nearby or adjacent counties would normally be relayed by the affected county using direct radio communications.

G. Alerting of Key People

In accordance with local procedures, the communicator/dispatcher on duty will notify the appropriate city/village and county officials when there is a notification of a possible or actual emergency or disaster event. If the EOC is activated, officials will, as required by the situation, assemble at the EOC and be prepared to evaluate information, effect coordination, and make emergency action decisions.

H. Plan Implementation

The Chief Elected Official of the affected jurisdiction, on the advice of emergency response personnel, will decide to implement all or part of this plan. A Presidential Declaration of a Civil Defense Emergency shall mean automatic implementation of this Plan. On implementation, local executives will assume such emergency powers as are authorized by local ordinances or contained in the Nebraska Emergency Management Statutes and delegated by the Governor. The Chair of the County Board of Supervisors and/or the Mayors/Chairs of the Village Boards of the affected communities will be responsible for the implementation, management and direction of this Plan. The Chief Elected Official will support the Incident Commander in the execution of tactical operations as prioritized by the Executive Board:

1. All county and city/village officials will immediately activate their portions of the Plan and discontinue all non-essential actions. If a portion of the Plan cannot be activated, the appropriate Chief Executive will be immediately notified so alternate arrangements can be made.

2. The County Emergency Management Director will coordinate disaster operations support for emergency response services and make contact with the Nebraska Emergency Management Agency and other appropriate state and local organizations.

3. Depending on the situation, disaster declarations in accordance with RRS 81-829.50 will be made by the chief executives of Saunders County and the affected communities. The effect of a local disaster declaration shall activate the response and recovery aspects of this Plan, any other inter-jurisdictional disaster plans and to authorize the furnishing of aid and assistance from these plans. A local disaster declaration 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 (ISC).

1. The NIMS is an emergency or disaster event management, direction and control system that is standardized for use across the nation. April, 2004, the Governor of Nebraska signed a declaration stating that the NIMS and

the Incident Command System will be used by responders and officials during an emergency or disaster response. This management system clarifies decision and strategy making roles, functional operations roles and uses a common language. This incident management system can be used by a single responder for a short duration event to multi-state and governments response to a catastrophic, multi-state event. 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, and

f. use of resources and the combined efforts of all agencies under a single plan.

2. 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.

3. 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, Saunders County resources 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 disaster response actions are, or will be, beyond the capability of the local government and available mutual aid, the chief executive will prepare a local disaster declaration and request assistance from the State; see Annex A, Attachment 4. This request shall be made through the County Emergency Management Director to the Nebraska Emergency Management Agency and will contain the following information:

   a. Type of disaster,

   b. Extent of damage or loss (include fiscal estimate),

   c. Actions taken by local government, including funds expended, and

   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 finds the disaster so severe that response is beyond 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 to first responder state agencies.

3. Under disaster conditions, support by state military forces may be requested through the Nebraska Emergency Management Agency. The Saunders County Emergency Manager 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 these actions necessary in SAUNDERS County. In addition to normal 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. These methods include sirens (outdoor warning), emergency vehicles, radio, television, and local cable television. Saunders County also utilizes the Nixle mass notification system. Residents voluntarily sign up online at www.Nixle.com to receive emergency messages sent out by the Emergency Management Agency. Advising the public of proper actions to take utilizes the media and is dependent on their full 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 at home to protect themselves in the strongest part of their living facility. Most public facilities have been surveyed to identify the best protective locations. All schools, health care facilities, and major industries have tornado plans. See Annex J.

   b. Severe Temperature Shelters: Extremes in temperatures can be hazardous to medically fragile people. The local jurisdiction may provide for the safety and welfare of these individuals by opening warming or cooling shelter.

   c. Indoor Protection: For some hazardous materials incidents it is safer to keep citizens inside with doors and windows closed rather than evacuate. Frequently a chemical plume will quickly move past homes. Because air circulation systems can easily transport airborne toxic substances, instructions will be given to shut off all circulation systems for private homes and institutional facilities.

3. Evacuation: When time permits or when staying in the vicinity of a hazard effect poses a threat to the life and safety of the citizens affected, an evacuation may be ordered. Approximately 8 percent of the population reside~~s~~ 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 decisions will be made by the Incident

Commander or, if time permits, the Chief Elected Official, based on the recommendation of the Emergency Management Director. Evacuation procedures are outlined in Annex E, and in Annex H. Reception and care of evacuees are detailed in Annex I.

M. Recovery Actions

Once the emergency or disaster is under control, search and rescue operations completed, and the immediate needs of the affected citizens have been met, the Executive Group will initiate all recovery actions necessary to return the affected area to normal. If disaster assistance is provided, the chief executive will coordinate with the State and/or Federal coordinating officers. Recovery responsibilities of each agency and organization 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 in the county by the Public Works Director and in the cities and villages by the Public Works Director and Utility Superintendents. Snow and ice emergencies will be declared by the chief executive and enforced by the County Sheriff and local law enforcement.

2. Habitability Inspections (Annex K)

   After tornado strikes, high winds, floods or any other disaster that could cause structural damage, the appropriate local government will ensure that all affected structures, public and private, are safety inspected. County, City, and Village personnel will perform these 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 will be coordinated in the county by the Public Works Director, and in the cities and villages by the Utilities Superintendent in cooperation with the various public and private utility companies.

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. Because of this, all public recovery actions will comply with pertinent state and federal laws and regulations.

5. Decontamination of HazMat Spill Site (Annex F)

It is the spiller's legal and financial responsibility to clean up and minimize the risk to the public and workers' health. The Department of Environmental Quality is responsible for decisions regarding Hazardous Waste disposal. Federal law regulates on-site disposal, transportation, and off-site disposal.

6. Assistance to Individuals and Businesses (Annex G)

While their recovery from a disaster is primarily the responsibility of the affected citizens and businesses, every effort will be made to assist them, particularly those whose needs cannot be met through insurance or their own resources. The American Red Cross and the Nebraska Department of Health and Human Services will coordinate such relief efforts. Emphasis will be placed on assisting and supporting the aged, handicapped and infirm.

N. Mitigation

1. The 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. Saunders County and its communities in flood hazard areas have complied with all 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, SAUNDERS County executives will hold post-disaster discussions (After Action Reports) to determine what mitigation actions would be appropriate.

VII. ADMINISTRATION and LOGISTICS

A. Procedures

Some administrative procedures may be suspended, relaxed, or made optional under threat of disaster. Such action should be carefully considered, and the consequences should be projected realistically. Procedures to achieve this goal are detailed in this Plan, and any necessary departures from business-as-usual methods are noted.

B. Documentation

All disaster related expenditures will be documented using generally accepted accounting procedures. The documentation will be used 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

Following initial lifesaving activities, the Chair of the County Board of Supervisors/Commissioners and the Chief Executives of the cities and villages will ensure that all necessary supplies and resources are procured for the various operating departments. After a Disaster Declaration has been issued, the Chief Executive may, without prior approval of the governing body, rent, lease, procure or contract for such resources or services as are essential for maintaining the safety and well being of the population and effecting the immediate restoration of vital services. Refer to Annex L for 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 County Emergency Management Director will assess training needs, ensure that formal emergency management training programs are made available to city and county executives and personnel, and, in general, coordinate the overall training program which includes interagency, inter-jurisdictional and regional programs.

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 the roles and responsibilities of their staffs, emergency managers, responders, support agencies and the public as a whole.

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 of the elements of this Plan is essential to the maintenance of the County's emergency response capability and for ensuring the adequacy of this County Plan. It is the County Emergency Management Director's responsibility for training an Exercise Design Team which will coordinate the overall exercise program. An exercise of the "Direction and Control" aspects of this Plan should be conducted annually. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).

IX. PLAN DEVELOPMENT and MAINTENANCE

A. Responsibility

This Plan is the principal source of documentation of the County's emergency management activities. Almost every agency of government has responsibility for developing and maintaining some part of this Plan. Overall, the County Emergency Management Director will coordinate this process. The planning process is dynamic and always changing and as situations change, new hazards are identified, or capabilities improve, the Plan should also change. The Chief Executives will approve all major changes involving emergency management. The County Emergency Management Director may approve routine changes such as corrections, clarifications, staffing rosters, maps, annotations, and reporting requirements.

1. It is the responsibility of the local Emergency Management Agency to conduct an After Action Review (AAR) for each EOC activation due to an incident or exercise. This AAR should include input from all agencies, including local governments and affected private sector organizations, in the event/exercise response and initial recovery efforts. The purpose of each AAR is to identify policies, procedures, strengths and capability gaps, and the communications and coordination between and among the involved agencies/organizations. Recommended and implemented changes of EMA policy/procedures, agencies' or officials' roles and responsibilities should be documented in an update to this Plan. DHS grant sponsored exercises must meet all Homeland Security Exercise and Evaluation Program reporting requirements and timelines. Likewise, all exercises using DHS planning funds must be recorded on the state's five-year planning calendar.

   Correcting or addressing the identified needs for additional training, changes in tactical procedures (revised SOPs), lack of specialized teams or resources is the responsibility of the individual organizations/agencies.

The EMA will be a local point of contact for obtaining information and/or coordination of such training, policy development, for information about obtaining additional resources (available grants or other funding sources) or assistance in developing improved incident management strategies.

2. Each agency, department or organization with responsibilities under this Plan will develop and maintain written procedures for carrying out their assigned tasks. Those local, jurisdictional standard operating procedures (SOPs) will be considered as supplements to this Plan.

B. Review

This Plan and all Annexes and procedures will be updated as the need for a change becomes apparent. Additionally, all portions of the Plan, including operating procedures will be thoroughly reviewed annually and appropriate changes made. Currently, every five (5) years from the date of acceptance of this plan by the County, the LEOP will be revised to reflect major changes as directed by the state or federal governments as required to maintain compliance. The County Emergency Management Director will ensure that this review process is carried out on a timely basis.

C. Recertification

Provisions will be made for periodic recertification of this Plan by the governing bodies of Saunders County and the cities and villages of Ashland, Cedar Bluffs, Ceresco, Colon, Ithaca, Leshara, Malmo, Mead, Memphis, Morse Bluff, Prague, Valparaiso, Weston, Wahoo, and Yutan. This would normally occur after any significant change in elected officials. The Emergency Management Director will ensure that this is accomplished.

D. Distribution

The County Emergency Management Director will ensure that this Plan and all formal changes are distributed on the local level in accordance with the Plan Distribution List on page xiii. The Nebraska Emergency Management Agency will be responsible for distribution to 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 County Emergency Management Agency and by the Nebraska Emergency Management Agency to ensure that all individuals, agencies, and organizations have received current copies of the Plan.

X. REFERENCES

A. Nebraska State Emergency Operations Plan (SEOP), dated 2 February, 2009, Change 3 – February 2012;

B. Nebraska State Emergency Alert System Operational Plan, July 2012, as revised;

C. 2012 North American Emergency Response Guidebook;

D. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987, updated 2001;

E. Comprehensive Preparedness Guide (CPG) 101 Version 2.0, Nov 2010.

F. Nebraska State Radiological Emergency Response Plan for Nuclear Power Station Incidents, April 2010, Change 2, April 30, 2013.

G. NUREG 0654/FEMA REP 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Stations, issued November 1980

LIST of ATTACHMENTS

Attachments#	Item	Page
1	Functional Responsibility Charts	27

FUNCTIONAL RESPONSIBILITY CHART

EXECUTIVE GROUP

P = primary responsibility, **S** = secondary responsibility

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

EMERGENCY MANAGEMENT ORGANIZATION

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, **S** = secondary responsibility

ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L	
FUNCTIONS → / POSITIONS or AGENCIES, Others ↓	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelters	Public Works	Resource Management	Plan Update, Maintenance
SAUNDERS County/Region SAUNDERS Emergency Mgt. Coordinator	S	S	S	S	S	P	S	S	S	S	S	S	S	P
Community/Deputy Emergency Managers	S	S	S	S	S	P	S	S	S	S	S	S	S	P
Public Information Officer		S			P									S
Communications and Warning Officer		S	P	S	S									S
Radiological Officer		S		S			S	S						S
Medical Coordinator								P		S	S			S
Public Health Coordinator				S				P		S	S			S
Damage Assessment Coordinator				P								S	S	

FUNCTIONAL RESPONSIBILITY CHART

COUNTY OFFICIALS

P = primary responsibility, **S** = secondary responsibility

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

FUNCTIONAL RESPONSIBILITY CHART

CITY OFFICIALS

P = primary responsibility, **S** = secondary responsibility

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

OTHER ORGANIZATIONS AGENCIES

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, **S** = secondary responsibility

ANNEXES →		A	B	C	D	E	F	G	H	I	J	K	L	
FUNCTIONS → / POSITIONS or AGENCIES, Others ↓	Continuity of Government	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelters	Public Works	Resource Management	Plan Update, Maintenance
____ Chapter, Red Cross				S				S		P				S
State Fire Marshall				S			P				S	S	S	
Nebraska State Patrol						S			P					
____Office, NE Health and Human Services System								P		S				S
_____ Mutual Aid Association				S			P	S						
_____ Amateur Radio Club			S	S						S	S			
_____ Telephone Company			S	S								S		
_____ Communications Company			S	S								S		
Black Hills Energy Natural Gas				S								S		
Omaha Public Power District				S								S		

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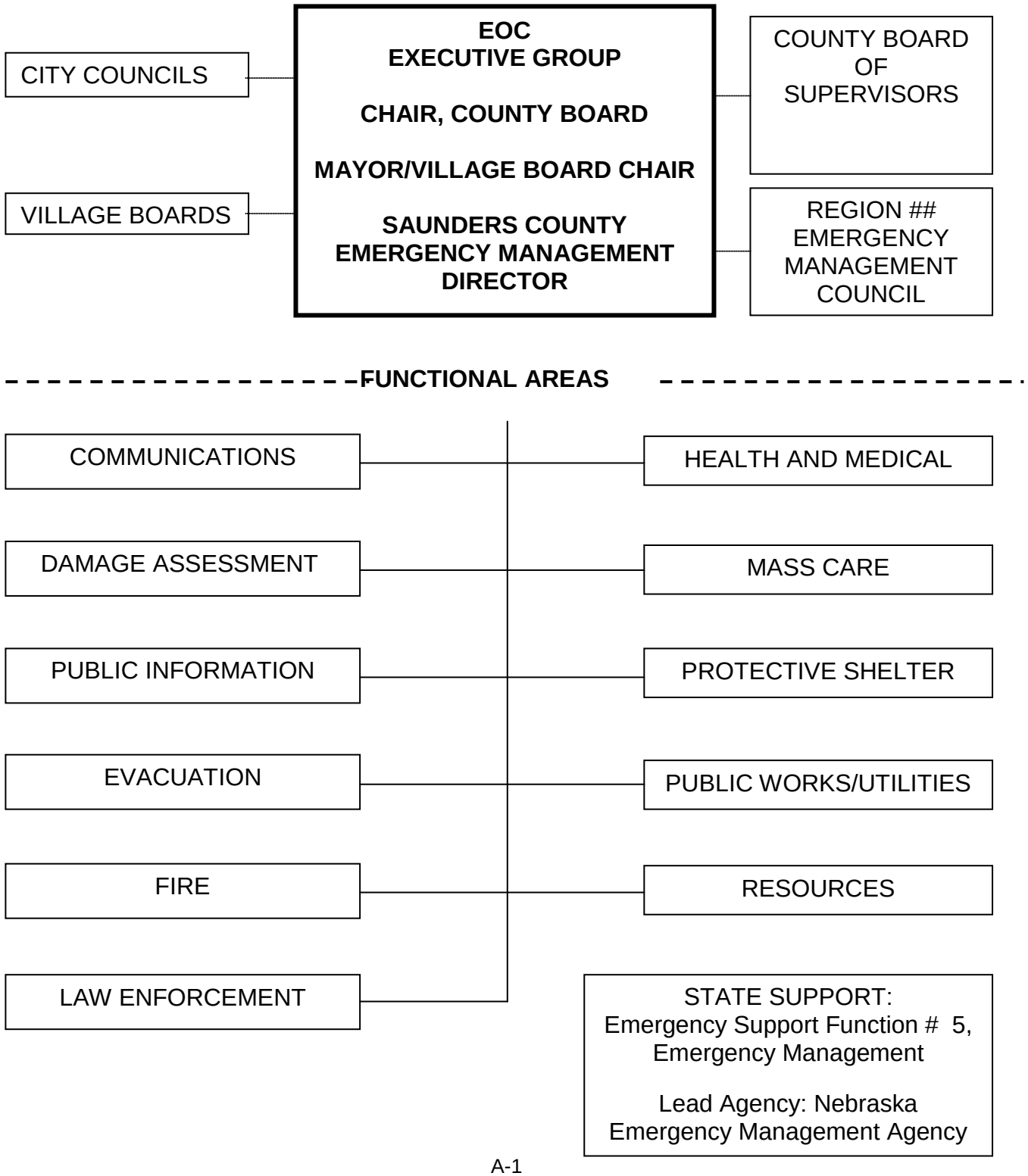
DIRECTION and CONTROL

ORGANIZATION CHART



DIRECTION AND CONTROL

I. PURPOSE

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

II. SITUATION

A. The Saunders County Emergency Operating Center (EOC) is located at 387 North Chestnut, Wahoo NE.

1. The EOC is/is not considered to be an adequate tornado shelter. Maximum staffing is 30 persons.

2. A generator with 2 days of fuel, supplies adequate auxiliary power.

3. The EOC is equipped with a NAWAS (National Warning System) Drop and installed radio capability to communicate with law enforcement, fire/EMS departments, and amateur and CB radio(list others), 10 of lines) telephone lines, Internet, video and teleconferencing systems are operational with additional standby capability.

4. The EOC is maintained in a fully operational mode. Access to the EOC can be controlled.

B. Alternate Emergency Operating Center

In the event the primary EOC is damaged or otherwise unavailable, a room in Saunders County Courthouse will be used as the alternate EOC. In the event both the EOC and alternate cannot be used, a law enforcement or fire department vehicle will serve as a field communications command post and will function as the alternate EOC until a facility has been readied for this function. The location selected will be determined at the time, dependent on the situation.

C. Emergency Operating Centers for other jurisdictions are the:
(add lines as necessary)

1. Ashland VFD
2. Ceresco VFD
3. Mead VFD
4. Weston VFD
5. Valparaiso VFD
6. Malmo VFD
7. Morse Bluff VFD

8. Prague VFD
9. Cedar Bluffs VFD
10. Yutan VFD
11. Wahoo VFD
12. Mead VFD
13. Colon VFD

D. The Saunders County Mobile Operation Center could support the above EOCs. Saunders County Could also utilize the East Central Region Mobile Command Center.

E. First Responders will use an Incident Command System which is in accordance with HSPD-5, the National Incident Management System. The nature or kind of disaster will determine which of the first responding emergency units will provide the initial Incident Commander. The Incident Command may be transferred to another agency as disaster 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. The Emergency Operations Centers would be available and prepared for emergency operations in a minimal amount of time.

B. Local Chief Executives will normally function from their EOC or be on call during EOC operations.

IV. ORGANIZATION / RESPONSIBILITIES

A. The Emergency Operation Center Staff, comprised of the Chief Executives of government, key officials, and the Emergency Manager administer the Direction and Control function. The Executive Group is comprised of these Chief Executives within Saunders County. They are:

1. County - Chairperson, Board of Supervisors/Commissioners,

2. Cities - Mayors,

3. Villages - Chairpersons of Village Boards.

B. The Chief Executives of government are responsible for their respective village, city, or county emergency operations by providing leadership, direction and management decisions. Specifically, strategic guidance and resources during the preparedness phase and in an event provides the same in support of the Incident Commander during response and recovery efforts.

C. The Chairman of the Saunders County Board of Supervisors 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 Executive Group on matters pertaining to their areas of responsibilities. See Attachments 1 and 2.

E. EOC supporting staff are personnel from those offices, both governmental, non-governmental and private, which do not have a primary operational responsibility but have the knowledge and professional expertise to assess a situation and provide advice and/or make recommendations to the Executive Group. The 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 Executive Group,

2. Acting as the liaison to neighboring and higher levels of government, as required,

3. Planning, developing and implementing the EOC operating procedures,

4. Assisting in staffing the EOC by organizing, recruiting, and training an Emergency Management EOC Staff which would support all jurisdictions in areas not normally a function of day-to-day government,

5. Managing the operations of the EOC,

6. Coordinating the implementation of mitigation efforts.

G. <u>Lines of Succession:</u>

1. <u>County Board of Supervisors:</u>

a. Chairperson,

b. Vice Chairperson,

c. Most senior member through members of the Board in order of their seniority on 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. Saunders County Emergency Management:

a. Saunders County Emergency Management Director,

b. Deputy Emergency Management Director,

c. _____,

d. _____.

V. CONCEPT of OPERATIONS

A. Activation of the Emergency Operating Center (EOC)

1. The Chairman of the County Board, the Mayor of Ashland, Wahoo, and Yutan, the Board Chairman of Cedar Bluffs, Ceresco, Colon, Ithaca, Malmo, Mead, Morse Bluff, Prague, Valparaiso, and Weston and the Saunders County Emergency Management Director has the authority to activate the Saunders County Emergency Operating Center (EOC). First responders may request that the EOC be activated, as a situation warrants.

2. Activation is a consideration when there is a threat to the population that would require coordination between response agencies. All emergency support services will maintain a current notification roster to ensure a timely response.

3. 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 for the emergency. The Emergency Manager will determine the level of staffing required and initiate the notification or recall procedures for the appropriate personnel, agencies, and organizations to respond.

4. Immediate requests for assistance from agencies and organizations from the local Emergency Management will be channeled through the Saunders County Dispatch.

5. The Incident Commander (IC) will establish a field command center. The IC will maintain close contact and coordination with the EOC.

6. The Emergency Management Director (EM) will notify the Nebraska Emergency Management Agency, (1-877-297-2368), when there is an emergency or disaster that includes multi-agency response and is beyond the normal day-to-day response activities.

7. The EOC may operate on a 24-hour basis during the emergency; shifts will be determined in eight or 12-hour increments. A member of the Executive Group will be present or on call during EOC operating hours.

B. Incident Status Report (ISR)

1. The Incident Status Report (Attachment 3) is used to report as much information as is known at the time. The information in bold letters is of immediate importance. The Emergency Management Director will report more information as it becomes available and at least once a day for the remainder of the incident. 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 is used as supporting documentation to justify a local disaster declaration.

C. EOC Operations

1. During disaster operations, the following may operate from the EOC; other officials may operate from their daily locations as defined in the functional Annexes:

   a. Executive Group (at the EOC or on call),

   b. Emergency Management Director,

   c. Communications Officer,

   d. Damage Assessment Coordinator,

   e. Public Information Officer,

   f. Medical Coordinator and/or Public Health Coordinator,

   g. Mass Care Coordinator,

   h. Resources Coordinator (may include Volunteer Coordinator),

   i. Social Services Coordinator,

   j. Radiological Officer (radiological emergency),

   k. LEPC Chair or representative,

   l. Veterinarian representative,

2. Record keeping procedures in the EOC need to include:

   a. All radio communications at the EOC logged by the agency/organization receiving/transmitting the message.

   b. A detailed activity log of EOC operations maintained by the Emergency Management Director using local government administrative support, to include the copies of the Site Incident Commander's Incident Action Plans, the Disaster Declarations, Incident Status Reports, lists of volunteer aid and financial records.

   c. The Emergency Management Director or Communications Officer oversees all logs and the message/information flow system.

3. Periodic briefings at the EOC to update all personnel will be held, as the situation dictates.

4. The EOC contains updated maps of Saunders County and its cities and villages as well as status boards required for tracking significant events/actions.

5. EOC security is provided by the Saunders County Sheriff department.

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 and Saunders county resolutions which cover mutual aid, emergency expenditures, emergency worker's liability, Worker's Compensation, etc. The Executive Group 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 communications 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 disaster operations. Development of concurrent and supportive Incident Action Plans (IAPs) strengthens this coordination and management of resources.

5. Emergency workers without standard identification cards and volunteers will be issued an identification card by Saunders County Emergency Management which will allow them access to areas necessary to perform their assigned tasks.

6. The EOC needs to be informed when staging areas are established.

E. Local Emergency Declaration

In situations where response and recovery are within the capabilities of the local government, the Chief Executive of the jurisdiction may declare an emergency and issue directives to activate local resources 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 4.

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 (Annex D).

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 4 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 inter-jurisdictional 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. Saunders County will first implement mutual aid agreements 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 Saunders County Emergency Management.

   a. A local Disaster Declaration must precede a request for State assistance (Attachment 4).

   b. The County Board of Supervisors will make this request through the Saunders County Emergency Management Director to the Nebraska Emergency Management Agency.

   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 Saunders County Emergency Management Director will

advise the Nebraska Emergency Management Agency of these requests.

VI. ADMINISTRATIVE and LOGISTICS

A. Fiscal

1. Saunders County and its affected jurisdictions shall fund disaster related costs from local contingency funds to the fullest extent possible.
2. All disaster related expenditures must be documented using generally accepted accounting procedures. The State and Federal governments will conduct audits prior to providing reimbursements for eligible expenditures.

B. Call-Down Rosters and Review of Annex A

1. The Emergency Management Director will ensure that call-down rosters for EOC Staff and County/City/Village Officials (Attachments 1 and 2) are current.

2. The Emergency Management Director will annually review and modify this Annex as needed. It is the responsibility of the local Emergency Management Agency to conduct an After Action Review (AAR) for each EOC activation due to an incident or exercise. This AAR should include input from all agencies, including local governments and affected private sector organizations, in the event/exercise response and initial recovery efforts. The purpose of each AAR is to identify policies, procedures, strengths and capability gaps, and the communications and coordination between and among the involved agencies/organizations. Recommended and implemented changes of EMA policy/procedures, agencies' or officials' roles and responsibilities should be documented in an update to this Plan. DHS grant sponsored exercises must meet all Homeland Security Exercise and Evaluation Program reporting requirements and timelines.

   Correcting or addressing the identified needs for additional training, changes in tactical procedures (revised SOPs), lack of specialized teams or resources is the responsibility of the individual organizations/agencies. The EMA will be a local point of contact for obtaining information and/or coordination of such training, policy development, for information about obtaining additional resources (available grants or other funding sources) or assistance in developing improved incident management strategies.

VII. TRAINING and EXERCISING

Plans for training and exercises should include support from elected and appointed officials, non-governmental, support agencies and the private sector, as well as planning for interagency, interjurisdictional and regional participation.

A. Training

1. 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 DHS (Department of Homeland Security) approved.

2. All personnel with responsibilities in this Plan should make every effort to attend training programs designed for city/village and county officials offered by the Nebraska Emergency Management Agency.

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. An exercise of Direction and Control aspects of this Plan involving both the Executive Group and EOC Staff should be held at least annually.

LIST of ATTACHMENTS

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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.

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 <u>through</u> 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.

****

*** 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 *** County *(or city/village)* within the disaster area

Therefore, the Chair of the *** 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 *** County *(or city/village),* and will execute for and on behalf of *** 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, *** County

Board of *Commissioners/Supervisors*
(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

CITY OF ASHLAND

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

CITY OF ASHLAND
EMERGENCY OPERATIONS PLAN

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CITY of Ashland
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 Ashland 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 Saunders 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 Ashland 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 Ashland. These will require special considerations in warning, evacuation, and other areas of disaster response.

2. The community uses radio, television, outdoor warning sirens, and direct contact to warn the various access and functional needs populations.]

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. City administrator

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center of the Saunders 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

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 three areas:

1. 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.

2. 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 Ashland Volunteer Fire Department. This location provides communications capability, and ample space with support equipment for disaster operations.

3. 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 Ashland. 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 Ashland and the County. ID cards are needed for local officials,

volunteers, the media, and residents when the disaster area has been secured. The Saunders Emergency Management 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 City Clerk/Treasurer/Purchasing Officer 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 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 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. 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 9 persons could be available from the Ashland Police Department(s), County Sheriff's Office, Nebraska State Patrol, and 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 Ashland if entry control is necessary.

8. Will warn 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 access and functional 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, 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; 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 Captain (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, 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 Saunders County Communications Center. The Superintendent will coordinate with the Mayor/City Administrator/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 City Administrator/Mayor/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 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. Public Power Electric Department

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:

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 and 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/City Administrator/Mayor/Incident Commander 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 - Superintendent

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 - 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

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 Ashland 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.) (Appropriately change the paragraph 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 Director and the Incident Commander during disaster operations.

2. The City Administrator will be alerted of a disaster situation by the dispatcher or Emergency Management Director; normally, the City Administrator will, in turn, call the Mayor. *(NOTE: Be sure this matches the Notification scheme referenced in other Annexes.)*

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 Director

The Saunders County Emergency Management Director 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 Director will work closely with the City Administrator. 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; 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 Saunders 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 Ashland, 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. <u>City Clerk/Treasurer</u>

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 Ashland. Procedures are outlined in Attachment 3 to Annex L.

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.

3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

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CITY OF WAHOO

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

CITY OF WAHOO
EMERGENCY OPERATIONS PLAN

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CITY of WAHOO
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 Wahoo 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 Saunders 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 Wahoo 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 Wahoo. These will require special considerations in warning, evacuation, and other areas of disaster response.

2. The community uses radio, television, outdoor warning sirens, and direct contact to warn the various access and functional needs populations.]

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. City administrator

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center of the Saunders 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

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 three areas:

1. 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.

2. 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 Wahoo Volunteer Fire Department. This location provides communications capability, and ample space with support equipment for disaster operations.

3. 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 Wahoo. 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 Wahoo and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Saunders Emergency Management 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 City Clerk/Treasurer/Purchasing Officer 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 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 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. 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 9 persons could be available from the Wahoo Police Department(s), County Sheriff's Office, Nebraska State Patrol, and 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 Wahoo if entry control is necessary.

8. Will warn 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 access and functional 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, 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; 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 Captain (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, 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 Saunders County Communications Center. The Superintendent will coordinate with the Mayor/City Administrator/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 City Administrator/Mayor/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 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. Public Power Electric Department

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:

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 and 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/City Administrator/Mayor/Incident Commander 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 - Superintendent

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 - 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

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 Wahoo 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.) (Appropriately change the paragraph 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 Director and the Incident Commander during disaster operations.

2. The City Administrator will be alerted of a disaster situation by the dispatcher or Emergency Management Director; normally, the City Administrator will, in turn, call the Mayor. *(NOTE: Be sure this matches the Notification scheme referenced in other Annexes.)*

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 Director

The Saunders County Emergency Management Director 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 Director will work closely with the City Administrator. 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; 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 Saunders 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 Wahoo, 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. 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 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 Wahoo. Procedures are outlined in Attachment 3 to Annex L.

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.

3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

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CITY OF YUTAN

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

CITY OF Yutan
EMERGENCY OPERATIONS PLAN

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CITY of YUTAN
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 Yutan 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 Saunders 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 Yutan 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 Yutan. These will require special considerations in warning, evacuation, and other areas of disaster response.

2. The community uses radio, television, outdoor warning sirens, and direct contact to warn the various access and functional needs populations.]

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. City administrator

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Communications Center of the Saunders 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

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 three areas:

1. 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.

2. 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 Yutan Volunteer Fire Department. This location provides communications capability, and ample space with support equipment for disaster operations.

3. 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 Yutan. 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 Yutan and the County. ID cards are needed for local officials, volunteers, the media, and residents when the disaster area has been secured. The Saunders Emergency Management 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 City Clerk/Treasurer/Purchasing Officer 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 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 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. 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 9 persons could be available from the Yutan Police Department(s), County Sheriff's Office, Nebraska State Patrol, and 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 Yutan if entry control is necessary.

8. Will warn 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 access and functional 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, 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; 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 Captain (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, 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 Saunders County Communications Center. The Superintendent will coordinate with the Mayor/City Administrator/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 City Administrator/Mayor/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 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. Water and Wastewater Department - Superintendent

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.

4. 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.

5. 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 Yutan 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. <u>City Administrator (The Mayor assumes the following duties if there is no City Administrator.)</u> (Appropriately change the paragraph 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 Director and the Incident Commander during disaster operations.

2. The City Administrator will be alerted of a disaster situation by the dispatcher or Emergency Management Director; normally, the City Administrator will, in turn, call the Mayor. *(NOTE: Be sure this matches the Notification scheme referenced in other Annexes.)*

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 Director

The Saunders County Emergency Management Director 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 Director will work closely with the City Administrator. 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; 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 Saunders 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 Yutan, 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. <u>City Clerk/Treasurer</u>

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 Yutan. Procedures are outlined in Attachment 3 to Annex L.

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.

3. Coordinates with the City Clerk/Treasurer in assigning department superintendents an account number for emergency expenditures.

VILLAGE OF CEDAR BLUFFS

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of CEDAR BLUFFS
EMERGENCY OPERATIONS PLAN

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VILLAGE of CEDAR BLUFFS
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Cedar Bluffs 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 SAUNDERS 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 Cedar Bluffs, 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 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 Cedar Bluffs Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, WOWT, and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Cedar Bluffs and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Cedar Bluffs. The Nebraska State Patrol, Saunders County Sheriff, and Cedar Bluffs 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Cedar Bluffs. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 SAUNDERS 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 Superintendent 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. 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Cedar Bluffs Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Cedar Bluffs to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, and KMTV.

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). SAUNDERS County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Cedar Bluffs 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Cedar Bluffs. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Cedar Bluffs Building inspector 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa 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 Cedar Bluffs 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 Saunders County and from the Saunders 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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VILLAGE OF CERESCO

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of CERESCO
EMERGENCY OPERATIONS PLAN

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VILLAGE of CERESCO
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Ceresco 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 Saunders 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 Ceresco, 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 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 Ceresco Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Ceresco and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Ceresco. The Nebraska State Patrol, Saunders County Sheriff, and Ceresco 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Ceresco. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Ceresco Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Ceresco to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Ceresco 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Ceresco. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Ceresco Building inspector 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa 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 Ceresco 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 Saunders County and from the Saunders 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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VILLAGE OF COLON

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of COLON
EMERGENCY OPERATIONS PLAN

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VILLAGE of COLON
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Colon 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 Saunders 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 Colon, 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 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 Colon Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Colon and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Colon. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Colon. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Colon Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Colon to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Colon 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Colon. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Colon Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Colon 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 Saunders County and from the Saunders 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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VILLAGE OF ITHACA

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of ITHACA
EMERGENCY OPERATIONS PLAN

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VILLAGE of ITHACA
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Ithaca 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 Saunders 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 Ithaca, 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 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 Ithaca Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Ithaca and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Ithaca. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Ithaca. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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. The Ithaca fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Ithaca Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Ithaca to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Ithaca 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Ithaca. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Ithaca Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Ithaca 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 Saunders County and from the Saunders 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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VILLAGE OF LESHARA

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of LESHARA
EMERGENCY OPERATIONS PLAN

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VILLAGE of LESHARA
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Leshara 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 Saunders 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 Leshara, 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 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 Leshara Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Leshara and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Leshara. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Leshara. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders County are listed in Annex F, Appendix 1, Attachment 1.

V. <u>EMERGENCY MEDICAL SERVICES (EMS) (Annex G)</u>

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 Superintendent 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. The Leshara fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Leshara Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Leshara to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Leshara 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Leshara. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Yutan Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Leshara 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 Saunders County and from the Saunders 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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VILLAGE OF MALMO

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of MALMO
EMERGENCY OPERATIONS PLAN

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VILLAGE of MALMO
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Malmo 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 Saunders 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 Malmo, 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 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 Malmo Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Malmo and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Malmo. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Malmo. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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. The Malmo fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Malmo Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Malmo to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Malmo 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Malmo. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Malmo Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Malmo 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 Saunders County and from the Saunders 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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VILLAGE OF MEAD

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of MEAD
EMERGENCY OPERATIONS PLAN

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VILLAGE of MEAD
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Mead 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 Saunders 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 Mead, 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 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 Mead Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Mead and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Mead. The Nebraska State Patrol, Mead Police, and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Mead. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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. The Mead fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Mead Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Mead to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Mead 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Mead. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Mead Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Mead 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 Saunders County and from the Saunders 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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VILLAGE OF MEMPHIS

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of MEMPHIS
EMERGENCY OPERATIONS PLAN

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VILLAGE of MEMPHIS
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Memphis 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 Saunders 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 Memphis, 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 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 Memphis Fire Department 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 Saunders County Communications Center 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. 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 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Memphis and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Memphis. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Memphis. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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. The Ashland fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Memphis Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Memphis to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Memphis 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Memphis. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Ashland Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Memphis 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 Saunders County and from the Saunders 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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VILLAGE OF MORSE BLUFF

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of MORSE BLUFF
EMERGENCY OPERATIONS PLAN

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VILLAGE of MORSE BLUFF
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Morse Bluff 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 Saunders 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 Morse Bluff, 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 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 Morse Bluff Fire Department 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 Saunders County Communications Center 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. 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, and television station(s) KETV, KOLN, WOWT and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Morse Bluff and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Morse Bluff. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Morse Bluff. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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 Superintendent 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. The Morse Bluff fire department members 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 recovering 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Morse Bluff Fire Hall, if not damaged and if available at the time of the disaster. There is auxiliary power at the EOC.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Morse Bluff to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 and television stations KETV, WOWT, KGIN, and KMTV.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Iowa Chapter of the American Red Cross from Omaha will open shelters under the direction of the Saunders County Emergency Management 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 Morse Bluff 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 the Saunders County Emergency Manager maintains 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 Saunders County Emergency Manager may be appointed as the Volunteer Coordinator in Morse Bluff. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessors department or Morse Bluff Fire Department 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 Salvation Army, Nebraska Area Agency on Aging, the eastern Nebraska/Iowa Chapter of the American Red Cross and other social service and community organizations.

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

The Morse Bluff 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 Saunders County and from the Saunders 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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VILLAGE OF PRAGUE

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of PRAGUE
EMERGENCY OPERATIONS PLAN

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VILLAGE of PRAGUE
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Prague 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 Saunders 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 Prague, 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 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 Prague Volunteer Fire Department 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 County Communications Center 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 no designated spotting locations in and around Saunders 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(s) 1110 AM KFAB and 99.9 FM KGOR and television station(s) KETV, WOWT, and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Prague and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Prague. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Prague. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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. 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Prague Fire Hall, if not damaged and if available at the time of the disaster.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Prague to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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(s) KFAB 110 AM and KGOR 99.9 FM and television stations KMTV, KETV, and WOWT.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Kansas/SW Iowa Chapter of the American Red Cross will open shelters under the direction of the Saunders County Emergency Management 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 Prague 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 the County Emergency Manager 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 Prague Fire Department may be appointed as the Volunteer Coordinator in Prague. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessor 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 Salvation Army Nebraska Area Agency on Aging, the Nebraska/Kansas/SW Iowa 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 Prague 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 Saunders County and from the Saunders 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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VILLAGE OF VALPARAISO

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of VALPARAISO
EMERGENCY OPERATIONS PLAN

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VILLAGE of VALPARAISO
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Valparaiso 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 Saunders 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 Valparaiso, 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 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 Valparaiso Volunteer Fire Department 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 County Communications Center 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 no designated spotting locations in and around Saunders 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(s) 1110 AM KFAB and 99.9 FM KGOR and television station(s) KETV, WOWT, and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Valparaiso and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Valparaiso. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Valparaiso. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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. 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Valparaiso Fire Hall, if not damaged and if available at the time of the disaster.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Valparaiso to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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(s) KFAB 110 AM and KGOR 99.9 FM and television stations KMTV, KETV, and WOWT.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

X. SHELTERING (Annex I)

A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Kansas/SW Iowa Chapter of the American Red Cross will open shelters under the direction of the Saunders County Emergency Management 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 Valparaiso 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 the County Emergency Manager 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 Valparaiso Fire Department may be appointed as the Volunteer Coordinator in Valparaiso. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

A. The Saunders County Assessor 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 Salvation Army Nebraska Area Agency on Aging, the Nebraska/Kansas/SW Iowa 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 Valparaiso 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 Saunders County and from the Saunders 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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VILLAGE OF WESTON

OPERATIONS PLAN

FOR DISASTER RESPONSE AND RECOVERY

2014

VILLAGE of WESTON
EMERGENCY OPERATIONS PLAN

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VILLAGE of WESTON
EMERGENCY OPERATIONS PLAN

This plan is for the elected and appointed officials in the Village of Weston 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 Saunders 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 Weston, 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 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 Weston Volunteer Fire Department 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 County Communications Center 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 no designated spotting locations in and around Saunders 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(s) 1110 AM KFAB and 99.9 FM KGOR and television station(s) KETV, WOWT, and KMTV.

D. Warnings procedures and protocols have been developed and will be implemented for identified access and functional 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 Weston and the County are handled through the County Communications Center in the Sheriff's Office located in Wahoo. 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 Saunders 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 Saunders 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 Weston. The Nebraska State Patrol and Saunders County Sheriff 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 Communications Center to request additional resources from these agencies.

2. Identification cards for access to the disaster area will be issued in Weston. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Saunders County Emergency Management Director 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 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 Saunders 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. 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 President of the Village Board.

D. The Emergency Operating Center (EOC) will be set up in the Weston Fire Hall, if not damaged and if available at the time of the disaster.

E. The Saunders County Emergency Management 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 Saunders County Emergency Management 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 Saunders County Emergency Management 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 Weston to respond (Annex A, Attachment 3). Additional assistance will be requested from surrounding towns, from the County and from mutual aid groups. The Saunders County Emergency Management 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 Saunders County Emergency Management 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(s) KFAB 110 AM and KGOR 99.9 FM and television stations KMTV, KETV, and WOWT.

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). Saunders County is in Omaha Metropolitan Operational Area of the EAS network (Annex B).

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A. The local jurisdiction is responsible for initial sheltering and welfare of victims. The Saunders County Emergency Management Director will call the American Red Cross (ARC) when short term sheltering is needed. The Nebraska/Kansas/SW Iowa Chapter of the American Red Cross will open shelters under the direction of the Saunders County Emergency Management 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 Weston is in Attachment 1 to Annex I.

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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.

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C. The Weston Fire Department may be appointed as the Volunteer Coordinator in Weston. Procedures are outlined in Attachment 3 to Annex L.

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A. The Saunders County Assessor 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.

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A. When local resources are not sufficient for the disaster response needs, the Chief Executive may request assistance from Saunders County and from the Saunders County Emergency Management Agency. If, in the determination of county officials, county resources and mutual aid are not adequate to cope

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B. A telephone list for officials, first responders, and support groups is found in Annex A, Attachments 1 and 2.

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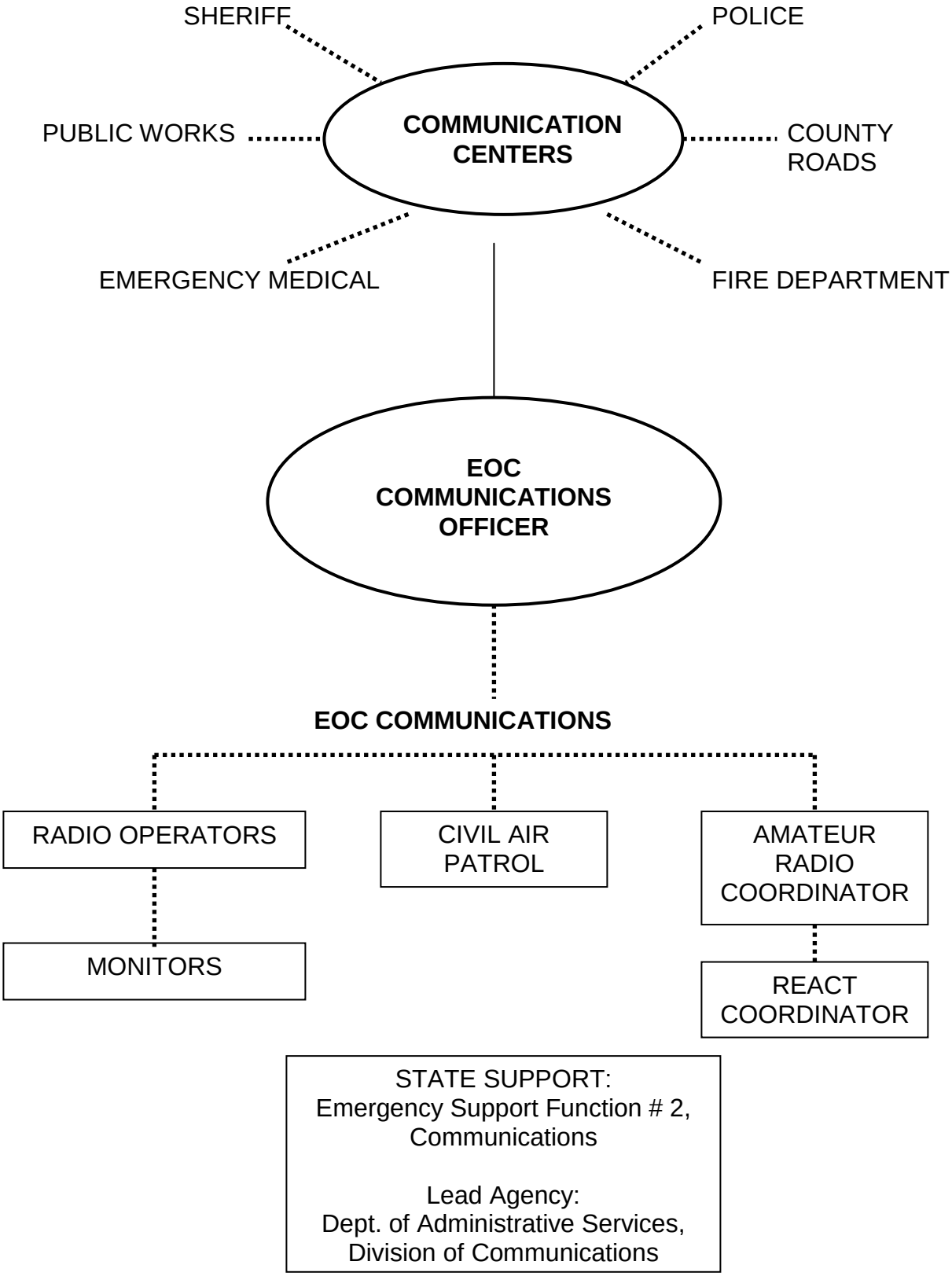
COMMUNICATIONS AND WARNING



COMMUNICATIONS AND WARNING

I. PURPOSE

This Annex provides information and guidance concerning available communications and warning systems within Saunders County and the inter-operability 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 is located in the Saunders County Sheriff's Office at the Law Enforcement Center at 387 North Chestnut in Wahoo. The Saunders County Sheriff 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. The County has 12 facilities requiring specific warning that a hazard exists. Those facilities are: Saunders County Medical Center, Law Enforcement Center, Saunders County Courthouse, Mahoney State Park, Czechland Lake, Memphis State Recreation, Ashland Care Center, Oxbow living center, South Haven, Camp Cedar, and Camp Calvin Crest. 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 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, 'smart-phones", cellular phones, etc. are increasing. Such attacks may disrupt operational and recovery operations and may have a negative impact on the community economic restoration.

E. The EOC staff, first response agencies and the Communications Centers have formalized and tested communications restoration and recovery plans 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 911 Communications Center and Emergency Management Agency. Each emergency service may also have and maintain their internal system and is fully interoperable with the Communications Center.

A. Each agency's or emergency services Communications Officer is responsible for the supervision of all activities within their respective communications center.

B. Each 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 entity will maintain a current roster of personnel for recall on short notice.

D. Emergency Management Communications assists jurisdictions by recruiting and coordinating amateur, REACT/CB, 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 backup generator will provide power for essential equipment in both the EOC and communications center.

c. There are 4 installed and readily available telephone lines in the EOC. There are also wireless internet connection and 88 mhz radios.

i. Cellular phones will quickly fail due to system overload or loss of one or more cellular towers in or near the county. Prior arrangements with the cellular provider(s) may enable the use of selected cellular phones.

ii. The Executive Group and/or the Communications Coordinator shall establish the priority of service restoration, both cellular and non-cellular.

2. Saunders County Communications Center (911)

a. The County Communication Center is located at 387 North Chestnut in Wahoo and provides services to various public safety agencies, including the Ashland, Ceresco, Cedar Bluffs, Mead, Wahoo, and Yutan Police and the Saunders County Sheriff. Radio frequencies used on a daily basis are listed in Attachment 1.

b. The Saunders County Communications Center 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 County Communications Center has interoperable communication links with the surrounding counties of Butler, Cass, Dodge, Douglas, Lancaster, and Cass Counties. The State Radio System is also available.

4. Saunders County Sheriff's Office

a. The Sheriff's Office is located 387 North Chestnut in Wahoo. The frequencies used on a daily basis are listed in Attachment 3.

b. The Sheriff's Office is equipped with auxiliary power to continue operations should a power outage occur.

5. Nebraska State Patrol

a. The Nebraska State Patrol Troop headquarters is located in Lincoln and provides service to Saunders County. The frequencies used on a daily basis are listed in Attachment 1.

b. The NSP, cooperating with local, state and federal law enforcement agencies, will provide essential information to the county, city and village agencies that may be involved with a situation, on a 'need to know' basis from the State Fusion Center.

c. 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 within the following ranges:

i. VHF Low Band 29.7 to 50.0 MHz.

ii. VHF High Band 148.0 to 174.0 MHz.

iii. UHF 450.0 to 470.0 MHz.

iv. 800 MHz radios 700 to 800 MHz.

v. VHF High band, UHF band and the Motorola 800 radios are capable of narrow or wide band operations, analog or digital, conforming to P25 standards.

vi. EDACS 800 radios for operation on City of Lincoln/Lancaster County or RACOM networks in the Norfolk area.

6. Local and Area Hospitals

a. The Saunders County Medical Center Hospital has sufficient dedicated electronic communications equipment for day-to-day medical surge activity. The equipment includes: Omaha Metro Medical Response System 800 mhz radios, HAM radio and 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. The system designated the protocols and SOPs for Incident Management, EMS and other first response, coordination with the EOC, and region inter-connectivity during a disaster. The communications systems also includes a plan for implementing a Joint Information Center with the EOC, elected officials, field responders, support agencies and regional health care facilities.

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 Ashland Amateur Radio Club may provide additional communications during response and recovery operations. They will relocate with their equipment to the designated operating location.

9. REACT (or CB Club)

   Dodge County REACT may also support emergency communications.

10. Civil Air Patrol

    During a disaster, members of the Wahoo Squadron and the Nebraska Wing of the Civil Air Patrol can 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, repair and periodic operational tests of all communications systems, including outdoor warning system and other electronic media and computer communications systems. 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 that part of the National Warning System within the State.

   b. The Nebraska Emergency Management Agency Communications Officer is responsible for the operation of the Nebraska system. The telephone company performs maintenance.

   c. The State Warning Point is at the Nebraska State Patrol Dispatch at the Joint Forces Headquarters (JFHQ) in Lincoln, and 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 4, the Nebraska Emergency Management Warning Network.

2. Notification of Officials

a. The Saunders County 911 Dispatcher will alert city/county officials, the County Emergency Management Director and others on the County EOC staff immediately after initiating public warning.

3. Warning the Public

a. The Saunders County 911 dispatch and local Fire Departments will provide warning to the public by activating all fixed sirens in the County, either simultaneously or individually.

b. The authority to activate the sirens in Woodcliff Lakes area with the individual Cedar Bluffs Fire Chief or Woodcliff Security Personal. Sirens are intended for out-of-doors warning only.

c. Public warnings may also be provided by loudspeakers or sirens on emergency vehicles or by immediate broadcast via radio station(s) KHUB, KGOR, and KFAB, television station KETV, KPTM, WOWT, and KMTV..

d. Warnings, disaster information and instructions are provided to identified access and functional needs populations by Law officials and local Fire departments

4. Tornado Watch

The County has an established tornado-spotting program with assistance from local Fire department trained spotters, Ashland amateur radio club, and law enforcement personnel. Reports from the public are verified from trained spotters and are made to the Saunders County 911 dispatch. Reports from trained spotters and law enforcement personnel are made directly to their respective agency. In the event phone lines to Saunders County 911 dispatch are busy, the alternate agency to notify is the County Emergency Manager.

5. Flood Watch/Warning

a. Emergency Preparedness Plans for the Czechland Lake and Lake Wanahoo Watershed/Dam have been developed by the Lower Platte North Natural Resources District. These plans include Notification Lists whereby the County Sheriff will contact residents in the area 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. NWS may also contact observers such as the Emergency Management and local Fire Departments 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 by local Fire Departments, Emergency Management, Law officials, radio, and television broadcasts.

6. Hazardous Materials Incidents

a. The owner of a facility is required to notify the State Department of Environmental Quality (DEQ) upon discovery of a release of a hazardous substance of 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 or, in the absence of a 911 system, calling the operator.

c. The notification requirements under section 304(b) will be met by using the "Hazardous Materials Incident Report", Annex F, Appendix 1, Attachment 2. Report as much information that is known at the time of notification.

d. The public is notified by local Fire Departments, Emergency Management, Law officials, radio, and television broadcasts.

7. The Nebraska Emergency Alert System (EAS) provides disaster information and instruction to the public through radio, television and cable system(s). 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 2).

8. By law, the Nebraska Education Telecommunications (NET) provides text decoded emergency information that includes severe weather warnings and reports from the National Weather Service. Many commercial television stations will also broadcast emergency public information text and audio alerts.

VI. ADMINISTRATION and LOGISTICS

A. Records

The Executive Group will ensure that adequate records of all local government agencies communications expenses; Law, Fire, EMS, Public Works, Roads, etc. are maintained.

B. Plan Maintenance

The Communications Officer(s) 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. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) 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).

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SAUNDERS COUNTY COMMUNICATIONS CAPABILITIES

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
EOC 387 North Chestnut	852.7500 Mead Tower	Law /Fire/Ems
	853.0750 Wahoo Tower	Law/Fire/Ems
	852.3125 Cedar Tower	Law/Fire/Ems
	852.4625 Prague Tower	Law /Fire/Ems
	852.1875 Ceresco Tower	Law/Fire/Ems
	855.2125 Ashland Tower	Law/Fire/Ems
Dispatch Communications Center	852.7500 Mead Tower	Law/Fire/Ems
	853.0750 Wahoo Tower	Law /Fire/Ems
	852.3125 Cedar Tower	Law/Fire/Ems
	852.4625 Prague Tower	Law /Fire/Ems
	852.1875 Ceresco Tower	Law /Fire/Ems
	855.2125 Ashland Tower	Law/Fire/Ems
	153.77 Yutan FD	Fire
	156.165 Dept. of. Roads	Public Service
	155.4150 Saunders Co	Law
	453/458.400 Butler Co.	Law/Fire/Ems
	39.9 Saunders Co.	Law
Hospitals:		
	800	OMMRS
	Ham radio	
Public Works		
	159.165 Highway Dept	Public service
	154.100 City of Wahoo	Public Service
	860.76250 City of Ashland	Public Service

REGIONAL CAPABILITIES:

Saunders County is also able to interconnect with other surrounding jurisdictions through Paraclete system provided by Inter-Opt Solutions.

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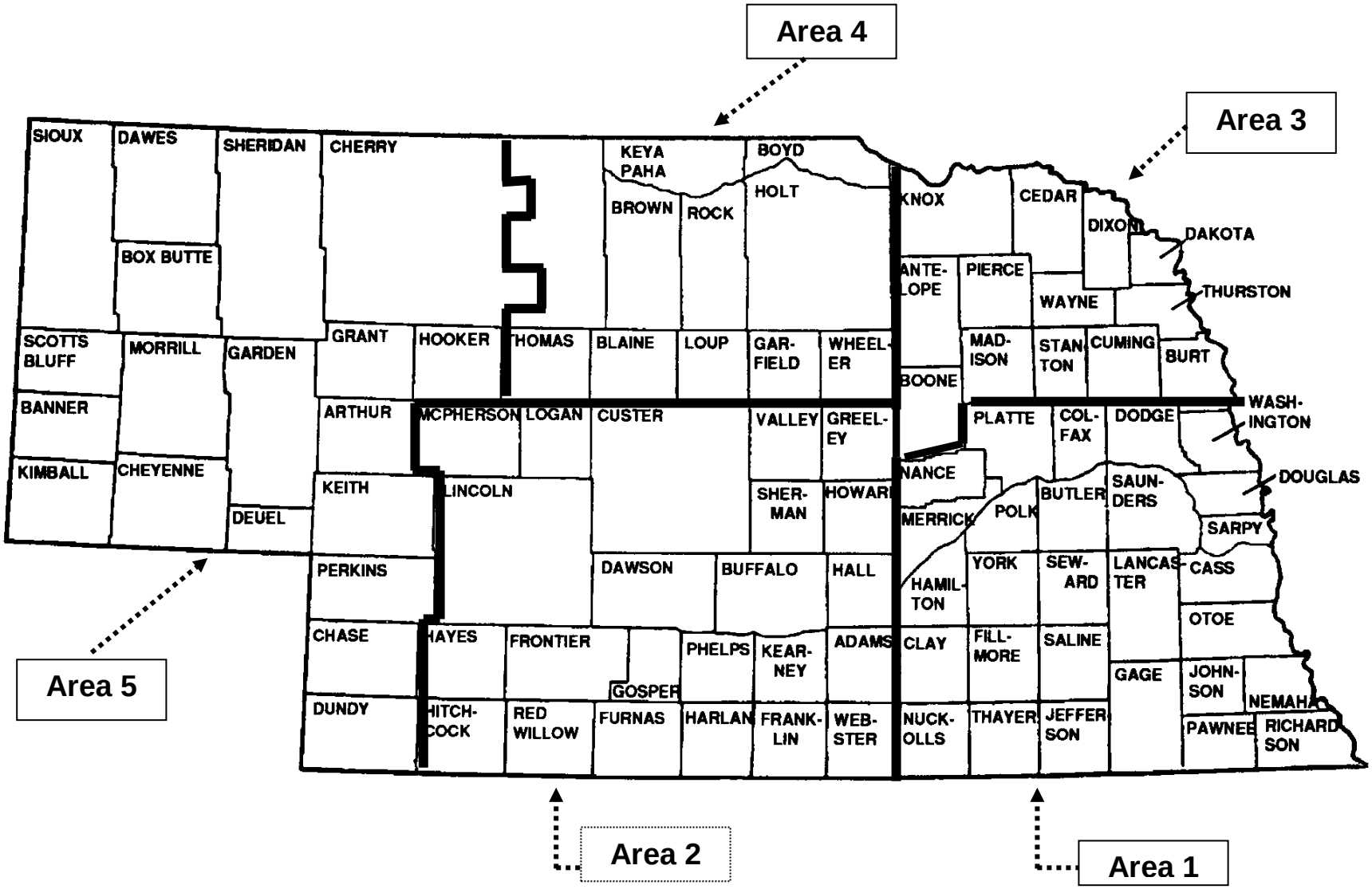
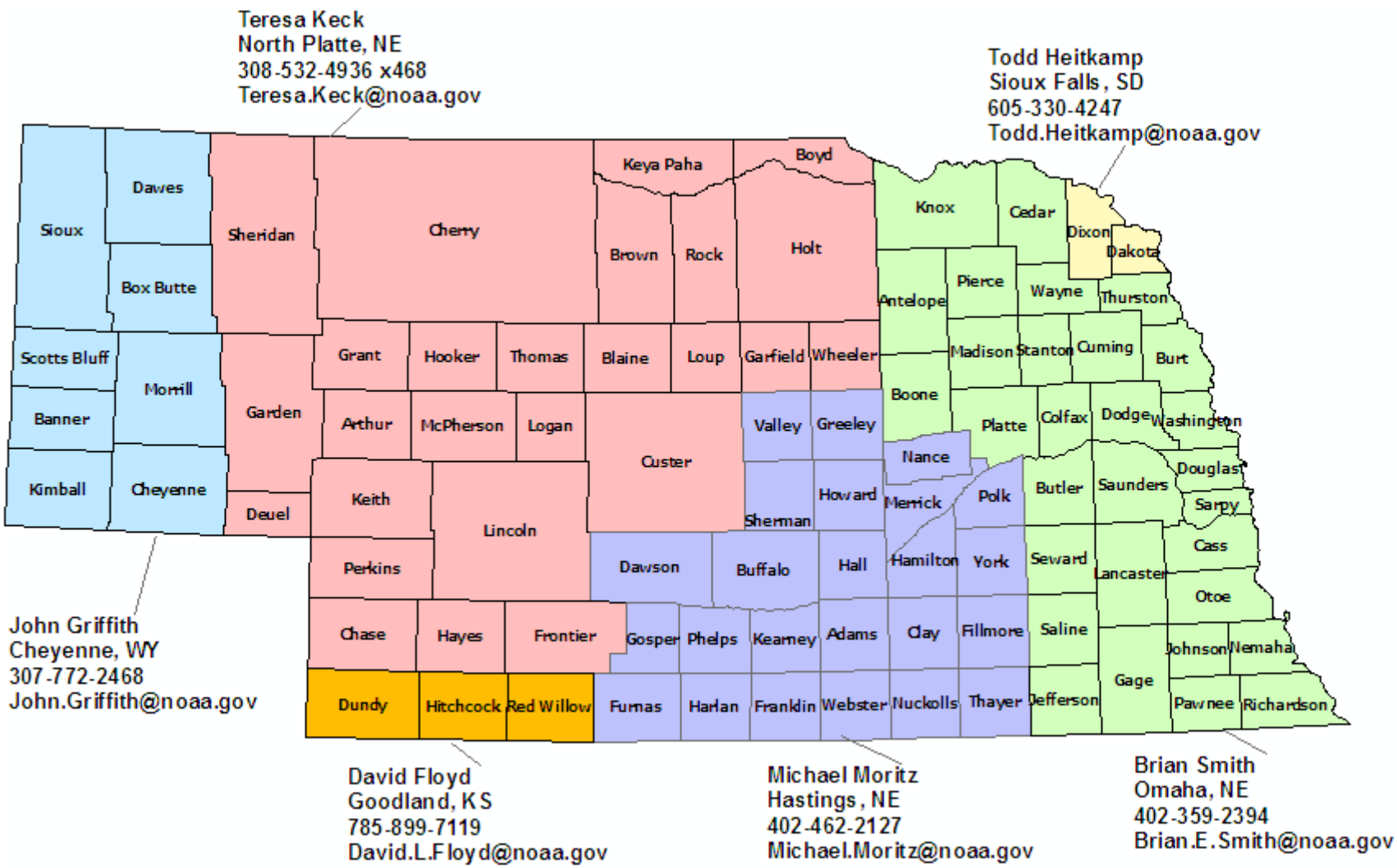
Nebraska Emergency Alert System (EAS) Operational Areas



National Weather Service Areas and Primary Contacts



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.

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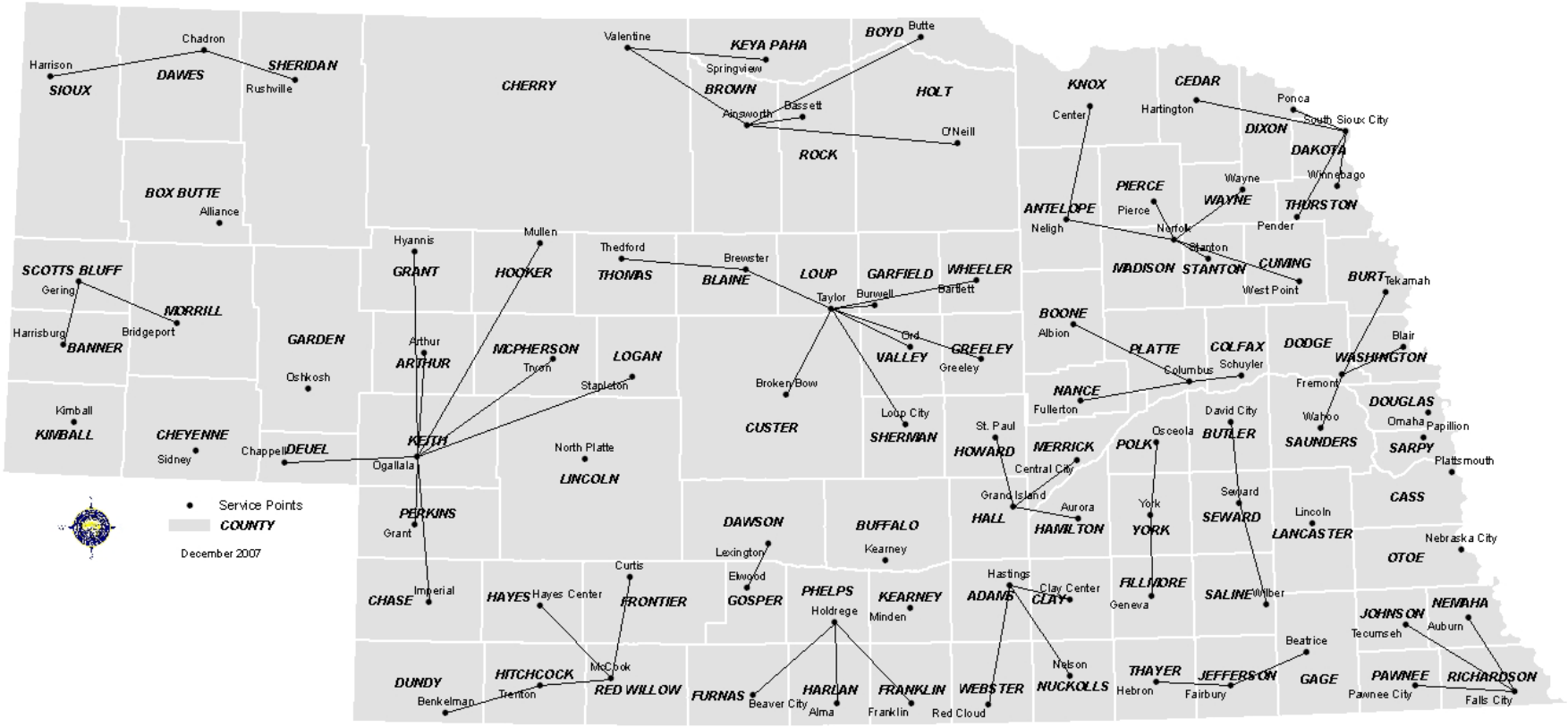
NEBRASKA EMERGENCY MANAGEMENT WARNING NETWORK



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)

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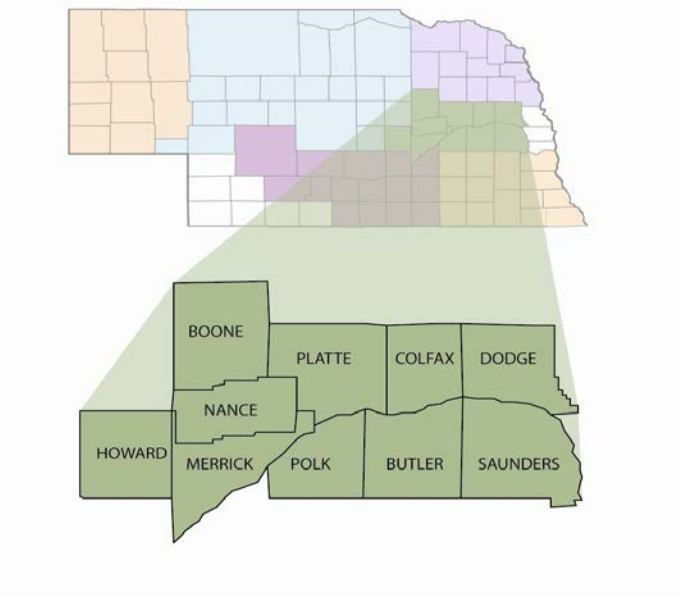

East Central Region
Tactical
Interoperable Communications Plan (TICP)

March 2013

Tactical Interoperable Communications Plan
Signature Page
Approved by:

_____ _____
Name/Title/Agency Date

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Record of Change

Change No.	Description	Change Date	Approved By
001	Transfer original document into newest template	March 12, 2010	DHS/OEC
002	Common Language added	January 26, 2011	RJE
003	Update contacts	March 25,2013	TDM

This Tactical Interoperable Communications Plan (TICP) is subject to information and/or equipment updates and changes. The use of this Record of Change helps manage TICP modifications throughout the life of this document. All attempts have been made to ensure the accuracy of the information within this TICP as of the initial distribution date. Any subsequent adjustments should be logged and coordinated with user agencies within this East Central Region.

Executive Overview

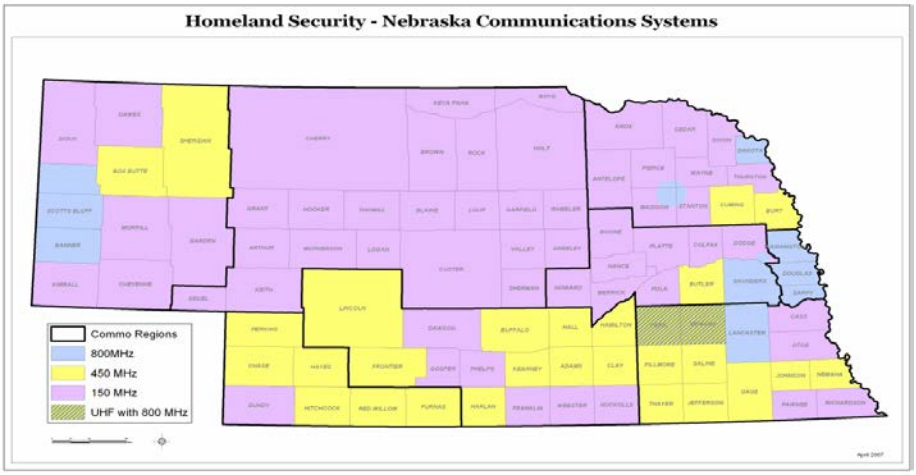
This document establishes a Tactical Interoperable Communications Plan (TICP) for the East Central Region. The TICP is intended to document the interoperable communications resources available within the designated area, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource.

Interoperability is the ability to communicate between agencies that utilize disparate radio systems and other interoperability methods such as mutual aid channels, gateways, dispatch centers and radio caches. Interoperable resources are defined as shared systems, shared channels, gateways, and radio caches:

- **Cache radios**, also known as "swapped radios," refer to maintaining a cache of standby radios that can be deployed to support regional incidents. These radios may be from a regional cache or from a participating agency. These radios allow all responders to use common, compatible equipment during an incident.
- **Gateway systems** interconnect channels of disparate systems (whether on different frequency bands or radio operating modes), allowing first responders using their existing radios and channels to be interconnected with the channels of other users outside of their agency. Dispatch consoles that are able to create patches will also be captured as gateways.
- **Intra-system shared channels** refer to common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using the ***same*** shared radio system. "Channel," in this context, refers to the name of a common frequency/talkgroup visually displayed on a user's radio.
- **Inter-system shared channels** refer to common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using ***different*** radio systems. "Channel," in this context, refers to the name of a common frequency/talkgroup visually displayed on a user's radio.
- **Mobile communications Units** (MCUs) (also known as a Mobile Communications Centers (MCCs), Mobile Communications Vehicle (MCV), or Mobile EOCs) refers to any vehicular asset that can be deployed to provide or supplement communications capabilities in an incident area. Examples of the types of communications devices an MCU can house are: subscriber and base station radios of various frequency bands, gateway devices, satellite phones, wireless computer networks, video broadcasting/receiving equipment, etc. Typically these communications devices are permanently located or stored in the MCUs when not used. The MCU should also be able to temporarily provide the electrical power required to operate the communications devices.
- **Nebraska Mutual Aid Radio System (MARS)** is a statewide network of analog radio base stations, controlled by local/regional system operators,

using common, nationally accepted frequencies to provide interoperable radio coverage for mutual aid.

- **Nebraska Regional Interoperability Network (NRIN)** is an Internet Protocol (IP)-based microwave system that connects regional Public Safety Answering Points (PSAPs) statewide. The NRIN system consists of eight (8) regional data rings which form the statewide network and carries both voice and data transmissions.
- **The Nebraska Statewide Radio System (SRS)** is a state-of-the-art, digital trunked radio network, shared across state agencies and the Nebraska Public Power District, which can include local, regional, and federal subscribers.
- **The Paraclete** System is an incident response management system developed by Interop Solutions that is designed to provide interoperability for disparate radio systems used by local, regional, and state responders. Paraclete provides a mechanism for dispatchers to bring different frequencies together so the responders on the scene can communicate as though everyone were on the same frequency. In addition, the Paraclete System contains a sophisticated database that can be customized by local officials with area resources needed to handle emergencies.
- **Planning Exercise and Training Regions** are eight (8) regional governance structures across the state in which planning, exercise and training activities are conducted under interlocal agreements and/or memorandums of understanding (MOUs) (see map below).
- **Shared systems** refer to a single radio system used to provide service to several public safety or public service agencies.



CONTROLLED UNCLASSIFIED INFORMATION

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1 East Central Region Information

It is a common misconception that emergency responders can always communicate efficiently and effectively in times of crisis. In many cases, they may not even possess reliable radio infrastructure that will allow them to talk to other first responders within their own jurisdiction. Interoperable Communications is a term that describes how radio systems should operate between and among agencies and jurisdictions that respond to emergencies and disasters. Effective interoperable communications is the ability of emergency service and support disciplines such as Law Enforcement, Fire, HAZMAT, Emergency Medical Services (EMS), Emergency Management, Public Works, Transportation, and others to verbally communicate among themselves, or to exchange data and video communications on demand and in real time.

The East Central Region of Nebraska is defined to include the areas (including townships and incorporated areas) of **Boone, Butler, Colfax, Dodge, Howard, Merrick, Nance, Platte, Polk, and Saunders** Counties. The region borders contiguous Nebraska counties to the North, South, East and West. The approximate population according to the 2000 US Census is 141,260 (data from each county EOP).

1.1 Participating Jurisdictions/Agencies/Disciplines

Comment [s1]: Review this section to ensure that all participating agencies are included, and also ensure that there are no unneeded agencies that were already included.

This Tactical Interoperability Communication Plan (TICP) has been created for the East Central Region. The plan is intended for use by first responders and may be used by governmental or non-governmental organizations and personnel requiring communications or coordination during an incident or planned event.

The jurisdictions, agencies, and disciplines represented in the TICP are listed in Table 1. Additional contact information for each agency is listed in Appendix A.

Table 1 Jurisdictions, Agencies, and Disciplines Represented in the TICP

Comment [s2]: Tables need to be reviewed for accuracy and to be sure that they are up to date. Any agencies included in this list should have POC information in the appendix.

Jurisdiction	Agency	Discipline
Boone County		
	Boone County Commissioners	
	Boone County Emergency Services	
	Boone County Roads	
	Boone County Sheriff	
Albion	Albion Fire Dept	
	Albion Police	
Cedar Rapids	Cedar Rapids Fire Dept	
Petersburg	Petersburg Fire Dept	
Primrose	Primrose Fire Dept	

Jurisdiction	Agency	Discipline
St. Edward	St Edward Fire Dept	
	St Edward Police	
Butler County		
	Butler County E-911	
	Butler County EM	
	Butler County Pubic Power	
	Butler County Roads Dept.	
	Butler County Sheriff	
Abie	Abie Vol. Fire Dept.	
Bellwood	Bellwood Vol. Fire Dept.	
Brainard	Brainard Vol. Fire Dept.	
Bruno	Bruno Vol. Fire Dept.	
David City	David City Police Dept.	
	David City Public Works	
	David City Vol. Fire Dept	
Dwight	Dwight Vol. Fire Dept.	
Linwood	Linwood Vol. Fire Dept.	
Rising City	Rising City Vol. Fire Dept	
Ulysses	Ulysses Vol. Fire Dept.	
Colfax County		
	Colfax County EM	
	Colfax County Roads Dep.	
	Colfax County Sheriff	
Clarkson	Clarkson Fire Dept	
	Clarkson Police Dept	
	Clarkson Rescue Dept	
Howells	Howells Fire Dept	
	Howells Police Dept	
	Howells Rescue Dept	
Leigh	Leigh Fire Dept	
	Leigh Police Dept	
	Leigh Rescue Dept	
Schuyler		
	Schuyler Dept. of Utilities	
	Schuyler Fire Dept	
	Schuyler Police Dept	
	Schuyler Rescue Squad	
	Schuyler Street Dept	
Dodge County		
	Dodge County EM	

Jurisdiction	Agency	Discipline
	Dodge County Sheriff	
	Dodge Fire Dept	
	Dodge/ Snyder Police Dept	
Freemont		
	Freemont Fire Dept	
	Freemont Police Dept	
	Freemont Rural Fire Dept	
Hooper	Hooper Fire Dept	
	Hooper Police Dept	
North Bend	North Bend Fire Dept	
Scribner	Scribner Fire Dept	
	Scribner Police Dept	
Snyder	Snyder Fire Dept	
Winslow	Winslow Fire Dept	
U~~Y~~ehling	U~~Y~~ehling Fire Dept	
Howard County		
	Howard County EM	
	Howard County Hospital	
	Howard County Road Dept	
	Howard Greeley Power	
Ashton	Ashton Fire and Rescue	
Boelus	Boelus Fire Dept	
Cairo	Cairo Fire Dept	
Dannebrog	Dannebrog Fire Dept	
	Dannebrog/Boelus Rescue	
Elba	Elba Fire Dept	
	Elba Rescue Dept	
Farwell	Farwell Fire Dept	
	Farwell Quick Response Team	
Loup	Loup Basin Public Health Dept.	
North Loup	North Loup Fire/Rescue	
Palmer	Palmer Fire and Rescue	
Scotia	Scotia Fire/Rescue	
St. Libory	St. Libory Fire Dept	
	St. Libory Quick Response	
St. Paul	St. Paul City Utilities	
	St. Paul Fire Dept	
	St. Paul Police Dept	
	St. Paul Rescue Deptt	
Wolbach	Wolbach Fire Dept	

Jurisdiction	Agency	Discipline
	Wolbach Rescue Dept	
Merrick County		
	Merrick County EM	
	Merrick County Sheriff's Office	
	County Roads Dept	
Central City	Central City Ambulance Service	
	Central City Fire Dept	
	Central City Police Dept	
	Central City Public Schools	
	Central City Public Schools	
	Central City Utilities	
Chapman	Chapman Fire Dept	
	Chapman First Responders	
Clarks	Clarks Ambulance Service	
	Clarks Fire Dept	
	Clarks Police Dept	
Palmer	Palmer Ambulance Service	
	Palmer Fire Dept	
Silver Creek	Silver Creek Ambulance Service	
	Silver Creek Fire Dept	
Silver	Silver Police Dept	
Nance County		
	Nance County Sheriff	
Belgrade	Belgrade Fire	
Fullerton	Fullerton Fire	
	Fullerton Rescue	
Genoa	Genoa Fire	
	Genoa Rescue	
Humphrey	Humphrey Fire/EMS Dept	
Lindsay	Lindsay Fire/EMS Dept	
Monroe	Monroe Fire/EMS Dept	
Platte Center	Platte Center EM	
	Platte Center Fire/EMS Dept	
Platte County		
	Platte County EM	
	Platte County Highway Dept	
	Platte County Sheriff's Dept	
Columbus	Columbus Community Hospital	

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Jurisdiction	Agency	Discipline
	Columbus EMS Dept	
	Columbus Police Dept	
	Columbus Public Works	
	Columbus Street Dept	
Creston	Creston Fire/EMS Dept	
Duncan	Duncan Fire Dept	
	Duncan EM	
East Central	East Central Health Dept	
Shelby	Shelby Fire and Rescue	
Stromsburg	Stromsburg Fire Dept	
	Stromsburg Rescue Dept	
Saunders County		
	Saunders County EM	
	Saunders County Sheriff	
Ashland	Ashland Fire Dept	
	Ashland Police	
Cedar Bluffs	Cedar Bluffs Fire Dept	
	Cedar Bluffs Police	
Ceresco	Ceresco Fire Dept	
	Ceresco Police	
Colon	Colon Fire Dept	
Ithaca	Ithaca Fire Dept	
Malmo	Malmo Fire Dept	
Mead	Mead Fire Dept	
	Mead Police	
Morse	Morse Bluff Fire Dept	
Prague	Prague Fire Dept	
Valparaiso	Valparaiso Fire Dept	
Wahoo	Wahoo Fire Dept	
	Wahoo Police	
Weston	Weston Fire Dept	
Yutan	Yutan fire Dept	
	Yutan Police	
State of Nebraska		
	Nebraska Dept of Roads	
	Nebraska State Patrol	

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1.1.1 Nongovernmental Agencies Represented in the TICP

Change the headings to reflect site-specific nongovernmental agencies

MEDICAL FACILITIES				
Boone	***Butler***	***Colfax***	***Dodge***	***Howard***
Boone County Health Center	Butler County Hospital	Schuyler Alegent Hospital	Fremont Area Medical Center	Howard County Community Hospital
Merrick	***Nance***	***Polk***	***Platte***	***Saunders***
Litzenberg County Hospital	Genoa Community Hospital	Annie Jeffrey County Hospital	Columbus Community Hospital	Saunders County Medical Center
PRIVATE TRANSPORT SERVICES (LAND and AIR)				
Boone	***Butler***	***Colfax***	***Dodge***	***Howard~~County #5~~***
Merrick	***Nance***	***Polk***	***Platte***	***Saunders***
EDUCATION				
County #1	***County #2***	***County #3***	***County #4***	***County #5***

Comment [s3]: Sections need to be filled out in the tables for agencies that may need to participate in an incident. If there are no agencies for a section then it may be deleted. Likewise, add agencies as necessary. Each agency listed needs to have POC information in Appendix A.

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UTILITIES				
County #1	***County #2***	***County #3***	***County #4***	***County #5***
RAILROAD				
County #1	***County #2***	***County #3***	***County #4***	***County #5***
Transportation				
County #1	***County #2***	***County #3***	***County #4***	***County #5***
SPECIAL ASSISTANCE AGENCIES				
County #1	***County #2***	***County #3***	***County #4***	***County #5***
Examples:				
Red Cross				
ARES/RACES				
VOAD (Volunteer Organizations Active in Disaster				

1.1.2 Other TICP(s) in the State

- Lincoln-Lancaster
- North Central Region
- Northeast Region
- Omaha Metro Area
- Panhandle Region
- East Central
- Southeast Region
- Southwest Region
- State of Nebraska

1.2 TICP Point of Contact

Comment [s4]: Review this information to ensure accuracy and edit as necessary.

The primary and alternate points of contact (POC) for copies of or questions regarding this Plan are:

Primary:

Agency Name:	Platte/Columbus EM
POC Name:	Tim Hofbauer
Title:	Chairperson, East Central Training Region Governance Board
Address:	2610 14th St., Columbus, NE 68601
Office Phone:	(402) 564-1206
Cell Phone:	(402) 910-8898
24/7 Phone:	
E-Mail:	pcem@megavision.com

Alternate:

Agency Name:	Saunders County Emergency Management
POC Name:	Terry Miller
Title:	Emergency Manager
Address:	387 North Chestnut, Wahoo NE, 68066
Office Phone:	(402)-443-5645
Cell Phone:	(402) 432-6598
24/7 Phone:	(402)432-6598
E-Mail:	t~~T~~miller@co.saunders.ne.us~~6804@yahoo.com~~

Alternate:

Agency Name:	
POC Name:	
Title:	
Address:	
Office Phone:	(402) 471-7179
Cell Phone:	(402) 471-7433
24/7 Phone:	
E-Mail:	

2 Governance

2.1 Overview

The East Central Region TICP addresses interoperable communications equipment and planning for the region. Though each agency, discipline, and jurisdiction participating in this plan is unique regarding their own interoperable communication needs and capabilities, proximity to one another, population, and shared incident/event responsibilities allow them to develop a single, consolidated regional TICP rather than several individual, potentially incompatible plans.

The TICP, therefore, consolidates information across agencies, disciplines, and usable and accurate regional tactical incident response tool.

The TICP was developed under the authority of the East Central Training Region Governance Board (ECTRGB). Members include representatives from the following public safety and public service disciplines:

- Communications
- Education
- Emergency Management
- Finance
- Fire/Rescue
- Joint Media Information
- Law Enforcement
- Planning/Zoning
- Public Health

Comment [s5]: Are all of these disciplines included in the membership? Are there any additional agencies that need to be listed? Are any of these agencies not represented in the board, if so they can be deleted. Additions could include: Critical Infrastructure/Utilities, Emergency Medical Services, Information Technology (IT), Investigations and Intelligence, Military, Nongovernmental Organizations (NGO), Public Works, Tribal Entities, etc.

The ECTRGB shall provide all governance and coordination for the development and implementation of this TICP, in partnership with the Nebraska Emergency Management Agency

2.2 Regional Governing Body

The East Central Regional Governance Board is comprised of voting agency representatives in addition to the following fixed committee positions:

- Bob Cary/President
- Terry Miller/Vice-President
- Tim Hofbauer/Secretary/Treasurer

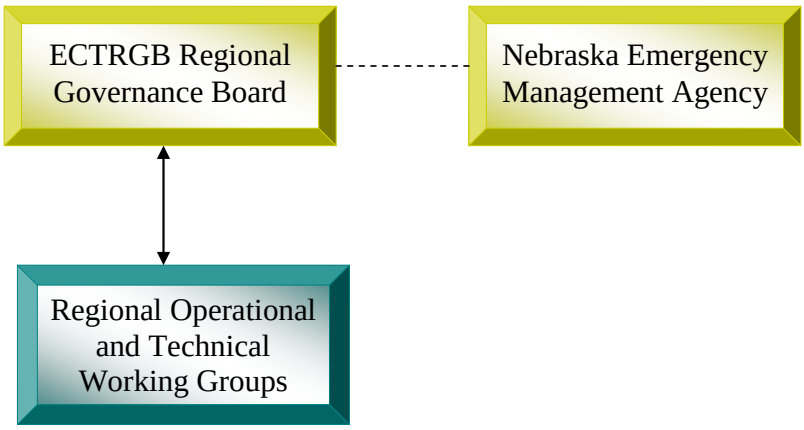

Figure 1 East Central Region Governance Organization Chart

Comment [s6]: Is this Org chart accurate and does it represent the entire scope of the governance in place.

2.3 Membership

The ten (10) Emergency Managers of the East Central Region and/or their designees make up the ECTRGB under the leadership of Tim Hofbauer, Columbus/Platte County Emergency Management. Appendix A provides POC information for members of the governing body and its subcommittees.

2.4 Responsibilities of the ECTRGB

Comment [SM7]: Do these responsibilities represent all of the responsibilities of the Governing Board? Are there additional responsibilities that need to be added or do any of the ones provided need to be removed? The information in italics is template verbiage. This can be incorporated if applicable. Review and edit as necessary.

The ECTRGB will:

- Establishing and managing interoperable communications working groups
- Maintaining and updating this TICP
- Adopting final solutions and direct implementation
- Establishing training requirements in support of this TICP
- Creating chains of command for interoperable communications including trained COMLs
- Executing MOUs and Sharing Agreements for interoperable communications
- Notifying agencies of regular interoperable equipment solutions
- Assisting agencies with test evaluations and the dissemination of results
- Continual re-evaluation of regional requirements as technology evolves and circumstances dictate
- Continual assessment of Fleet maps to determine currency and ability to provide interoperability as new jurisdictions join the system

The (fill in) Regional Communications Committee will:

- Maintain and update the TICP at regular intervals, or as critical updated information is identified.
- Disseminate updated plans to all participating agencies.
- Establish recommended training requirements in support of the TICP.
- Promote interoperable communications capabilities through trained communications personnel.
- Initiate Memoranda of Understanding (MOUs) and Agreements for interoperable communications.

2.5 Meeting Schedule

Comment [SM8]: Is this the meeting schedule of the board? Review and update as necessary. Are the meetings invite only or open to the public? Review and edit as necessary.

The ECTRGB will meet monthly~~at least quarterly~~ at the Platte/Columbus EOC, 2610 14th Street, Columbus, Nebraska. Meeting dates are on the 1st Friday of the month unless a conflict occurs. The TICP review will be placed on the agenda at least once every six months and after any event that would require a review of the plan.

2.6 TICP Maintenance and Update

Comment [SM9]: Is this the way that the TICP is reviewed and maintained? Is it done differently? Italics is new template text. Reformat and edit if you want to keep. Otherwise, delete it. Review and edit as necessary.

The ECTRGB has the responsibility to ensure this document is reviewed annually within the first quarter of each calendar year. Requests for modifications or additions to this document should be submitted to the TICP POC for distribution to the ECTRGB. Updates to this document can be recommended by any of the participating agencies.

There are two types of changes that can be made to this document; administrative and operational. Agencies participating in this plan will be formally notified of any operational modifications within (#) business days through a formal change page/CASM update. Administrative changes will be addressed during the yearly review. However, the ECTRGB can discuss administrative changes at the bi-monthly meeting. Any administrative changes approved will be disseminated to participating agencies within (#) days. At the time of any operational or administrative changes, CASM will also be updated if it is being used.

Changes to this document can be made as needed, but major revisions should be considered every five (5) years.

2.7 Agency Responsibilities and Rights

Comment [SM10]: Review and edit as necessary.

Specific responsibilities and rights of participating agencies are clearly defined in the MOUs and inter-local agreements. These agreements address the provision of interoperability assets, the use of interoperability assets, the management of interoperability assets, and problem identification and resolution

Agencies will retain the following rights and responsibilities:

- Agencies are responsible for considering and, if agreeing to, complying with MOUs and Agreements developed by the Nebraska Council of Regions (NCOR) in coordination with their respective jurisdictions.
- Authorized representatives of agencies participating in this plan have the authority to request the use of equipment, including systems and mobile assets, in accordance with Standard Operating Procedures (SOPs).
- Where applicable, agencies will be responsible for consistently maintaining, testing, and exercising connectivity to interoperable communications.
- Agencies retain the right to decide when and where to participate in interoperable communications. For example, agencies will retain the right to accept or decline a patch to a gateway system to provide interoperable communications during an incident.

2.8 Prioritization and Shared Use of Regional Interoperability Assets

Comment [s11]: Read and review this section with the region. Is it accurate and follow what the region already does? Answer any questions about this section. The information in italics is template verbiage. This can be incorporated if applicable. Review and edit as necessary.

The ECTRGB is the authority for coordination and assignment of interoperability assets. The ECRTGB, by written agreement, is authorized to appoint a Regional Interoperability Coordinator who will be given the authority to coordinate and assign interoperability assets. A central authority for the coordination of these assets better ensures the most appropriate resources can be assigned for a particular incident. Additionally, a central authority helps prioritize and coordinate resources when large scale incidents or multiple emergencies have occurred.

The Operational Working Group (OWG) is responsible for determining operational requirements, developing SOPs, and coordinating training. Specific work group responsibilities include: reviewing existing SOPs and apply as appropriate to anticipated incidents and develop formal written guidelines and checklists for all-hazards events. In the future, they will include planning for each element of chemical, biological, radiological, nuclear, and explosive (CBRNE) followed by all-hazard events; ensure SOPs and checklists follow Incident Command System (ICS)/NIMS standards; coordinate agency participation in NIMS COML Training; coordinate with the Technical Working Group (TWG) as appropriate to include technical guidelines and checklists into written plans.

The TWG is responsible for identifying, developing, and overseeing technical solutions. Specific work group responsibilities include: identifying existing technical solutions, including appropriate and available equipment; evaluating alternative solutions with regard to potential incident types; review potential solutions with the OWG to identify the most appropriate one(s) for anticipated types of incidents; and evaluate solutions through exercises to ensure selected solutions are workable in the field.

Interoperable Coordination in East Central Region will be lead by:

Tim Hofbauer, ECTRGB Chairperson
Platte/Columbus EM
2610 14th St., Columbus, NE 68601
(402) 564-1206
pcem@megavision.com

Vice-Chairperson: TBA

When the same resources are requested for two or more incidents, the Interoperability Coordinator will prioritize resource assignment based on the priority levels below:

- Disaster, large-scale incident or extreme emergency requiring mutual aid or interagency communications;
- Incidents where imminent danger exists to life or property;
- Pre-planned events requiring mutual aid or interagency communications;
- Incidents requiring the response of multiple agencies;
- Incidents involving a single agency where supplemental communications are needed for agency use;

- Drills, tests, and exercises.

To resolve contention within the same priority when there are multiple incidents, the channel should go to the organization with the wider span of control/authority.

As a general rule, when there are multiple simultaneous incidents within the same priority, the resources should be allocated according to the following:

- Incidents with the greatest level of exigency (e.g., greater threat to life or property, more immediate need, etc.) have priority over less exigent incidents.
- Agencies with single/limited interoperable options have priority use of those options over agencies with multiple interoperable options.
- When possible, agencies already using an interoperable asset during an event should not be redirected to another resource.

In response to events or incidents which cross over political jurisdictions, there will potentially be competing demands and priorities for interoperable communications assets. SOPs for interoperable communications are developed by NCOR and N-WIN.

Until such time as Incident Command is established, the lead agency designee (i.e., communications supervisor/command personnel), in cooperation with assisting agencies, will have the authority to designate the use of interoperable assets. Once Incident Command has been established, Command Staff or Communication Unit Leaders (when designated) direct the further coordination and delegation of the interoperable communications assets assigned to the event or incident in question.

Agencies should judiciously activate needed interoperable assets so as to both effectively respond to the event and/or incident and also minimize any negative impact on surrounding agencies or jurisdictions. Specifically, interoperable communications should be attempted with the following order of operations in mind (subject to variability based on the agencies involved and the nature of the event/incident):

1. Leverage face-to-face communications wherever appropriate. For example, the co-location of all Command and General Staff at the incident command post (ICP) provides the best direct communications and reduces the demand on interoperability resources.
2. Employ local communications assets until such time as either those assets become taxed or inadequate based on the nature and/or scope of the incident.
3. If response agencies are users of a shared system, utilize that shared system to establish interoperable communications.
4. If response agencies operate on disparate systems, utilize shared or mutual aid channels to establish interoperable communications.
5. If response agencies do not share systems or channels, utilize a gateway solution to establish interoperable communications.

6. Where interoperable communications cannot otherwise be established between response agencies, utilize swap or cache radios to establish operable communications for responders.
7. If no other method of interoperability can be established, relay communications through staff members.

When the same resources are requested for two or more incidents, resource assignments should be based on the priority levels listed below:

1. Disasters, large scale incidents, or extreme emergencies requiring mutual aid or interagency communications.
2. Incidents where imminent danger exists to life or property.
3. Incidents requiring the response of multiple agencies.
4. Incidents involving a single agency where supplemental communications are needed for agency use.
5. Pre-planned events requiring mutual aid or interagency communications.
6. Drills, tests and exercises.

In the event of multiple simultaneous incidents within the same priority level, the resources should be allocated with the following priorities in mind:

1. Incidents with the greatest level of exigency (e.g., greater threat to life or property, more immediate need, etc.) have priority over less exigent incidents.
2. Agencies with single/limited interoperable options have priority use of those options over agencies with multiple interoperable options.
3. When at all possible, agencies already using an interoperable asset during an event should not be redirected to another resource.

Reference to applicable policy documents, governing documents, MOUs, and sharing agreements can be found in Appendix G.

2.9 State Governing Body

Insert TICP flowchart of NWIN when approved here and add brief description/comments.

3 Interoperability Equipment, Policies, and Procedures

Comment [s12]: Sections 3 and 4 of old template have been combined into one section.

This section describes all interoperable communications equipment and their associated policies and procedures in the East Central Region.

3.1 Shared Systems

Comment [s13]: This section can be deleted for now and then added back in when the region gets these capabilities, or it can be left in and blank until the region gets access to shared systems. The verbiage in the following sections for "Shared Systems" is template text and will need to be reviewed and edited to suit the site.

There are no shared systems in the East Central Region. There are several individual systems that are built on a common platform. As Nebraska implements the IMAP, a statewide system may be realized in the future. If a shared system becomes a reality, this section will be updated to reflect that information. Table 4.5 below reflects the IMAP concept for mutual aid coverage.

"Shared system" refers to a single radio system used to provide service to several public safety or public service agencies. The table below lists all radio systems shared by more than one public safety or service agency operating in the East Central Region. Details on each system are provided in Appendix B.

Note: that intra-system "shared channels" refer to common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using the ***same*** shared radio system. "Channel," in this context, refers to the name of a common frequency/talkgroup visually displayed on a user's radio.

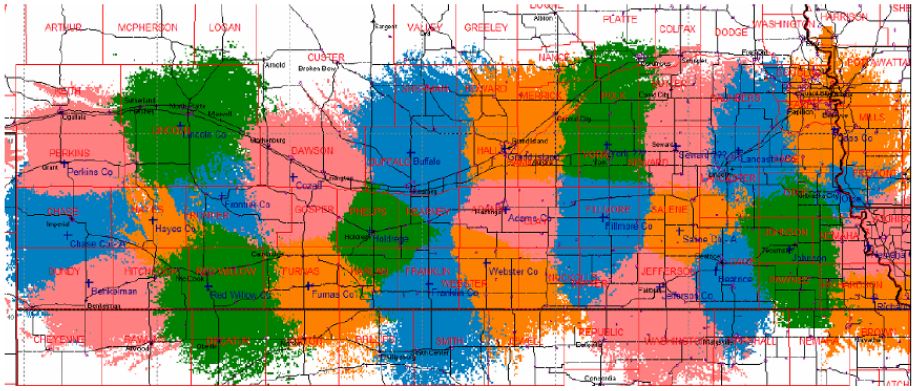
ARTHUR
MCPHERSON
LOGAN
GREELEY
PLATTE
COLFAX
DODGE
CUSTER
PERKINS
Perkins Co
DAWSON
BUFFALO
Buffalo
PHELPS
Hayes Co
Hitchcock
Red Willow Co
Furnas Co
Harlan
Franklin
Webster Co
Adams Co
Fillmore Co
Saline
Jefferson
Johnson
Nemaha
Pawnee
Richardson
Gosper
Furnas
Dundy
Chase Co
Berkelman
Cheyenne
Deuel
Keith
Lincoln
Perkins
Chase
Hayes
Frontier
Gosper
Phelps
Kearney
Adams
Clay
Nuckolls
Thayer
Jefferson
Gage
Lancaster
Saline
Seward
Cass Co
Otoe
Nemaha
Johnson
Pawnee
Richardson
Sarpy
Douglas
Dodge
Washington
Burt
Cuming
Stanton
Wayne
Thurston
Dakota
Dixon
Cedar
Knox
Pierce
Madison
Antelope
Boone
Platte
Colfax
Stanton
Cuming
Burt
Washington
Douglas
Sarpy
Cass
Otoe
Lancaster
Saline
Gage
Jefferson
Thayer
Nuckolls
Clay
Adams
Kearney
Phelps
Gosper
Furnas
Harlan
Franklin
Webster
Nuance
Red Willow
Hitchcock
Dundy
Chase
Perkins
Keith
Lincoln
Deuel
Cheyenne
Kimball
Banner
Scotts Bluff
Sioux
Dawes
Box Butte
Morrill
Garden
Grant
Hooker
Thomas
Blaine
Loup
Garfield
Wheeler
Greeley
Sherman
Howard
Valley
Custer
Rock
Brown
Keyapaha
Boyd
Holt
Knox
Cedar
Dixon
Dakota
Thurston
Wayne
Pierce
Madison

Table 2 East Central Region Shared System(s)

Radio System Name	Owning Agency	Make / Model	Frequency Band	Type	Service Area

Comment [SM15]: Table needs to be completed. Review and edit as necessary. If table is updated, appropriate appendix will also need to be updated.

Region-wide Shared System Technology Overview

Comment [SM16]: The following sections can be used if and when the area gets shared systems.

The [governing committee name] has identified [number here] shared communication systems that provide service to the East Central Region. General interoperable communications rules of use, policies, and procedures that apply across these systems are detailed below.

Region-wide Shared System Policies and Procedures

Comment [s17]: Are these the procedures for the region when they do get shared systems? Review and update if there are additional procedures.

Use the following procedures when requesting, using, or discontinuing the use of shared communication systems:

- When an individual responder needs to interoperate with other agencies on their same shared system, the responder will notify their dispatch center. The dispatcher can then identify and designate an appropriate channel. Note that in cases where no dispatcher intervention is required, responders still notify dispatch that they are switching to a shared channel to maintain responder safety.
- Notify dispatch when the interoperability channels/talkgroups are no longer required and announce the return to normal operations channels.

For extended incidents:

- The lead agency dispatcher notifies the [Communications Coordinator (COMC)/Communications Unit Leader (COML)/designee] that interoperability channels/talkgroups are in use.
- Each agency's dispatch center tells additional en-route responders what interoperability channels are in use for the incident.
- The Incident Commander determines when the interoperability channels are no longer required and notifies the appropriate dispatch center.

Region-wide Shared System Rules of Use

Comment [s18]: Are there any region specific rules of use that the region would like in place before they get shared systems.

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])

- **National Response Framework** – Under the National Response Framework, ICS forms will be used for all appropriate documentation.

Uniform State-wide Standard Operating Procedures (SOPs)

Uniform State-wide SOPs will be developed by NCOR and NWIN based on the following criteria:

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])
- **National Response Framework** – Under the National Response Framework, ICS forms will be used for all appropriate documentation.

Region-wide Shared System Problem ID and Resolution

Comment [s19]: Is this the regions problem and resolution procedures? Are there any additional procedures that need to be added.

During an incident:

- During activation, report shared system problems to the Communications Technician (COMT) or COML/designee assigned to the incident/event who will follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all shared systems:

- Report any problems with the shared system to the appropriate POC for the owning agency listed in Appendix B. The POC will be responsible for ensuring effective resolution to problems that exist with the shared system.
- Report any unresolved problems with that system directly to the East Central Region [Communications Coordinator/COML/designee]. The East Central Region [Communications Coordinator/COML/designee] ensures effective resolution to the reported shared system problems.
- Report any unresolved problems with the Statewide Radio System to the entities identified in the SRS Standard Operating Procedures. Report any problems with the Mutual Aid System to the entities identified in the Mutual Aid Standard Operating Procedures.
-

(Note: Policies and procedures specific to a single shared system are listed subsequent to that specific shared system below. Delete the following shared system sections if not applicable.)

[Name] Shared System

Comment [s20]: If there are any special instructions for the use of shared systems when the region does get that capability, then it needs to be put in here, otherwise the following section can be deleted. Consider whether to delete or keep the following section for templating purposes if not used.

[Name] Shared System Technology Overview

[Add text]

[Name] Shared System Policies and Procedures

[Add text]

[Name] Shared System Rules of Use

[Add text]

[Name] Shared System Problem ID and Resolution

[Add text]

3.1.1 Intra-System Shared Interoperability Channel(s)

Comment [SM21]: This section is only needed when there is a shared system which has intra-shared channels. The information in the following sections are template text. Review and edit as necessary.

Definition of an Intra-System Shared Channel

Intra-system "shared channels" refer to common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using the ***same*** shared radio system. "Channel," in this context, refers to the name of a common frequency/talkgroup visually displayed on a user's radio.

Intra-System Shared Channel Technology Overview

Comment [s22]: Review section to ensure it is in line with what the region will do when they get shared system capability.

The [governing committee name] has identified [number here] shared communication systems that provide service to the East Central Region. General interoperable communications rules of use, policies, and procedures that apply across these systems are detailed below.

Specific shared interoperable communication channels available within the region are listed in the tables below. More detailed information on each channel is documented in Appendix B.

Designated Intra-System Interoperability Channel(s)

Table 3 Intra-System Shared Channel(s)

Comment [s23]: Table needs to be completed. Review and edit as necessary. If table is updated, appropriate appendix will also need to be updated.

System	Channel Name	Primary Use	Frequency/Band
Agencies Supported	(Enter agencies separated with a semi-colon)		

es Supported	(Enter agencies separated with a semi-colon)		

Agencies Supported	(Enter agencies separated with a semi-colon)		

[Name] Intra-System Shared Channel Policies and Procedures

Comment [s24]: Update with region specific policies and procedures when shared systems are acquired.

The policies and procedures in this section apply to the local, regional, State, and Federal channels shared across multiple systems.

[Name] Intra-System Shared Channel Rules of Use

Comment [s25]: Update with region specific policies and procedures when shared systems are acquired.

Intra-system shared channels are common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using the same shared radio system. The following rules of use apply to these channels:

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])
- **National Response Framework** – Under the National Response Framework, ICS forms will be used for all appropriate documentation.

[Name] Intra-System Shared Channel Problem ID and Resolution

Comment [s26]: Update with region specific policies and procedures when shared systems are acquired.

During an incident:

- During activation, report shared channels problems to the Communications Technician (COMT) or COML/designee assigned to the incident/event, who will follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all shared channels:

- Report any problems with the intra-system shared channel to the appropriate POC for the owning agency listed in Appendix B. The POC will be responsible for ensuring effective resolution to problems that exist with the intra-system shared channel.
- Report any unresolved problems with that system directly to the East Central Region [Communications Coordinator/COML/designee]. The East Central

Region [Communications Coordinator/COML/designee] ensures effective resolution to the reported intra-system shared channel problems.

- Report any unresolved problems with the Statewide Radio System to the entities identified in the SRS Standard Operating Procedures. Report any problems with the Mutual Aid System to the entities identified in the Mutual Aid Standard Operating Procedures.
-

(Note: Policies and procedures specific to a single intra-system shared channel are listed subsequent to specific intra-system shared channels below. Delete the following intra-system shared channel sections if not applicable.)

Comment [s27]: The following section is for special instructions for the use of intra system shared channels, if there are no special instructions in the future, then section can be deleted. Consider whether to delete or keep the following section for templating purposes if not used.

[Name] Intra-System Shared Channel

[Name] Intra-System Shared Channel Technology Overview

[Add text]

Designated Intra-System Interoperability Channel(s)

Table 4 [Name] Intra-System Shared Channel(s)

System	Channel Name	Primary Use	Frequency/Band
Agencies Supported	(Enter agencies separated with a semi-colon)		
Agencies Supported	(Enter agencies separated with a semi-colon)		
Agencies Supported	(Enter agencies separated with a semi-colon)		

[Name] Intra-System Shared Channel Policies and Procedures

[Add text]

[Name] Intra-System Shared Channel Rules of Use

[Add text]

[Name] Intra-System Shared Channel Problem ID and Resolution

[Add text]

3.2 Inter-System Shared Channel(s) Policies and Procedures

Comment [SM28]: The following sections will need to be reviewed and edited. This section was not in the original template. Information in this section is template text.

Definition of a Region-wide Inter-System Shared Channel

Inter-system "shared channels" refer to common frequencies/talkgroups established and programmed into radios to provide interoperable communications among agencies using ***different*** radio systems. "Channel," in this context, refers to the name of a common frequency/talkgroup visually displayed on a user's radio.

Region-wide Inter-System Shared Channel Technology Overview

Comment [s29]: Review for accuracy

There are no commonly shared channels in use across the East Central Region, although some counties have access to the 39.9 MHz low band and others have access to the 155.4750 MHz high band frequencies, there are very few counties that have access to both. Appendix C lists the frequencies that are in use for each county in the East Central Region and identifies several frequencies that *could* potentially be shared across the region. The following sections are the identified procedures to be used when the Region acquires and develops a common platform capability.

Region-wide Inter-System Interoperability Channel(s)

Table 5 Inter-System Shared Channel(s)

Comment [s30]: Update table with inter system shared channel characteristics. If table is updated, appropriate appendix will also need to be updated. This applies to all tables in this section.

Channel Name	Primary Use	Frequency Band
Agencies Supported	(Enter agencies separated with a semi-colon)	
Agencies Supported	(Enter agencies separated with a semi-colon)	
Agencies Supported	(Enter agencies separated with a semi-colon)	

Region-wide Inter-System Shared Channel Policies and Procedures

Comment [s31]: Are these the regions policies and procedures? Are there any additional procedures that need to be added? Any on the list that do not apply to the region?

- If an individual responder needs to talk to an agency with which they do not otherwise have communications, the responder notifies dispatch that they need to operate on one of the interoperability channels. Dispatch or the responder can determine the appropriate channel.
- For an extended incident, the dispatcher is responsible for notifying the East Central Regional Interoperability Coordinator that an interoperability or mutual aid channel is in use.
- When a responder is dispatched to an incident, each agency dispatcher is responsible for notifying responders what interoperability or mutual aid channels are being used for the incident.
- The IC determines when the interoperability or mutual aid channel(s) is (are) no longer required and notifies his/her dispatch center.
- The dispatch center having jurisdiction over the location of the incident

notifies each responding agency that operations on the channel are ending.

When a situation dictates that Unified Command or Area Command be established then the following must occur:

- The primary dispatch center, responding agencies, and any designated COML must be notified via the command channel.
- If a staging area is required, a staging area channel using one of the jurisdictions frequencies must be established.
- The primary dispatch center is responsible for identifying the location of the staging area and the staging frequency to all other agencies reporting to the scene. Responders should remain on this channel until directed otherwise.
- Any other common or shared channels required by an agency must be approved by the IC or their designee. When designated, the request will be processed by the COML who will coordinate and keep track of all channels being used during the incident by using the appropriate ICS Forms.
- All communication will be in clear text.

Region-wide Inter-System Shared Channel Rules of Use

Comment [s32]: Are there any additional rules of use that the region uses for inter system shared channels?

Inter-system shared channels are reserved for situations that require interoperable communications to coordinate multiple public safety entities and/or activities across two or more separate radio systems. The following rules of use apply to these channels:

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])
- **National Response Framework** – Under the National Response Framework, ICS forms will be used for all appropriate documentation.

Region-wide Inter-System Shared Channel Problem ID and Resolution

Comment [s33]: Is this how the region approaches problem identification and resolution?

During an incident:

- During activation, report shared channels problems to the Communications Technician (COMT) or COML/designee assigned to the incident/event, who will follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all shared channels:

- The dispatch center having jurisdiction over the location of the incident reports any problems experienced to the Governance Committee Point of Contact. See Appendix A for POC information for the ECTRGB.
- The ECTRGB will be responsible for ensuring effective resolution to problems that exist with interoperability resources.

- Report any unresolved problems with the Statewide Radio System to the entities identified in the SRS Standard Operating Procedures. Report any problems with the Mutual Aid System to the entities identified in the Mutual Aid Standard Operating Procedures.

(Note: Policies and procedures specific to a single shared channel are listed subsequent to that specific shared channel below. Delete the following single shared channel sections of not applicable.)

Comment [s34]: Are there any other special instructions that the regions uses for their inter system shared channels? Consider whether to delete or keep the following section for templating purposes if not used.

[Name/Jurisdiction] Inter-System Shared Channel

[Name] Inter-System Shared Channel Technology Overview

[Add text]

Designated Inter-System Interoperability Channel(s)

Table 6 [Name] Inter-System Shared Channel(s)

Comment [SM35]: Table needs to be completed. Review and edit as necessary.

Channel Name	Primary Use	Frequency Band
Agencies Supported	(Enter agencies separated with a semi-colon)	
Agencies Supported	(Enter agencies separated with a semi-colon)	
Agencies Supported	(Enter agencies separated with a semi-colon)	

[Name] Inter-System Shared Channel Policies and Procedures

[Add text]

[Name] Inter-System Shared Channel Rules of Use

[Add text]

[Name] Inter-System Shared Channel Problem ID and Resolution

[Add text]

3.2.1 Statewide Interoperability Mutual Aid Channel(s)

Comment [s36]: Review and insert procedures and policies concerning statewide interoperability channels. Review 800 MHz, UHF and VHF tables. If you have no specific policies and procedures, suggest going to NPSPAC site and possibly finding them there.

ICALL/ITAC Shared Channel(s)

Table 7 ICALL/ITAC Shared Channels

Channel Name	Primary Use	Agencies Supported	Frequency/Band
ICALL	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC1	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC2	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC3	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC4	Mutual Aid	All Public Safety Agencies	800 MHz

ICALL/ITAC Shared Channel Technology Overview

Base stations will use the following frequencies:

800Mhz

- With the exception of the calling channel (8CALL), 800 base stations will be duplex (repeated).
- 800 base stations must be planned for coverage along Interstate 80 throughout Nebraska and in areas where 800 is of predominant use.
- Frequencies:
  - ICALL Transmit 851.0125, Receive 806.0125, Tone 156.7 (NPSPAC Ch. 601)
  - ITAC1 Transmit 851.5125, Receive 806.5125, Tone 156.7 (NPSPAC Ch. 639)
  - ITAC2 Transmit 852.0125, Receive 807.0125, Tone 156.7 (NPSPAC Ch. 677)
  - ITAC3 Transmit 852.5125, Receive 807.5125, Tone 156.7 (NPSPAC Ch. 715)
  - ITAC4 Transmit 853.0125, Receive 808.0125, Tone 156.7 (NPSPAC Ch. 753)

For shared channel policies and procedures, rules of use, and channel problem identification and resolution, refer to the applicable Standard Operating Procedures.

3.2.2 *UCALL/UTAC Shared Channel(s)*

Table 8 UCALL/UTAC Shared Channels

Channel Name	Primary Use	Agencies Supported	Frequency/Band
UTAC1	Mutual Aid	All Public Safety Agencies	UHF
UTAC2	Mutual Aid	All Public Safety Agencies	UHF
UTAC3	Mutual Aid	All Public Safety Agencies	UHF
UTAC4	Mutual Aid	All Public Safety Agencies	UHF
UCALLD	Mutual Aid	All Public Safety Agencies	UHF
UTAC1D	Mutual Aid	All Public Safety Agencies	UHF
UTAC2D	Mutual Aid	All Public Safety Agencies	UHF

UTAC3D	Mutual Aid	All Public Safety Agencies	UHF
UTAC4D	Mutual Aid	All Public Safety Agencies	UHF

UCALL/UTAC Shared Channel Technology Overview

UHF

- With the exception of UTAC3, all UHF base stations will be simplex.
- UHF base stations must be planned for coverage along Interstate 80 throughout Nebraska, all areas south of the Interstate and in areas where UHF is of predominant use.
- Frequencies:
  - UCALL – 453.2125 (transmit and receive), Tone 156.7
  - UTAC1 – 453.4625 (transmit and receive), Tone 156.7
  - UTAC2 – 453.7125 (transmit and receive), Tone 156.7
  - UTAC3 – 453.8625 (transmit), 458.8625 (receive), Tone 156.7 (optional repeater)
  - UCALLD – 458.2125 (transmit and receive), Tone 156.7
  - UTAC1D – 458.4625 (transmit and receive), Tone 156.7 (mobile use only)
  - UTAC2D – 458.7125 (transmit and receive), Tone 156.7 (mobile use only)
  - UTAC3D – 458.7125 (transmit and receive), Tone 156.7

For shared channel policies and procedures, rules of use, and channel problem identification and resolution, refer to the applicable Standard Operating Procedures.

3.2.3 *VCALL/VTAC Shared Channel(s)*

Table 9 VCALL/VTAC Shared Channel(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band
VTAC1	Mutual Aid	All Public Safety Agencies	VHF
VTAC2	Mutual Aid	All Public Safety Agencies	VHF
VTAC3	Mutual Aid	All Public Safety Agencies	VHF
VTAC4	Mutual Aid	All Public Safety Agencies	VHF
VTAC1D	Mutual Aid	All Public Safety Agencies	VHF
VTAC2D	Mutual Aid	All Public Safety Agencies	VHF
VTAC3D	Mutual Aid	All Public Safety Agencies	VHF
VTAC4D	Mutual Aid	All Public Safety Agencies	VHF

VCALL/VTAC Shared Channel Technology Overview

VHF

- All VHF base stations will be simplex.
- VHF base stations must be planned in every region for a statewide coverage overlay.
- Frequencies:
  - VCALL – 155.7525 (transmit and receive), Tone 156.7

- VTAC1 – 151.1375 (transmit and receive), Tone 156.7 (mobile use only)
- VTAC2 – 154.4525 (transmit and receive), Tone 156.7
- VTAC3 – 158.7375 (transmit and receive), Tone 156.7
- VTAC4 – 159.4725 (transmit and receive), Tone 156.7

For shared channel policies and procedures, rules of use, and channel problem identification and resolution, refer to the applicable Standard Operating Procedures.

3.3 Gateways

Comment [s37]: Mobile and fixed gateway sections have been combined in the new version. Template text is in italics and can be incorporated or removed. Review and edit as necessary.

"Gateway" systems interconnect channels of disparate systems (whether on different frequency bands or radio operating modes), allowing first responders using their existing radios and channels to be interconnected with the channels of other users outside of their agency. Dispatch consoles that are able to create patches will also be captured as gateways. Gateways are listed in the following table. More detailed information on each gateway is provided in Appendix D.

Table 10 East Central Region Gateway Systems

Comment [SM38]: Table needs to be completed. Review and edit as necessary. If table is updated, appropriate appendix will also need to be updated.

Gateway Name	Owning Agency	Make / Model	Day-to-Day or Incident / Event	Fixed / Mobile	No. of Simultaneous Nets	No. of Ports
Boone County	Boone County Sheriff			Fixed		
Agencies Supported	Boone County Sheriff					
Fremont (Dodge Co)	Fremont PD			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte/Columbus PD Dispatch	Columbus PD			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte EOC	Platte/Columbus EM			Fixed		
Agencies Supported	Boone County Sheriff					
Platte/Columbus Trailer	Platte/Columbus EM			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte Sheriff Dispatch	Platte County Sheriff			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					

3.3.1 Region-wide Gateway Policies and Procedures

Region-wide Gateway Rules of Use

Comment [s39]: Does the region have any additional rules of use for its gateway systems? Template text is in italics and can be incorporated or removed. Review and edit as necessary.

The following rules of use shall govern interoperable communications between agencies:

- Gateway patches must be requested of the dispatch center in the appropriate county.
- Agencies will identify themselves by agency name and designated call sign/radio designator.
- All radio traffic should be in clear text. The use of 10-Codes and specific agency acronyms is prohibited.
- Never assume that encryption carries across the gateway

The following rules of use shall govern interoperable communications between agencies via gateways:

- ***National Incident Management System*** *– Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.*
- ***Plain Language*** *– All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.*
- ***Unit Identification*** *– Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])*
- ***National Response Framework*** *– Under the National Response Framework, ICS forms will be used for all appropriate documentation.*
- ***Encryption*** *– All encrypted radio users must operate in a "clear" mode when a gateway is used, unless otherwise arranged in advance.* ***Never assume encryption carries across the gateway.***
- ***Monitoring*** *– The Incident Commander, or their designee, will ensure that each activated interoperability channel is monitored consistently while in use.*

Region-wide Gateway Communications Request

Comment [s40]: Is this the procedure that the region uses for gateway communications request? Template text is in italics and can be incorporated or removed. Review and update as necessary.

On a day-to-day basis, dispatch centers will coordinate with one another to establish any needed patch. The fixed site gateway dispatch center will establish the patch and announce on the air that it has been established. If the patch includes the primary dispatch channel of the neighboring jurisdiction, traffic should be minimal and the patch maintained only as long as required to resolve the incident.

Agency representatives must be aware that multiple gateway activations in support of an incident can result in mutual interference. Interference issues are best resolved by the technical support team assigned to the gateways. No other Gateway activation will be authorized for activation without prior approval from the Incident Dispatch Center.

The following information is provided by the requesting agency at the time of an activation request:

- User's agency
- On-scene agencies requiring interoperability
- Reason for request/type of event
- Equipment required
- Expected duration of event
- User/requestor and/or servicing dispatch contact phone number

The COML and/or Incident Commander must be aware that activating multiple gateways to support an incident can result in mutual interference. Interference issues are best resolved by the technical support team assigned to the gateways.

The agency requesting the use of a fixed or mobile gateway device for incident/event communications support should document and provide the following information to the owning gateway agency POC, on request:

- Requesting agency
- On-scene agencies requiring interoperability
- Incident/event type (e.g., wild land fire, etc.)
- Equipment required
- Expected duration of event
- Location required/access information
- Incident POC
- User/requestor and/or servicing dispatch contact phone number
- Additional support services requested (e.g., gateway operator, generator, etc.)

Region-wide Mobile Gateway Request

Comment [s41]: Is this the regions mobile gateway request process? Combined in new template. Review and edit as necessary. If significantly different than a fixed gateway request, it can remain in it's own section.

In addition to the above procedures the following will be followed for mobile gateways:

The IC will determine when a situation exists that requires use of a East Central Regional interoperability resource and notifies the appropriate dispatch center.

The primary agency dispatch center must determine which interoperability resource will best support the needs of the incident. Should the center determine that a mobile gateway is required; the dispatch center will follow the following procedures to contact the mobile gateway owning agency POC and relay pertinent information regarding the event:

- Notify the On-duty Shift Supervisor in the Communications Center.
- The On-duty Shift Supervisor will contact the local Emergency Manager or Communication Dept Director as appropriate.
- The Emergency Manager or Communication Director will make the request via established emergency notification to the owner of the mobile gateway.
- This request will be validated by the agency POC.

The gateway owning agency coordinates the deployment by providing the contact information for the gateway to the IC or their designee. The gateway owning agency will provide an estimated response or activation time, which will be relayed to the dispatch center of the agency having jurisdiction over the event and the IC.

The mobile gateway will then be sent to the incident scene. The requesting Agency will staff and maintain the gateway through the duration of the event.

The gateway owning agency will follow their deployment procedures.

Region-wide Mobile Gateway Activation

Comment [SM42]: Combined in new template. Review and edit as necessary. If significantly different than a fixed gateway request, it can remain in it's own section.

Mobile gateways may not be outfitted with agency radios before the event. Therefore, agencies may be required to bring a portable radio, cable, charger, and, if available, a remote speaker/microphone to connect to the mobile gateway for the length of the operation.

The speaker/microphone may be destroyed as a result of the radio interface to the gateway. The COML or designee should follow these procedures:

- Require participating agencies to check in at the command post or other designated location and provide frequencies, talk groups, or channels available for use during the incident.
- For agencies not preconfigured within the gateway, agency representatives may need to provide frequency information to include PL/DPL tones.
- Confirm or assign radio call sign/designator information to connected agencies.
- Assist the mobile gateway owning agency in identifying a location to setup and operate the mobile gateway.
- Provide and inform gateway operator what agencies are participating.
- Confer with gateway operator concerning what command level or other specific talk groups need to be programmed into the mobile gateway.

The gateway operator(s) will follow their internal agency procedures for establishing and activating their mobile gateway.

Region-wide Gateway Deployment Procedures

Comment [s43]: Does the region uses these procedures to deploy Gateway systems? Do any not apply? Any additional? This section is template text. Review and edit as necessary.

Upon receiving a request for the deployment of a mobile gateway, the owning agency dispatcher should follow these deployment procedures:

- Contact the on-call mobile gateway operator/technician responsible for mobile gateway deployment.
- Dispatch the mobile gateway operator to the incident scene.
- Inform the requesting agency that the mobile gateway is en route and provide an estimated time of arrival (ETA), if available.

The mobile gateway operator should follow these deployment procedures:

- Provide dispatch with an ETA at the incident and method of communications while en route (e.g., designated radio channel, cell number).
- Retrieve the dedicated unit and mobile gateway from its storage location and deliver it to the incident scene
- Report to the Incident Commander or Check-in on arrival.
- Once on-scene, establish patches via the mobile gateway in accordance with the Gateway Activation Procedures listed below.

Region-wide Gateway Activation Procedures

Comment [s44]: Is this the gateway activation procedure? Information in italics is template text. Review and edit as necessary.

- Notify the On-duty Shift Supervisor in the Communications Center.
- The On-duty Shift Supervisor will contact the local Emergency Manager or Communications Department Director.
- The Emergency Manager or Communication Department Director will make the request via established emergency notification to the mobile gateway agency POC.

- This request will be validated by the owning agency POC.
- The following information is provided by the requesting agency to the Mobile Gateway Agency POC at the time of an activation request:
  - User's agency
  - On-scene agencies requiring interoperability
  - Reason for request/type of event (i.e., IED, WMD, etc.)
  - Equipment required
  - Expected duration of event
  - Location required/access information
  - Incident point of contact
  - User/requestor and/or servicing dispatch contact phone number

The gateway owning agency coordinates the deployment by providing the contact information for the gateway to the IC or their designee. The gateway owning agency will provide an estimated response or activation time, which will be relayed to the dispatch center of the agency having jurisdiction over the event and the IC.

The mobile gateway will then be sent to the incident scene. The requesting Agency will staff and maintain the gateway through the duration of the event.

The gateway owning agency will follow their deployment procedures.

On a day-to-day basis, dispatch centers will coordinate with one another to establish any needed patch. The fixed site gateway dispatch center will establish the patch and announce on the air that it has been established. If the patch includes the primary dispatch channel of the neighboring jurisdiction, traffic should be minimal and the patch maintained only as long as required to resolve the incident.

Agency representatives must be aware that multiple gateway activations in support of an incident can result in mutual interference. Interference issues are best resolved by the technical support team assigned to the gateways. No other gateway activation will be authorized for activation without prior approval from the Incident Dispatch Center.

The following information is provided by the requesting agency at the time of an activation request:

- User's agency
- On-scene agencies requiring interoperability
- Reason for request/type of event
- Equipment required
- Expected duration of event
- User/requestor and/or servicing dispatch contact phone number

Once the owning agency grants authorization to use their fixed gateway, the region-wide procedures for establishing communications connectivity are:

- Select a channel or talkgroup on the home system for use in the gateway patch.

- Verify the system-wide availability of required resources (coordinate among control point dispatchers).
- Provide radio call sign/designator information to connected agencies as needed.
- Assign the requested unit/agency to that channel or talkgroup.
- Connect the agency to the appropriate talkgroup.
- Announce to users that interoperability is activated.
- *Identify users on the interoperability channel using their agency name and unit identifier through a roll call.*
- *Monitor the interoperability channel to address requests.*

Region-wide Gateway Deactivation Procedures

Comment [s45]: Is this the regions deactivation procedure? Review and edit as necessary.

When the gateway connection(s) is (are) no longer required, agencies should follow these deactivation procedures:

When the interoperable communications connection is no longer required, agencies should follow these deactivation procedures:

- The requesting agency/user or IC where the incident occurred shall contact their dispatcher and request that the patch be deactivated
- The dispatcher shall make an announcement on the interoperable channel or talk group indicating that the connection will be deactivated prior to the connection being disabled
- All personnel shall return to their appropriate home system channel assignment

Participating agencies are responsible for retrieving their portable radio provided during the operation. When the interoperable communications connection is no longer required, agencies should follow these deactivation procedures:

- The COML or IC shall contact the operator of the gateway to inform them that the gateway connections are no longer required
- The dispatcher shall be notified by the COML or IC to make an announcement on the interoperable channel(s) or talk group(s) indicating that the connection will be deactivated prior to the connection being disabled
- All personnel shall return to their appropriate home system channel assignment

The COML will follow their established deactivation procedures. They will make an effort to:

- Ensure agencies retrieve portable radios
- Take inventory of equipment and note any needing repair or replacement

Region-wide Gateway Problem ID and Resolution

Comment [s46]: Is this the regions problem ID and resolution procedure? Italics is template text. Review and edit as necessary.

During an incident:

- Report gateway problems to the owning agency dispatcher (for fixed gateways) or mobile gateway operator (for mobile gateways), who will follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all regional gateways:

- Report any problems with the gateway to the appropriate POC for that agency listed in Appendix D. The POC will be responsible for ensuring effective resolution to problems that exist with the gateway.
- Report any unresolved problems with the Statewide Radio System to the entities identified in the SRS Standard Operating Procedures. Report any problems with the Mutual Aid System to the entities identified in the Mutual Aid Standard Operating Procedures.

Region-wide Gateway Limitations

Comment [s47]: Does the region have any additional gateway limitations? Any of these not apply? Italics is template text. Review and edit as necessary.

Interoperability provided through a gateway can connect participating agency responders but has the following limitations:

- Agency representatives must be aware that multiple gateway activations in support of an incident can result in mutual interference. Interference issues are best resolved by the technical support team assigned to the gateways. No other Gateway activation will be authorized for activation without prior approval from the Incident Dispatch Center.
- The number of simultaneous patches that can be supported by the gateway will be limited by switch capacity and the number of lines connecting control centers and consoles. As a result, a limited number of patches involving resources at different control points can be supported simultaneously. Likewise, a limited number of patches involving resources that are accessed through a communications center console may be supported simultaneously.
- Home system coverage may limit communications. Gateway users must be within the footprint of their coverage area.
- Never assume that encryption carries across the gateway.

- Agencies not permanently configured on a given gateway will require additional planning to establish interoperable communications through that gateway.
- All system functionalities may not be supported in a gateway environment, i.e., emergency button, User ID.

Region-wide Gateway Test Procedures

Comment [s48]: Does the region Use the follow procedure for Gateway testing? ? Italics is template text. Review and edit as necessary.

To ensure that equipment components of the gateway operate properly, each agency will participate in the following testing procedure:

- Representatives from multiple agencies should meet on a regular basis to test each gateway.

- Each agency should participate in regular testing as established by agreement of the agencies.
- Testing should include deployment (mobile only), setup, operation, and deactivation of each gateway.
- If an issue or problem is identified during the testing procedure, determine who will take corrective action. If the issue or problem cannot be resolved, contact the appropriate technical personnel to address the issue or problem.

(Note: Policies and procedures specific to a single gateway are listed subsequent to that specific gateway below. Delete the following gateway sections of not applicable.)

Comment [SM49]: Consider whether to delete or keep the following section for templating purposes if not used.

3.3.2 [Name] Gateway

Comment [s50]: Are there any special instructions in respect to Gateways?

This section provides individualized guidance on how to request, deploy, and use specific East Central Region gateways that may be used by regions in the future. Further detailed information on all East Central Region gateways is listed in Appendix D.

[Name] Gateway Rules of Use

[Add text]

[Name] Communications Request

[Add text]

[Name] Mobile Gateway Deployment Procedures

[Add text]

[Name] Fixed Gateway Activation Procedures

[Add text]

[Name] Gateway Deactivation Procedures

[Add text]

[Name] Gateway Problem ID and Resolution

[Add text]

[Name] Gateway Limitations

[Add text]

[Name] Gateway Test Procedures

[Add text]

3.4 Cache Radios

Cache radios, also known as "swapped radios," refer to maintaining a cache of standby radios that can be deployed to support regional incidents. These radios may be from a regional cache or from a participating agency. These radios allow all responders to use common, compatible equipment during an incident. Specific caches within the East Central Region are listed in the following table. Detailed information on cache radios can be found in Appendix E.

Table 11 East Central Region Radio Cache(s)

Comment [s51]: Review this table and be sure it is accurate and up to date. Also check to make sure that these radios are an actual cache and not just spares. If table is updated, appropriate appendix will also need to be updated.

Radio Cache Name	Owning Agency	Make / Model	Frequency Band	Quantit
Boone County Highband	Boone County Emergency Services	Motorola/HT-1259	VHF	14
Schuyler Radio Cache	Schuyler Fire	Motorola/CP200	VHF	2
Merrick County EM	Merrick County EM	Motorola/HT750	VHF	4
Disaster Response	Platte County EM	Motorola/P1225/EX600	VHF	12
Cedar Bluffs Fire Dept	Cedar Bluffs Fire	Motorola/XTS1500	800 MHz	4

3.4.1 Region-wide Cache Radio Policies and Procedures

Comment [s52]: Is this the regions cache policies and procedures? Review and edit as necessary.

East Central Region radio caches have the following characteristics:

- Portable radios are fully charged and maintained, ready for immediate deployment.
- Deployed equipment includes battery chargers to support extended deployments.
- Personnel are available to transport equipment to the incident scene.
- Technicians are available for on-scene support during the deployment.
- Checkout and tracking procedures are used during the incident to ensure the radios are properly returned to the cache following the incident.

800 MHz Cache Radios

All East Central Region, Nebraska 800 MHz radio caches are required to have the following channels/talkgroups programmed once available:

Table 12 Required Channel for East Central Region, Nebraska 800 MHz Cache Radio(s)

Comment [s53]: Review and edit as necessary.

Channel Name	Primary Use	Agencies Supported	Frequency/Band
ICALL	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC1	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC2	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC3	Mutual Aid	All Public Safety Agencies	800 MHz
ITAC4	Mutual Aid	All Public Safety Agencies	800 MHz

If possible, the following channels/talkgroups should also be programmed into East Central Region, Nebraska 800 MHz cached radios:

Table 13 Optional Channels for East Central Region, Nebraska 800 MHz Cache Radio(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band

Comment [SM54]: Review and edit as necessary. This table can be removed if not applicable.

UHF Cache Radios

All East Central Region, Nebraska UHF radio caches are required to have the following channels programmed once available:

Table 14 Required Channels for East Central Region, Nebraska UHF Cache Radio(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band
UTAC1	Mutual Aid	All Public Safety Agencies	UHF
UTAC2	Mutual Aid	All Public Safety Agencies	UHF
UTAC3	Mutual Aid	All Public Safety Agencies	UHF
UTAC4	Mutual Aid	All Public Safety Agencies	UHF
UCALLD	Mutual Aid	All Public Safety Agencies	UHF
UTAC1D	Mutual Aid	All Public Safety Agencies	UHF
UTAC2D	Mutual Aid	All Public Safety Agencies	UHF
UTAC3D	Mutual Aid	All Public Safety Agencies	UHF
UTAC4D	Mutual Aid	All Public Safety Agencies	UHF

Comment [SM55]: Review and edit as necessary.

If possible, the following channels should also be programmed into East Central Region, Nebraska UHF cached radios:

Table 15 Optional Channels for East Central Region, Nebraska UHF Cache Radio(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band

Comment [SM56]: Review and edit as necessary. This table can be removed if not applicable.

VHF Cache Radios

All East Central Region, Nebraska VHF radio caches are required to have the following channels programmed once available:

Table 16 Required Channels for East Central Region, Nebraska VHF Cache Radio(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band
VTAC1	Mutual Aid	All Public Safety Agencies	VHF
VTAC2	Mutual Aid	All Public Safety Agencies	VHF
VTAC3	Mutual Aid	All Public Safety Agencies	VHF
VTAC4	Mutual Aid	All Public Safety Agencies	VHF

Comment [SM57]: Review and edit as necessary.

VTAC1D	Mutual Aid	All Public Safety Agencies	VHF
VTAC2D	Mutual Aid	All Public Safety Agencies	VHF
VTAC3D	Mutual Aid	All Public Safety Agencies	VHF
VTAC4D	Mutual Aid	All Public Safety Agencies	VHF

If possible, the following channels should also be programmed into East Central Region, Nebraska VHF cached radios:

Table 17 Optional Channels for East Central Region, Nebraska VHF Cache Radio(s)

Channel Name	Primary Use	Agencies Supported	Frequency/Band

Comment [SM58]: Review and edit as necessary. This table can be removed if not applicable.

Region-wide Radio Cache Rules of Use

Comment [s59]: Does the region have any additional rules of use for radio caches? Review and edit as necessary.

The following are general rules of use and apply to all East Central Region radio caches:

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure that all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., [Local Example Here])
- **National Response Framework** – Under the National Response Framework, ICS forms will be used for all appropriate documentation.
- **Equipment Return –** The requesting agency is responsible for the return of any cache radios/equipment in the condition that they were received. OR Responsibilities for lost or damaged equipment lie with the appropriate agency as dictated by existing Memoranda of Agreement (MOAs).

Region-wide Radio Cache Request

Comment [s60]: Is this the regions radio cache request procedure? Italics is template text and can be incorporated into document. Review and edit as necessary.

The Incident Commander, or their designee, determines when a situation exists that requires the use of a regional radio cache and notifies the appropriate dispatch center. The dispatch center will follow internal agency procedures to contact the COML or Radio Cache Agency POC and relay pertinent information regarding the event. The requesting agency documents and provides the following information to the Radio Cache Agency POC, on request:

- Requesting agency

- On-scene agencies requiring interoperability
- Incident/event type of event (e.g., wild land fire, etc.)
- Equipment requirements
- Expected duration of event
- Location required/access information
- Incident POC
- User/requestor and/or servicing dispatch contact phone number
- Additional support services requested (e.g., technician, chargers, etc.)

The Radio Cache Agency determines what radio caches are available for use, identifies a specific cache, activates that cache, and coordinates the cache deployment with the requesting agency Incident Commander or their designee.

Region-wide Radio Cache Equipment Activation

Comment [s61]: Does the region use these procedures for radio cache activation? Italics is template text and can be incorporated into document. Review and edit as necessary.

- The Radio Cache Manager will provide an estimated response or activation time, which will be relayed to the dispatch center of the agency having jurisdiction over the event and the IC.
- The Radio Cache will be sent to the incident scene along with a knowledgeable technician who will be responsible for supporting the radios, including fully charged spare batteries.
- Each radio in the radio cache will have a unique identification number for inventory tracking.
- The technician will be responsible for keeping a list for the incident of each user to whom a radio has been distributed, the agency of the user, and the identification number of the radio(s) provided to that individual, and frequency/channel of use.
- Each user and/or agency that has received a radio from the radio cache will be responsible for the return of that radio to the cache at the end of the incident.

Upon receiving a request for the deployment of a radio cache, the owning agency **dispatcher** should follow these deployment procedures:

- Contact the on-call technician responsible for radio cache deployment.
- Dispatch the radio cache technician (or an approved designee) to the incident scene.
- Inform the requesting agency that the radio cache is en route and provide an estimated time of arrival (ETA), if available.

The **radio cache technician (or designee)** should follow these deployment procedures:

- Provide dispatch with an ETA at the incident.
- Retrieve the radio cache from its storage location and deliver it to the incident scene.
- Report to the Incident Commander or Check-in on arrival.

- Once on-scene, sign the cache over to the requesting agency for incident use or, if assigned to remain on scene, coordinate radio cache deployment procedures with the Communications Unit.
    - Each radio in the radio cache will have a unique identification number for inventory tracking. Ask the receiving agency to sign a property transfer form if they take responsibility for managing the radio cache on scene.
    - The requesting Incident Commander, or their designee, will be responsible for:
        - Supporting radio deployments on-scene
        - Maintaining a record of each user and agency to whom a radio and associated accessories have been distributed
        - Documenting the identification number of each radio deployed
        - Documenting the channel(s) in use
- Each user and/or agency that receives a radio from the radio cache will be responsible for returning that radio and all associated accessories to the cache at the end of the incident.

Region-wide Radio Cache Equipment Deactivation

Comment [s62]: Is this the regions deactivation process? Does any of this not apply? ? Italics is template text and can be incorporated into document. Review and edit as necessary.

- The IC will determine when the East Central Regional interoperability asset is no longer required.
- The IC or Logistics Section Chief will be responsible for coordinating the return of cache radios to the Radio Cache Technician on-scene.
- At the end of the incident, the Radio Cache Technician will be responsible for inventorying all radios returned to the cache. Before leaving the incident scene, the technician will determine if any radios have not been returned to the radio cache and note the user and/or agency to which the radio was distributed. This information will be provided to the IC or Logistics Section Chief. If the missing radios cannot be recovered at the incident scene, the technician will provide this information to the Radio Cache Manager for resolution.

When the radio cache is no longer required, agencies should follow these deactivation procedures:

- Coordinate the return of all cache radios to the Communications Unit through the Incident Commander or their designee.
- The Communications Unit will be responsible for inventorying all radios and accessories returned to the cache. Before leaving the incident scene, the Communications Unit will determine if any radios have not been returned to the radio cache and note the user and agency to which the radio was distributed. Provide this information to the Incident Commander or their designee.

- If the missing radios cannot be recovered at the incident scene, the Communications Unit will provide this information to the Radio Cache Agency POC for resolution.

Region-wide Radio Cache Problem ID and Resolution

Comment [s63]: Is this the regions Problem ID and resolution procedures? Italics is template text and can be incorporated into document. Review and edit as necessary.

During an incident:

- Report radio cache problems to the radio cache technician or their designee who will follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all regional radio caches:

- Report any problems with the radio cache to the appropriate POC for the owning agency listed in Appendix E. The POC will be responsible for ensuring effective resolution to problems that exist with the radio cache.
- Report any unresolved problems with the Statewide Radio System to the entities identified in the SRS Standard Operating Procedures. Report any problems with the Mutual Aid System to the entities identified in the Mutual Aid Standard Operating Procedures.

(Note: Policies and procedures specific to a single radio cache are listed subsequent to that specific cache below. Delete the following radio cache sections of not applicable.)

3.4.2 [Name] Radio Cache

Comment [s64]: Are there any special instructions for any radio cache procedures? Consider whether to delete or keep the following section for templating purposes if not used.

[Name] Technology Overview

[Add text]

[Name] Radio Cache Rules of Use

[Add text]

[Name] Radio Cache Interoperable Communications Request

[Add text]

[Name] Radio Cache Equipment Activation Procedures

[Add text]

[Name] Radio Cache Equipment Deactivation Procedures

[Add text]

[Name] Radio Cache Equipment Problem ID and Resolution

[Add text]

3.5 Mobile Communications Units

Comment [s65]: Update MCU section to at a minimum include the CST element? Contact CST to find out procedures for the request and activation procedures of the CST MCU. All information in this section is template text. Review and edit as necessary.

A mobile communications Unit (MCU) (also known as a Mobile Communications Center (MCC), Mobile Communications Vehicle (MCV), or Mobile EOC) refers to any vehicular asset that can be deployed to provide or supplement communications capabilities in an incident area. Examples of the types of communications devices an MCU can house are: subscriber and base station radios of various frequency bands, gateway devices, satellite phones, wireless computer networks, video broadcasting/receiving equipment, etc. Typically these communications devices are permanently [located/stored] in the MCUs when not used. The MCU should also be able to temporarily provide the electrical power required to operate the communications devices. More detailed information on each MCU is provided in Appendix F.

Table 18 East Central Region Mobile Communications Unit(s)

Comment [SM66]: Review and edit as necessary. If table is updated, appropriate appendix will also need to be updated.

Unit ID / Designator	FEMA Type	Owning Agency	Deployment Area

3.5.1 Mobile Communications Unit Policies and Procedures

Mobile Communications Unit Technology Overview

Comment [s67]: Update the MCU section to include procedures for the use of MCUs. Review and edit as necessary.

[Add text]

Mobile Communications Unit Rules of Use

The following are general rules of use and apply to all East Central Region radio caches:

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) when using any regional interoperability resource.
- **National Response Framework –** Under the National Response Framework, ICS forms will be used for all appropriate documentation.
- **Equipment Return** – The requesting agency is responsible for the return of any mobile communication units in the condition that they were received and/or as dictated by existing Memoranda of Agreement (MOAs).
- **Resource Modifications** – The requesting agency is not allowed to change anything in the mobile communications unit without written permission of the owning agency. Should a modification need to be made, (i.e., changing an electric end) the requesting agency will incur costs of any modification/restoration.

Operational Expenses – Operational expenses should be decided upon ahead of time or within an MOU.

Mobile Communications Unit Interoperable Communication Request

Comment [s68]: Is this the regions MCU request procedure?

The Incident Commander, or their designee, determines when a situation exists that requires the use of an MCU and notifies the appropriate dispatch center. The dispatch center will follow internal agency procedures to contact the COML or MCU POC and relay pertinent information regarding the event. The requesting agency documents and provides the following information to the MCU POC, on request:

- Requesting agency
- Agencies requiring interoperability
- Incident/event type (e.g., wild land fire, etc.)
- Expected duration of event
- Location required/access information
- Incident POC
- User/requestor and/or servicing dispatch contact phone number
- Additional support services requested

The MCU Agency determines if the MCU is available for use and coordinates the deployment with the requesting agency Incident Commander or their designee.

Mobile Communications Unit Activation Method

Comment [s69]: Is this the regions MCU activation procedure?

Upon receiving a request for the deployment of a mobile communications unit, the owning agency **dispatcher** should follow these deployment procedures:

- Contact the mobile communications unit POC responsible for deployment.
- Dispatch the mobile communications unit operator to the incident scene.
- Inform the requesting agency that the mobile communications unit is en route and provide an estimated time of arrival (ETA), if available.

The **operator** should follow these deployment procedures:

- Provide dispatch with an ETA at the incident.
- Retrieve the mobile communications unit from its storage location and deliver it to the incident scene.
- Report to the Incident Commander/designee and check-in on arrival.

Once on-scene, operator will prepare the mobile communications unit for operations, if assigned to remain on scene, supervise use of the mobile communications unit.

Mobile Communications Unit Deactivation Method

Comment [s70]: Is this the regions MCU deactivation procedure?

When the mobile communications unit is no longer required, agencies should follow these deactivation procedures:

- Coordinate the return of the mobile communications unit to the owning agency through the Incident Commander/designee.

- The Logistics Unit will be responsible for inventorying all mobile communications unit equipment. Before leaving the incident scene, the operator will determine if all mobile communications unit equipment is accounted for. Provide this information to the Incident Commander/designee.
- The mobile communications unit operator will ensure that the unit has been properly configured for movement.
- Any discrepancies at the incident that cannot be resolved should be reported to the Incident Command.

Mobile Communications Unit Problem ID and Resolution

During an incident:

- During activation, report mobile communications unit problems to the owning agency who will then follow established agency procedures to resolve the problem.

Following an incident, the following general problem ID and resolution processes apply to all mobile communication units:

Report any problems with the mobile communications unit to the appropriate POC for the owning agency listed in Appendix F. The POC will be responsible for ensuring effective resolution to problems that exist with the mobile communications unit.

(Note: Policies and procedures specific to a single mobile communications unit are listed subsequent to that specific cache below. Delete the following communications unit sections of not applicable.)

Mobile Communications Unit Technology Overview

Comment [s71]: Are there any special instructions for the use or procedures concerning MCUs? Considering that each asset will be probably be different, The following sections will need to be duplicated and edited for each mobile asset.

[Name] Mobile Communications Unit Technology Overview

[Add text]

[Name] Mobile Communications Unit Rules of Use

[Enter text]

[Name] Mobile Communications Unit Interoperable Communication Request

[Enter text]

[Name] Mobile Communications Unit Activation Method

[Enter text]

[Name] Mobile Communications Unit Deactivation Method

- [Enter text]

[Name] Mobile Communications Unit Problem ID and Resolution

[Enter text]

3.6 ARES/RACES

(This section will need to be modified for each site.)

Comment [s72]: Review the local ARES/RACES chapters and assess their assets and capabilities that would be of use in an incident. If no local ARES/RACES groups are present this section can be erased. Include statewide text if appropriate. Review and edit as necessary.

State and local government public safety agencies occasionally conduct emergency preparedness or disaster drills that include amateur operations. Some entities, such as hospitals, emergency operations centers, and police, fire, and emergency medical service stations, have expressed interest in having their employees who are amateur station operators participate in these drills by transmitting messages on the entity's behalf. The Commission's Rules, however, specifically prohibit amateur stations from transmitting communications "in which the station licensee or control operator has a pecuniary interest, *including communications on behalf of an employer*."[1]

The EOC Amateur Radio Team will consist of volunteers from the Community Emergency Response Team (CERT). Upon activation of the EOC and EOC request for deployment, radio operators will report to the EOC and man the radios for the duration of the Emergency.

Radio Teams consist of volunteers committed to the operations of the EOC but possibly unable to respond immediately to a deployment. There are several Points of Contact for the Radio Teams listed below in order of contact that will enable the Radio Teams to be deployed in the fullest and fastest manner.

Table 19 ARES/RACES Points of Contact

Comment [SM73]: Review and edit table as necessary.

Name/Location	E-Mail	Phone	Call Sign

*** ARES – Amateur Radio Emergency Service

***RACES – Radio Amateur Civil Emergency Services

Activation of the Radio Teams will be the responsibility of the EOC for the CERT Teams.

Deactivation of the Radio Teams will be determined by the EOC for the CERT Teams.

The Radio Teams are composed of individuals familiar with all aspects of radio communications in their area of responsibility and will provide multiple and redundant communication avenues in case of emergency deployment and will be able to address all

[1] The above paragraphs are an excerpt from DA 09-2259, Released: October 20, 2009, AMATEUR SERVICE COMMUNICATIONS DURING GOVERNMENT DISASTER DRILLS

problems/issues associated with their radio systems that may arise as a result of the emergency.

Amateur radio equipment in the EOC is capable of operating on frequencies ranging from 1.8 MHz to 450 MHz. These frequencies allow for communications locally and across the country.

Radio Amateur Civil Emergency Services (RACES) is activated by the Radio Officer under local jurisdiction. The Radio Officer is appointed in writing by the local jurisdiction. The Radio Officer appoints RACES Operators under the Presidents War Emergency Powers, Provision Section 706 of the Communications Act of 1934. This allows the Amateur Radio Operators to communicate with other RACES and Government Stations. Amateur Radio communications will be in compliance with FCC Rules and Regulations, Part 97.407.

Amateur Radio frequencies are open and not subject to the non-disclosure rules of other radio services. Therefore, these communications should be treated as “open mike” communications and sensitive information should not be sent via Amateur Radio.

Amateur Radio Operators will also operate the Shared Resources High Frequency Radio Program (SHARES). These are Government HF (1.8 - 30 MHz) frequencies that provide a single agency emergency message handling system for worldwide communications. SHARES communications will be in compliance with FCC Rules and Regulations.

4 Regional Emergency Resource Staffing

Emergency Resource Directory

The Emergency Resource Directory establishes a list of personnel who will respond to fill the Communication Unit positions.

Identified personnel must train and exercise to a regional response level.

Job descriptions and qualified personnel for each Communications Unit position are detailed below.

Dispatch Center

Communications Coordinator (COMC) – The COML will work with the COMC to coordinate communications with other dispatch centers and the incident communication plan. Locally, the jurisdictional dispatch center supervisor or dispatcher will act as the Communications Coordinator. Coordinators may also be located at the region/county, State, and Federal level.

At an Incident/Event

Communications Unit Leader (COML) –Manages the technical and operational aspects of the Communications Function during an incident or event. Develops National Incident Management System (NIMS)/Incident Command System (ICS) Form 205 Incident Radio Communications Plan and supervises the communication unit.

Technical Specialist (THSP) – Allows for the incorporation of personnel who may not be formally certified in any specific NIMS/ICS position. THSPs may include Local Agency Radio Technicians (as opposed to the COMT), Telephone Specialists, Gateway Specialists, Data/IT Specialists, and or Cache Radio Specialists.

Incident Communications Technician (COMT) – Deploys advanced equipment and keeps it operational throughout the incident/event.

Incident Communications Center Manager (INCM) – Supervises the operational aspects of the Incident Communications Center (ICC) (Mobile Unit and/or Fixed Facility). During an incident, the ICC is designed to absorb incident traffic in order to separate that traffic from the day-to-day activities of the dispatch center. The ICC is typically located at the Incident Command Post (ICP) in a fixed site, tent, trailer, mobile communications unit.

Radio Operator (RADO) - Staffs a radio at the ICC and is responsible for documenting incoming radio and telephone messages. Incident Dispatchers or Tactical Dispatchers are used as RADOs.

Comment [s74]: These jobs cannot be changed, they follow the guidelines set in place by the Incident Command System.

The following table lists contact information of the Regional Emergency Resource Personnel for each Communications Unit position.

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Table 20 Regional Emergency Resource Personnel

Comment [s75]: Fill in table with local personnel that hold these positions.

	Name	Agency	Address	Phone	Email
COMC					
COML					
INCM					
RADO					
Cache THSP					
Gateway THSP					
Other THSP					

CONTROLLED UNCLASSIFIED INFORMATION

5 CASM

If your TICP interoperable equipment lists (e.g., Section 3 and Appendices A1, B-E) were generated from the information entered in and maintained in the Communication Assets Survey and Mapping (CASM) tool, then this section is applicable and should be included. If not, it is not relevant and can be deleted. If this section is included, please delete this paragraph.

Comment [s76]: Review the regions CASM procedures. If CASM is not in use in the region this section can be deleted.

5.1 Overview

The Communication Assets Survey and Mapping (CASM) tool provides the ability for representatives of public safety agencies within an urban area or State to collect, store, and visualize data about agencies, communication assets, and how agencies use those assets.

The purpose of CASM is to:

- Provide a single repository for information about land mobile radio systems, other interoperability methods, and how they are used by public safety agencies within a state or urban area.
- Provide a method to display the data.
- Provide tools to analyze the data and visualize interoperability gaps in accordance with the Interoperability Continuum framework.

The CASM tool is composed of two components: the Communication Assets Survey (CAS) and the Communication Assets Mapping (CAM) tool. The CAS component provides a means to enter, edit, and delete information about agencies, communication assets (such as radio systems, dispatch centers, mutual aid channels/systems, gateways and radio caches), and agency usage of those assets. The CAM component provides a means to display this information in a map-based interface and provides analysis tools for displaying agency-to-agency interoperability, including interoperability gaps, in various ways. CAM also provides the capability to generate the interoperable equipment lists included in the TICP. As updates are made to the TICP, the equipment tables can easily be produced using CAM and cut/pasted into the appropriate sections of the TICP document.

Authorization to access data for a particular urban area or State is controlled by the East Central Region Administrative Manager (AM); each user must have a user name and password in order to login.

The CASM AM POC information for your state/urban area is listed in the following table:

Table 21 CASM AM POC Information

Name	Phone	Email	Area of Responsibility

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Name	Phone	Email	Area of Responsibility

Appendix A Points of Contacts

Comment [s77]: Fill in POC information.

A.1 Dispatch Centers

Table A - 1 Dispatch Center Points of Contact

Dispatch Center	24/7 Contact	Organizations / Agencies Served
Saunders County dispatch	(402) 443-1000	Ashland Police, Ashland Fire, Ashland EMS, Cedar Bluffs Fire and Rescue, Cedar Bluffs Police, Ceresco Fire and Rescue, Ceresco Police, Colon Fire, Ithaca Fire, Malmo Fire, Morse Bluff Fire, Prague Fire and Rescue, Valparaiso Fire and Rescue, Wahoo Police, Wahoo Fire and Rescue, Weston Fire and Rescue, Yutan Police, Yutan Fire and Rescue, Saunders County Sheriff
Dodge County dispatch		
Colfax County dispatch		
Butler County dispatch		
Platte County dispatch		
Polk County dispatch		
Boone County dispatch		
Nance County dispatch		
Merrick County dispatch		
Howard County dispatch		

A.2 Nongovernmental Agency Contact Information

Table A - 2 Nongovernmental Agency Contact Information

Agency	Name	Position	Phone	Email

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A.3 [Governing Body] Member Information

Table A - 3 [Governing Body] Contact Information

Agency	Name	Position	Phone	Email	Governing Body(s)

A.4 East Central Training Region Governing Board (ECTRGB) POC Information

Table A - 4 East Central Training Region Governing (ECTRGB) POCs

Comment [s78]: Review the following table to ensure their accuracy and make sure that they are as up to date as possible.

Agency	Name	Email	Phone
Boone County Region 44 Emergency Management	Jan Zurcher	jzrcdisaster@gmail.com	(402) 920-0293
Butler County Emergency Management	Rick Schneider	bcema@neb.rr.com	(402) 367-3125
Colfax County Communications/ Schuyler Fire Dept	Brenda Rist Todd Parsons	brendarist@hotmail.com firemen@schuylerfire.com	(402) 352-8527 (402) 352-5407
Dodge County Emergency Management/ Sheriff	Bill Pook Steve Hespen	bill@region5-6.org shespen@68025.com	(402) 727-2785 (402) 727-2700
Howard County Emergency Management	Michelle Woitalewicz	emergencymanager@howardcountyso.org	

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Merrick County Region 44 Emergency Management	Jan Zurcher	jzrcdisaster@gmail.com	(402) 920-0293
Nance County Region 44 Emergency Management	Jan Zurcher	jzrcdisaster@gmail.com	(402) 920-0293
Platte County/ Columbus Emergency Management	Tim Hofbauer	pcem@megavision.com	(402) 564-1206
Polk County Emergency Management/ Sheriff	Bob Carey	bcarey@pcsheriff.com	(402) 747-2231
Saunders County Emergency Management	Terry Miller	tmiller@co.saunders.ne.us	(402) 432-6598

A.5 East Central Region Agency POC by County

Table A - 5 Agency Contact Information by County

Boone County			
Agency	**Contact**	**Email**	**Phone**
Boone County Sheriff	Sheriff Dave Spiegel	bcsheriff@frontiernet.net	(402) 395-2144
Albion Police	Chief Brent Lipker	n/a	(402) 395-2144
St Edward Police	Chief Monty Olson	n/a	(402) 678-3466
Albion Fire Dept	Chief Roger Ternus	n/a	(402) 395-2181
Petersburg Fire Dept	Chief Neil Baumgartner	n/a	(402) 386-5266
St Edward Fire Dept	Chief Gary Thompson	n/a	(402) 678-3391
Cedar Rapids Fire Dept	Chief Mike Morgan	n/a	(308) 358-0180
Primrose Fire Dept	Chief Gary Pritchard	n/a	(308) 396-1490
Boone County Emergency Services			(402) 395-6525
Boone County Roads	Commissioner Thieman	n/a	(402) 395-6619
Boone County Commissioners	Commissioner Thieman	n/a	(402) 395-6619
Butler County			
Agency	**Contact**	**Email**	**Phone**
Butler County Sheriff	Sheriff Mark Hecker	Mhecker@neb.rr.com	(402) 367-7400

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David City Police Dept.	Chief Steve Sunday	chiefsundaydcpd@hotmail.com	(402) 367-3133
Abie Vol. Fire Dept.	Chief Carroll Krivanek	mrsckbud@yahoo.com	(402) 543-2254
Bellwood Vol. Fire Dept.	Chief Brian Wilson	bwhoghead@yahoo.com	(402) 538-2003
Bruno Vol. Fire Dept.	Chief Jamie Yindrick	jy43030@alltel.net	(402) 543-2345
Brainard Vol. Fire Dept.	Chief Gerald Swanda	gs64752@alltel.net	(402) 545-2561
David City Vol. Fire Dept	Chief Matt Hilger	hilger@dtnspeed.net	(402) 367-3530
Dwight Vol. Fire Dept.	Chief Larry Urbanek	lurbanek@hotmail.com	(402) 566-4745
Linwood Vol. Fire Dept.	Chief Joel Cery	cerny_j@hotmail.com	(402) 666-5515
Rising City Vol. Fire Dept	Chief Steve Topil	stevetopil@hotmail.com	(402) 542-2130
Ulysses Vol. Fire Dept.	Chief Jon White	n/a	(402) 549-2348
Butler County EM	Rick Schneider	Bcema@neb.rr.com	(402) 367-7400
Butler County E-911	Mary Ann Kroeger	n/a	(402) 367-7400
David City Public Works	Joe Johnson	joejjohnson@alltel.net	(402) 367-3135
Butler County Pubic Power	Gary Westphal	n/a	(402) 367-3081
Butler County Roads Dept.	Jim Truska	n/a	(402) 367-7440

Colfax County

Agency	Contact	Email	Phone
Schuyler Fire Dept	Chief Todd Parsons	firemen@schuylerfire.com	(402) 352-5407
Colfax County EM	Dwayne Kracl	emermang@hotmail.com	(402) 352-8522
Schuyler Rescue Squad	Director Lynn Svoboda	n/a	(402) 352-3759
Schuyler Police Dept	Chief Lennie Hiltner	schuylerpd1@msn.com	(402) 352-5825
Leigh Police Dept	Dick Kruse	n/a	(402) 487-3318
Leigh Fire Dept	Jeff Machmueller	bjmachm@frontiernet.net	(402) 487-2816
Leigh Rescue Dept	Steve McKelvey	n/a	(402) 487-3390
Clarkson Police Dept	Casey Caccavari	n/a	(402) 892-9855
Clarkson Fire Dept	Dick Urbanek	rcurban1@yahoo.com	(402) 892-3236
Clarkson Rescue Dept	Darren Gall	n/a	(402) 892-3782
Howells Police Dept	Pat Eller	brbaume@nppd.com	(402) 649-6189
Howells Fire Dept	Mike Semerad	howellsfire@yahoo.com	(402) 986-0871
Howells Rescue Dept	Kevin Gall	kdgall@msn.com	(402) 986-1357
Colfax County Sheriff	Lynn Blum	n/a	(402) 352-8514
Colfax County Roads Dep.	Jerry Heard	n/a	(402) 986-1142
Schuyler Alegent Hospital	Jeanine Emmanuel	n/a	(402) 352-4081
Schuyler Street Dept	Ray Ladwig	n/a	(402) 352-3525
Schuyler Dept. of Utilities	Jim McGowen	n/a	(402) 352-5444

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Dodge County

Agency	Contact	Email	Phone
North Bend Fire Dept	Chief Richard King	nbfd201@gpcom.net	(402) 652-8161
Snyder Fire Dept	David Heywood	daveh@gpcom.net	(402) 568-2618
Dodge Fire Dept	Chief Paul Kemf	dodgefire@yahoo.com	(402) 693-2221
Scribner Fire Dept	Chief Ken Thomas	lohmeyerplumbing@gpcom.net	(402) 664-2250
Hooper Fire Dept	Chief Mike Schuler	mjschuler@midlands.net	(402) 654-2115
Winslow Fire Dept	Chief Shawn Kotik	christinakotik@yahoo.com	(402) 654-2822
Yehling Fire Dept	Chief Myron Stumpe	yehlingfr@midlands.net	(402) 727-2298
Freemont Rural Fire Dept	Chief Wade McPherson	firevols@tvsonline.net	(402) 727-4369
Freemont Fire Dept	Safety/ Training Earl Rudolph	Ffd2@tvsonline.net	(402) 727-2688
Freemont Police Dept	Shelly Hoperland	comcenter@68025.com	(402) 727-2677
Dodge/ Snyder Police Dept	Joe Wisnieski	joedrescue@yahoo.com	(402) 693-2239
Hooper Police Dept	Chief Matt Schott	mattschott@yahoo.com	(402) 654-3423
Scribner Police Dept	Chief Jake Bramard	schribnerpd@gpcom.net	(402) 664-3000
Dodge County EM	Bill Pook	bill@region5-6.org	(402) 727-2785
Dodge County Sheriff	Steve Hespen	shespen@68025.com	(402) 727-2702
Freemont Area Medical Center	Richard Beran	rberan@famc.org	(402) 727-3763

Howard County

Agency	Contact	Email	Phone
Howard County EM	Michelle Woitalewicz	tubbsfamily@cornhusker.net	(308) 754-4171
Cairo Fire Dept	Chief Steve Oseka	cairoefd@charterinternet.com	(308) 380-6200
Elba Fire Dept	Chief Randy Faaborg	rfaaborg@telesysne.net	(308) 383-0163
Elba Rescue Dept	Captain Patty Soneson	psoneson@yahoo.com	(308) 571-0501
Dannebrog Fire Dept	Chief Terry Webb	tvillage@nctc.net	(308) 750-3317
Dannebrog/Boelus Rescue	President Wayne Reimers	wreimers@nctc.net	(308) 750-4765
Boelus Fire Dept	Chief Wayne Reimers	wreimers@nctc.net	(308) 750-4765
Farwell Fire Dept	Chief Larry Woitalewicz	LMAwoitalewicz@yahoo.com	(308) 570-0083
Farwell Quick Response Team	Secretary Michelle Woitalewicz	LMAwoitalewicz@yahoo.com	(308) 571-0058
St. Paul Fire Dept	Chief Ron Tubbs	tubbsfamily@cornhusker.net	(308) 754-4171
St. Paul Rescue Deptt	President Mike Pittman	mpittman1@charter.net	(308) 750-1188
St. Libory Fire Dept	Chief Allen Spiehs	slfd@charter.net	(308) 380-8602
St. Libory Quick Response	President Michelle Busch	slfd@charter.net	(308) 750-8509
Ashton Fire and Rescue	Chief Craig Kamler	n/a	(308) 738-2348
Wolbach Rescue Dept	Captain Rick Brown	wolbachfire_rescue@yahoo.com	(308) 750-0682
Palmer Fire and Rescue	President John Friedrichsen	jfseedfeed@hotmail.com	(308) 750-2659

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North Loup Fire/Rescue	Chief Daryl Jorgensen	daryljorgensen@hotmail	(308) 750-1790
Scotia Fire/Rescue	Chief Jay Meyer	cj2mo4uyahoo.com	(308) 750-0673
Howard County Hospital	Administrator Art Frable	afrable@hcchmc.org	(308) 754-4421
Howard Greeley Power	Manager Brian Lukasiewicz	bil@charterinternet.com	(308) 754-4457
St. Paul City Utilities	Superintendent Chuck Schmid	cschmidspne21@hotmail.com	(308) 750-0073
Wolbach Fire Dept	Chief Kurt Teter	wolbachfire_rescue@yahoo.com	(308) 246-5291
Howard County Road Dept	Hwy Supp. Jay Meyer	cj2mo4u@yahoo.com	(308) 750-0673
St. Paul Police Dept	Chief Steve Studnicka	spaulpd@email.com	(308) 754-5433
Loup Basin Public Health Dept.	Coordinator Angela Redman	aredman@nctc.net	(308) 750-2330

Merrick County

Agency	Contact	Email	Phone
Merrick County Sheriff's Office	Sherriff Anthony D. McPhillips	sheriff@merrickcounty.ne.gov	(308) 946-2345
Merrick County EM	Director Anthony D. McPhillips	sheriff@merrickcounty.ne.gov	(308) 946-2345
Central City Police Dept	Chief Dennis Wagner	ccpolice@cconline.net	(308) 946-3003
Central City Fire Dept	Chief Tim Bolling	n/a	(308) 946-3806
Central City Ambulance Service	Director Steven Kelso	n/a	(308) 946-3806
Chapman Fire Dept	Chief Francis McCulla	n/a	(308) 986-2224
Chapman First Responders	Director Melody Johnson	n/a	(308) 986-2256
Palmer Fire Dept	Chief John Friedrichsen	n/a	(308) 894-8365
Palmer Ambulance Service	Director Matt Meyer	n/a	(308) 940-0335
Clarks Fire Dept	Chief Tracy Sharman	n/a	(308) 548-2722
Clarks Ambulance Service	Director Sandy Lindgreen	n/a	(308) 548-2618
Silver Creek Fire Dept	Chief Larry Wilcox	n/a	(308) 773-2165
Silver Creek Ambulance Service	Director Jeff VanWinkle	n/a	(308) 773-8222
County Roads Dept	Mike Meyer	n/a	(308) 946-2164
Central City Utilities	Chris Anderson	n/a	(308) 946-3806
Central City Public Schools	Jeff West	n/a	(308) 946-3055
Litzenberg Memorial County Hospital	Mike Bowman	n/a	(308) 946-3015
Clarks Police Dept	Todd Church	n/a	(308) 548-8236
Silver Police Dept	Bernard Kresha	n/a	(402) 276-1739
Central City Public Schools	Jeff West	n/a	(308) 946-3055

Nance County

Agency	Contact	Email	Phone
Nance County Sheriff	Davis Moore	nancesheriff@hamiton.net	(308) 536-2452
Fullerton Fire	Mitch Lane	n/a	(308) 550-0469

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Fullerton Rescue	Shawn Rasmussen	n/a	(308) 536-2001
Belgrade Fire	John Ahlers	n/a	(308) 357-1020
Genoa Fire	James Carlson	n/a	(402) 993-2951
Genoa Rescue	Brad Cromwell	n/a	(402) 993-2861

Platte County

Agency	Contact	Email	Phone
Columbus Fire/EMS Dept	Dean Hefti	dhefti@neb.rr.com	(402) 564-8127
Creston Fire/EMS Dept	Russ Kuester	n/a	(402) 285-0430
Duncan Fire Dept	Ed Schacher	n/a	(402) 897-2485
Humphrey Fire/EMS Dept	Doug Eisenmenger	hfire@megavision.com	(402) 923-0307
Monroe Fire/EMS Dept	Dave Karel	dkarel@heartlandbuilders.net	(402) 495-2903
Platte Center Fire/EMS Dept	Virgil Pilakowski	n/a	(402) 246-2640
Lindsay Fire/EMS Dept	Terry Luetkenhaus	n/a	(402) 920-2278
Columbus Police Dept	Chuck Sherer	csherer@columbusne.us	(402) 564-3201
Platte County Sheriff's Dept	Jon Zavadil	pcsher@megavision.com	(402) 564-3229
Platte County EM	Tim Hofbauer	pcem@megavision.com	(402) 564-1206
Columbus Community Hospital	Cookie Terry	clterry@columbushosp.org	(402) 562-3373
East Central Health Dept	Rebecca Rayman	rrayman@ecdhd.com	(402) 563-9224
Prairie Valley Red Cross	Jenni Moje	exec@pvredcross.org	(402) 564-8314
Platte County Highway Dept	Fred Liss	pchwy@megavision.com	(402) 563-4909
Columbus Street Dept	Gene Groene	ggrone@columbusne.us	(402) 562-4256
Columbus Public Works	Chuck Thomerson	pwesdir@columbusne.us	(402) 562-4234
Platte Center EM	Gary Penne	plattecenter@hotmail.com	(402) 246-9204
Duncan EM	Ryan Freize	n/a	(402) 270-2859

Polk County

Agency	Contact	Email	Phone
Shelby Fire and Rescue	Chief Jon Eller	n/a	(402) 527-5267
Osceola Fire Dept	Chief Allen Willits	n/a	(402) 747-7841
Osceola Rescue Dept	Carlie Davidson	n/a	(402) 747-2142
Stromsburg Fire Dept	Chief Tim Pallas	n/a	(402) 764-2242
Stromsburg Rescue Dept	Phil Burke	n/a	(402) 764-8226
Polk Fire Dept	Chief Dennis Carlstrom	n/a	(402) 765-6641
Polk Rescue Dept	Rodney Hanquist	n/a	(402) 765-3491
Polk County Highway	Tom Rodene	n/a	(402) 764-4237
Polk County Rural Power	George Lyons	n/a	(402) 764-4381
City Of Stromsburg	Barbara Cotter	n/a	(402) 764-2561

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Polk County Sheriff	Dwaine W Ladwig	n/a	(402) 747-2231
Saunders County			
Agency	**Contact**	**Email**	**Phone**
Ashland Fire Dept	Brian Whitehead	bpw99@hotmail.com	(402) 443-3856
Ceresco Fire Dept	Justin Maxson	justin.maxson@yahoo.com	(402) 499-1062
Cedar Bluffs Fire Dept	Rob Benke		(402) 628-3055
Mead Fire Dept	Nick Raver	nraver@live.com	(402) 443-9688
Malmo Fire Dept	Ryan Welton	welton@nntc.net	(402) 663-5270
Prague Fire Dept	Greg Ourada	praquefire@nntc.net	(402) 663-4323
Wahoo Fire Dept	Corey Wagner	wvfdchief@hotmail.com	(402) 443-5063
Weston Fire Dept	Curtis Pokorny	n/a	(402) 480-1564
Yutan fire Dept	Jeff Hageman	Jeff_hageman@yahoo.com	(402) 625-6611
Ashland Police	Marc Powell	n/a	(402) 944-2222
Ceresco Police	Tom Dozler	n/a	(402) 665-2391
Wahoo Police	Ken Jackson	n/a	(402) 443-4339
Cedar Bluffs Police	Brian Soucie		(402) 628-3115
Yutan Police	Sam Christiansen	n/a	(402) 625-2122
Mead Police	Jerry Carlson	n/a	(402) 624-2092
Saunders County Sheriff	Kevin Stukenholz	n/a	(402) 443-1000
Nebraska State Patrol	Steve Ayres	n/a	(402) 471-4680
Nebraska Dept of Roads	n/a	n/a	(402) 443-3760
Saunders County EM	Terry Miller	tmiller@co.saunders.ne .us	(402) 432-6598
Morse Bluff Fire Dept	Brent Zakovec	n/a	(402) 666-4188
Colon Fire Dept	Jim Ondracek	jimondracek@hotmail.com	(402) 721-4953
Ithaca Fire Dept	Josh Price	n/a	(402) 623-4415
Valparaiso Fire Dept	Dallas Fletcher	Val1fire@yahoo.com	(402) 784-2414

A.6 East Central Region Contact Information by Resource

Table A - 6 East Central Region Contact Information by Resource

Emergency Management			
Agency	**Contact**	**Email**	**Phone**
Boone County Emergency Services	Bob Carey	bcbcarey@frontiernet.net	(402) 395-6525

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Butler County EM	Rick Schneider	Bcema@neb.rr.com	(402) 367-7400
Colfax County EM	DeWayne Kracl	emermang@hotmail.com	(402) 352-8522
Dodge County EM	Bill Pook	bill@region5-6.org	(402) 727-2785
Howard County EM	Ron Tubbs	tubbsfamily@cornhusker.net	(308) 754-4171
Merrick County EM	Anthony D. McPhillips	sheriff@merrickcounty.ne.gov	(308) 946-2345
Nance County EM	Davis Moore	nancesheriff@hamiton.net	(308) 536-2452
Platte/Columbus County EM	Tim Hofbauer	pcem@megavision.com	(402) 564-1206
Polk County EM	Dwaine Ladwig	941@pcsheriff.com	(402) 747-2231
Saunders County EM	Terry Miller	Tm68041@yahoo.com	(402) 432-6598

Fire and Rescue

Agency	Contact	Email	Phone
Albion Fire Dept	Chief Roger Ternus	n/a	(402) 395-2181
Petersburg Fire Dept	Chief Neil Baumgartner	n/a	(402) 386-5266
St Edward Fire Dept	Chief Gary Thompson	n/a	(402) 678-3391
Cedar Rapids Fire Dept	Chief Mike Morgan	n/a	(308) 358-0180
Primrose Fire Dept	Chief Gary Pritchard	n/a	(308) 396-1490
Abie Vol. Fire Dept.	Chief Carroll Krivanek	mrsckbud@yahoo.com	(402) 543-2254
Bellwood Vol. Fire Dept.	Chief Brian Wilson	bwhoghead@yahoo.com	(402) 538-2003
Bruno Vol. Fire Dept.	Chief Jamie Yindrick	jy43030@alltel.net	(402) 543-2345
Brainard Vol. Fire Dept.	Chief Gerald Swanda	gs64752@alltel.net	(402) 545-2561
David City Vol. Fire Dept	Chief Matt Hilger	hilger@dtnspeed.net	(402) 367-3530
Dwight Vol. Fire Dept.	Chief Larry Urbanek	lurbanek@hotmail.com	(402) 566-4745
Linwood Vol. Fire Dept.	Chief Joel Cery	cerny_j@hotmail.com	(402) 666-5515
Rising City Vol. Fire Dept	Chief Steve Topil	stevetopil@hotmail.com	(402) 542-2130
Ulysses Vol. Fire Dept	Chief Jon White	n/a	(402) 549-2348
Schuyler Fire Dept	Chief Todd Parsons	firemen@schuylerfire.com	(402) 352-5407
Schuyler Rescue Squad	Director Lynn Svoboda	n/a	(402) 352-3759
Leigh Fire Dept	Jeff Machmueller	bjmachm@frontiernet.net	(402) 487-2816
Leigh Rescue Dept	Steve McKelvey	n/a	(402) 487-3390
Clarkson Fire Dept	Dick Urbanek	rcurban1@yahoo.com	(402) 892-3236
Clarkson Rescue Dept	Darren Gall	n/a	(402) 892-3782
Howells Fire Dept	Mike Semerad	howellsfire@yahoo.com	(402) 986-0871
Howells Rescue Dept	Kevin Gall	n/a	(402) 986-1357
North Bend Fire Dept	Chief Richard King	nbfd201@gpcom.net	(402) 652-8161
Snyder Fire Dept	David Heywood	daveh@gpcom.net	(402) 568-2618

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Dodge Fire Dept	Chief Paul Kemf	dodgefire@yahoo.com	(402) 693-2221
Scribner Fire Dept	Chief Ken Thomas	lohmeyerplumbing@gpcom.net	(402) 664-2250
Hooper Fire Dept	Chief Mike Schuler	mjschuler@midlands.net	(402) 654-2115
Winslow Fire Dept	Chief Shawn Kotik	christinakotik@yahoo.com	(402) 654-2822
Uehling Fire Dept	Chief Myron Stumpe	yehlingfr@midlands.net	(402) 727-2298
Fremont Rural Fire Dept	Chief Wade McPherson	firevols@tvsonline.net	(402) 727-4369
Fremont Fire Dept	Safety/ Training Earl Rudolph	Ffd2@tvsonline.net	(402) 727-2688
Cairo Fire Dept	Chief Steve Oseka	cairoefd@charterinternet.com	(308) 380-6200
Elba Fire Dept	Chief Randy Faaborg	rfaaborg@telesysne.net	(308) 383-0163
Elba Rescue Dept	Captain Patty Soneson	psoneson@yahoo.com	(308) 571-0501
Dannebrog Fire Dept	Chief Terry Webb	tvillage@nctc.net	(308) 750-3317
Dannebrog/Boelus Rescue	President Wayne Reimers	wreimers@nctc.net	(308) 750-4765
Boelus Fire Dept	Chief Wayne Reimers	wreimers@nctc.net	(308) 750-4765
Farwell Fire Dept	Chief Larry Woitalewicz	LMAwoitalewicz@yahoo.com	(308) 570-0083
Farwell Quick Response Team	Secretary Michelle Woitalewicz	LMAwoitalewicz@yahoo.com	(308) 571-0058
St. Paul Fire Dept	Chief Ron Tubbs	tubbsfamily@cornhusker.net	(308) 754-4171
St. Paul Rescue Dept	President Mike Pittman	mpittman1@charter.net	(308) 750-1188
St. Libory Fire Dept	Chief Allen Spiehs	slfd@charter.net	(308) 380-8602
St. Libory Quick Response	President Michelle Busch	slfd@charter.net	(308) 750-8509
Ashton Fire and Rescue	Chief Craig Kamler	n/a	(308) 738-2348
Wolbach Rescue Dept	Captain Rick Brown	wolbachfire_rescue@yahoo.com	(308) 750-0682
Palmer Fire and Rescue	President John Friedrichsen	jfseedfeed@hotmail.com	(308) 750-2659
North Loup Fire/Rescue	Chief Daryl Jorgensen	daryljorgensen@hotmail	(308) 750-1790
Scotia Fire/Rescue	Chief Jay Meyer	cj2mo4uyahoo.com	(308) 750-0673
Wolbach Fire Dept	Chief Kurt Teter	wolbachfire_rescue@yahoo.com	(308) 246-5291
Nebraska Fire Marshall-Lincoln	Fire Marshall John Falgione	johnfalgione@sfm.ne.gov	(402) 471-2027
Nebraska Fire Marshall-St. Paul	Fire Marshall Brian Busse	brianbusse@sfm.ne.gov	(402) 984-3068
Central City Fire Dept	Chief Tim Bolling	n/a	(308) 946-3806
Central City Ambulance Service	Director Steven Kelso	n/a	(308) 946-3806
Chapman Fire Dept	Chief Francis McCulla	n/a	(308) 986-2224
Chapman First Responders	Director Melody Johnson	n/a	(308) 986-2256
Palmer Fire Dept	Chief John Friedrichsen	n/a	(308) 894-8365
Palmer Ambulance Service	Director Matt Meyer	n/a	(308) 940-0335
Clarks Fire Dept	Chief Tracy Sharman	n/a	(308) 548-2722
Clarks Ambulance Service	Director Sandy Lindgreen	n/a	(308) 548-2618

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Silver Creek Fire Dept	Chief Larry Wilcox	n/a	(308) 773-2165
Silver Creek Ambulance Service	Director Jeff VanWinkle	n/a	(308) 773-8222
Fullerton Fire	Mitch Lane	n/a	(308) 550-0469
Fullerton Rescue	Shawn Rasmussen	n/a	(308) 536-2001
Belgrade Fire	John Ahlers	n/a	(308) 357-1020
Genoa Fire	James Carlson	n/a	(402) 993-2951
Genoa Rescue	Brad Cromwell	n/a	(402) 993-2861
Columbus Fire/EMS Dept	Dean Hefti	dhefti@neb.rr.com	(402) 564-8127
Creston Fire/EMS Dept	Russ Kuester	n/a	(402) 285-0430
Duncan Fire Dept	Ed Schacher	n/a	(402) 897-2485
Humphrey Fire/EMS Dept	Doug Eisenmenger	hfire@megavision.com	(402) 923-0307
Monroe Fire/EMS Dept	Dave Karel	dkarel@heartlandbuilders.net	(402) 495-2903
Platte Center Fire/EMS Dept	Virgil Pilakowski	n/a	(402) 246-2640
Lindsay Fire/EMS Dept	Terry Luetkenhaus	n/a	(402) 920-2278
Shelby Fire and Rescue	Chief Jon Eller	n/a	(402) 527-5267
Osceola Fire	Chief Allen Willits	n/a	(402) 747-7841
Osceola Rescue	Carlie Davidson	n/a	(402) 747-2142
Stromsburg Fire	Chief Tim Pallas	n/a	(402) 764-2242
Stromsburg Rescue	Phil Burke	n/a	(402) 764-8226
Polk Fire	Chief Dennis Carlstrom	n/a	(402) 765-6641
Polk Rescue	Rodney Hanquist	n/a	(402) 765-3491
Ashland Fire Dept	Brian Whitehead	Bpw99@hotmail.com	(402) 443-3856
Ceresco Fire Dept	Justin Maxson	Justin.maxson@yahoo.com	(402) 440-3599
Cedar Bluffs Fire Dept	Rob Benke	n/a	(402) 628-3055
Mead Fire Dept	Nick Raver	nraver@live.com	(402) 443-9688
Malmo Fire Dept	Ryan Welton	welton@nntc.net	(402) 443-8933
Prague Fire Dept	Greg Ourada	praguefire@nntc.net	(402) 663-4323
Wahoo Fire Dept	Corey Wagner	wvfdchief@yahoo.com	(402) 443-5063
Weston Fire Dept	Curtis Pokorny	n/a	(402) 480-1564
Yutan fire Dept	Jeff Hageman	Jeff_hageman@yahoo.com	(402) 625-2580
Morse Bluff Fire Dept	Eric Chvatal	egchvatal@gmail.com	(402) 666-2150
Colon Fire Dept	Jim Ondracek	jimondracek@hotmail.com	(402) 720-1860
Ithaca Fire Dept	Josh Price	n/a	(402) 623-4415
Valparaiso Fire Dept	Dallas Fletcher	Val1fire@yahoo.com	(402) 784-2414
Law Enforcement			

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Agency	Contact	Email	Phone
Boone County Sheriff	Sheriff Dave Spiegel	bcsheriff@frontiernet.net	(402) 395-2144
Albion Police	Chief Brent Lipker	n/a	(402) 395-2144
St Edward Police	Chief Monty Olson	n/a	(402) 678-3466
Butler County Sheriff's Office	Sheriff Mark Hecker	Mhecker@neb.rr.com	(402) 367-7400
David City Police Dept.	Chief Steve Sunday	chiefsundaydcpd@hotmail.com	(402) 367-3133
Schuyler Police Dept	Chief Lennie Hiltner	schuylerpd1@msn.com	(402) 352-5825
Leigh Police Dept	Dick Kruse	n/a	(402) 487-3318
Clarkson Police Dept	Casey Caccavari	n/a	(402) 892-9855
Dodge County Sheriff	Steve Hespen	shespen@68025.com	(402) 395-2144
Howells Police Dept	Pat Eller	n/a	(402) 649-6189
Colfax County Sheriff	Lynn Blum	n/a	(402) 352-8514
Fremont Police Dept	Shelly Hoperland	comcenter@68025.com	(402) 727-2677
Dodge/ Snyder Police Dept	Joe Wisnieski	joedrescue@yahoo.com	(402) 693-2239
Hooper Police Dept	Chief Matt Schott	mattschott@yahoo.com	(402) 654-3423
Scribner Police Dept	Chief Jake Bramard	schribnerpd@gpcom.net	(402) 664-3000
St. Paul Police Dept	Chief Steve Studnicka	spaulpd@email.com	(308) 754-5433
Howard County Sheriff's Office	Sheriff Harold Schenck	jschenck@howardcountyso.org	(308) 754-5433
Greeley County Sheriff's Office	Sheriff Dave Weeks	ges962@centercable.tv	(308) 428-2395
Valley County Sheriff's Office	Sheriff Larry Ronzo	valleycounty@cornhusker.net	(308) 728-3906
Merrick County Sheriff's Office	Sheriff Tony McPhillips	sheriff@merrickcounty.ne.gov	(308) 940-1310
Sherman County Sheriff's Office	Sheriff Mike Janulewicz	shermancoso@cji.net	(402) 649-7964
Nebraska State Patrol	Captain Kolb	ckolb@nsp.state.ne.us	(308) 385-6000
Merrick County Sheriff's Office	Sherriff Anthony D. McPhillips	sheriff@merrickcounty.ne.gov	(308) 946-2345
Central City Police Dept	Chief Dennis Wagner	ccpolice@cconline.net	(308) 946-3003
Clarks Police Dept	Todd Church	n/a	(308) 548-8236
Silver Police Dept	Bernard Kresha	n/a	(402) 276-1739
Nance County Sheriff	Davis Moore	nancesheriff@hamiton.net	(308) 536-2452
Columbus Police Dept	Chuck Sherer	csherer@columbusne.us	(402) 564-3201
Platte County Sheriff's Dept.	Jon Zavadil	pcsher@megavision.com	(402) 564-3229
Polk County Sheriff	Dwaine W Ladwig	n/a	(402) 747-2231
Ashland Police	Marc Powell	n/a	(402) 944-2222
Ceresco Police	Tom Dozler	n/a	(402) 665-2391
Wahoo Police	Ken Jackson	n/a	(402) 443-4339
Cedar Bluffs Police	Brian Soucie	n/a	(402) 628-3115

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Yutan Police	Sam Christiansen	n/a	(402) 625-2122
Mead Police	Jerry Carlson	n/a	(402) 624-2092
Saunders County Sheriff	Kevin Stukenholz	kstukenholz@co.saunders.ne.us	(402) 443-1000
Nebraska State Patrol	Steve Ayres	n/a	(402) 471-4680

Medical Clinics/Hospitals

Agency	Contact	Email	Phone
Loup Basin Public Health Dept.	Coordinator Angela Redman	aredman@nctc.net	(308) 750-2330
Litzenberg Memorial County Hospital	Mike Bowman	n/a	(308) 946-3015
East Central Health Dept	Rebecca Rayman	rrayman@ecdhd.com	(402) 563-9224
Prairie Valley Red Cross	Jenni Moje	exec@pvredcross.org	(402) 564-8314
Schuyler Alegent Hospital	n/a	n/a	(402) 352-4081
Fremont Area Medical Center	n/a	n/a	(402) 727-3763
Howard County Hospital	n/a	n/a	(308) 754-4421
Columbus Community Hospital	n/a	n/a	(402) 562-3373
Saunders County Medical Center			(402)443-4191

Emergency Medical Service (EMS)

Agency	Contact	Email	Phone
Butler County E-911	Mary Ann Kroeger	n/a	(402) 367-7400
Columbus Fire/EMS Dept	Dean Hefti	dhefti@neb.rr.com	(402) 564-8127
Humphrey Fire/EMS Dept	Doug Eisenmenger	hfire@megavision.com	(402) 923-0307
Monroe Fire/EMS Dept	Dave Karel	dkarel@heartlandbuilders.net	(402) 495-2903
Platte Center Fire/EMS Dept	Virgil Pilakowski	n/a	(402) 246-2640
Lindsay Fire/EMS Dept	Terry Luetkenhaus	n/a	(402) 920-2278
Creston Fire/EMS Dept	Russ Kuester	n/a	(402) 285-0430
Ashland EMS	Cindy Hightshoe	Traumaone76@yahoo.com	(402) 730-8774
Cedar Bluffs EMS	Matt Baker		(402) 628-3970
Ceresco EMS	Sheri Henderson	perkyclerky@aol.com	(402) 890-5023
Mead EMS	George Robertson	georob@windstream.net	(402) 624-2303
Prague EMS	Jim Vanek		(402) 663-4968
Valparaiso EMS	Derek Matulka		(402) 540-1756
Wahoo EMS	Michelle Libal	Msyverson23@hotmail.com	(402) 429-8933
Weston EMS	Grant Anderson		(402) 217-8606
Yutan EMS	Dan Dooley	ddooley@windstream.net	(402) 625-2879

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Public Works

Agency	Contact	Email	Phone
David City Public Works	Joe Johnson	joejjohnson@alltel.net	(402) 367-3135
Columbus Public Works	Chuck Thomerson	pwesdir@columbusne.us	(402) 562-4234
Wahoo Public Works	J. Gibney		(402) 443-3222
Ashland Public Works	Kent Hoadley		(402) 944-3387

Roads

Agency	Contact	Email	Phone
Boone County Roads	Commissioner Thieman	n/a	(402) 395-6619
Butler County Roads Dept.	Jim Truska	n/a	(402) 367-7440
Colfax County Roads Dept.	Jerry Heard	n/a	(402) 986-1142
Howard County Road Dept	Hwy Supp. Jay Meyer	cj2mo4u@yahoo.com	(308) 750-0673
Merrick County Roads Dept	Mike Meyer	n/a	(308) 946-2164
Platte County Highway Dept.	Fred Liss	pchwy@megavision.com	(402) 563-4909
Columbus Street Dept	Gene Groene	ggrone@columbusne.us	(402) 562-4256
Polk County Highway	Tom Rodene	n/a	(402) 764-4237
Saunders County Dept of Roads	Steve Mika	smika@co.saunders.ne.us	(402) 443-8172
Nebraska Dept of Roads	n/a	n/a	(402) 443-3760

Utilities

Agency	Contact	Email	Phone
Butler County Pubic Power	Gary Westphal	n/a	(402) 367-3081
Schuyler Dept. of Utilities	Jim McGowen	n/a	(402) 352-5444
Howard Greeley Power	Manager Brian Lukasiewicz	bil@charterinternet.com	(308) 754-4457
St. Paul City Utilities	Superintendent Chuck Schmid	cschmidspne21@hotmail.com	(308) 750-0073
Polk County Rural Power	George Lyons	n/a	(402) 764-4381
Central City Utilities	Chris Anderson	n/a	(308) 946-3806

Hospitals/Trauma

Agency	Contact	Email	Phone
Schuyler Alegent Hospital			(402) 352-4081
Fremont Area Medical Center			(402) 727-3763
Howard County Hospital			(308) 754-4421

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Saunders County Medical Center			(402)443-4191
Columbus Community Hospital			(402) 562-3373

Transport/School Buses

Agency	Contact	Email	Phone
Schuyler Street Dept.			(402) 352-3525
Central City Public Schools			(308) 946-3055
Ashland Public Schools	Zach Kassenbaum		(402) 944-2128
Mead Public Schools	Dale Rawlson		(402) 624-3435
Cedar Bluffs Public Schools	Harlan Ptomey		(402) 628-2080
Wahoo Public Schools	Galen Boldt		(402)443-3051
Yutan Public Schools	Kevin Johnson		(402)625-2243

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Appendix B Shared Systems

Comment [s79]: Update this section when shared systems are acquired.

Currently, the East Central Region does not have a shared system. The following sections need to contain detailed information on shared systems when they become available for use within the region is listed in subsequent pages of Appendix B. The table below lists the shared system(s).

Table B - 1 East Central Region Shared System(s)

Comment [SM80]: Ensure this table is a duplicate of the table in the body of the document.

Radio System Name	Owning Agency	Make / Model	Frequency Band	Type	Service Area

Note: The following sections will need to be duplicated for each radio system.

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B.1 [Shared System Name]

Responsible Agency

This radio system is owned or managed by: [Agency/Jurisdiction]

Name:
Title:
Address
Phone:
24/7 Phone
Email:

Number of Radios

No. of Mobile Radios on this System:	
No. of Portable Radios on this System:	

System Type

Radio System Make:	
Trunked / Conventional/Both:	
Radio System Model:	
Radio System Frequency Band:	
P25 Compliancy:	
Number of Channels:	
Encryption Protocol:	
Year Installed:	
Repeated/Simplex/Both:	
Analog / Digital / Both:	
Wideband / Narrowband / Both:	
Voted:	
Simulcast:	

Service area

[Add service area information]

Agencies Sharing System

- [Add agencies]
- [Add agencies]

Shared Channels

Table B - 2 [Name] Shared Channel Information

Comment [s81]: Add in shared channel information for shared systems in the future.

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use	Agencies Supported
Agencies Supported	(Enter agencies separated with a semi-colon.							
Agencies Supported	(Enter agencies separated with a semi-colon.							
Agencies Supported	(Enter agencies separated with a semi-colon.							

Shared Talk Groups

Table B - 3 [Name] Shared Talkgroup Information

Talkgroup Name	Talkgroup ID	Primary Use
Agencies Supported		

Other Shared Channel/Talkgroup Notes:

[Add notes]

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Appendix C Inter-system Shared Channels

Detailed information on shared channels available for use within the region is listed in the following table to include shared channel name(s) and frequency/talkgroup details for each shared channel. Currently, there are very few shared channels in the East Central Region. While implementing these frequencies is a priority in the region, the capability does not currently exist for each county within the region. As the East Central Region acquires and implements this capability, this Appendix will be updated

Table C - 1 [State/Region/Urban Area] Shared Channel(s)

Comment [s82]: Review the tables and be sure that it is current and accurate.

Primary Use	Name	Description	Rx/Tx Frequency (MHz) or Talkgroup	CTCSS or NAC
County Mutual Aid	State Law MA	Low Band MA Freq.	39.9	CSQ
County Mutual Aid	State Fire MA	High Band MA Freq.	155.4750	CSQ
Freemont/Dodge County Interoperability	NPS743	NPSPAC	867.8750/822.8750	156.7
Freemont Mutual Aid	800 MHz	Mutual Aid	866.0125/866.0125	156.7
Dodge County Mutual Aid	Mutual Aid	Mutual Aid for initial contact with communications	821.0125	156.7

The following tables reflect the various county/city frequencies and their use throughout the East Central Region

Table C - 2 [State/Region/Urban Area] Shared Channel(s)

Boone County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Boone County Main	158.880	155.025	192.8
Boone County TA	155.025	155.025	n/a
Petersburg Tower	159.120	156.135	n/a
Petersburg Talk Around	156.135	156.135	n/a
St Edward Tower	150.805	154.430.	n/a
St Edward Talk Around	154.430	154.430	n/a
Cedar Rapids Tower	158.835	154.160	n/a
Cedar Rapids TA	154.160	154.160	n/a
Region 26	159.030	155.490	n/a
Boone County Roads	159.120	156.135	n/a
Boone County Roads	159.120	156.135	n/a
Boone County Roads	159.120	156.135	n/a
Nance County “Fullerton”	153.740	155.955	n/a
Nance County “Belgrade”	153.740	155.955	n/a
Race channel	151.505	151.505	n/a
Butler County			

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Name	Receive Freq. (Rx)	Transmit Freq. (Tx)	CTCSS/PL
Birkel Fire	453.5372	458.5375	D115/D132
Dwight Fire	453.5372	458.5375	D115
Bruno Repeater	453.4000	458.4000	131.8
Birkel Law	453.1625	458.1625	D115/D132
Dwight Law	453.1625	458.1625	D115
David City Fire	460.5500	465.5500	D712
Colfax County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Howells Group	153.755	159.210	DPL051
Clarkson Group	158.895	155.865	DPL025
Leigh Group	153.845	155.805	DPL516
Schuyler Group	153.890	158.835	DPL156
Schuyler PD	158.790	155.790	TPL YZ 82.5
Colfax Co. Roads	156.060	159.135	TPL 4A 141.3
Stanton Co. Roads	156.075	151.055	TPL 5Z 151.4
Colfax Co. Em. Mgmt.	155.100	155.100	DPL612
Colfax Co. Pac-RT	n/a	154.770	TPL82.5
Colfax County Sheriff	158.970	154.785	DPL503
Schuyler Dept. of Util.	153.515	153.515	TPL156.7
Columbus Fire Dept.	153.980	159.390	DPL155
Platte Co. Fire	158.940	154.385	DPL132
Platte Co. EM	150.995	155.040	DPL054
Dodge County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Scribner Repeater	155.670	156.030	151.4
South Repeater	155.520	159.045	179.9
Dodge 743	867.875	822.875	ID 267
Saunders County	867.3125	822.3125	156.7
Mutual Aid	821.0125	821.0125	156.7
North Bend Repeater	465.575	465.575	156.7
Scribner Repeater	465.625	465.625	71.9
Snyder/ Dodge Rptr	465.525	465.525	151.4
Logan View Repeater	458.300	458.300	151.4
Statewide MA	39.9	39.9	CSQ
Lifenet	39.88	39.88	CSQ
TAC 1	465.125	460.125	203.5
TAC 2	465.25	460.25	203.5
Fire	154.415	158.865	141.3
Mutual Aid	39.9	39.9	CSQ
St Dept	458.45	453.45	141.3
Electric 1	456.075-	451.075	141.3

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Dodge County SO	156.03	155.67-	151.4
Midland	469.675	464.675-	94.8
800 MHz Mutual Aid	866.0125	821.0125	156.7
NPS743	867.8750	822.8750	156.7
NPS 783	868.4000	823.4000	156.7
Howard County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
County Fire	155.775	158.940	114.8
County Law	155.610	159.000	D331
Wolbach Fire	158.745	153.815	114.8
LE Mutual Aid	39.90	39.90	CSQ
Hospital/Medical	39.82	39.82	CSQ
State Fire Mutual Aid	39.98	39.98	CSQ
Merrick County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Law Enforcement Repeater	155.5500	158.9850	606
Law Enforcement Talkaround	155.5500	155.5500	606
Central City Fire Repeater	155.6700	153.9500	612
Central City Fire Talkaround	155.6700	155.6700	612
Chapman Fire Repeater	155.4000	150.7750	624
Chapman Fire Talkaround	155.4000	155.4000	624
Clarks Fire Repeater	156.1800	159.0150	627
Clarks Fire Talkaround	156.1800	156.1800	627
Silver Creek Fire Repeater	156.2250	153.8300	631
Silver Creek Fire Talkaround	156.2250	156.2250	631
Palmer Fire Repeater	155.7000	153.7700	632
Palmer Fire Talkaround	155.7000	155.7000	632
TAC 1	155.3700	155.3700	n/a
TAC 2	154.8300	154.8300	n/a
TAC 3	153.8000	153.8000	n/a
Merrick County Roads	154.1000	158.9250	156.7
Central City Schools	155.1200	155.1200	156.7
Central City Utilities	155.8800	155.8800	025
Central City Police	154.8300	154.8300	n/a
State Law Enforcement	39.90	39.90	n/a
Merrick County Law Enforcement	39.58	39.58	n/a
State EMS/Medical	39.82	39.82	n/a
State Fire	39.98	39.98	n/a
Central City Police	39.74	39.74	n/a
State Patrol	42.460	42.460	n/a
State Patrol	42.300	42.300	n/a
N.O.A.A. Weather	162.4750	162.4750	n/a

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Hastings Weather	162.4000	162.4000	n/a
Nance County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Sheriff/Fire/EMS	153.7400	155.95500	162.2
Roads	158.8650	154.02500	CSQ
State MA	39.9	39.9	CSQ
Platte County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Statewide Mutual Aid	39.90	39.90	CSQ
Platte County Emergency Mgmt	39.50	39.50	CSQ
Fire Service	39.98	39.98	CSQ
Emergency Medical	39.82	39.82	CSQ
Platte Co. Sheriff	39.84	39.84	CSQ
Columbus PD High Band 1	154.725	156.090	151.4
Columbus PD High Band 2	155.730	158.910	151.4
Columbus PD High Band 3 - Page	158.850	155.850	151.4
Platte Co Sheriff South	154.130	159.030	464
Platte Co Sheriff North	154.250	159.000	413
Countywide S	154.385	158.940	132
Countywide N	155.250	150.995	054
Countywide S TA	154.385	154.385	132
Countywide N TA	155.250	155.250	054
PCTAC1	153.905	153.905	516
EM High Band 2	154.190	159.075	351
EM High Band 1	159.420	153.845	167.9
Platte Co. Highway Dept	151.025	156.045	114
Columbus City	155.925	155.925	CSQ
Polk County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Shelby	159.090	154.235	D423
Stromsburg Fire	158.805	153.965	203.5
Polk Fire	158.775	159.340	225.7
Polk County Rural Power	153.590	158.175	103.5
Polk County Highway Dept	155.715	153.785	118.8
Polk County Sheriff	159.150	154.890	D315
City Of Stromsburg	158.805	153.965	203.5
Osceola Fire	154.010	154.010	D413
Saunders County			
Name	**Receive Freq. (Rx)**	**Transmit Freq. (Tx)**	**CTCSS/PL**
Ceresco Tower	822.18750	867.18750	156.7
Cedar Bluffs Tower	822.31250	867.31250	156.7

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Cedar Bluffs TA	867.31250	867.31250	156.7
Cedar Bluffs Fireground	867.3125	867.3125	82.5
Prague Tower	822.46250	867.46250	156.7
Mead Tower	822.75000	867.75000	156.7
Wahoo Tower	823.07500	868.07500	156.7
Sheriff Low band	39.80000	39.80000	CSQ
Sheriff MA	39.90000	39.90000	CSQ
Sheriff	159.28500	155.41500	023DPL
County fire	39.98000	39.98000	CSQ
Yutan fire	153.77000	154.31000	67.0
Ashland PD	810.21250	855.21250	703DPL
Ashland PD TA	853.48750	853.48750	156.7
City of Ashland	815.76250	860.76250	103.5
Dept of roads	159.01500	156.16500	141.3
City of Wahoo	153.87500	154.10000	n/a
Sheriff dispatch (Yutan)	156.24000	156.24000	179.9
County Highway Dept	159.165	159.165	n/a

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Table C - 3 [State/Region/Urban Area] 800 MHz Inter-System Shared Channel(s)

Channel Name	Analog / Digital	Wide / Narrow	Tx and Tone		Rx and Tone		Primary Use	Agencies Supported
ICALL			866.0125	156.7	821.0125	156.7	Mutual Aid	All Public Safety Agencies
ITAC 1			866.5125	156.7	821.5125	156.7	Mutual Aid	All Public Safety Agencies
ITAC 2			867.0125	156.7	822.0125	156.7	Mutual Aid	All Public Safety Agencies
ITAC 3			867.5125	156.7	822.5125	156.7	Mutual Aid	All Public Safety Agencies
ITAC 4			868.0125	156.7	823.0125	156.7	Mutual Aid	All Public Safety Agencies

Table C - 4 [State/Region/Urban Area] UHF Inter-System Shared Channel(s)

Channel Name	Analog / Digital	Wide / Narrow	Tx and Tone		Rx and Tone		Primary Use	Agencies Supported
UTAC 1			453.4625	156.7	458.4625	156.7	Mutual Aid	All Public Safety Agencies
UTAC 2			453.7125	156.7	458.7125	156.7	Mutual Aid	All Public Safety Agencies
UTAC 3			453.8625	156.7	458.8625	156.7	Mutual Aid	All Public Safety Agencies
UTAC 4			453.6500	156.7	458.6500	156.7	Mutual Aid	All Public Safety Agencies
UCALLD			453.2125	156.7	453.2125	156.7	Mutual Aid	All Public Safety Agencies
UTAC1D			453.4625	156.7	453.4625	156.7	Mutual Aid	All Public Safety Agencies
UTAC 2D			453.7125	156.7	453.7125	156.7	Mutual Aid	All Public Safety Agencies
UTAC3D			453.8625	156.7	453.8625	156.7	Mutual Aid	All Public Safety Agencies
UTAC4D			453.6500	156.7	453.6500	156.7	Mutual Aid	All Public Safety Agencies

Table C - 5 [State/Region/Urban Area] VHF Inter-System Shared Channel(s)

Channel Name	Analog / Digital	Wide / Narrow	Tx and Tone		Rx and Tone		Primary Use	Agencies Supported
VTAC1			151.1375	156.7	151.1375	156.7	Mutual Aid	All Public Safety Agencies
VTAC2			154.4525	156.7	154.4525	156.7	Mutual Aid	All Public Safety Agencies
VTAC3			158.7375	156.7	158.7375	156.7	Mutual Aid	All Public Safety Agencies

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Channel Name	Analog / Digital	Wide / Narrow	Tx and Tone		Rx and Tone		Primary Use	Agencies Supported
VTAC4			159.4725	156.7	159.4725	156.7	Mutual Aid	All Public Safety Agencies
VTAC1D			151.1375	156.7	151.1375	156.7	Mutual Aid	All Public Safety Agencies
VTAC2D			154.4525	156.7	154.4525	156.7	Mutual Aid	All Public Safety Agencies
VTAC3D			158.7375	156.7	158.7375	156.7	Mutual Aid	All Public Safety Agencies
VTAC4D			159.4725	156.7	159.4725	156.7	Mutual Aid	All Public Safety Agencies

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Appendix D Gateways

Detailed information on gateways available for use within the region is listed in subsequent pages of Appendix D. The table below lists the owning or managing agency, gateway name(s), make/model and whether the device is fixed or mobile.

Table D - 1 East Central Region Gateway System(s)

Comment [s83]: Review table to ensure it is as up to date and accurate as possible. Ensure this table is a duplicate of the table in the body of the document. Each Gateway will need its own subsection below. Review and edit all subsections as necessary.

Gateway Name	Owning Agency	Make / Model	Day-to-Day or Incident / Event	Fixed / Mobile	No. of Simultaneous Nets	No. of Ports
Boone County	Boone County Sheriff			Fixed		
Agencies Supported	Boone County Sheriff					
Fremont (Dodge Co)	Fremont PD			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte/Columbus PD Dispatch	Columbus PD			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte EOC	Platte/Columbus EM			Fixed		
Agencies Supported	Boone County Sheriff					
Platte/Columbus Trailer	Platte/Columbus EM			Mobile		
Agencies Supported	(Enter agencies separated with a semi-colon)					
Platte Sheriff Dispatch	Platte County Sheriff			Fixed		
Agencies Supported	(Enter agencies separated with a semi-colon)					

Note: The following sections will need to be duplicated for each gateway.

CONTROLLED UNCLASSIFIED INFORMATION

D.1 Boone County

Equipment Location

This gateway is stored at 217 South 5th, Albion, NE

Responsible Agency

This gateway is owned or managed by: Boone County Sheriff

Name: David Speigel
Title: Sheriff
Address
Phone: (402) 395-2144
24/7 Phone
Email: bcsheriff@frontiernet.net

Service Area

Boone County

Participating Agencies

Comment [s84]: Which agencies use this gateway system?

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Motorola
Model of Gateway:	Centracom Gold
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Comment [s85]: Fill in channel information.

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

[Add notes]

CONTROLLED UNCLASSIFIED INFORMATION

D.2 Freemont (Dodge County)

Equipment Location

This gateway is stored at 725 N. Park Avenue, Freemont, NE

Responsible Agency

This gateway is owned or managed by: Freemont Police Dept

Name: Shelly Holzerland
Title: Chief Dispatcher
Address
Phone: (402) 727-2677
24/7 Phone
Email: commcenter@68025.com

Service Area

Freemont/Dodge County

Participating Agencies

Comment [s86]: Which agencies use this gateway system.

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Motorola
Model of Gateway:	Gold Elite
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Comment [s87]: Fill in channel information for gateway systems.

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

- [Add notes]

CONTROLLED UNCLASSIFIED INFORMATION

D.3 Columbus/Platte County EOC

Equipment Location

This gateway is stored at 2610 14th St, Columbus, NE 68601

Responsible Agency

This gateway is owned or managed by: Columbus/ Platte County Emergency Management

Name: Tim Hofbauer
Title: Director
Address
Phone: (402) 564-1206
24/7 Phone
Email: pcem@megavision.com

Service Area

Columbus/Platte County

Participating Agencies

Comment [s88]: Which agencies use this gateway system?

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Zetron
Model of Gateway:	4010
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Comment [s89]: What is the channel information for this gateway system?

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

CONTROLLED UNCLASSIFIED INFORMATION

D.4 Columbus/Platte County Communications Trailer

Equipment Location

This gateway is stored at 3010 10th Street, Columbus, NE 68601

Responsible Agency

This gateway is owned or managed by: Columbus/ Platte County Emergency Management

Name: Tim Hofbauer
Title: Director
Address
Phone: (402) 564-1206
24/7 Phone
Email: pcem@megavision.com

Service Area

Comment [s90]: What is the service area of this gateway system?

[Add service area information]

Participating Agencies

Comment [s91]: Which agencies use this gateway system?

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Zetron
Model of Gateway:	3010
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

CONTROLLED UNCLASSIFIED INFORMATION

D.5 Columbus Police Dispatch

Equipment Location

This gateway is stored at 2419 14th St., Columbus, NE

Responsible Agency

This gateway is owned or managed by: Columbus Police Dept

Name: Todd Thalken
Title: Captain
Address
Phone: (402) 564-3201
24/7 Phone
Email: tthalken@columbus.ne.us

Service Area

Platte County

Participating Agencies

Comment [s92]: Which agencies use this gateway system?

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Motorola
Model of Gateway:	Gold Elite
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Comment [s93]: What is the channel information for this gateway system?

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

- [Add notes]

CONTROLLED UNCLASSIFIED INFORMATION

D.6 Platte County Sheriff Dispatch

Equipment Location

This gateway is stored at 2610 14th St., Columbus, NE

Responsible Agency

This gateway is owned or managed by: Platte County Sheriff Dept

Name: Jon Zavadil
Title: Sheriff
Address
Phone: (402) 564-3229
24/7 Phone
Email: pscher@megavision.com

Service Area

Platte County

Participating Agencies

Comment [s94]: Which agencies use this gateway system?

- [Add participating agencies]
- [Add participating agencies]

Gateway Type

Gateway Description:

Make of Gateway:	Zetron
Model of Gateway:	4010
No. of Ports:	

Shared Channels

[Shared Channel] Shared Channel Information

Comment [s95]: What is the channel information for this gateway system?

Channel Name	Analog / Digital	Wide / Narrow	Tx Freq	Tx Tone	Rx Freq	Rx Tone	Primary Use
Channel 1							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 2							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						
Channel 3							
Agencies Supported:	(Enter agencies separated with a semi-colon.)						

Other Gateway Notes:

- [Add notes]

CONTROLLED UNCLASSIFIED INFORMATION

Appendix E Radio Caches

Information on radio caches available for use within the region is listed in subsequent pages of Appendix E. The table below lists the owning or managing agency, cache, frequency band and quantity of radios in each cache.

Table E - 1 East Central Region Radio Cache(s)

Comment [s96]: Review this table for accuracy and ensure that it a duplicate of the table in the body. Also check to be sure that these are true radio caches and not just spare radios. Each radio cache listed will need it's own subsection below. Review and edit as necessary.

Radio Cache Name	Owning Agency	Make / Model	Frequency Band	Quantit
Boone County Highband	Boone County Emergency Services	Motorola/HT-1259	VHF	14
Schuyler Radio Cache	Schuyler Fire	Motorola/CP200	VHF	2
Merrick County EM	Merrick County EM	Motorola/HT750	VHF	4
Disaster Response	Platte County EM	Motorola/P1225/EX600	VHF	12
Cedar Bluffs Fire Dept	Cedar Bluffs Fire	Motorola/XTS1500	800 MHz	4

Note: The following sections will need to be duplicated for each radio system.

CONTROLLED UNCLASSIFIED INFORMATION

E.1 Boone County Highband

Comment [s97]: Check information to be sure it is current.

Equipment Location

This radio cache is stored 217 S. 5th St. Albion, NE 68620

Responsible Agency

This radio cache is owned or managed by: Boone County Government

Name: Bob Carey
Title: Director of Emergency Services
Address
Phone: (402) 395-6525
24/7 Phone
Email: bcbcarey@frontiernet.net

Service Area

Boone, Nance, Greeley, Wheeler Counties

System Type and Capacity

Cache Description:

Make / Model:	Motorola/HT1250
Frequency Band:	VHF
No. of Radios in Cache:	14
No. of Available Channels:	16
No. of Spare Batteries:	

Channels Programmed on Cache

[Add text]

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Boone County Sheriff	155.025000		158.880000		7A
Boone County TA	155.025000		155.025000		7A
Petersburg	156.135000		159.120000		3B
Petersburg TA	156.135000		156.135000		3B
St ED	154.430000		150.805000		N/A
St ED TA	154.430000		154.430000		N/A
Cedar	154.160000		158.835000		N/A
Cedar TA	154.160000		154.160000		N/A
Region 26	155.490000		159.030000		3Z

CONTROLLED UNCLASSIFIED INFORMATION

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Boone County Hwy 1	156.135000		159.120000		2A
Boone County Hwy 2	156.135000		159.120000		7A
Boone County Hwy 3	156.135000		159.120000		3B
Nance County Full	155.955000		153.740000		5B
Nance County BEL	155.955000		153.740000		5B
RACE	151.505000		151.505000		N/A
Weather	162.500000				N/A

Other Cache Notes:

[Add text]

E.2 Schuyler Radio Cache

Comment [s98]: Check information to be sure it is current.

Equipment Location

This radio cache is stored 3500 Indian Heights, Schuyler, NE

Responsible Agency

This radio cache is owned or managed by: Schuyler Communications

Name: Brenda Rist
Title: 911 Coordinator
Address
Phone: (402) 352-8527
24/7 Phone
Email: brandarist@hotmail.com

Service Area

Schuyler, Colfax County

System Type and Capacity

Cache Description:

Make / Model:	Motorola/CP200
Frequency Band:	VHF
No. of Radios in Cache:	2
No. of Available Channels:	5
No. of Spare Batteries:	

Channels Programmed on Cache

[Add text]

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Howells	153.755		159.210		DPL051
Clarkson	158.895		155.865		DPL025
Leigh	153.845		155.805		DPL516
Schuyler Fire	153.890		158.835		DPL156
Schuyler PD	158.790		155.790		TPL82.5
County	158.970		154.785		DPL503
Paging	155.100				DPL612
Roads	156.060		159.135		TPL141.3

Other Cache Notes:

CONTROLLED UNCLASSIFIED INFORMATION

E.3 Merrick County Emergency Management

Comment [s99]: Check information to be sure it is current.

Equipment Location

This radio cache is stored 1821 16th Ave, Central City, NE

Responsible Agency

This radio cache is owned or managed by: Merrick County Emergency Management

Name: Anthony D. McPhillips
Title: Director
Address
Phone: (308) 946-2345
24/7 Phone (308) 940-1310
Email: sheriff@merrickcounty.ne.gov

Service Area

Comment [s100]: What is the service area for this cache?

[Add service area information]

System Type and Capacity

Cache Description:

Make / Model:	Motorola/HT750
Frequency Band:	VHF
No. of Radios in Cache:	4
No. of Available Channels:	16
No. of Spare Batteries:	

Channels Programmed on Cache

[Add text]

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Law Enforcement Tower	155.5500		158.9850		606
Law Enforcement Talkaround	155.5500		155.5500		606
TAC	155.3700		155.3700		N/A
State Mutual Aid	155.4750		155.4750		N/A
County Wide Paging	155.1150		155.1150		N/A
Howard County Sheriff	155.7750		158.9400		114.8
Nance County Sheriff	155.9550		153.7400		162.2
Platte County Sheriff	154.9650		158.7525		306
Polk County Sheriff	159.1500		154.8900		315

CONTROLLED UNCLASSIFIED INFORMATION

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Columbus PD 1	154.7250		156.0900		151.4
Chapman Tower	155.4000		150.7750		624
Palmer Tower	155.7000		153.7700		632
Clarks Tower	156.1800		159.0150		627
Central City Fire Tower	155.6700		153.9500		612
Silver Creek Tower	156.2250		153.8300		631
Hastings Weather	162.4000		162.4000		N/A

Other Cache Notes:

[Add text]

CONTROLLED UNCLASSIFIED INFORMATION

E.4 Disaster Response

Comment [s101]: Check information to be sure it is current.

Equipment Location

This radio cache is stored at 3010 10th Street, Columbus Ne 68601

Responsible Agency

This radio cache is owned or managed by: Columbus\Platte County Emergency Management

Name: Tim Hofbauer
Title: Director
Address
Phone: (402) 564-1206
24/7 Phone
Email: PCEM@megavision.com

Service Area

Platte County

System Type and Capacity

Cache Description:

Make / Model:	Motorola/P1225	Motorola/EX600
Frequency Band:	VHF	VHF
No. of Radios in Cache:	6	6
No. of Available Channels:	16	16
No. of Spare Batteries:		

Channels Programmed on Cache

[Add text]

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
EM High Band I	159.420		153.845		167.9
EM High Band 2 Communications Trailer Repeater	154.190		159.075		351
Countywide South	154.385		158.940		132
Columbus Fire	159.390		153.980		155
Columbus PD RX only	154.725				N/A
Columbus PD High Band 3 Paging	158.500		155.850		151.4
Platte County Sheriff south RX only	154.130				N/A

CONTROLLED UNCLASSIFIED INFORMATION

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Columbus City	155.925		155.925		CSQ
Platte County Highway Dept.	151.025		156.045		114
Columbus NOAA Weather	162.450				N/A
Columbus Amateur Repeater	146.640		146.040		CSQ
RACES Amateur Repeater	146.775		146.175		CSQ

Other Cache Notes:

[Add text]

E.5 Cedar Bluffs Fire Department

Comment [s102]: Check information to be sure it is current.

Equipment Location

This radio cache is stored at 13 East Main, Cedar Bluffs, NE

Responsible Agency

This radio cache is owned or managed by: Cedar Bluffs Suburban Fire District

Name: Rob Benke
Title: Fire Chief
Address
Phone: (402) 720-0025
24/7 Phone
Email: cedarbluffsfirerescue@yahoo.com

Service Area

Cedar Bluffs, Saunders County

System Type and Capacity

Cache Description:

Make / Model:	Motorola/XTS1500
Frequency Band:	800 MHz
No. of Radios in Cache:	4
No. of Available Channels:	48
No. of Spare Batteries:	

Channels Programmed on Cache

[Add text]

Channel Name	Tx Freq	Tx Tone	Rx Freq	Tx Tone	CTCSS
Cedar Tower	867.3125/		822.3125		156.7
Cedar TA	867.3125/		867.3125		156.7
Cedar Fireground	867.3125/		867.3125		82.5

Other Cache Notes:

[Add text]

Mead Fire Department Radio Cache	Mead Tower	867.7500	822.7500	156.7
Mead TAC		867.7500	867.7500	N/A
Mead Fireground		860.7625	860.7625	82.5

Comment [s103]: Check information to be sure it is current.

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Wahoo Tower	868.0750	823.0750	156.7
Wahoo TAC	868.0750	868.0750	N/A
Cedar Tower	867.3125	822.3125	156.7
Cedar TAC	867.3125	867.3125	N/A
Prague Tower	860.7625	822.4625	156.7
Prague TAC	867.4625	867.4625	N/A
Ceresco Tower	867.1875	822.1875	156.7
Ceresco TAC	867.1875	867.1875	N/A
Ashland Tower	855.2125	810.2125	N/A
Ashland TAC	855.2125	855.2125	N/A

Other Cache Notes:

[Add text]

Appendix F Mobile Communications Units

Comment [s104]: Update section with information on the closest CST that will be able to provide MCU support.

Detailed information on mobile communications units (MCU) (also known as Mobile Communications Center (MSS) or Mobile EOC) available within the region is listed in subsequent pages of Appendix F.

Table F - 1 East Central Region Mobile Communications Unit(s)

Comment [SM105]: Ensure this table is a duplicate of the table in the body. Review and edit as necessary. Each MCU will need it's own subsection below.

Unit ID / Designator	FEMA Type	Owning Agency	Deployment Area

Note: The following sections will need to be duplicated for each Mobile Communications Unit.

F.1 [Mobile Communications Unit Equipment Name]

Comment [s106]: Update with MCU information.

Equipment Location

This Mobile Communications Unit equipment is stored [in or at] [address], [City/County], [State], [zip code]

Responsible Agency

This Mobile Communications Unit is owned or managed by: [Agency/Jurisdiction]

Name:
Title:
Address
Phone:
24/7 Phone
Email:

Deployment Area

This Mobile Communications Unit is available for deployment throughout [Describe jurisdiction or area where this unit can be used (for example, City of [Name], County, or all counties in the East Central Region)

System Type and Capacity

Unit ID / Designator:	[Unique Name]
Owning Agency	[Owner of the MCU]
Type/Make/Model:	[Enter Information]
Quantity:	[#]
Primary Deployment Method (Other)	[Vehicle Chassis Mount, Trailer, Airlift Container, Other]
Deployment Method	[Describe Method if Above is Other]
MCU Storage Address	[Add Address]
Latitude	[Optional/Add Lat where MCU is stored]
Longitude	[Optional/Add Long where MCU is stored]
Year Activated	[Year]
FEMA Type	[Type 1, Type 2, Type 3, Type 4, Other]
Activation Method	[Describe]
General Comments	[Comments]
Time to Setup	[# of Minutes Expected to setup the Unit]
Chassis Size	[Chassis Size in Feet]
Capability to Extend a Regional LMR System	[Yes/No]

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Dispatch Capability	[Yes/No]
Number of Dispatch Consoles	[#]
SATCOM Capability	[Yes/No]
SATCOM Type	[INMARSAT, AMSC, etc.]
Number of Phone/Data Lines	[#]
Microwave Connectivity Capability	[Yes/No]
PBX Capability	[Yes/No]
Cellular PBX	[Yes/No]
Capability FAX Capability	[Yes/No]
Computer Server Capability	[Yes/No]
LAN Capability	[Yes/No]
Number of Workstations	[#]
Conference	[Yes/No]
Internet Access	[Yes/No]
Network Access Speed in KBPS	[#]
Video Teleconference Capability	[Yes/No]
On Scene Video Monitoring Capability	[Yes/No]
Self-contained Power Supply Capacity (Watts)	[#]
TV Reception Capability	[Yes/No]
Expandable Mast	[Yes/No]

Other Mobile Communications Unit Equipment Notes:

[Add notes]

Figure F - 1 [Mobile Communications Unit [Equipment Name]

Appendix G Policy Documents, Governing Documents, and Agreements

Comment [s107]: It is recommended that this section be a reference section that shows where to find the documents rather than attaching the document itself. Attaching the documents can make the TICP very long. Reference can be a link or a POC.

Note: Reference any policy document(s), governing document(s), MOU(s) and agreement(s) by a link to a website if available.

G.1 [Name of Policy, Governing, MOU, and/or Agreement]

[Add a reference and/or link to the above named document]

G.2 [Name of Policy, Governing, MOU, and/or Agreement]

[Add a reference and/or link to the above named document]

G.3 [Name of Policy, Governing, MOU, and/or Agreement]

[Add a reference and/or link to the above named document]

G.4 [Name of Policy, Governing, MOU, and/or Agreement]

[Add a reference and/or link to the above named document]

CONTROLLED UNCLASSIFIED INFORMATION

Appendix H Incident Command System Planning

Comment [s108]: ICS form are ready for use and in the case of an incident can be copied and pasted into a new document and used. There is also an excel file that is available that self populates data into the forms. So if a section is filled out that is located elsewhere in other ICS forms it is automatically filled in to help save time.

This appendix contains forms for incident command system (ICS) planning.

ICS Forms can also be found at the following website:
http://training.fema.gov/EMIWeb/IS/ICSResource/ICSResCntr_Forms.htm

Note: A copy of completed ICS Forms should also be distributed to the COML.

CONTROLLED UNCLASSIFIED INFORMATION

H.1 ICS 201

INCIDENT BRIEFING	1. INCIDENT NAME	2. DATE	3. TIME PREPARED

4. MAP SKETCH (NTS)

Function	Frequency or Talkgroup Name	Assignment	Function	Frequency or Talkgroup Name	Assignment
Command			Tactical		
			Tactical		
Tactical			Tactical		
Tactical					
Tactical			Staging		

S **Staging Area Name** **Number (H-1, etc.) and Name** H B C **Camp Name** **Hazard (Identify type, e.g. power lines)**

5. PREPARED BY (NAME AND POSITION)

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6. SUMMARY OF CURRENT ACTIONS	
Time	**Summary of Action**
	Continue on NIMS/ICS Form 214 Unit Log

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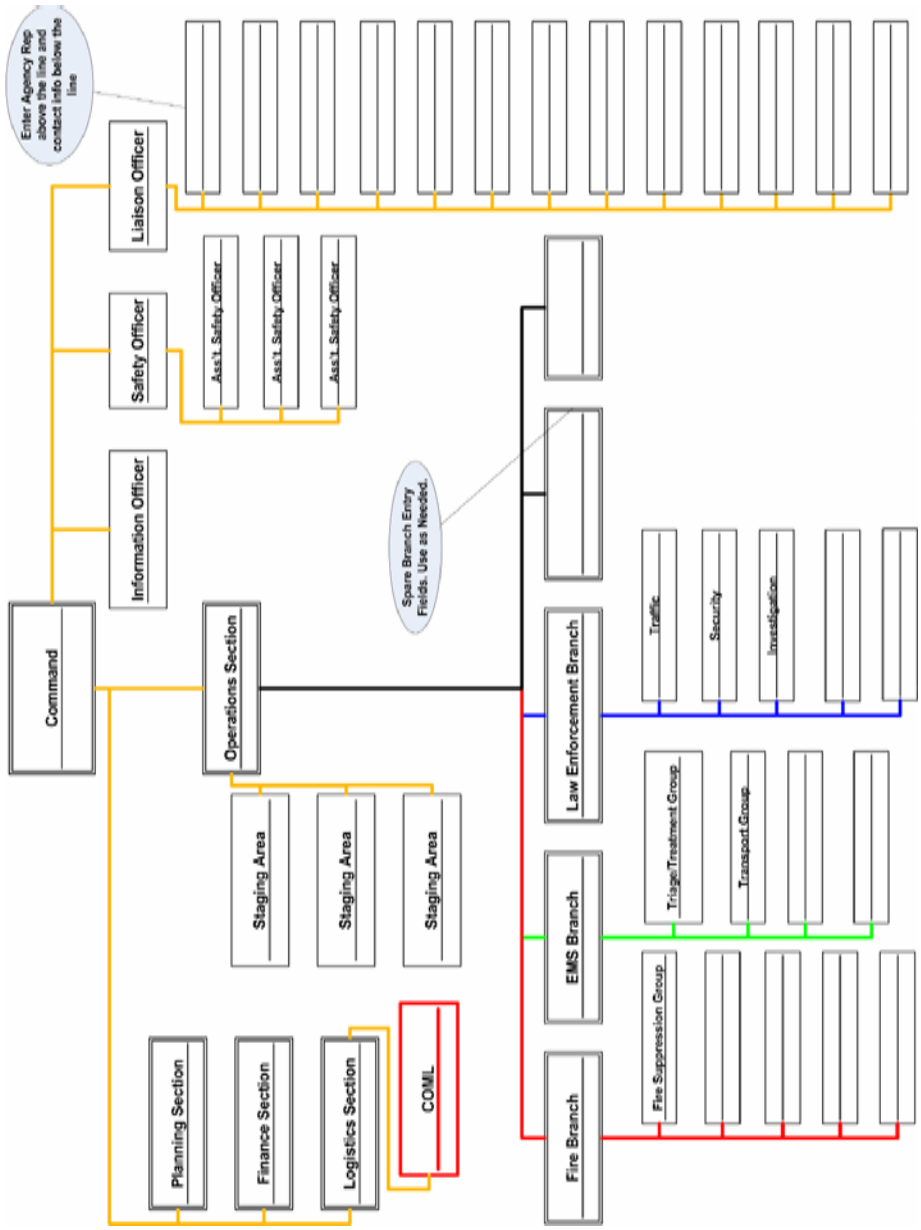
7. CURRENT ORGANIZATION – Place name and contact information (talkgroup/channel name, numbers, etc.) below the dividing line.



CONTROLLED UNCLASSIFIED INFORMATION

8. RESOURCES SUMMARY

RESOURCES ORDERED	RESOURCES IDENTIFICATION	ETA	ON SCENE ✓	LOCATION/ASSIGNMENT

Instructions for Completing the Incident Briefing (ICS 201 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date Prepared	Enter date prepared (month, day, year).
3.	Time Prepared	Enter time prepared (24-hour clock).
4.	Map Sketch	Show perimeter and control lines, resources assignments, incident facilities, and other special; information on a sketch map or attached to the topographic or orthophoto map.
5.	Resources Summary	Enter the following information about the resources allocated to the incident. Enter the number and type of resource ordered.
	Resources Ordered	Enter the number and type of resource ordered.
	Resource Identification	Enter the agency three letter designator, S/T, Kind/Type and resource designator.
	ETA/On Scene	Enter the estimated arrival time and place the arrival time or a checkmark in the “on scene” column upon arrival.
	Location/Assignment	Enter the assigned location of the resource and/or the actual assignment.
6.	Current Organization	Enter on the organization chart the names of the individuals assigned to each position. Modify the chart as necessary.
7.	Summary of Current Actions	Enter the name and position of the person completing the form.
8.	Prepared By	Enter Name and position of the person completing the form.
*Note		Additional pages maybe to ICS Form 201 if needed.

Purpose: The incident Briefing form provides the Incident Commander (and the Command and General Staffs assuming command of the incident) with basic information regarding the incident situation and the resources allocated to the incident. It also serves as a permanent record of the initial response to the incident.

Preparation: The briefing form is prepared by the Incident Commander for presentation to the incoming Incident Commander along with a more detailed oral briefing. Proper symbology should be used when preparing a map of the incident.

Distribution: After the initial briefing of the Incident Commander and General Staff members, the Incident Briefing is duplicated and distributed to the Command Staff, Section Chiefs, Branch Directors, Division/Group Supervisors, and appropriate Planning and Logistic Section Unit Leaders. The sketch map and summary of current action Resources Summary portion are given to the Resources Unit.

CONTROLLED UNCLASSIFIED INFORMATION

H.2 ICS 205 (New)

INCIDENT RADIO COMMUNICATIONS PLAN	Incident Name	Date/Time Prepared	Date/Time Prepared

Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	Tx Tone/NAC	Mode	Remarks
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									

5. Prepared by (Communications Unit)	Incident Location County/State	Lat/Long

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (Project 25)

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H.3 ICS 205 Current Version

INCIDENT RADIO COMMUNICATIONS PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period Date/Time

4. Basic Radio Channel Utilization					
Radio Type/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks

5. Prepared by (Communications Unit)

CONTROLLED UNCLASSIFIED INFORMATION

Instructions for Completing the Incident Radio Communications Plan (ICS 205 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date/Time Prepared	Enter date (month, day, year) and time prepared (24-hour clock).
3.	Operational Period Date/Time	Enter the date and time. Interval for which the Radio Communications Plan applies. Record the start time and end time and include date(s).
4.	Basic Radio Channel Utilization System/Cache	Enter the radio cache system(s) assigned and used on the incident (e.g., Boise Cache, FIREARMS, Region 5 Emergency Cache, etc).
	Channel Number	Enter the radio channel numbers assigned.
	Function	Enter the function each channel number is assigned (i.e., command, support, division tactical, and ground-to-air).
	Frequency	Enter the radio frequency tone number assigned to each specified function (e.g., 153.400).
	Assignment	Enter the ICS organization assigned to each of the designated frequencies (e.g., Branch I, Division A).
	Remarks	This section should include narrative information regarding special situations
5.	Prepared By	Enter the name of the Communications Unit Leader preparing the form.

Purpose: The Incident Radio Communications Plan provides in one location information on all radio frequencies assignments for each operational period. The plan is a summary of information obtained from the Radio Requirement Worksheet (ICS Form 216) and the Radio Frequency Assignment Worksheet (ICS Form 217). Information from the Radio Communications Plan on frequency assignment is normally placed on the appropriate Assignment List (ICS Form 204).

Preparation: The Incident Radio Communications Plan is prepared by the Communications Unit Leader and given to the Planning Section Chief.

Distribution: The Incident Radio Communications Plan is duplicated and given to all recipients of the Incident Objectives form including the Incident Communications Center. Information from the plan is placed on Assignment List.

CONTROLLED UNCLASSIFIED INFORMATION

H.4 ICS Form 210 (Status Change Card)

DESIGNATOR
NAME / ID.NO._____

_____

STATUS

☐ASSIGNED ☐AVAILABLE ☐O/S REST
☐O/S MECHANICAL ☐O/S MANNING

_____ETR (O/S=Out of Service)

FROM	LOCATION	TO
	DIVISION / GROUP	
	STAGING AREA	
	BASE / ICP	
	CAMP	
	ENROUTE	ETA
	HOME AGENCY	

MESSAGES

RESTAT

TIME_____ PROCESS ☐

STATUS CHANGE CARD

ICS
FORM
210 6/83

NFES 1334

CONTROLLED UNCLASSIFIED INFORMATION

Instructions for Completing the Status Change Card (ICS Form 210)

ITEM NUMBER	INSTRUCTIONS
Designator Name/ID No.	Enter the appropriate designator for the kind of resource. The resource type code are in ICS 020-1, Resource Listings
Status	Determine the current status of the resource. If out-of-service status is checked, enter the time when the resource will return to service.
From/Location/To	Place ad checkmark in the FORM column indicating the current location of the resource (where it came from). Also place a check in the TO column indicating the assigned location of the resource. When more than one Division, Staging Area, or Camp is used, identify the specific location (e.g., Division A, Redfern, Staging Area, Camp Hood).
Message	Enter any special information provided by the resource or dispatch center such as individual designator of strike teams and task forces.
Time	Enter the time of the status change (24-hour clock).
Resources Process	This box is checked by Resources Unit personnel after the Unit has transferred the information to a Resource Status Card (ICS Form 219).

Purpose: The Status Change form is used by the Incident Communications Center Message to record status change information received on resources assigned to the incident.

Preparation: The form is completed by radio/telephone operators who receive status change information from individual resources, Task Forces, Strike Teams, and Division/Group Supervisors. Status information could also be reported by Staging Area and Helibase Managers or fixed-wing facilities.

Distribution: The Status Change Card is a two-part form. The original is given to the Resources Unit, and the Communications Unit retains a second (pink) copy.

CONTROLLED UNCLASSIFIED INFORMATION

H.5 ICS 213

GENERAL MESSAGE		
TO:	POSITION:	
FROM:	POSITION:	
SUBJECT:	DATE:	TIME:
MESSAGE:		
SIGNATURE:	POSITION:	
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:

CONTROLLED UNCLASSIFIED INFORMATION

Instructions for Completing the General Message (ICS 213 Form)

ITEM NUMBER	INSTRUCTIONS
To	Indicate Unit/Person the General Message is intended for. Be specific.
Office	Indicate the location where the Unit/Person is located, e.g., Ground Support Unit Leader, Simpson Camp, Communications, etc.
From	Indicate appropriate designation and location sender.
Subject	Fill in if applicable.
Date	List the date and time.
Message	Briefly complete. Think through the message before writing it down. Try to be concise as possible.
Reply	This section is intended to be used by the Unit/Person who receives the message to reply to your message.
Date	Record the date and time of reply.
Signature	Record signature and title of person who initiates the message.
White Copy/Pink Copy	Both copies are sent by person who initiates the message.
Yellow Copy	Retained by the person who initiates the message.
Pink Copy	May be returned to the person who initiates the message.

The General Message form in use within the ICS is a three-part form.

Purpose: The General Message form is used by:

1. Incident dispatchers to records incoming messages which cannot be orally transmitted to the intended recipients.
2. Command Post and other incident personnel to transit messages to the Incident Communications Center for transmission via radio or telephone to the addressee.
3. Incident personnel to send any message or notification to incident personnel which required a hard-copy delivery.

Initiation of the Form: The General Message form may be initiated by incident dispatchers and any other personnel on an incident.

Distribution: upon completion, the General Message may be:

1. Hand carried to the addressee.
2. Hand carried to the incident Communications Center for transmission.

CONTROLLED UNCLASSIFIED INFORMATION

H.6 ICS 214

UNIT LOG	1. Incident Name	2. Date Prepared	3. Time Prepared
4. Unit Name/Designators	5. Unit Leader (Name and Position)		6. Operational Period

7. Personnel Roster Assigned

Name	ICS Position	Home Base

8. Activity Log

Time	Major Events

Time	Major Events

Instructions for Completing the Unit Log (ICS 214 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date Prepared	Enter date prepared (month, day, year).
3.	Time Prepared	Enter time prepared (24-hour clock).
4.	Unit Name	Enter the title of the organizational unit resource designator (e.g., Facilities Unit, Safety Officer, and Strike Team).
5.	Unit Leader	Enter the name of the individual in charge of the unit.
6.	Operational Period	Enter the time span covered by the log (e.g., 1800 Oct.12 to 0600 Oct.13).
7.	Personnel Roster	List the name, position, and home based of each member assigned to the unit during the operational period.
8.	Activity Log	Enter the time and briefly describe each significant occurrence or event (e.g., task assignments, task completions, injuries, difficulties encountered, etc.)
9.	Prepared By	Enter Name and title of the person approving the log. Provide log to immediate supervisor at the end of each operational period.

Purpose: The Unit Log is used to record details of unit activity strike team activity. The file of these logs provides a basic reference which to extract information for inclusion ion any after-action report.

Preparation: A Unit Log is initiated and maintained by Command Staff members, Division/Group Supervisors, Air Operations Group/Strike Team/Task Force Leaders, and Unit Leaders. Completed logs are forwarded to supervisors who provide to the Documentation Unit.

Distribution: The Documentation Unit maintains a file of all Unit Logs. It is necessary that one copy of each log be submitted to the Documentation Unit.

CONTROLLED UNCLASSIFIED INFORMATION

H.7 ICS Form 216

RADIO REQUIREMENTS WORKSHEET	1. Incident Name	2. Date	3. Time
4. Branch	5. Agency	6. Operational Period	7. Tactical Frequency

8. Division/Group			Division/Group			Division/Group			Division/Group		
Agency			Agency			Agency			Agency		
9. Agency	ID No.	Radio Reqmnts	Agency	ID No.	Radio Reqmnts	Agency	ID No.	Radio Reqmnts	Agency	ID No.	Radio Reqmnts
			10. Prepared by (Name and Position)								

Instructions for Completing the Radio Requirements Worksheet (ICS 216 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date Prepared	Enter date (month, day, year) prepared.
3.	Time Prepared	Enter time prepared (24-hour clock).
4.	Branch	Enter Branch number (I, II, etc.) for which radio requirements are being prepared.
5.	Agency	Enter the three-letter designator of the agency staffing the Branch Director position (e.g., VNC, CDF, ANF, LFD, etc.).
6.	Operational Period	Enter the time interval for which the assignment applies. Record the start date/time and end date/time.
7.	Tactical Frequency	Enter the radio frequency to be used by the Branch Director to communicate with each Division/Group Supervisor in the Branch.
8.	Division/Group	Enter for each Division/Group in the Branch the Division/Group identifier (A, B, etc.) and the agency assigned (e.g., LAC, VNC, etc.).
9.	Agency/ID No./Radio Requirements	List all units assigned to each Division/Group. Record the agency designator, unit or resource identification, and total number of radios needed for each unit resource.
10.	Prepared By	Enter the name and position of the person completing the worksheet.

Purpose: The Radio Requirements Worksheet is used to develop the total number of personnel portable radios required for each Division/Group and Branch. It provides a listing of all units assigned to each Division, and thus depicts the total incident radio needs.

Preparation: The worksheet is prepared by the Communications' Unit for each operational period and can only be completed after specific resource assignments are made and designated on Assignment Lists. This worksheet need not be used if the Communications Unit Leader can easily obtain the information directly from Assignment Lists.

Distribution: The worksheet is for internal use by the Communications Unit and therefore there is no distribution of the form.

CONTROLLED UNCLASSIFIED INFORMATION

H.8 ICS Form 217

RADIO FREQUENCY ASSIGNMENT WORKSHEET

1. INCIDNET NAME	2. DATE	3. OPERATIONAL PERIOD (DATE/TIME) From:

4. INCIDENT ORGANIZATION				BRANCH	DIVISION	DIVISION	DIVISION	BRANCH	DIVISION	DIVISION	DIVISION	BRANCH	DIVISION	DIVISION	DIVISION	INCIDENT COMMANDER	SAFETY OFFICER	OPERATION SECTION	AIR OPERATION	AIR TACTICAL SUPERVISO	PLANNING SECTION	GROUND SUPPORT	BASE UNIT							COMM CENTER	TOTAL BY REQ.
5. RADIO DATA																																
SOURCE	FUNCTION	CH#	FREQUENCY																													
6. AGENCY	ID		CH#	FREQUENCY																												
7. TOTAL RADIOS REQUIRED																																

217 ICS

8. PREPARED BY (NAME/POSITION)

CONTROLLED UNCLASSIFIED INFORMATION

H.9 ICS Form 217A

COMMUNICATIONS RESOURCE AVAILABILITY WORKSHEET ICS 217A	Frequency Band	Description

	Channel Configuration	Channel Name/Trunked Radio System Talkgroup	Eligible Users/Assignments	RX Freq N or W	RX Tone/NAC	TX Freq N or W	Tx Tone/NAC	Mode A, D. or M	Remarks
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25). All channels are shown as if programmed in a portable or mobile radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

CONTROLLED UNCLASSIFIED INFORMATION

H.10 SAMPLE ICS 217A

COMMUNICATIONS RESOURCE AVAILABILITY WORKSHEET ICS 217A					Frequency Band		Description	
	Channel Configuration	**Channel Name/Trunked Radio System Talkgroup**	**Eligible Users/Assignments**	**RX Freq N or W**	**RX Tone/NAC**	**TX Freq N or W**	**Tx Tone/NAC**	**Mode A, D. or M**	**Remarks**
	List – Identify Tactical Nets								
			Operations						
			Operations						
			Operations						
			Operations						
	List – Identify Command Nets								
			Command & General Staff						
			Command & General Staff						
			Command & General Staff						
	List – Identify Air-to-Ground Nets								
			Air Ops & Ops						
	List – Identify Dispatch Nets								
			Initial Attack						
			Initial Attack						
			Initial Attack						
			Initial Attack						
			Initial Attack						
			Initial Attack						
	List – Identify Support Nets								
			Logistics						

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25). All channels are shown as if programmed in a portable or mobile radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

CONTROLLED UNCLASSIFIED INFORMATION

Instructions for Completing the Radio Frequency Assignment Worksheet (ICS 217 Form)

ITEM NUMBER	ITEM TITLE	INSTRUCTIONS
1.	Incident Name	Print the name assigned to the incident.
2.	Date	Enter date (month, day, year) prepared.
3.	Operational Period	Enter the time interval for which the assignment applies. Record the start date/time and end date/time (e.g., 9/17/96-0600 to 9/18/96-0600).
4.	Incident Organization	List frequencies allocated for each channel for each organizational element activated, record the number of radios required to perform the designated function on the specified frequency.
5.	Radio Data	For each radio cache and frequency assigned, record the associated function. Functional assignment for: a. Command b. Support c. Division tactical d. Ground-to-air
6.	Agency	List the frequencies for each major agency assigned to the incident. Also list the function and channel number assigned.
7.	Total Radios Required	Total each column. This provides the number of radios required by each organizational unit. Also total each row which provides the number of radios using each available frequency.
8.	Prepared By	Enter the name and position of the person completing the worksheet.

Purpose: The Radio Frequency Assignment Worksheet is used by the Communications Unit Leader to assist in determining frequency allocation.

Preparation: Cache radio frequencies available to the incident are listed on the form. Major agency frequencies assigned to the incident should be added to the bottom of the worksheet.

Distribution: The worksheet, prepared by the Communications Unit, is for internal use.

CONTROLLED UNCLASSIFIED INFORMATION

H.11 ICS Form 309

COMMUNICATIONS LOG	**TASK #**	DATE PREPARED: TIME PREPARED:
FOR OPERATIONAL PERIOD#	TASK NAME:	
RADIO OPERATOR NAME (LOGISTICS):		STATION I.D.

LOG			
	STATION I.D.		
TIME	FROM	TO	SUBJECT

Appendix I Reference Materials

Reference Sources

- SAFECOM. http://www.safecomprogram.gov

  The *National Emergency Communications Plan* (NECP) is a strategic plan that sets goals and identifies key national priorities to enhance governance, planning, technology, training and exercises, and disaster communications capabilities. The NECP provides recommendations, including milestones, to help emergency response providers and relevant government officials make measurable improvements in emergency communications over the next three years.

- National Public Safety Telecommunications Council (NPSTC). http://www.npstc.org

  The *National Interoperability Field Operations Guide* (NIFOG) is a collection of technical reference material for radio technicians responsible for radios that will be used in disaster response applications. The NIFOG includes information from the National Interoperability Frequency Guide (NIFG), the instructions for use of the NIFG, and other reference material; formatted as a pocket-sized guide for radio technicians to carry with them.

- Federal Emergency Management Agency (FEMA). http://www.fema.gov

  The Department of Homeland Security *Target Capability List* (TCL describes the capabilities related to the four homeland security mission areas: Prevent, Protect, Respond, and Recover. It defines and provides the basis for assessing preparedness. It also establishes national guidance for preparing the Nation for major all-hazards events, such as those defined by the National Planning Scenarios.

- [State]. *(include website link, if applicable)*

  The [State] *Statewide Communications Interoperability Plan* (SCIP) is a strategic plan designed to provide a framework for the state to identify strategic initiatives intended to enhance emergency communications interoperability throughout the State. [State] has an approved SCIP that addresses designated critical elements for statewide interoperability and a process to frequently update the SCIP as progress is made and new initiatives emerge.

CONTROLLED UNCLASSIFIED INFORMATION

Appendix J Glossary

Comment [SM109]: Review and edit to match any acronyms listed in the document.

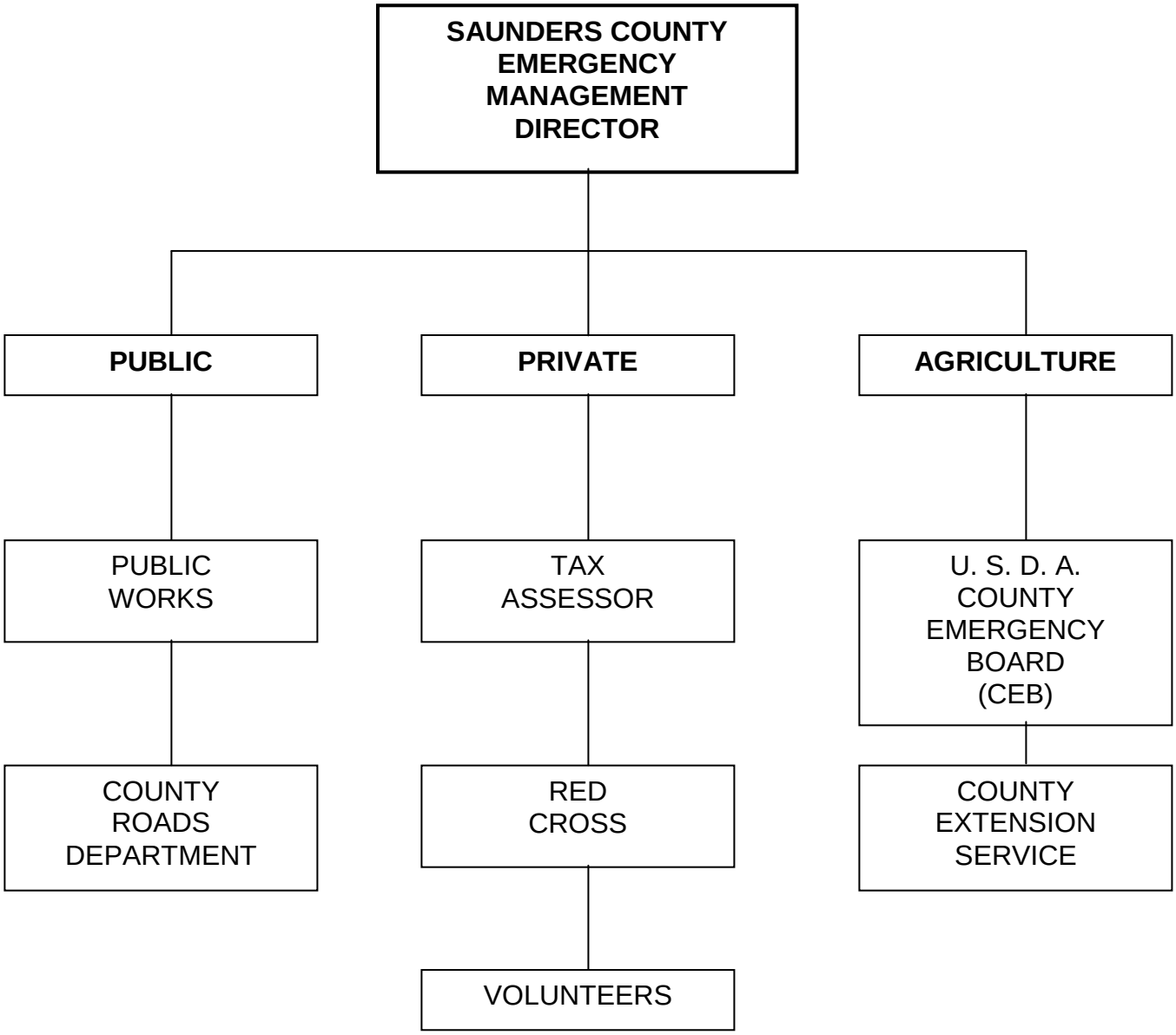
Item/Acronym	Definition
ACU-1000	Audio bridge used in fixed and mobile configurations. Requires radio from each connected communications system. Gateway device used to link disparate radio systems.
AM	Administrative Manager
ATF	Bureau of Alcohol, Tobacco, Firearms, and Explosives
Audio Bridge	Connects four-wire audio from disparate radio systems to provide interoperability.
Cache Radios	A supply of spare radios operating on a particular agency's system that can be distributed to other agencies when responding for mutual aid purposes
CAM	Communication Assets Mapping
CAS	Communication Assets Survey
CASM	Communication Assets Survey and Mapping
CERT	Community Emergency Response Team
CG	Channel Guard (Kenwood/GE CTCSS)
COMC	Communications Coordinator
COML	Communications Unit Leader
COMT	Incident Communications Technician
Console Patching	Ability to connect channels via dispatch consoles
CTCSS	Continuous Tone Coded Squelch System
DHS	Department of Homeland Security
ECTRGB	East Central Training Region Governance Board
EMC/EMD	Emergency Management Coordinator/Director
EMD	Emergency Medical Dispatch
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOD	Explosive Ordinance Disposal
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FCC	Federal Communication Commission
FEMA	Federal Emergency Management Agency
Gateway	A device used to create a radio patch by interconnecting radios operating on different systems or frequency bands

Item/Acronym	Definition
HAZMAT	Hazardous Materials
HEICS	Hospital Emergency Incident Command System
IAP	Incident Action Plan
IC	Incident Command
ICALL	Calling Channel for ITAC mutual aid channels
ICC	Incident Communications Center
ICP	Incident Command Post
ICS	Incident Command System
ICTAP	Interoperable Communications Technology Assistance Program
ID	Identification
IMAP	State of Nebraska's Interoperability Mutual Aid Plan
INCM	Incident Communications Center Manager
Inter-agency	Located or occurring between two or more agencies
Interoperable	Ability of a system to use the parts or equipment of another system
IT	Information Technology
ITAC	Conventional mutual aid channel for 800 MHz frequencies
JFO	Joint Field Office
MAA	Mutual Aid Agreement
MACS	Multi-agency Coordination System
MCC	Mobile Communicaiton Center
MCU	Mobile Communications Unit
MHz	Abbreviation for megahertz. 5 MHz = 5,000,000 Hz or 5,000 kHz.
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
Mutual Aid	Personnel, equipment, or services provided to another jurisdiction
Mutual Aid Personnel	Equipment and/or services provided to another agency or jurisdiction
NEMA	Nebraska Emergency Management Agency
NIMS	National Incident Management System
NPSPAC	National Public Safety Planning Advisory Committee
NRP	National Response Plan
NSSE	National Special Security Event
ODP	Office of Domestic Preparedness

Item/Acronym	Definition
OWG	Operational Working Group
PIO	Public Information Officer
PL	Privacy Line (Motorola CTCSS)
POC	Point of Contact
POD	Point of Distribution Center
PSAP	Public Safety Answering Point (911)
RACES	Radio Amateur Civil Emergency Service
RADO	Radio Operator
RF	Radio Frequency
RROMRS	Rural Region One Medical Response System
SAFECOM	A communications program of the Dept of Homeland Security's Office for Interoperability and Compatibility that, with its Federal partners, provides research, development, testing and evaluation, guidance, tools, and templates on communications-related issues to local, tribal, state, and Federal emergency response agencies.
SAR	Search and Rescue
SHARES	Shared Resources High Frequency Radio Program
Simplex	Radio to radio communications without the need for a repeater. If the transmit and receive frequencies are the same, then the channel is considered to be simplex
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
Talkgroup	A talkgroup is a radio channel on a trunked radio system. Talkgroups differ from regular or conventional radio channels in that they are not restricted to a certain radio frequency and may use up to 21 separate frequencies that are assigned by a controller that communicates from the tower to the radio on a control channel. Term ususally used with trunked radio systems. A talkgroup is a predefined list of radios/users assigned a unique ID which allows them to communicate with each other over the trunked radio system.
THSP	Technical Specialist
TICP	Tactical Interoperable Communications Plan
TWG	Technical Working Group
UC	Unified Command
UCALL	Calling Channel for UTAC mutual aid channels
UHF	Ultra High Frequency – Range of 300 to 3,000 MHz. For public safety LMR, usually refers to two bands. 380 to 460 MHz (low) and 460 to 512 MHz (high).

Item/Acronym	Definition
USAR	Urban Search and Rescue
USCG	United States Coast Guard
UTAC	Conventional mutual aid channel for UHF frequencies
VCALL	Calling Channel for VTAC mutual aid channels
VHF	Very High Frequency – For public safety LMR, usually refers to VHF High Band with a range of 136 to 164 MHz. VHF Low Band has a frequency range below 100 MHz.
VTAC	Conventional mutual aid channel for VHF frequencies

DAMAGE ASSESSMENT



STATE SUPPORT:
Emergency Support Function # 3,
Public Works

Lead Agencies:
Nebraska Emergency Management Agency
Dept. of Administrative Services,
State Building Division

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

Saunders 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 Health and Human Services has sole responsibility for making technical assessments. However, it is conceivable that the Department 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 County Emergency Manager will coordinate the gathering of damage assessment information necessary to complete the Incident Status Report, Annex A, Attachment 3, 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 Executive Group and the Nebraska Emergency Management Agency using the Incident Status Report from Annex A, Attachment 3.

4. Coordinating 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 and personnel involved in the response to the emergency or disaster for use in determining the extent of impact of the incident on the jurisdiction.

C. Agricultural Damage Assessment

The Farm Service Agency (FSA) through the County Emergency Board will assess the agricultural and related rural 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 Saunders County Emergency Management 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 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 local building inspector, assisted by Fire Chief, and Utilities department personnel, will complete the initial safety and habitability inspections of both residences and businesses. 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 emergency manager will utilize the Incident Status Report (ISR) found in Annex A, Attachment 3 of this LEOP to determine 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 to the Executive Group and forward to NEMA.

2. Conduct the initial assessment of the facilities considered critical for emergency operations, the health, welfare and safety of the people. Early identification of damages will enable the Executive Group 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. See Debris Management Planning, Annex C, Appendix 1.

   b. The Emergency Manager 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 Emergency Manager and reported to NEMA using the Incident Status Report. Information from the American Red Cross and other VOAD organizations may include limited information on damages to homes and businesses, which could be used to determine a damage estimate 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 would 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, can 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 in a team to conduct a Joint Preliminary Damage Assessment (PDA). The local jurisdiction is responsible for providing staff to be a part of the Joint PDA Teams. The PDA is 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 Teams will provide all forms necessary to complete the assessment.

2. The PDA Teams will examine and document damages 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 Emergency Management Director will review and update this annex annually.

VII. TRAINING and EXERCISING

A. Training

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

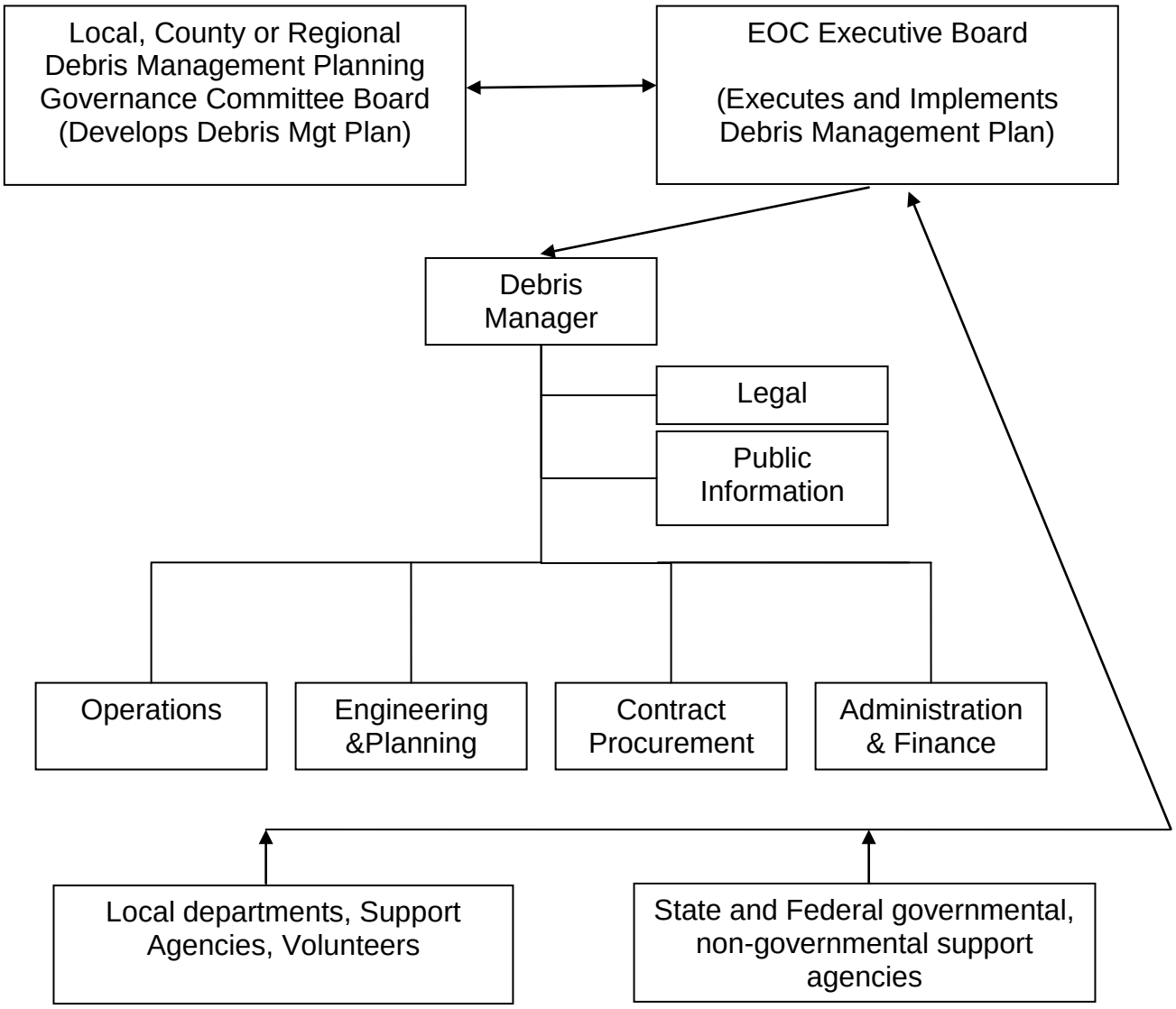
B. Exercising

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

Attachment #	Item	Page
Appendix #		
1	Debris Management Planning	C-7

DEBRIS MANAGEMENT PLANNING



DEBRIS MANAGEMENT PLANNING

I. PURPOSE

A. The purpose is to facilitate and coordinate the removal, collection, and disposal of debris. The overall goal is to use existing solid waste best 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 Saunders County and the cities) of Ashland, Wahoo, and Yutan with the villages of Cedar Bluffs, Ceresco, Colon, Ithaca, Leshara, Malmo, Mead, Memphis, Morse Bluff, Prague, and Valparaiso.

C. This guidance will assist the local governments, county-wide or regional 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 (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 and county ordinances, such as:

1. Establishing a price gouging ordinance 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/reduction site;

4. Emergency purchasing authority.

C. Saunders County has a Debris Management Plan, dated August 2011. This Plan is located in the Saunders County EOC, and the Saunders County Emergency Management and the appropriate provisions, processes and procedures will be implemented during a disaster.

III. ASSUMPTIONS and PLANNING FACTORS

If an event produces disaster related debris, the County approved Debris Management Plan (DMP) will be implemented.

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 will 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 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 could 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, 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/County Highway (list others as needed) agencies within the County are responsible for the development, monitoring, and implementation of either the county's or jurisdiction's Debris Management Plan. Other city/county agencies/organizations having needed resources will 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 Public Works/County Highway agencies 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 practices.

V. CONCEPT of OPERATIONS

The 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 Manager

The (position title) 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 Manager may assign a liaison to the EOC in order to coordinate and respond to requests from the EOC staff, as well as communicate debris management needs to the EOC.

2. Administration

Administrative support staff will be utilized by the Debris 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 should be performed addressed or coordinated through this office:

a. Review all 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 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 and Planning:

The Engineering & Planning section supports all other debris management sections in a technical role. This section provides 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 mix 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 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. 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 Manager. The Debris 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 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. This 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, the 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 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 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 and Procurement Section (Clerk or Procurement Office).

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 Manager, assisted by representatives from (list only those actually used) Public Works, Engineering, the Utilities, the Health Department, 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. Pre-selection of appropriate sites can be identified by site selection teams from the local jurisdiction 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

If time permits, 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 jurisdictions 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 manager, coordinator 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 ECO.

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 should meet annually with the participating agencies such as city/county Public works, 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 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 testing components of the plan within related exercises, drills and workshops.

LIST OF ATTACHMENTS

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1	Typical Hazards and Debris Generated Chart	C-20

TYPICAL HAZARDS AND DEBRIS GENERATED

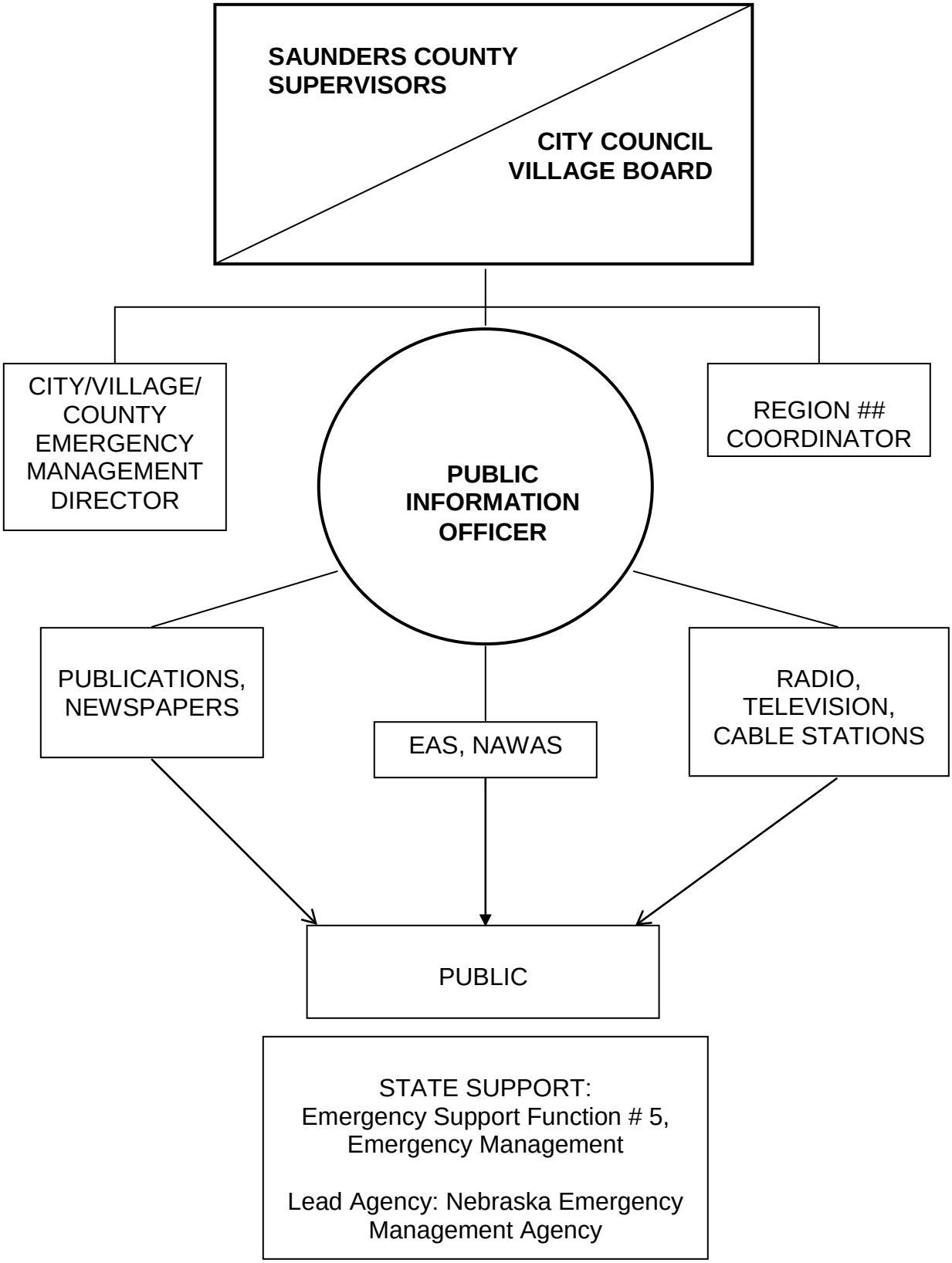
Forecasted Debris Locations

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 outlines 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 people are advised of hazards or threats and will be told of actions they need to take for their safety and survival.

II. SITUATION

A. Radio station KFAB in Omaha is the Local Primary (LP-1, or LP) Emergency Alert Station for Nebraska Operational Area 1 Southeast, which serves Saunders County. This station broadcasts the Initial weather alerts and warnings and national emergency warnings.

B. Saunders County officials will primarily use KUON-TV 12 in Lincoln, KETV-7 in Omaha to broadcast emergency instructions and information directed to people within the County.

C. Emergency public information **cannot** be disseminated in Saunders County through an over-ride capability of Satelitte Television or Cable Television.

D. There are 3 daily and 2 weekly newspapers in Saunders County. Newspapers will be used for disseminating written instructions to the public.

III. ASSUMPTIONS and PLANNING FACTORS

A. There no known groups of non-English speaking people in Saunders County. Every household has members who can adequately read the newspaper and/or understand spoken English

B. There are provisions for disseminating emergency information to persons with access and functional needs. Citizens with functional needs may voluntarily sign up through the Saunders County Emergency Management office. 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 would 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, crossed the line to sensationalism. Timely and accurate information from a credible source builds public confidence, reduces panic, fear and adverse public responses.

G. Public broadcast outlets have a choice in which emergency messages they transmit.

IV. ORGANIZATION/RESPONSIBILITIES

A. The Public Information Officer (PIO) directs all county emergency public information activities and interfaces with the public and media and with other agencies with incident-related information. The PIO is responsible for the collection, coordination, development, dissemination, and monitoring of emergency public information.

B. The Public Information Officer has been appointed by, and is the official spokesperson for the County Board of Supervisors according to the impacted jurisdiction) each City or Village may also use their appointed official as the PIO of the Emergency Operations Center (EOC) Staff. The PIO will coordinate all public information activities with the Chief Executive, County Emergency Management 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/Public Inquiry

2. Distribution of emergency information, including broadcast and printed materials, and monitoring the media releases for accuracy, and

3. 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, and

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 organization 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 program requires a coordinated flow of information from all levels of government and private agencies through a central release point. 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/Public Inquiry where citizens with questions can receive accurate and verified information. Rumor Control/Public Inquiry must be coordinated with the Communications Officer to ensure adequate public service telephone capabilities. The media will publish/broadcast the Rumor Control/Public Inquiry 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.

f. Establishes or activates a JIC for multi-agency coordination.

2. Information about emergency shelters, feeding, and assistance programs will be disseminated throughout the emergency/disaster period.

3. As a situation develops, uses all 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) at Law Enforcement Center or EOC is the designated place where the cooperating agencies' PIOs 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 radio and television stations. 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 stations KFAB, and KEFM in Omaha, and KFOR and KFRX-FM in Lincoln Nebraska EAS Operational Area 1 South east, in accordance with the Emergency Alert System Plan and NOAA Weather Radio.

c. Computers, social media and other electronic communications devices will have messages prepared appropriate to the medium and transmitted in a timely manner.

3. Printed Materials

Newspaper releases, flyers, brochures, etc. will be prepared and/or approved by the Executive Group 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 will during a State of Emergency, 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, by law, 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 responding agencies, media, and the public.

8. Subsequent to a Presidential Declaration, the Public Information Officers of all state agencies involved in disaster recovery efforts will coordinate activities with the federal agencies involved through the lead 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

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

VI. ADMINISTRATION and LOGISTICS

A. The County Public Information Officer should meet annually with local government officials, the Emergency Management Director, and media representatives to review this Annex and coordinate operating procedures.

B. The Emergency Management Director will revise this Annex based upon the recommendations of the PIO.

C. Every effort will be made to incorporate media involvement in exercises of the Basic Plan.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the Homeland Security Exercise Plan procedures. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) 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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1	Media Outlets	D-8

MEDIA OUTLETS

RADIO

EAS PRIMARY STATION

KFAB 1110

Phone: 402 558-1110
FAX: 402 556-8937
Hotline: 402 556 5060
Contact: Taylor Walet
Email: news@kfab.com

KFOR 1240

Phone: 402 466-1234
FAX: 402 467-4095
Hotline: 402 466-1238
Contact: Dale Johnson
Email:Kfornews@threeeagles.com

TELEVISION

KETV CH7

Phone: 402 345-7777
FAX: 402 978-8931
Hotline: 402 978-8954
Contact: Rob McCartney
Email: news@ketv.com

KOLN-TV CH10

Phone: 402 467-4321
FAX: 402 467-9208
Hotline: 402 467-9270
Contact: Assignment Manager
Email: desk@1011now.com

CABLE TELEVISION

Charter Communications

Phone: 402 253-2161
FAX:
Contact:

NEWSPAPERS

Daily

OMAHA WORLD HERALD	Phone: 402 444-1000 FAX: 402 444-1238 Contact: Mike Reily Email: news@owh.com
LINCOLN JOURNAL STAR	Phone: 402 475-4200 FAX:402 473-7414 Contact: John Maher
FREMONT TRIBUNE	Phone: 402 941-1436 FAX: 402 721-8047 Contact: Tracy Buffington Email:Fremont.newsroom@lee.net

Weekly

WAHOO NEWSPAPER	Phone: 443-4162 FAX: 443-4459 Contact: Kris Byers Email: news@wahoonewspaper.com
Ashland Gazette	Phone: 443-4162 FAX: 443-4459 Contact: Kris Byers

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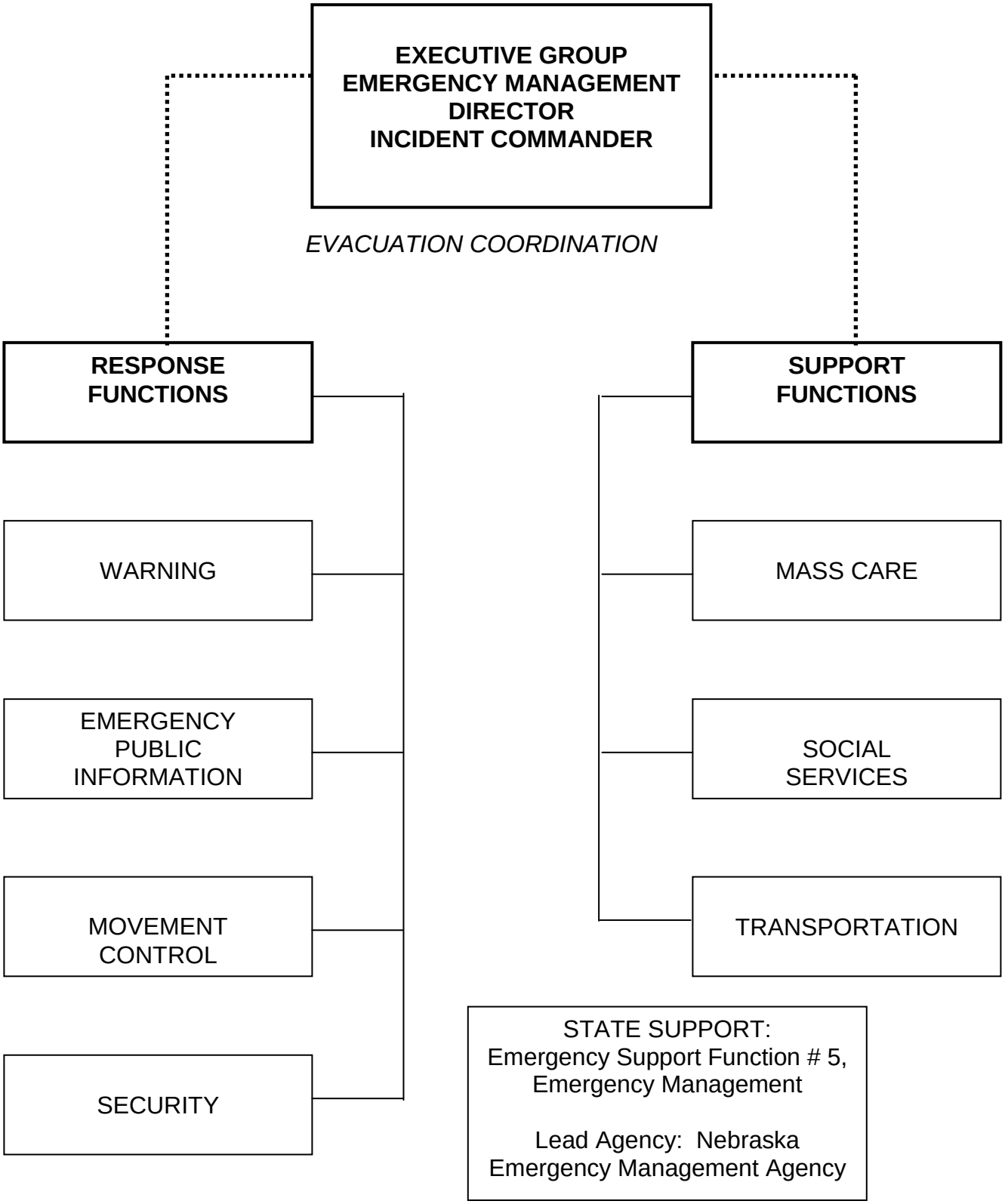
EVACUATION


EXECUTIVE GROUP
EMERGENCY MANAGEMENT DIRECTOR
INCIDENT COMMANDER
EVACUATION COORDINATION
RESPONSE FUNCTIONS
WARNING
EMERGENCY PUBLIC INFORMATION
MOVEMENT CONTROL
SECURITY
SUPPORT FUNCTIONS
MASS CARE
SOCIAL SERVICES
TRANSPORTATION
STATE SUPPORT:
Emergency Support Function # 5, Emergency Management
Lead Agency: Nebraska Emergency Management Agency

EVACUATION

I. PURPOSE

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

II. SITUATION

A. The most likely causes for evacuation are flooding, tornados, and chemical release.

B. Some flooding along the Platte River occurs almost annually. 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 the Emergency Operations Center. The County could also be affected by failure of the Lake Wanahoo Dam located in Wahoo. See Appendix 1 for flooding details.

C. Anhydrous ammonia and other hazardous materials are transported, used and stored in the county. A hazmat spill, release or accident could require an evacuation. Transportation accidents on Highway 92, 77, and 66 or Union Pacific railroad and Burlington Northern Santa Fe railroad, or underground pipeline transport could affect evacuation movement.

D. There are places where large gatherings occur. Among these are the schools in the county with a student population over 100. Other facilities that could pose special evacuation problems are the Saunders County Fair held in Wahoo, and the Saunders County Medical Center Hospital in Wahoo and the 4 nursing homes. Each of these facilities and events should 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 will develop a Primary Evacuation Plan specific to the community and their needs. This Plan addresses at least the listed assumptions and planning factors, yet keeps in mind that unique situations may cause departure from portions of the Primary Plan. This Primary Evacuation Plan 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 plans will give due consideration to closing of schools, malls, businesses in the risk areas or during pandemic events.

E. Evacuation plans will give due consideration to functional needs populations that require transportation and populations with companion or service animals.

F. Evacuation plans 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. Fuel shortages may occur and evacuation routes may be blocked with vehicle breakdowns.

H. Maximum traffic congestion should be expected.

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. Plans to transport mobility impaired individuals to the safe areas should be in place and is essential in the Primary Evacuation Plan.

J. There would not normally be time to obtain personnel support from outside the county. Local government resources could be severely stressed with many responders and their families affected by the evacuation.

K. Evacuees will 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 announcement of the evacuation order, shelters may not be fully set up to handle the evacuees, especially for those with functional needs or those at risk. Medical shelters are for medically fragile people who require care provided in hospitals and nursing homes. People with disabilities can be integrated into a shelter setting appropriate to their needs which is typically mass care.

M. Voluntary evacuation could occur after the public has been advised of a potential problem or danger, even though the situation does not warrant an official evacuation. Under this situation:
   1. Voluntary evacuation in excess of 50 percent 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 event, fear and anxiety can be expected from individuals, first responders, care providers and the worried well; all of 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, will 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 are mainly graveled, and the road networks are sufficiently developed that alternate routes can be developed if temporary closures are experienced.

Q. The Emergency Manager 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: www.nema.ne.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. Plans to reconstitute or return citizens back to their homes, schools and businesses will be developed concurrently with the incident evacuation plan. This plan will 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 plans 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 plans should address this issue for returning evacuees.

IV. ORGANIZATION/RESPONSIBILITIES

The overall responsibility for issuing evacuation orders rests with the chief elected executives 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 the evacuation order; maintain the management, direction and control, and support of the evacuation. The CEO may also issue a disaster declaration as in any "all-hazard" disaster.

2. Will implement appropriate sections of the jurisdictions' Continuity of Operations / Continuity of Government Plans.

B. Local Emergency Management Director:

1. Responsible for advising the Executive Group 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 JIC activation level.

C. Law Enforcement Agencies:

1. Responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, monitoring traffic flow, and establishing security of 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. Responsible for on-scene control and for advising executives on the evacuation decision for hazardous material and fire incidents.

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 Superintendent / Street Superintendent:

1. Responsible for maintenance of the evacuation routes and for providing traffic control devices.

2. May be assigned 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 plan.

F. Local government and/or non-governmental schools, animal shelters, zoos, refuges, veterinary facilities, voluntary animal care organizations:

1. These entities 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. These groups may provide insight and additional information on animal care during an evacuation for inclusion into the Primary Evacuation Plan

and will cooperate with local law enforcement agencies and the EOC during an incident.

3. Individuals with pets and service animals 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. Responsible for rumor control and responding to requests for information from the media and messages to the non-evacuating population.

H. American Red Cross:

1. After the initial response, the ARC is responsible for coordinating 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. Office, Nebraska Department of Health and Human Services:

Will ensure that Social Service programs are continued and supported by other area programs, such as the Lincoln Area Agency 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 OPERATIONS

A. Direction and Control

1. The primary responsibility for evacuation activities rests with the local government. Public officials are expected to:

    a. Provide security and access control for the evacuated area,

    b. 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 may be conducted from the EOC as outlined in Annex A. The Emergency Management Director 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, it is suggested that a Regional Unified Command structure or Multi-Agency Coordination Centers (MACC) be established.

4. Reception plans of the counties or cities agreeing, by established Mutual Aid Agreements or MOUs, to host evacuees and the designated shelters for large-scale or regional evacuations need to be implemented early in the response. Area hospitals will be alerted to the situation.

5. Implement appropriate portions of the jurisdiction's COOP-COG Plan to ensure that vital and essential functions of government services continue during and after a disaster, especially when government facilities and staff are affected.

B. Evacuation Order

1. The Chief Executive of the affected political subdivision will normally order an evacuation.

2. In situations where rapid evacuation is critical to the continued health and safety of the population, the Incident Commander may order an evacuation.

3. During floods, evacuation orders will generally be initiated after evaluation and recommendation of local fire departments and the National Weather Service in Omaha. 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 Health and Human Services.

5. All evacuation orders will contain instructions for at-risk populations to take medications, supplies and special equipment with them or to notify the Saunders County 911 or Saunders County Emergency Management for transportation assistance.

6. All governmental agencies will account for their financial expenditures from the time of the threat or incident occurrence, during and after the evacuation and re-entry.

7. All 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. These may pose unique evacuation problems and the evacuation itself could be more life threatening than the initial hazard.

7. In the event of a hazardous material incident the choice needs to be made between evacuation and in-place shelter. The decision should be based on the wind speed and direction and 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 chiefs should refer to the DOT Hazardous Materials Emergency Response Guide book, or follow the recommendation provided by CHEMTREC. In all cases, the hazard situation will be continually monitored in case changing circumstances, such as a wind shift, require redefinition of a potentially affected area. The PIO will ensure that the evacuation area is described to the public in understandable terms.

E. Public Notification

Persons to be evacuated should be given as much warning time as possible.

1. Pre-evacuation Warning: For slow moving events, pre-evacuation notice should be given to affected residents. Residents should be advised that they might have to move out 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 kept fully advised of the situation and be given earliest possible warning because of the extra time required to evacuate.

2. Evacuation Warning: All 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 should be considered, particularly in rural areas. Responders should 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 Plan, 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. Both government and non-government shelter agencies and managers need to 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) need notice as soon as possible 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 primary evacuation plans 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 at all possible, 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. The Saunders County dispatch 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 Saunders County Roads department.

6. Fuel shortages that could be experienced by the evacuees will be addressed under the primary plan.

G. Transportation of functional needs populations

The Public Works Director will determine requirements for special transportation and coordinate with the EOC and social service support agencies, for the use of transportation resources to support the evacuation, especially transportation for dependant populations.

1. Assembly (Staging) Area: If the potential evacuated population is of significant size, there could be many 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 Action Plan.

2. Functional needs Transportation: There could be cases where elderly, infirm 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 Emergency Manager will make provisions for the use of government or volunteer vehicles to transport these individuals. The public will be instructed to notify the office of Emergency Management of any special transportation problems.

3. Health Care Transportation: The evacuation of the nursing homes or the hospital poses special transportation problems. The institutions' administrators will determine specific transportation needs and coordinate with the Saunders County dispatch or Incident Command if transportation assistance is needed. Ambulances from fire and rescue departments within the County may be the primary resource for medical transport. The health care provider should maintain a list patients using durable medical equipment and arrange for transportation for this specialized need.

4. Transportation Resources: School buses, handi-buses operated by the Saunders County or the Lincoln Area Agency on Aging, and local schools might be available during emergencies. The Emergency Manager and the EOC maintain a listing of all 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 mass lodging and feeding. The jurisdiction may have to provide temporary receptions centers until the Red Cross can establish short term shelters. 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 create special problems and may extend the time required to clear the affected area. Health care evacuation considerations are addressed in Annex G.

J. Schools

1. All schools have internal emergency evacuation plans.

2. 6 Parochial and Public Schools have 36 radio-equipped buses with a total capacity of 1956 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 agencies will establish a perimeter control to provide security and protection of property. An access pass system will be established.

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, coordination, and control of the items undertaken in the original evacuation and is addressed in the initial and all revised Evacuation Action Plans. The chief executives will make the re-entry decision and issue a Re-entry order after the threat has passed, the evacuated area has been inspected and found safe by fire, law, health, and utilities personnel. Some specific re-entry considerations are:

1. Ensure that the threat which caused evacuation is over.

2. Ensure that search, rescue and recovery missions are completed so that survivors and any human or animal remains have been attended to and recovered.

3. If needed, ensure that homes have been inspected to determine if they are safe to return to and unsafe structures are so marked to prevent entry.

4. Determine the number of persons in shelters who will have to be transported back to their homes.

5. If homes have been damaged, determine the long-term housing requirements.

6. Coordinate traffic control and movement back to the area.

7. Implement the portion of the Evacuation Plan that provides assistance to individuals with lost or missing family members.

8. Inform the public of proper re-entry actions, particularly cautions they should take with regard to re-activating utilities in addition to issuing instructions for proper clean-up and debris disposal.

9. Implement the portion of the Evacuation Plan that provides assistance to individuals requiring counseling, see Annex G, or financial or 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 that 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. This agency is 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 disaster 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 with the approval of the Nebraska National Guard on request by the Nebraska Emergency Management Agency.

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, 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 evacuation of any scale, the incident involved officials, first responders, Emergency Management, other support agencies and jurisdictions, and possibly interested citizens will conduct a post-incident critique and write after-action reports (AAR) and evaluations. These documents will be the basis for review of and revision of policy.

B. The County Emergency Management Director is responsible for the annual review and update of this Annex. The AARs and evaluations will provide guidance in this annual update.

VII. TRAINING and EXERCISING

A. Training

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

ATTACHMENT #	ITEM	PAGE
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 you must evacuate your home and you have the time and resources, plan to take your pets with you. Pets most likely cannot survive on their own and if they do, you may not be able to find them once you return. Include these steps in your planning:

A. Locate a safe place for the pets before disaster strikes. Friends or relatives outside the affected area may shelter your animals. If you have more than one pet, they may be more comfortable if kept together, but be prepared to shelter them separately.

B. Prepare a list of friends, boarding facilities and veterinarians who could shelter animals in an emergency; include 24 hour phone numbers.

C. Call hotels and motels in your immediate area and a reasonable distance from the home. Ask whether they accept pets, under what conditions, and whether they are restricted as to the size or number of animals.

D. Call local boarding kennels.

E. You may not be home when an evacuation order or disaster warning is given. Make arrangements with a trusted friend or relative to gather your pets and meet you at a pre-arranged location.

F. Assemble a portable Pet Disaster Supplies Kit 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. Know what to do as 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. Call ahead to your pre-identified care facility to confirm emergency shelter arrangements for you and your pet.

3. Check that your pet disaster supplies are ready to take at short notice.

4. Eliminate search time for your pets by sheltering them in one central place (a barn, the house, the basement, storm cellar, etc.).

5. Make sure all dogs and cats are wearing collars that are securely fastened with up-to-date identifications. If available, attach the name, address, and phone number of the temporary shelter the family will be located or the information of the friend/relative where you'll 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. Transport dogs, cats and birds 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 you cannot move your animals, try to arrange to leave a minimum of three days food and water for each animal. Bring all animals indoors. Do not chain or restrict any animals outside. Separate dogs from cats as even "friendly" or "family pets" may show signs of stress and lash out or attack other animals in the house. Provide for sanitation as best possible.

I. Provide for search and rescue responders semi-permanent notices on the inside and outside of the house that there are animals in the house. List the kinds and numbers of animals, favorite hiding places, other essential information and how the responder can reach you concerning the care and welfare of your pets.

J. Follow all directions and procedures if you place the pet in a public animal care facility. You 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 if evacuation is necessary. Have sufficient feed, water, medications and handling equipment for several days should one choose to shelter-in-place. Consider having an alternate power supply for water pumps.

FLOOD/DAM FAILURE EVACUATION

I. PURPOSE

This Annex identifies actions required to evacuate the population and protect facilities threatened by flood or dam failure.

II. SITUATION

A. Platte River Basin

1. Saunders County lies within the Platte River Basin. The Platte River flow is controlled so that flooding is infrequent. However, damaging floods occur. Many of the areas between the plains and the valley are steep and concentrate runoff from high intensity storms. Heavy winter snows, ice dams and rapid spring melt can overstress the system of flood control impoundments resulting in flooding.

2. Approximately 8 percent of the county's population resides within the 100-year flood plain as defined on the National Flood Insurance Maps, located in Planning and Zoning Office.

3. The most current flood maps from FEMA are available at:

   http://msc.fema.gov/webapp/wcs/stores/servlet/CategoryDisplay?catalogId=10001&storeId=10001&categoryId=12001&langId=-1&userType=G&type=1

B. Dams That Could Affect Saunders County

1. Lake Wanahoo Dam located 1 mile north of Wahoo

   Owner: Lower Platte North Natural Resource District

   Emergency Preparedness Plan: 07/08/2011 N3108

   Inundation Area: This would affect the Sand and Wahoo Creek as far South east as Ashland. In Saunders County, the area affected would be slightly greater than the 100-year flood plain with the greatest effect on Wahoo and Ithaca which would approach 100 percent inundation. Refer to the NRD Lake Wanahoo Emergency Preparedness Plan for detailed maps.

2. Czechland Lake Cottonwood Creek Dam

   Owner: Lower Platte North Natural Resource District

   Emergency Preparedness Plan: 10/01/2009

Inundation Area: This would affect the Cottonwood Creek basin as far Southeast as Wahoo. In Saunders County, the area affected would be slightly greater than the 100-year flood plain with the greatest affect on Prague and Malmo. Refer to the NRD Emergency Preparedness Plan Warning and Information Plan for detailed maps.

C. Potential Effect of Dam Failure

Approximately 4 percent of the population of Saunders 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 flooding is a threat.

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 notify or alert local jurisdictions promptly in the event of a threat situation.

C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, the Dam Observer from the Lower Platte Natural Resource District is primarily responsible for maintaining the flood gauge system and along with Saunders County Emergency Management for making recommendations on evacuation decisions. Other flooding responsibilities:

1. The Lower Platte North Natural Resource District will provide sandbagging activity, emergency dike/levee repair, construction of temporary dikes.

2. The Lower Platte North Natural Resource District will monitor conditions of local dams, sandbag or effect temporary repairs, if necessary.

3. The Saunders County Roads department will safety inspect bridges, wing walls and approaches to bridges after the water subsides.

D. Saunders County Emergency Management 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 of the Platte River is monitored by the National Weather Service, the Nebraska Emergency Management Agency as well as other state agencies. Advisories will be issued by these agencies to the Emergency Management Director. Local monitoring of river conditions will augment this information.

2. Flash flood watches and warnings will be issued by the National Weather Service, Valley, NE.

3. Dam failure, potential or actual, or emergency release notification is the responsibility of the dam owners/operators. See Section II B and the appropriate Dam Emergency Plan.

B. Increased Readiness Measures

1. At a flood watch notice, the Emergency Management Director will ensure that flood monitoring procedures are implemented (see Annex B).

2. On receipt of a flood warning or notification of a potential or actual emergency, the Emergency Manager 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 Emergency Management Director will notify all support agencies and organizations.

C. Dam Failure - Response Times Available
(Predicted Time of Maximum Elevation)

1. Lake Wanahoo Dam and Czechland Lake Dam

a.. Dam Breach or Failure

D. Key Facilities In Inundation Areas

1. Wahoo electrical Plant expected time of peak 5 minutes
2. Village of Ithaca expected time of peak 1.5 hours
3. Village of Prague expected time of peak 1 minute
4. Village of Malmo expected time of peak 1.5 hours

2. General flooding (100 year flood)

D. Key facilities in Inundation area

a. Woodcliff Community
b. Thomas Lakes Community
c. Metropolitan Utilities district water well fields
d. Camp Ashland
e. City of Ashland

E. Special Notification Procedures – Lake Wanahoo and Czechland Lake Dam

In the event of an emergency with the Lake Wanahoo Dam and Czechland Lake Dam, the Saunders County Sheriff and local Fire Departments 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 the executives of affected jurisdictions based on recommendations from The Army Corps of Engineers, the Natural Resource District, National Weather Service, Emergency Management, Local Fire Chief, and the Sheriff's office. In the event of immediate danger, the Incident Commander may make the evacuation decisions.

FIRE SERVICES

Ashland Fire Department

Cedar Bluff Fire department

Colon Fire department

Ceresco Fire Department

Ithaca Fire Department

Mead Fire Department

Malmo Fire department

Morse Bluff Fire Department

Prague Fire department

Valparaiso Fire Department

Weston Fire Department

Wahoo Fire Department

Yutan Fire Department

Saunders County
MUTUAL
AID
ASSOCIATION

STATE SUPPORT:
Emergency Support Functions
4, 5, 10,
Fire Suppression,
Emergency Management,
Environmental Quality

Lead Agencies:
State Fire Marshal
,
Nebraska Emergency Management Agency,

FIRE SERVICES
and
HAZARDOUS MATERIALS

I. PURPOSE

This Annex describes the direction, control, roles and responsibilities for a coordinated response for Fire Services during, or as a result of a natural or man-made disaster or a nuclear crisis.

II. SITUATION

A. The county is vulnerable to severe weather and structures 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. Because of this, the potential for accidents and incidents involving hazardous materials and substances exists.

C. A risk analysis of fixed facilities and known transportation routes, where potential release situations with possible consequences 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 facilities report the use and storage of all extremely hazardous materials and materials included under the Community-Right-to Know category in the facility and other emergency plans. The most current information is included this Annex.

E. The county is served by 13 Fire Departments, 9 of which operate Rescue Squads (Attachment 1). All Fire Departments are members of the Saunders County Mutual Aid Association.

F. There are no private or company fire brigades located in the county.

III. ASSUMPTIONS and PLANNING FACTORS

A. Existing fire personnel and equipment will be able to handle most emergency situations through their own resources or mutual aid.

B. Clearing roads to permit passage of emergency vehicles is a high priority responsibility of Public Works subsequent to any 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 will advise the local Fire Departments on the radiological response activities of a radiological incident/accident involving the county.

IV. ORGANIZATION / 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 of each district in the County is designated as the Community Emergency Coordinator (CEC) for hazardous materials incidents as defined in the Superfund Amendment. 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 that the plan has been activated.

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, and

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 Fire Chief(s) of the affected jurisdiction(s), or a designated representative, will serve as a member of the EOC staff.

E. In a situation that affects more than one Fire Department in the county and an Emergency Operations Center is activated, each department will 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 use the Incident Command System per the NIMS 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:

i. The current list of reporting facilities and the Facility Emergency Coordinators (FEC).

ii. Material Safety Data Sheets (MSDS), Inventory lists or Tier II reports.

d. 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 safe for occupancy.

f. Alerts all emergency response organizations, governmental, non-governmental and private support agencies of the dangers associated with technological 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 Medical Coordinator 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.

G. Line of Succession

Each Fire Department's line of succession is as follows:

1. Fire Chief,

2. Senior Fire Officer on duty.

V. CONCEPT of OPERATIONS

A. Mutual Aid

1. The Senior Fire Officer 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 Senior Fire Officer will:

   a. Notify the local Emergency Management Director, if one is appointed, or the County Emergency Management Director to coordinate additional support.

   b. Request assistance from the 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 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.

2. Direct advisory or technical support will be requested through the Communications Center.

   a. Accidents involving chemicals

      i. Chemtrec (1-800-424-9300),

      ii. NEMA Duty Officer,

      iii. Nebraska Department of Environmental Quality,

      iv. The nearest MOU (Memoranda of Understanding) Hazmat Response Team is Omaha.

   b. Accidents involving radioactive materials

      i. Immediate notification to the Nebraska Department of Health and Human Services is required. Once they have been notified, it is their responsibility to determine what radiation control actions are necessary to protect the public.

      ii. 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.

      iii. In addition, all major hazardous material incidents will be reported to the County Emergency Management Director for coordinating additional support and for notification of and reporting to the appropriate state agencies.

C. <u>Searches</u>

1. The Senior Fire Officer of the jurisdiction will coordinate all searches involving:

   a. Fires,

   b. Personal injuries.

2. Law enforcement officials are responsible for searches involving:

   a. Lost or missing persons,

   b. Fugitives,

   c. Bomb scares.

3. The State Department of Aeronautics is responsible for all searches involving missing or downed aircraft other than military.

4. When a search extends beyond the capabilities of the coordinating agency, the County Emergency Management 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, and

   c. Volunteer organizations.

D. Rescue

Rescue operations are usually performed by the 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 Basic Life Support only. Wahoo and Yutan Fire Departments will be called if Advance Life Support Service is required.

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 would normally be contacted as early as possible in major fire, explosion, or hazardous material incidents or accidents.

2. Agencies available to support Fire Services along with contact information are listed in the Saunders County Mutual Aid Association Resource Directory and the Saunders County Emergency Management Resource Lists.

F. Support to Other Agencies

The Senior Fire Officer has the authority to utilize the Fire Department personnel and equipment to support other agencies or organizations during an emergency/disaster, dependent on the current situation and resources available. Areas of possible support include:

1. Law Enforcement: traffic and crowd control.

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 go on full time status with twelve (12) hour shifts. An exception will be the individuals who are considered by the Executive Group 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

The individual Fire Departments will maintain their normal 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 state agencies.

C. General

Some of the information contained in this Annex may also be found in the publication "Rural Fire Plan, Saunders County Mutual Aid Association" dated October 30th 2009 and supporting documents. Additional detailed

information specifically pertaining to the Mutual Aid Association is contained in these publications and has not been duplicated in this Plan.

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VII. TRAINING and EXERCISING

A. Training

1. In addition to the prescribed training required by Fire Departments for normal operations, fire personnel should be trained in:

   a. Radiological monitoring/decontamination - every two years,

   b. Hazardous materials response to the level determined by their employer in compliance with OSHA and EPA regulations. It is critical that responders never 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 Homeland Security Exercise Plan procedures. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) 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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Appendix		
1	Hazardous Materials Response	F-12
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1	Facilities and Vulnerable Areas in Saunders County	F-25
2	Hazardous Material Incident Report Form	F-29
3	Hazardous Materials Incident Notification and Telephone Numbers	F-30

SAUNDERS COUNTY FIRE RESOURCES

FIRE DEPARTMENT	DEPT. PHONE	AERIAL	PUMPER	TANKER		GRASS-WEED TRUCK	UTILITY TRUCK	RESCUE UNITS	KINDS/TYPES/ SPECIAL-TEAMS	KINDS/TYPES SPECIAL EQUIPMENT	RADIO-LOGICAL EQUIPMENT Yes / No
Ashland	944-7004		1 Type I 1Type II	1 Type I		3 Type III	1	3 Type III		Decontaminat ion Trailer	Yes
Cedar Bluffs	628-5495	1Type I	2 Type II	1 Type I1Type II		2 Type III	1	2 Type III		Polaris ATV	Yes
Ceresco	665-2227		1 Type II	1 Type I 2 Type II		2 Type III	1	1 Type III			Yes
Colon	647-4455		1 Type II	1 Type 1 2 Type II			1				Yes
Ithaca	623-4494		1 Type II	1 Type II		2 Type III					Yes
Malmo	642-5271		1 Type I 1 Type II	2 Type II		1 Type III	1				Yes
Mead	624-3610		1 Type I	3 Type II 1Type II		1 Type III		1 Type III		Trailer mounted generator	Yes
Morse Bluff	666-5583		1 Type II	1Type II		1 Type III	1				Yes
Prague	663-4844		1 Type I	2 Type II		1 Type III	1	1 Type III			Yes
Valparaiso	441-7253		1 Type II	3 Type II		2 Type III	1	1 Type III			Yes
Wahoo	443-1520	1 Type I	1 Type I 2 Type II	2 Type II		2 Type III	1	3 Type III	Dive Team		Yes
Weston	642-5359		1 Type II	1 Type I			1				Yes
Yutan	625-2273		1 Type I	1 Type I		1 Type III		2 Type II	Dive Team/ 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.

B. Saunders 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 for a release beyond the boundaries of the facility.

   a. Some facilities store extremely hazardous material over the SARA Title III threshold levels. See Attachment 1 for the listing of facilities.

   b. Some facilities produce, use or store hazardous materials that are not required to be reported under Title III. See Attachment 1.

2. Hazardous materials, including radiological materials, transported on Highways 92,77,79,66, and 6 or by Union Pacific and Burlington Northern SanteFe rail, underground pipelines, or aircraft, could be involved in an accident causing a spill or the potential for a spill.

3. There are vulnerable areas and populations.

   a. Locations near facilities with hazardous materials may contribute to additional risk. See Attachment 1 for 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 (Attachment 1).

4. Some areas of Saunders County because of 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 (CFR 1910.120) 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. The County has no trained and equipped Hazmat Teams.

2. There are State Emergency Response Teams (SERT), referred to as, MOU cities, located across the state. To request their assistance, one must contact NEMA at 402-471-7421 if the county or jurisdiction has no official mutual aid agreement with the team.

3. 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 crews are trained to handle some but not all hazardous materials incidents.

4. 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, this includes 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 either spilling or with the potential to spill. 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 populace,

but for the first responders as well. Knowledge of the agent involved will determine the specific response required.

C. This plan considers any incident/accident involving radioactive materials. The most likely scenario would be a transportation accident. It is unlikely that the shipping container would rupture due to impact; however, attendant with each vehicle accident is the possibility of fire or an explosion. These could either melt the protective lead containers or create a rupture allowing a release of the radioactive materials. In the early stages of this type incident/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. The Fire Department is responsible for:

1. Coordinating with the Facility Emergency Coordinator on response to hazardous substances in the facility.

2. The initial response and containment, if possible.

3. Coordinating and 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 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 their personnel.

C. Saunders 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. Obtaining or coordination of appropriate training programs which will provide the 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. 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 but may not be limited to:

   a. Developing and exercising a plan 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), review and improvement to fixed facilities plans after an hazmat event in the county.

d. Much of this work is accomplished by:

i. Completing an annual review and update of this Annex and Attachments.

ii. Evaluating the need for resources necessary to develop, implement, and exercise the emergency plan and make recommendations with respect to additional resources that may be required and the means for providing such additional resources.

iii. Designating a public library in each county within its district as the depository for the emergency plan.

iv. Providing the emergency plan to the governing bodies having jurisdiction in the district for review prior to submitting the plan to the SERC.

v. Respond to a request for information following Federal Public Law 44-499.

vi. Annually publish a public notice in a local newspaper that the local emergency plan (this LEOP, Annex F, Appendix 1) and Tier II forms have been submitted and are available for public review.

e. The LEPC may have an agreement with the County Emergency Management Agency to assist the EM in other disaster planning or outreach activities

f. Additional detailed information concerning the roles and responsibilities if a LEPC are available from the SERC Administrator at the NEMA.

E. <u>State Agencies</u>

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 the cleanup plan and notifies the responsible person when satisfactory cleanup is achieved.

    e. Gives prior approval to all disposal actions.

    f. May require a report, following the cleanup, 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 Nebraska Department of Health and Human Services (DHHS)

    a. The Department of Health and Human Services, 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, DHHS is responsible for health hazard assessment and controlling advising of all safety, containment, decontamination, and cleanup actions.

    b. DHHS notifies 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.

F. 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), disseminates OSC and RRT reports to the National Response Team (NRT), and provides facilities for the NRT to use in coordinating a national response action.

G. Industry

1. Owner or Operator

a. The owner 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:

i. The Community Emergency Coordinator (CEC) for the Local Emergency Planning Committee (LEPC),

ii. The State Emergency Response Commission (SERC) of any state likely to be affected by the release,

iii. The National Response Center (NRC), and

iv. 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 are necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment.

d. The shipper must 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).

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. Licensees operating within the states 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 must 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 only those 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 Chief, who is 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 to 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 County Emergency Management Director will alert volunteer and charitable organizations that may provide assistance to evacuees.

B. Initial Response

1. The Incident Commander 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.

C. Emergency Public Information

It is important to provide accurate information to the public so they know what to do immediately to protect them.

1. The Public Information Officer will coordinate the dissemination of information concerning the incident with the Chief Executive Officer the County Emergency Management 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 Saunders 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. Containment and Cleanup

1. Determine what can be done, based on training and equipment available, to remove the threat, i.e., contain and/or counteract, decontaminate, or remove, etc. By law it is the spiller's responsibility to contain or confine any threat associated with the cargo in their possession.

2. The party responsible for spilling the product 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 or other personal 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. Every precaution should be taken 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 *** County Radiological officer will ensure that sufficient dosimeters/TLDs are charged and available at the scene and that 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, notify the nearest military installation.

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 (CFR-1910.120) and EPA regulations. All training supported by the Homeland Security process or grants must be DHS (Department of Homeland Security) 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.

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FACILITIES and VULNERABLE AREAS in CITY/VILLAGE/COUNTY

Note to the reader:

The Nebraska Revised State Statue 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 Sara 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.

Generally, the LEPC provides the county Emergency Management Agency this data for planning and response purposes. At the request of the Saunders County Emergency Manager and under the auspices of and with the approval of the Saunders Co. 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:

http://deq-iis.ne.gov/iis/jsps/tl3/facilityAccess/templates/tier2Welcome.jsp

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.

Please Note; Copies of Tier II's may be found at local clerks office or Fire department. The Saunders County Emergency Manager also have available records on file.

FACILITIES AND VULNERABLE AREAS IN SAUNDERS COUNTY

Facility Name	Location	Owner/ Operator

Reporting Under Section 302 of Title III -
Extremely Hazardous Substances

ALL FACILITIES THAT HANDLE OR STORE HAZARDOUS MATERIALS WITHIN SAUNDERS COUNTY ARE ON FILE IN THE OFFICE OF THE EMERGENCY MANAGEMENT DIRECTOR LOCATED AT 387 NORTH CHESTNUT, WAHOO, NE 68066 CONTACT NUMBER 402-443-5645

Facilities reporting under Section 312 - Community Right-to-Know

ALL FACILITIES THAT HANDLE OR STORE HAZARDOUS MATERIALS WITHIN SAUNDERS COUNTY ARE ON FILE IN THE OFFICE OF THE EMERGENCY MANAGEMENT DIRECTOR LOCATED AT 387 NORTH CHESTNUT, WAHOO, NE 68066 CONTACT NUMBER 402-443-5645

HAZARDOUS MATERIAL INCIDENT REPORT

Anyone giving or receiving an incident report should obtain as much information as possible.

* Time Report _____a.m./p.m. * Date_____

* NAME OF PERSON CALLING_____

* REPRESENTING _____ TITLE OR POSITION_____

* CALL BACK NUMBER AT SCENE_____

* LOCATION OF INCIDENT:

*City_____*County_____

* Exact location of area involved:_____

* HAZARDOUS MATERIAL INVOLVED: (Use additional pages as needed)

* Chemical or trade name:_____

* Quantity spilled/released (if known):_____

* Physical form (liquid, solid, or gas):_____

* Media into which the release occurred
(land, air, water):_____

* Manufacturer: _____

* Duration of release:_____

* Measurements from radiation detection
instruments: _____

Other: _____

DESCRIPTION OF INCIDENT: (Use additional pages as needed)

A. Time of incident:_____ AM./PM. Date of incident ____/____/20____

B. Weather conditions (wind, atmospheric conditions, etc.)_____

C. Current status of incident:

1. Is the incident area secure?_____ Evacuation or in-place-shelter needed (which?)?_____

2. Was there an explosion?_____Fire?_____Environmental damage?_____

3. Are there people injured or contaminated?_____How many? _____

4.* Advice regarding necessary medical attention or chronic health risks? (if known)_____
_____

5.* Actions taken to respond to, contain, clean up materials._____
_____

6. Location & disposal method of hazardous\ contaminated materials_____

D. Report taken by: _____ Agency_____

Information that must be obtained for Federal Reporting Requirement

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.

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 Management System (IMS),

2. Confirm the appropriate notifications have been made by responsible party, if not make notifications to NDEQ, NRC, and CEC.

B. Transportation accident

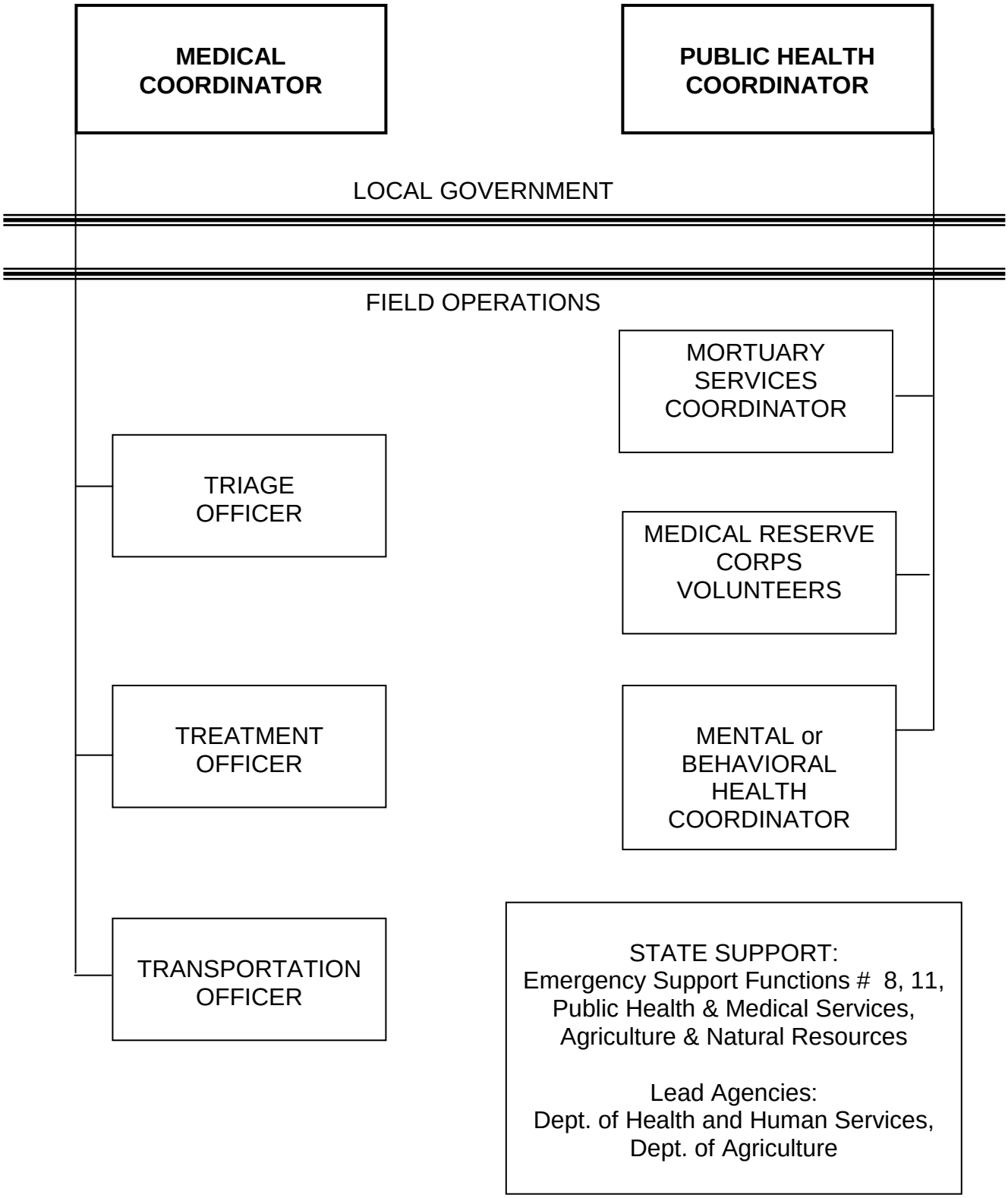
1. Operate under the Incident Management System (IMS),

2. Incident Commander should see that above notifications are made to NDEQ, NRC, and CEC.

EMERGENCY NOTIFICATION ROSTER

Groups	Phone
State Assistance	
State Emergency Response Commission	402-471-3241
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
Other Emergency Assistance 24 HRS	
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 provides guidance for a coordinated response for medical care and treatment for the ill and injured during or from a disaster.

B. Public Health

This provides guidance for coordinated public health services and interventions during and following a disaster. Functions include early detection and surveillance; 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 annex describes the behavioral health resources available to reduce harmful stress levels of citizens and to respond to the behavioral health needs of survivors, emergency responders in the field, and functional needs individuals in time of disaster.

D. Medical Reserve Corps (MRC)

The MRC, a component of the Citizen Corps program, recruits and prepares health and medical professionals, as well as skilled non-medical individuals to volunteer in local communities. These volunteers are available to assist local medical, health care systems and health care facilities when needed during a disaster or public health emergency.

E. Social Services

This annex describes the role and responsibilities of local social services and agencies able to provide for the coordination and implementation of specialized support to disaster survivors, first responders and/or functional needs individuals.

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 in the form of disease outbreak situations may also stress the existing medical system.

B. Saunders County Medical Center is the only hospital in Saunders County. Licensure capacity is listed as 16.

C. There are 3 nursing homes, 3 Assisted Living facilities , and 1 Home Health Care clinics in the county licensed by the Nebraska Health and Human Services, Department of Regulation and Licensure. Facility details are found in Attachment 1.

D. There are 9 Emergency Medical Services (EMS) within the county (Attachment 2).

E. There is 1 clinic with medical staffs of 2 RNs,4 LPNs, 1 X-Ray technician, and 1 Lab Tech.

F. The Nebraska Office of the Department of Health and Human Services, the Lincoln Area Agency on Aging and other private agencies have the capability to respond to the serious needs of the population should a major disaster occur.

III. ASSUMPTIONS and PLANNING FACTORS

A. Any incident that generates an emergency patient load that exceeds the normal day-to-day capabilities of local emergency medical resources or poses a public health threat to the residents may be considered a disaster.

B. Mutual Aid and outside resources will be available to assist the county in natural, technological and man-made emergencies/disasters and incidents involving threatened or deliberate terrorist use of weapons of mass destruction.

C. Any hospital or nursing home evacuating patients to facilities in other local or regional facilities will provide the medical records of patients, professional staff, and as many 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 the local Social Services agency may require some form of public assistance under disaster conditions.

F. The local/regional Public Health agency (ies) will work in partnership with the Emergency Manager and the mass care shelter manager to plan for and

assist them to accommodate people who have access and functional needs. Public Health will provide recommendations for communications methods, public information message development, special equipment and supplies that may be needed and locating local care providers to assist individuals whose needs cannot be met at the shelter.

IV. ORGANIZATION/RESPONSIBILITIES

A. Medical, Public Health, Mental or Behavioral Health, Medical Reserve Corps 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 (see page G-1).

1. Local government support and coordination entails coordinating emergency services such as law enforcement, fire, rescue, and public works, and providing logistical support where required. Both the Medical Coordinator and the Public Health Coordinator represent 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, mental or behavioral health, state social services and local area medical professionals/facilities.

B. Health and Medical Responsibilities

1. Emergency Medical Services:

a. Basic Life Support is the responsibility of Ashland, Cedar Bluffs, Ceresco, Mead, Prague, Valparaiso, Wahoo, Weston, and Yutan rescue squads. Advanced Life Support Services (ALS) is the responsibility of Wahoo and Yutan rescue squad. Star care and Life Net helicopter services also provide Advance Life Support by the request of the Rescue squad departments.

i. The notification for emergency medical assistance comes from Saunders County dispatch via 911.

ii. Incident Commanders will initiate an Incident Command System and will coordinate field operations and transport of victims with area hospitals.

iii. Area transport teams will notify receiving 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.

iv. The Ambulance/Rescue Chief will ensure that all 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.

v. 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 Saunders County Medical Center hospital for directing patient transport to receiving hospitals and/or medical facilities.

b. Air ambulance support would be requested from Saunders County dispatch.

2. Medical Coordination

a. A member of the EOC staff will appoint a Medical Coordinator in the event a disaster extends beyond mutual aid capabilities. The Medical Coordinator will act as a liaison between the medical community and the local government.

b. When an incident occurs which requires medical field operations, the Medical Coordinator will support medical mutual aid requests and coordinate additional requirements.

c. The Medical Coordinator, with the support of the Logistics Chief/Manager and/or Emergency Management Director, will locate supplies and/or equipment to support medical operations in the event of an actual or anticipated shortage. Requests for professional medical volunteers from local health care facilities may be requested through the Emergency Manager.

3. Public Health Coordination

a. The Saunders County Health Director or a Three Rivers Public Health District designee will serve as the Public Health Coordinator and is responsible for coordinating activities required to safeguard public health and minimize the spread of disease. The Public Health

Coordinator is the liaison between public health officials and the local government.

b. The Public Health Coordinator will coordinate with the Emergency Management Director, County Emergency Board, and other agencies as applicable. This is critical in the care and sheltering of populations with functional needs.

c. The Public Health Coordinator will assess the need for crisis counseling for disaster survivors and disaster workers. If crisis counseling is deemed necessary, the Public Health Coordinator will request assistance from and coordinate with the local ministerial association and/or the Region V Mental Health Center to provide the necessary services.

d. The Public Health Coordinator or designee is responsible for initial size-up, 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 Target Capabilities List in Homeland Security Presidential Directive 8 include, but are not limited to, the following:

i. Environmental Health Water Safety: The Department would coordinate with DHHS about potential drinking water contamination. DHHS and/or Three Rivers Public Health Department would direct the certified public water operators within the county to provide bottle water, direct or recommend boil water orders, or perform additional sampling, depending upon the situation, to confirm contamination. For private wells, Three Rivers Public Health Department would contact the homeowner and make appropriate recommendations.

ii. Environmental Health Emergency Sanitary Sewage Disposal: The Department would recommend portable toilets for use by incident site clean-up crews, residents and the public as needed. The Department would also coordinate with the Nebraska/SW Iowa Region of the American Red Cross, Salvation Army, and the County Emergency Management to inform and advise the public of emergency individual sewage disposal procedures.

iii. Vector Control: The Department would survey and map affected area(s); provide mosquito trapping and testing of mosquitoes for West Nile Virus; 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 is expedited by public complaint. Exterior mouse and rat infestations are exterminated by the Department. Extermination of interior insect and rodent infestations are required of homeowners.

iv. Food Safety: The Department would coordinate with the Nebraska Department of Agriculture, United States Department of Agriculture (USDA) and Food and Drug Administration (FDA) to identify the extent of contamination, embargo and recall food as necessary, and request laboratory and investigation assistance as needed. Reports of human illness would be forwarded by the Department's Epidemiology Section to DHHS Epidemiologist. Contaminated food will be transported to the Butler County Sanitary Landfill for disposal.

v. 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 Public Health District/Department would vaccinate or provide antibiotic prophylaxis. See Appendix 1.

vi. Isolation and Quarantine: The Public Health Coordinator or designee would 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 Public Health District/Department, in consultation with DHHS, the CDC, and other local health experts (as deemed necessary) will determine the specific community-wide containment strategy(s) to be implemented and the geographic area in which it will be implemented. The Public Health Coordinator or designee, in consultation with DHHS and County Attorney, shall produce the written order of isolation or quarantine.

vii. Epidemiological Investigation: The Public Health District/Department 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 Epidemiology staff will be immediately reported to and evaluated by the Epidemiology Section Supervisor 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.

viii. Emergency Public Information: The Public Health District/Department would provide information, updates, guidelines and recommendations to the healthcare community including treatment recommendations and protocols and plans for prophylaxis if warranted. The District/Department would also relay appropriate information and recommendations to the public through responsible media and public relations activities. The Department would use the State Health Alert Network (HAN) to get out time critical information to HAN recipients (physicians and healthcare organizations) in Saunders County or to areas surrounding the incident. The Department would coordinate and consult with the County Emergency Management Agency to use public alerting systems if necessary.

ix. Re-entry: The District/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. Mental (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 are those identified as having access and functional needs, at-risk or having increased vulnerability to the effects of a crisis. These populations are:

i. Individuals with disabilities, including developmental, physical and/or mental illness.

ii. People with a history of substance (drug or alcohol) abuse.

iii. Children under the age of 18.

iv. Adults age 65 and over.

v. Non-English speaking populations.

vi. Individuals who are homeless.

vii. Long term care and residential nursing facilities.

b. Locations where the Mental (Behavioral) Health response/services may be available include:

   i. Sites where the survivors and families of victims will be such as, shelters, meal sites, disaster application centers, American Red Cross service centers, hospitals, survivor's homes, farms, morgues, etc.,

   ii. Mass care centers and immunization clinics,

   iii. Hotline sites,

   iv. Community outreach sites such as community centers, shopping malls, locations announced through the media, etc., and

   v. Sites where responders gather such as the incident site, staging and material storage areas.

c. Services will be coordinated with the American Red Cross, local ministerial associations or interchurch ministries, community volunteers, Critical Incident Stress Management personnel and others as appropriate.

d. An outreach program providing information and messages relating to services and health topics may be established. This public education information will be prepared in collaboration with, local service providers and coordinated with the various DHHS Public Information Officers.

e. The Mental (Behavioral) Health Coordinator will make recommendations and provide status reports to the Public Health Coordinator.

f. The local Ministerial Association, with possible referral to the Region V Mental Health Center, will conduct the initial crisis counseling.

g. 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 disaster/emergency situation. Contact the Nebraska State Patrol Troop area where the disaster/emergency situation is located to activate a CISM response.

5. <u>The Medical Reserve Corps (MRC)</u>

The MRC, a component of the Citizen Corps program, recruits and prepares health and medical professionals, as well as skilled non-medical individuals, to volunteer in local communities. These volunteers

are available to assist local medical, health care systems and health care facilities when needed during a disaster or public health emergency.

a. The MRC intent is to supplement, not replace, local health care resources and to contribute to meeting public health issues. The MRC volunteers can provide medical surge capabilities during emergencies and disasters.

b. Saunders County is served by the United Way of the Midlands MRC service area. See Attachment 4.

c. MRC volunteers can be requested by local heath care facilities for public health issues directly from the MRC service area. Responding volunteers would work for the requesting organization and be subject to the requesting organization's protection and liabilities.

d. MRC volunteers requested by the Emergency Manager during a disaster would be selected and deployed by DHHS and be provided the protection of a State Emergency Response Team.

e. Demobilization planning should begin prior to the arrival and placement of volunteers into field operations.

6. Social Services Coordinator

The Administrator of the Nebraska Office of the Department of Health and Human Services will 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:

i. Food for disaster survivors,

ii. Clothing,

iii. 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:

i. Food to disaster survivors,

ii. Clean-up and recovery equipment and labor assistance,

iii. 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. Most of these organizations are affiliated with Voluntary Organizations Active in Disaster (VOAD). Contact with these groups can be made through the Nebraska Emergency Management Agency.

d. The Lincoln Area Agency on Aging assesses the needs of the elderly population in Saunders 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. The Saunders County Handi-Bus Program assists by providing the handicapped and elderly with transportation services.

V. CONCEPT OF OPERATIONS

A. Mass Casualty/Fatality Incident

1. Incident Command will establish a command post that is responsible for patient care operations at the scene including personnel assignment.

2. Emergency Medical Services will triage and assign priority categories based on urgency and chance of survival.

3. The command post will be in communication with the Saunders County Medical Center Hospital. Determination of receiving facility will be

predicated on medical facility patient loads and nature of injuries, and levels of care needed and available. Patient transfer between receiving hospitals will be coordinated by the responding hospitals.

4. The incident command will normally determine requirements for and request medical mutual aid. If necessary, the Medical Coordinator will support the mutual aid requests and coordinate additional resource requirements.

5. Receiving hospitals will coordinate with law enforcement officials on additional security requirements at the hospital.

6. Shortages (or anticipated shortage) of medical supplies/equipment or personnel will be reported to the Medical Coordinator for procurement.

B. Mortuary Services (Mass Fatality Plan)

1. When mortuary capabilities are exceeded during a disaster, the County Attorney 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 County Attorney may:

   a. Assign bodies to local funeral homes,

   b. Establish temporary morgue facilities,

   c. Coordinate emergency interment.

2. Emergency Morgue: If a request for an emergency morgue is made through the Sheriff's Office, then the County Attorney acting as coroner, will:

   a. Obtain the use of a suitable building that is easily accessible to the disaster area,

   b. Notify the EOC of the morgue location,

   c. 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.

   d. If conditions warrant, request refrigerated trucks from local trucking companies to hold bodies pending transfer to funeral homes.

e. The locally developed Mass Fatality Plan includes a description of the procedures and agencies use to identify and respond to damage to grave sites and cemeteries.

f. The local Mass Fatality Plan will address how the next of kin will be notified and bodies claimed by the surviving family and for the disposition of unclaimed bodies.

C. Evacuation of In-patient Medical Facilities

1. The hospital and nursing homes are responsible for developing internal procedures for:

   a. Assessing and preparing patients for evacuation,

   b. Assuring medical records are transported with patients,

   c. Identifying and transporting essential medications and supplies to include medical hard goods, dressings, food, day to day support items.

2. The Administrator or designated representative of the affected facility(s) will coordinate evacuation requirements, including transportation, with the EOC.

3. Receiving facilities will be in accordance with Hospital Emergency Plans.

D. Support to Medical Professionals

The hospital will work closely with the Emergency Manager in providing emergency transportation to and from critical medical facilities. Volunteers, such as 4-wheel drive vehicle owners/clubs, snowmobile owners/clubs, and amateur radio operators (depending on situation - i.e., winter storms) will be utilized to provide this transportation.

E. Public Health Threats

1. In an anticipated or actual public health threat, the Public Health Coordinator or the Emergency Manager will notify the Nebraska Emergency Management Agency to coordinate State assistance.

2. In the event of water shortages, Public Works should 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, and request assistance for Saunders County.

F. Social Services

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 a Presidential Disaster 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 the Presidential 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 functional needs groups may require assistance to meet their necessary expenses and serious needs (food, clothing, housing, medical and financial). The Nebraska Office of the Department of Health and Human Services, in coordination with community services, such as the Red Cross, and the Area Agency on Aging will identify any functional needs individuals and in the event of a disaster, ensure that their needs and levels of care are met.

3. Counseling: Mental health professionals, members of the local ministerial association and public school counselors may provide emergency counseling to disaster survivors. This counseling may occur at several locations and will be coordinated between the Mental Health Coordinator and the Public Health Director.

4. Evacuation: Health and Human Services, in coordination with the Area Agency on Aging and Handi-Bus Service will attempt to identify and assist any elderly, infirm or access and functional needs 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

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).

C. Training

1. In addition to the training required for normal operations, health 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.

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

LIST OF ATTACHMENTS

Attachment #	Item	Page
1	Health and Medical Resources	G-17
2	Emergency Medical Resources	G-19
3	Activation of ESAR-VHP	G-20
4	MRC Map & Contacts	G-22
Appendix		
1	Mass Prophylaxis Plan	G-23
2	Agricultural Disease Response Plan	G-27
Attachment #		
1	Animal Disease Initial Response Plan	G-43
2	Potential Animal Holding Areas	G-50

HEALTH AND MEDICAL RESOURCES

WITHIN SAUNDERS COUNTY

LICENSED HOSPITALS	CAPACITY	PHONE NUMBER
Saunders County Medical Center	16	443-1433
NURSING HOMES		
Ashland Care Center	97	944-7031
Saunders Medical Center	60	443-3737
South Haven Living Center	84	443-3737
ASSISTED LIVING		
Liberty House	50	681-5018
ADULT DAY CENTERS		
CLINICS		
Saunders County Medical Center Clinic		443-4191
HOME HEALTH		
Hospice and Home Health Care of Saunders County		443-4798
MENTAL HEALTH		
Blue Valley Behavioral Health		228-3386
Region V Behavioral Health		441-4343
MORTUARIES FOR MULTI-CASUALTY INCIDENTS (MCI)		
Kucera Funeral home		663-4326
Marcy Mortuary		944-3343
Nelson-Metcalf Funeral home		663-3111
Pruss-Nabity Funeral home		443-3128
Reichmuth Funeral home		625-2222
Svoboda Funeral Home		443-3624

OUTSIDE SAUNDERS COUNTY

HOSPITALS

Fremont Area Medical Center	90	721-1610
Lakeside Hospital	83	717-8000
St Elizabeth	265	219-7700
Bryan LGH West hospital	290	475-1011

AMBULANCES

Ground Services

Heartland EMS 721-9400

Air Services (Include only those normally used or would used in an extreme case)

Lincoln: 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

Kearney: Air Care, 1 (800) 474-7911) Helicopter, Fixed Wing, Long Distance Ground Service (including out-of-state)

Mc Cook: MedStar 308-345-3450 (McCook Police Department/Public Safety Dispatch)

Scottsbluff: AirLife, 1 (800) 252-2215

Sioux City, IA: Marion Air Care, 1 (800) 367-9469

Denver, CO: Flight For Life 1 (800) 525-3712 - Helicopter and Fixed Wing

Greeley, CO: Air Life 911 of Greeley 1 (800) 247-5433, (Weld Co. CO Dispatcher), North Colorado Medical Center 1801 16th St., Greeley CO

Rapid City, S.D.: Black Hills Life Flight, 4025 LaCroix Court, Rapid, City, SD 57703. (605) 718-4300 or 1(800) 232-2452. Helicopter & Fixed Wing

Wichita, Kansas: (Home Office) Eagle Medical 1 (800) 525-5220 – Fixed Wing

SAUNDERS COUNTY EMERGENCY MEDICAL RESOURCES

RESCUE UNIT NAME	PHONE NUMBER	# of FIRST RESPONSE UNITS	# of FIRST RESPOND-ERS	# of BASIC LIFE SUPPORT	# of ADVANCED LIFE SUPPORT	# of EMTS	# of PARA-MEDICS	# OF JAWS of LIFE	Advanced Services: A/D, EMT-IV, A/V,ETC.
Ashland Emergency Services	730-8774	2 Type IV		25		24	1	1	A/D, EMT-IV, A/V,
Cedar Bluffs Rescue Squad	628-3970	2 Type IV	3	14		13		1	A/D,A/V
Ceresco Rescue Squad	665-2263	1 Type IV		13		12	1	1	A/D, EMT-IV, A/V,
Mead Rescue Squad	624-3610	1 Type IV		8		8		1	A/D, EMT-IV, A/V,
Prague Rescue Squad	663-4844	1 Type IV	1	11		11		1	A/D, EMT-IV, A/V,
Valparaiso Rescue	784-2414	1 Type IV		16		14	2	1	A/D, EMT-IV, A/V,
Wahoo Rescue Squad	443-3553	2 Type IV		17		17		1	A/D, EMT-IV, A/V,
Weston Rescue Squad	480-3347	1 Type IV		11		10	1	1	A/D, EMT-IV, A/V,
Yutan Rescue Squad	625-2273	1 Type II		13	3	10	3	1	A/D, EMT-IV, A/V,DIVE TEAM

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Nebraska Health / Medical Volunteer Registry (ESARVHP) Activation In Support of Local Disasters

I. If a disaster depletes or overwhelms available heath 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,

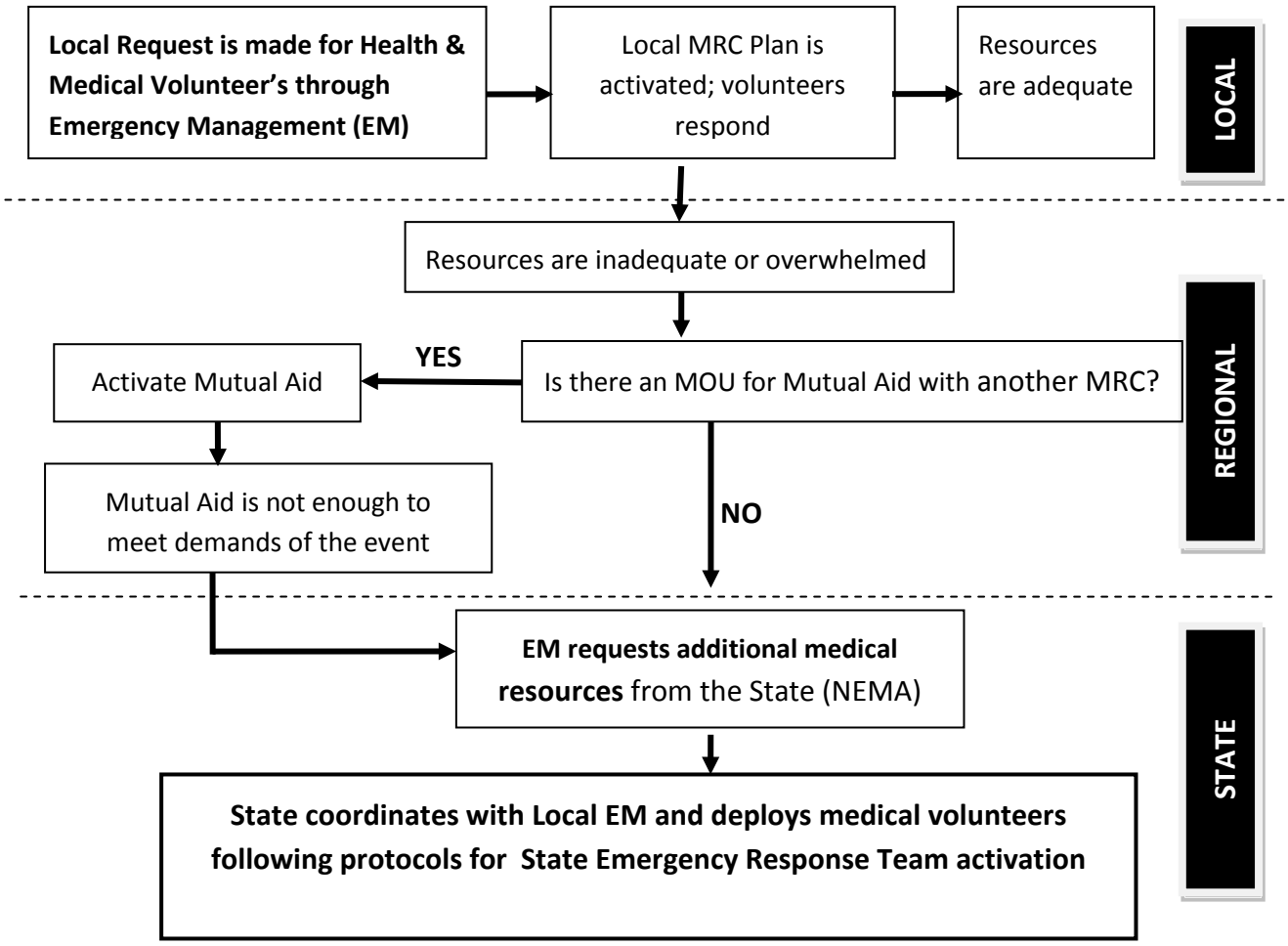
F. Medical equipment, supplies or personal protective equipment required by volunteers in support of their mission (if known and available).

III. NEMA will decide which available volunteers to deploy.

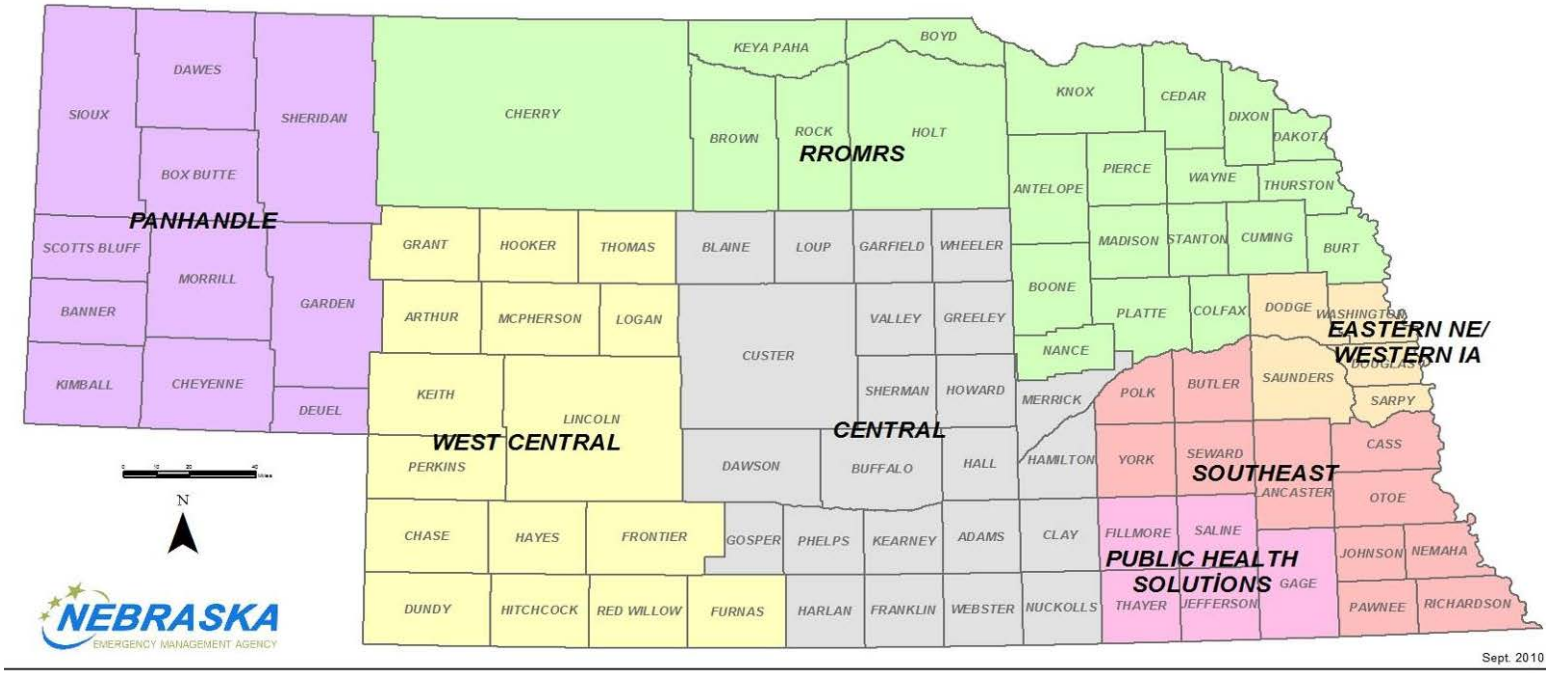
A. Priority is given to MRC volunteers and/or non-affiliated skilled non-medical individuals with disaster specific training and experience over non-affiliated and inexperienced personnel when skill sets are equal.

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
mrc@uwmidlands.org
402-522-7970

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

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MASS PROPHYLAXIS PLAN

I. Purpose

This provides a rapid and coordinated response for the citizens and transients of Saunders County for a mass administration of vaccines and prophylactic medications and supplies in the event of a bio-terrorism outbreak or other medical needs.

II. Situation

A. The Saunders County Emergency Management Agency along with the Three Rivers Public Health District (PHD), the Saunders County Medical Center Hospital, the Nebraska Health and Human Services (HHS), the Centers for Disease Control and Prevention (CDC) and the Nebraska Emergency Management Agency (NEMA) have identified numerous hazards that would give cause to do a mass vaccination/prophylaxis clinic. Any outbreak would affect all the citizens and transients of the county. The population range could vary depending on the type and time of outbreaks and certain geographic factors.

B. Transient population needing vaccination/prophylaxis would be citizens not counted in the county's vaccine, medications or supplies allotment.

C. On a local level, initial response will be by local authorities. The regional/local Public Health District may determine the need for incident prophylaxis such as tetanus during a flood or tornado. Response management will follow the National Incident Management System (NIMS).

D. The decision to mass vaccinate/prophylaxis would come from the President of the United States under the advisement of the CDC. The Governor of Nebraska would declare a state of emergency.

III. Assumptions and Planning Factors

A. All the population in the county may be affected by any outbreak.

B. Outbreak events may occur with little or no warning and may not be determined for days after an event has occurred in the United States.

C. No single agency at the local level possesses the expertise to respond to an event. All county agencies will work toward a common goal ensuring the well being of the citizens.

IV. Concept of Operations

The CDC, DHHS and PHD will provide direction to the county in the event of an actual emergency. The county's general plan for mass vaccine/prophylaxis clinics and potential follow up clinics is as follows.

A. Saunders County's Mass Vaccination/Prophylaxis Clinic will be located at:

1. Wahoo Public High School as the primary site.

2. Ashland Public High School as the secondary site.

B. Saunders County's Mass Vaccination Core Committee will provide a volunteer staff to fill all the positions needed to operate a clinic.

1. The core team includes but is not limited to: Site Coordinator, Medical Director, Nurse Manager, Supply Manager, Clinic Security, Volunteer Coordinator, Translator, EMS and the County Board of Commissioners/Supervisors.

2. The list of volunteers is on file and continually updated. Copies of this list are kept at Emergency Operations Center, with the volunteer coordinator and with the Saunders County Emergency Management Director. The list will include but is not limited to county and village first responders, medical staff, record keepers, security, and other needed key personnel.

C. Notification of a local event may come to the Emergency Management Director, Saunders County Medical Center Hospital or Law Enforcement. At that time, all clinic core team members will be contacted. Notification of public health events occurring outside Saunders County, which could affect the county, could come from several sources including the CDC, NE DHHS, adjacent county health departments or other State Health Departments.

D. Notification of all volunteers

1. A calling bank, designated by the volunteer coordinator, will be used to notify volunteers with back up provided by the County Emergency Management Staff.

2. The Local Emergency Operations Plan (LEOP) Annex B (Communications and Warnings) will be utilized. This annex addresses how all emergency responders and officials are notified.

3. Upon notification, volunteers will report as soon as possible or at a set time to the clinic site. Parking for volunteers will be determined at activation time of the clinic.

4. All clinic positions and operations will be staffed before the clinic opens to the public.

E. Handling of vaccine/medications/supplies

1. Nebraska State Patrol assisted by local Law Enforcement personnel will transfer vaccine from the State distribution site to the county.

2. The vaccine/medications/supplies will be signed off to a designated person at the clinic. If the vaccine/medications/supplies comes before the clinic is activated, it will be delivered to the Saunders County Law Enforcement Center. The vaccine/medications/supplies will be signed for by the County Sheriff and placed in the evidence room.

3. The vaccine/medications/supplies will be guarded at all times and will be under the direction of Saunders County Sheriff, Certain vaccines may require special precautions.

4. All precautions will be taken when working with and around the vaccine, according to the guidelines provided.

F. Purchase and storage of supplies

1. In order to be prepared as possible for an emergency clinic, general supplies will be purchased ahead of time.

2. Before supplies will be purchased, storage space at Saunders County Medical Center Hospital will be requested. This location would make rotation of stock convenient, and therefore make it less likely that supplies purchased in advance could deteriorate if not used by their expiration dates.

3. If storage space is not available at Saunders County Medical Center Hospital, available storage space at Saunders County Law Enforcement Center will be used.

4. If supplies are to be purchased in advance of a possible clinic, the Three Rivers Health department will assemble a list of needed supplies and the estimated costs.

5. In case of any potential countywide clinic, the County Board of Supervisors will be asked for funding for supplies necessary to run a clinic.County Purchasing department will contact pre-contracted medical/clerical suppliers for specific additional supplies from the Master Supply List found in the Public Health Districts Master Plan.

6. If county funding is not available, the core committee will seek other funding alternatives, including but not limited to solicitation of all

emergency and health care services in the county, fund-raising events, donations, etc.

G. Transportation and parking for the public.

1. Parking will be limited at the clinic site. The following lots will be used and shuttle service will be provided to transport the public:

   a. Saunders County Fairgrounds

   b. Others will be announced if needed.

2. Those individuals confined to health care or other facilities may receive on-site treatment. This will be coordinated with the Core Committee.

3. Others unable to provide their own transportation will be given instructions through the media as to whom to call, staging areas for transportation pick-up and return, etc.

H. County residents and transients will be notified as soon as possible of the mass vaccination plan and instructions for participation.

1. The local media outlets will be utilized.

2. Local emergency management procedures will be followed as outlined in Annex B, Communications and Warning.

3. The public will be given a local number to call for more information and further instructions.

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 Saunders County.

B. To generate appropriate measures at all response levels to eliminate the emergency and minimize its consequences in order to return Saunders County to a contagion-free status.

II. SITUATION

A. The agriculture industry in Saunders 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. Saunders County is vulnerable to such events. Saunders County normally has over 36,000 beef cattle on feed and over 350,000 acres of cropland.

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 Saunders 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 4, of the Saunders 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, Saunders 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 Saunders 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, 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 Saunders 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 Saunders 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. Saunders 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, 2013: *Traffic Control, 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.

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;

h. Providing coordination on public information release with local jurisdictions; and

i. Providing technical expertise related to agriculture emergencies and response.

2. Office of the Governor

a. Issues State of Emergency Proclamations;

b. Requests Presidential Declarations; and

c. Affects the powers as granted in the Nebraska Emergency Management Act.

3. Nebraska Emergency Management Agency

a. Activates and operates the State Emergency Operations Center;

b. Provides liaison to the affected jurisdictions;

c. Prepares situation reports for the Governor;

d. Responds to assistance requests from county emergency management;

e. Coordinates the state's response with local jurisdictions;

f. Coordinates with the Federal Emergency Management Agency (FEMA) and the National Response Framework;

g. Assists in the dissemination of disaster-related public information;

h. Assists local responders, especially in remote areas, with communications; and

i. Coordinates the provision of Personal Protective Equipment (PPE), other equipment, chemicals and supplies to facilitate the movement, destruction, disposal, cleaning and disinfecting of equipment, and decontamination of individuals.

4. Nebraska Department of Environmental Quality

a. Provides technical assistance regarding environmental issues, regulations and requirements during the disaster planning;

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. Saunders County /Supervisors

   a. Maintain direction and control of governmental activities;

   b. Declare a county emergency through the normal process described in the LEOP; and

   c. Provide local resources within their capability.

3. Saunders County Clerk/Treasurer

   a. Coordinates the documentation of all 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. Saunders 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 Saunders 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. Saunders 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. Saunders 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. Saunders 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. Saunders 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 described 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

Attachment#	Item	Page
1	Animal Disease Initial Response Plan/Chart	G - 43
2	Potential Animal Holding Areas	G - 50

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. Activate 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 agents.

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.

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.

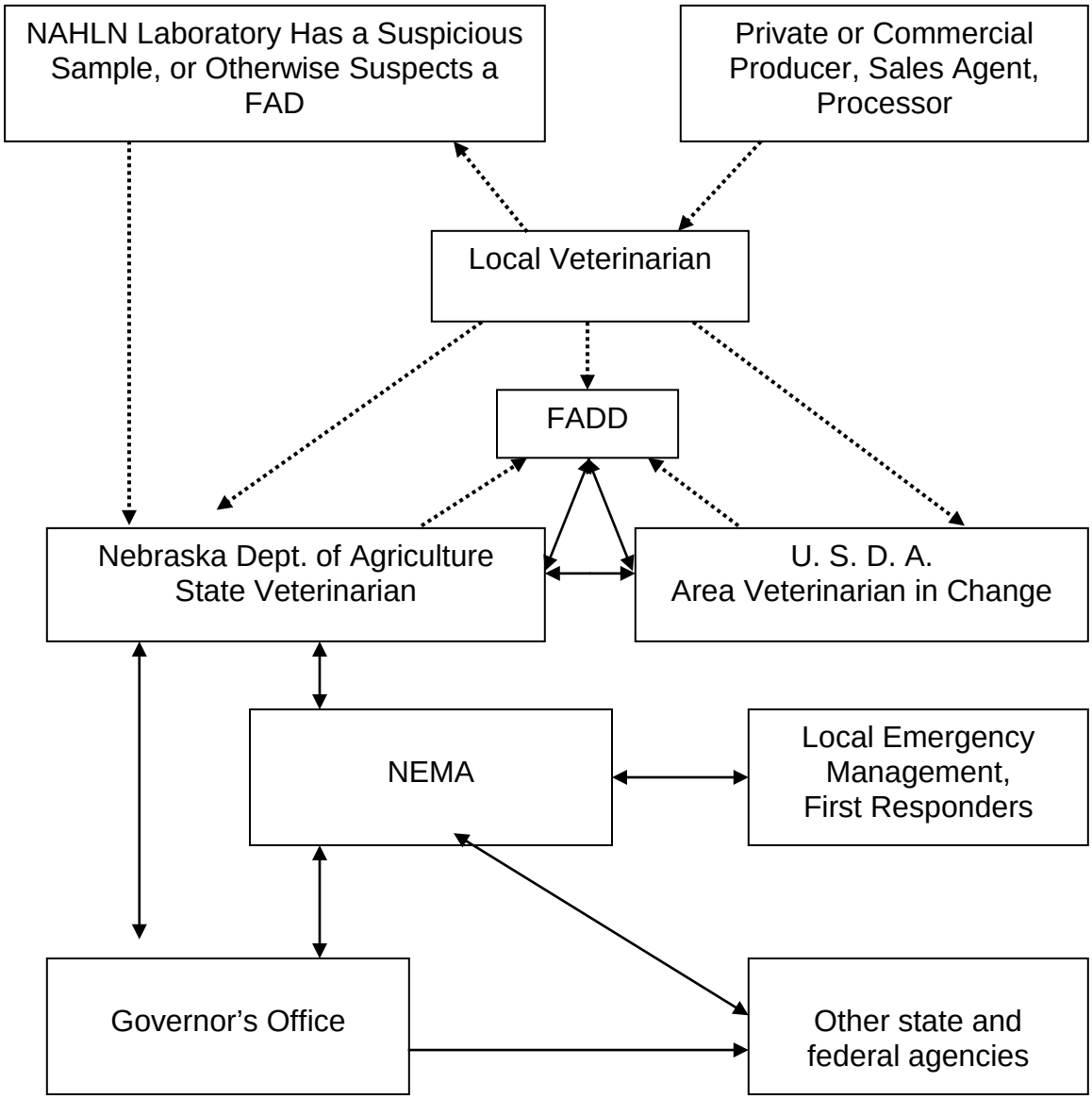
6. Coordinate with local law enforcement regarding where animals are being held in the county.

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



Initial Veterinarian Contacts

Communications, coordination

POTENTIAL ANIMAL HOLDING AREAS

Location	Contact/Phone	Agreement
Wahoo Livestock Commission	Tyler Sudik 443-3512	October14 2009

Capacity: Numbers represent single type of animal only

1000 swine
1200 cattle
300 sheep

Facility description:

Two permanent loading chutes into alleyways leading to cattle holding pens.
Water available, feed storage available, waste management plan,
Isolation area for sick animals or disposal.
No facilities for poultry.

Location
Saunders County Fairgrounds Dennis Stuchlik 443-4550

Facility description two temporary loading chutes that leading to swine and sheep pens. Cages are available for poultry. Rodeo arena and pens for livestock.

Capacity

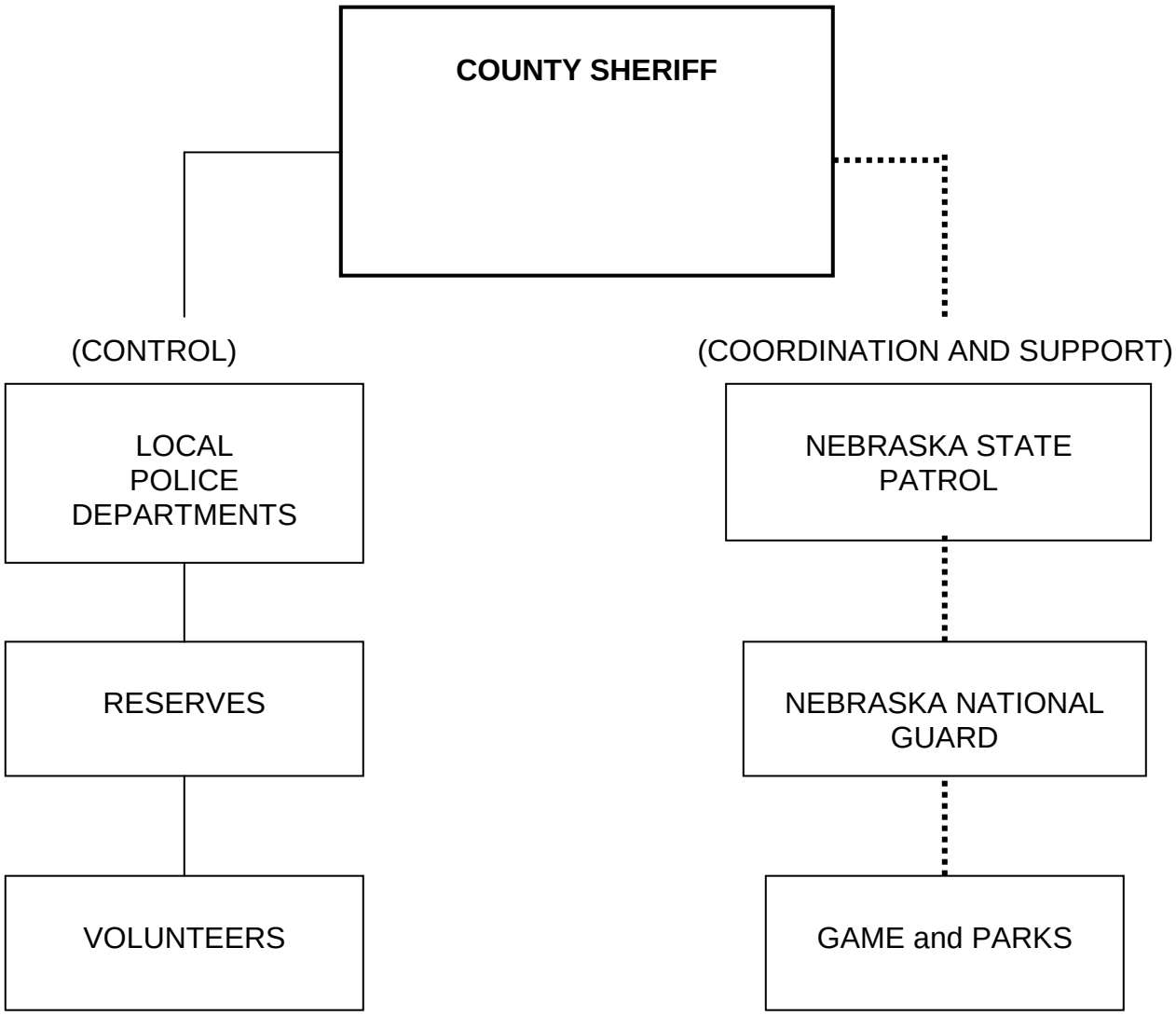
300 swine
300 sheep
200 poultry
2000 cattle

Inspection Veterinary:
Ronald Dobesh DVM. 443-3289
Kevin Thiele DVM. 443-8876
Monte Pauli DVM. 443-3566

** Additional resources listed in Annex L, Attachment 2

SAMPLE

LAW ENFORCEMENT



STATE SUPPORT:
Emergency Support Functions:
#5: Emergency Management,
#13: Public Safety & Security
#15: Military Support

Lead Agencies:
Nebraska Emergency Management Agency,
Nebraska State Patrol,
Nebraska National Guard

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 Saunders 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 7_ 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 disaster operations. 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 are:

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 Saunders 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 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 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 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. Volunteers: if utilized, will assist law enforcement personnel as directed.

2. Nebraska National Guard: Under disaster emergency conditions proclaimed by the Governor, the National Guard assistance may be requested through 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 will have the responsibility of advising and making recommendations to the Executive Group.

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 Executive Group will issue directives banning parking on emergency routes.

4. The law enforcement PIO, in coordination with the EM and 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 Executive may declare a curfew.

   d. Law enforcement personnel will provide security for emergency response forces during disaster operations and establish a secure cordon around the disaster site(s).

2. Access Control

   a. Members of the EOC Staff 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 response emergency 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 County Emergency Management personnel will provide local government emergency response identification cards/passes. Possession of this card permits full-time entry into restricted disaster areas.

b. The Emergency Management Director will determine the need and issue volunteers identification cards/passes.

c. City employees are issued permanent identification cards by their City or Saunders County Emergency Management. Possession of this card will permit access to restricted areas within the city.

d. Local government personnel not issued permanent identification cards will be issued the cards on a temporary, as-needed basis by the appropriate law enforcement agency in coordination with the 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 will be recognized for entry into restricted areas.

F. Search Coordination

Law enforcement officials are responsible for the coordination of search efforts involving:

1. Lost or missing persons,

2. Fugitives,

3. 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 Executive Group 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 should 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 Wahoo, Nebraska. The facility has the capability to house 135 prisoners. If a need arose to temporarily control a group of riotous or rowdy persons exceeding the capacity of the jail facility, the 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, they will be moved to the Dodge County Jail Facility in Fremont. The Platte County Facility in Colombus will be used if additional space is needed.

3. Transportation requirements will be coordinated through Saunders County Corrections Transportation Units.

L. Animal Control/Pet Disaster Planning

1. Policies for animal control will be determined by the County Sheriff's Office working with an area Humane Society or a local veterinary clinic or local animal care volunteers. The evacuation, sheltering, care of sick and injured and the final disposition of loose domestic, zoo, pet store, school and kenneled animals will be the responsibility of these organizations when the owners cannot be contacted. Contact the NE

Department of Agriculture and/or the NE Department of Environmental Quality for specific processes of disposing of large numbers or large animals, such herds of cattle. Contact NE Game and Parks for advice on the handling or disposal of displaced or injured wild animals.

2. During sheltering situations, Red Cross disaster shelters do not accept pets because of the state's health and safety regulations. Service animals, such as guide dogs or trained companion animals that assist people with disabilities, are the only animals allowed in Red Cross shelters. See Annex E, Attachment 1 for animal owners' responsibilities.

VI. ADMINISTRATION and LOGISTICS

A. Plan Maintenance

The Emergency Management Director, 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 Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) 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

Attachment #	Item	Page
1	Law Enforcement Resources	H-9

Appendix

1	Terrorism	H-10

SAUNDERS COUNTY LAW ENFORCEMENT RESOURCES

RESOURCES	SHERIFF DEPT	NEBRASKA STATE PATROL	ASHLAND POLICE DEPT.	CEDAR BLUFFS POLICE DEPT.	YUTAN POLICE DEPT.	MEAD POLICE DEPT.	WAHOO POLICE DEPT.	GAME & PARKS
Sheriff	1							
Deputies	11							
Police Chief			1		1		1	
Assistant Chief							1	
Officers			4	2	1	1	4	1
Troopers		2						
Reserves	6						2	
SPECIAL TEAMS	Clan Lab	Haz Mat SWAT Clan Lab						
RADIOLOGICAL EQUIPMENT								
Total	18	2	5	2	2	1	8	1
Vehicles with radios	14	2	2	1	1	1	2	1
Mobile Command Vehicle	1	1						

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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 December 2003, the White House issued Homeland Security Presidential Directive 8 (HSPD-8), “National Preparedness,” to strengthen prevention to, preparedness for, and response and recovery to threats or actual domestic terrorist attacks, major disasters and other emergencies by requiring a national domestic all-hazards preparedness goal and outlining other actions to assist preparedness.

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 the 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 HSPD-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 a single area or simultaneous in multiple geographic areas and may result in immediate mass casualties such as an explosion or delayed casualties as in bio chemical incidents.

C. Terrorist events may occur with little or no warning and involve one or more 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, should 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 the 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. The local Emergency Management organization 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. The 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.

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 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 (Incident Action Plan).

F. Unified Command:

1. All agencies responding to the emergency in the field report to one Unified Command Post and follow one Incident Action Plan (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 Incident Action Plan. 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, lead 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 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 County Emergency Management 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

COUNTY/CITY GOVERNMENT

EMERGENCY MANAGEMENT

SALVATION ARMY

DISASTER CHAIR
AMERICAN RED CROSS
(MASS CARE COORDINATOR)

FAITH BASED and SERVICE ORGANIZATIONS

EMERGENCY MANAGEMENT ORGANIZATION
Functional Operations

EMERGENCY MANAGEMENT AGENCY

TRANSPORTATION

PET SHELTER VOLUNTEERS

COUNTY SUPPORT TO SHELTERING ORGANIZATIONS

VOLUNTEERS & DONATIONS

NON GOVERNMENT ORGANIZATION(S)
RED CROSS
(Primary Mass Care Coordinator)

REGISTRATION & SCREENING

LODGING

FEEDING

FAMILY REUNIFICATION

SECURITY

RESOURCES

FIRST AID

STATE SUPPORT:
Emergency Support Function: # 6
Mass Care

Lead Agency:
Nebraska Emergency Management Agency

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 Saunders 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 approximately 21,000, there is no conceivable hazard that would require mass care of the full population. The most likely situations would be from a few families displaced to as many as 2500 people displaced by a tornado.

B. Tourists or travelers and other overnight occupants from the 2 hotel that bed 61 in facilities located along Highway 77 in Wahoo may also need to move to shelters.

C. The Emergency Manager and/or the 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. The local jurisdiction may have to provide initial sheltering until the 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 Executive Boards or Emergency Manager determines the need, and available resources and shelter support systems can be implemented.

C. Persons or organizations controlling potential shelters will cooperate and make the facilities available per existing agreements or MOUs.

D. The Eastern Nebraska South west Iowa Region American Red Cross (ARC) will manage and coordinate mass care operations. Saunders County and local government will support all mass care activities, particularly as the requirements become greater and the Red Cross nears its limit in resources. Public Health will provide recommendations for communication methods, public information message development, special equipment and supplies that may be needed and locating 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 oriented agencies may be available.

I. Facilities and staffing 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 (50 percent or more) 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 some schools and churches 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 at: www.ada.gov/pcatoolkit/chap7shelterchk.htm.

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.

IV. ORGANIZATION/RESPONSIBILITIES

The ultimate responsibility for the care of evacuees in the county rests with local governments. In most emergencies, some level of government support will be required. The appropriate City/Village Emergency Management Director with the support of the County Emergency Management Director will act for their jurisdictions in coordinating mass care activities until the Red Cross can respond.

A. Emergency Management

1. The Emergency Management Director or selected staff will be responsible for identifying appropriate lodging and feeding facilities, coordinating utilization of transportation resources, supporting evacuee registration and overseeing lodging and feeding operations.

2. The local jurisdiction may have to provide temporary shelter until the Red Cross can mobilize and begin operations.

3. The EOC will monitor shelters to maintain manageable distribution of victims, support staff and supplies.

4. The Public Information Officer of support organizations will assemble, prepare and disseminate sheltering, family reunification, points of distribution of emergency supplies and disaster relief program information as appropriate. In a large disaster, this will be coordinated through the functions of a Joint Information Center (JIC).

B. Eastern Nebraska Southwest Iowa Region American Red Cross (ARC):

The Eastern Nebraska Southwest Iowa Region American Red Cross will carry out the temporary Mass Care coordination function. The nature and scope of the emergency will determine specific actions but the 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 Red Cross will not assume responsibility for government functions but will support state and local government and will provide assistance to individuals and families as indicated and within current Red Cross disaster relief policies. Red Cross will coordinate registration of evacuees, shelter, feeding and other support as the situation may indicate. The Red Cross will be responsible for only those costs committed by its authorized representative.

C. 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. 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.

3. The public health agencies will work in partnership with the Emergency Manager and the mass care shelter manager to plan for and assist them to accommodate people who have access and functional needs.

4. Local or regional humane societies or other volunteer, animal support organizations will establish and maintain the household animal sheltering system.

V. CONCEPT of OPERATIONS

A. American Red Cross Functions:

The Eastern Nebraska Southwest Iowa Region American Red Cross will manage lodging and mass feeding operations. They will work with the Emergency Management Director to ensure effective coordination of resources. Red Cross activities will be in accordance with the current ARC disaster guidelines and procedures.

1. Temporary Sheltering: When shelter facilities are opened by the Red Cross, it will be the responsibility of the Red Cross to maintain all functions and staffing according to Red Cross policy. Some functions will be to:

   a. Provide shelter managers,

   b. Select shelter sites in coordination with the Emergency Management Director and have a signed shelter agreement between ARC and the facility management,

   c. Provide food service,

   d. Provide disaster health service through Red Cross staff in cooperation with the Emergency Medical Services and the Public Health Coordinators. Services may include first aid, replacement of medication, immunizations, mental health services, etc.

   e. Maintain records,

   f. Staff Lodging,

g. Maintain Red Cross shelter identity,

h. Maintain order,

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. Shelter managers will maintain communications with the EOC and brief the EOC at scheduled times about the numbers housed, fed, status of supplies, condition of facility and other concerns affecting those being sheltered.

l. Shelter managers and agencies will coordinate with the EOC during the development of plans for and the initiation of shelter closings.

m. During the registration of evacuees at a shelter, those with access and functional needs will be identified, protecting the individual's privacy, and with a coordinated effort between the Red Cross and Public Health agencies, appropriate sheltering and care will be identified.

2. Feeding: As needed, meals and snacks will be provided to evacuees and workers through both mobile units and fixed feeding sites. Red Cross will be responsible for meal planning, 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 Emergency Management Director,

b. Request health inspections through the Public Health Coordinator,

c. Procure food and supplies,

d. Maintain records and reports,

e. Provide and maintain mobile feeding units.

3. Registration: The Red Cross will register evacuees, and as applicable, will share the numbers with appropriate government agencies concerning evacuees housed in Red Cross shelters.

B. Salvation Army Functions:

The Salvation Army at 3612 Cumming Street in Omaha may provide the following support during mass care operations.

1. Registration and identification of victims, missing persons services, locating individuals and answering inquiries from concerned relatives and families outside the disaster area.

2. Mass feeding in Salvation Army temporary facilities assigned for that purpose.

3. Mobile feeding, hot meals or snacks, for disaster victims and emergency workers at the disaster scene.

C. Lodging/Feeding Facilities:

1. Facility List: Attachment 1 is the list of available lodging/feeding facilities.

2. Selection: The designation of specific lodging and feeding 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 so that there is no 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 Red Cross.

3. Agreements: The Red Cross has agreements to use facilities in the county. The Emergency Management Director will obtain permission from owners to use other facilities as required.

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 prepositioned, if necessary.

2. Response Phase: In the event of a major disaster, actions for the reception of evacuees, including the opening the Registration Center and selected lodging/feeding facilities, will begin.

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 Evacuees:

1. Evacuees will register at the designated lodging facilities in accordance with Red Cross procedures. If it is necessary for shelters to be opened before the Red Cross is available to begin 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 Red Cross can provide, will be identified so that the appropriate placement and care can be provided to the individual.

2. Registration of evacuees' household animals helps to protect both the sheltering agency and the animal owners. A suggestion animal registration form is provided in Attachment 3.

F. Welfare Inquiries:

The Red Cross may establish a Disaster Welfare Inquiry Operation to answer requests from relatives and friends concerning the safety and welfare of evacuees or those in disaster areas. Incoming and outgoing traffic will generally be handled by the Ashland Amateur Radio Club and the Civil Air Patrol. Local volunteer groups in Saunders County will conduct welfare search missions. Welfare inquiry listings, along with registration listings, will be coordinated with the EOC and law enforcement agencies for comparison with missing persons lists.

G. Emergency Public Information:

The American Red Cross and the Emergency Management Director will coordinate with the Public Information Officer to ensure that the public is kept informed about location of mass care facilities, places of contact for missing relatives, and continued emergency services.

H. Resource Support:
The County Emergency Management Director will determine transportation and other resource needs and coordinate utilization of resources. The Emergency Management Director maintains a resource directory.

I. Humane Society or volunteer animal support organizations:

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. Those volunteer organizations providing this service and facilities for owners unable to care for their pets or for animals with unknown ownership, will provide information to owners who register their pets for care, will provide adequate housing, basic medical care, food, water, exercise, will maintain facility sanitation, and manage animal-owner reunification, dispose of wastes, carcasses and demobilize the facility when no longer needed.

VI. ADMINISTRATION and LOGISTICS

A. The County and the Red Cross will maintain records of all expenses incurred by their mass care activities. The Executive Group will ensure that adequate records of local government expenses are maintained.

B. The Red Cross offers training in Shelter Operation Workshop and Disaster Welfare Inquiry Operations and will provide these trained persons for disaster operations when requested by the County Emergency Management Director.

C. Animal care providers will maintain records of all expenses, volunteer time, cash, food and other support material donations.

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 DHS (Department of Homeland Security) 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

Attachment	Title	Page
1	Listing of Mass Care Facilities	I-11
2	Evacuee Registration Form	I-12
3	Pet Registry at Public Shelter	I-13

MASS CARE FACILITIES

City

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
American Lutheran Church	1941 Silver St Ashland			232	232	1/14/2011	yes
Wahoo Public School	2201 North Locust Wahoo		4024433051	6200	6200	12/20/10	yes
Ashland Middle School	1842 Furnas Ashland		4029442114	850	850	12/20/10	yes

Village

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
American Legion Post	100 Center St. Malmo		4026425627	99	99	12/19/12	yes
Ceresco Community Center	217 S 2nd Ceresco		4026652391	363	363	1/14/11	yes
Yutan High School	1200 2nd St Yutan		4026252243	571	571	12/20/10	yes

Village

Facility	Address	Point Of Contact	Phone Number	Lodging Capability (numbers)	Feeding Capability (numbers)	Usage Agreement Date	ADA Accessible
Mead Fire Hall	220 East 4th Mead		4026243710	210	210	12/2/2013	yes
Ithaca Community Center	530 Main St		4026234277	54	54	12/2/2013	yes
Memphis Village Office	203 Natchez Memphis		4027862312	150	150	4/7/11	yes
Mead High School	114 North Elm Mead		4026242745	350	350	4/11/11	yes
Cedar Bluffs High School	110 East Main Cedar Bluffs		4026282060	1080	1080	3/31/11	yes

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Evacuee Registration Form	
Shelter Location:	
Family Name (Last Name):	Total Family Members Registered: Sheltered:
Address: City, State Zip:	Home Phone: 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:

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. _____

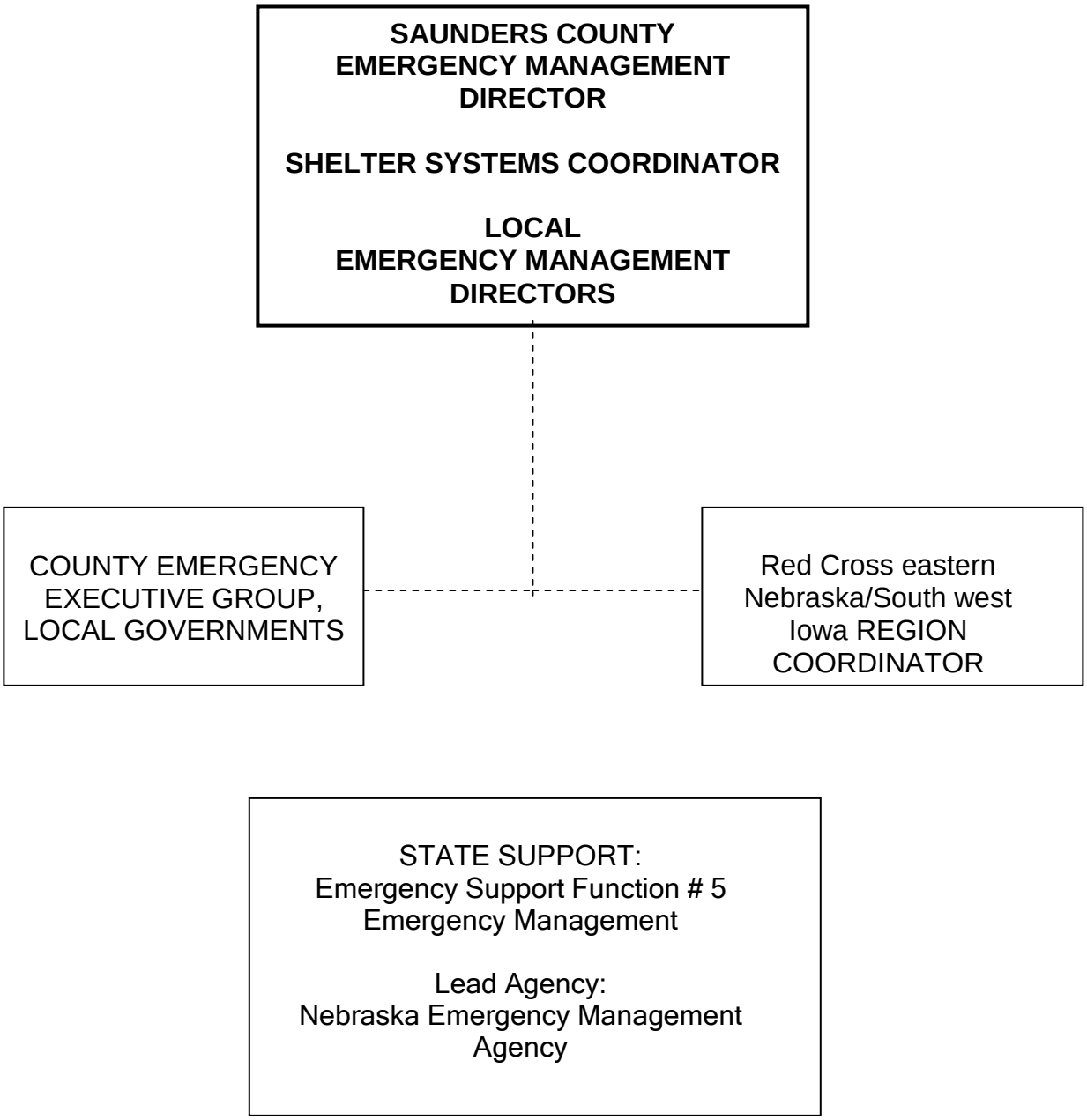
Shelter Contact/Intake Person:

_____

NOTES:

Place Photo of Owner and Pet Here

PROTECTIVE SHELTER



PROTECTIVE SHELTER

I. PURPOSE

The purpose of this Annex is to outline procedures necessary for the protective sheltering of citizens and transients if severe weather, nuclear crisis, or other hazardous events threaten or occur.

II. SITUATION

A. Tornadoes, winter storms and prolonged heat waves are the usual natural events impacting the county.

B. There are no known public buildings identified as public shelters.

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 will be sufficient warning and time for people to find shelter.

B. Buildings identified as protective shelters will be available at the time of need.

C. Other public buildings, although not identified as shelters, may be open and offer protection to the public.

D. Buildings identified as shelters are ADA compliant.

E. Severe weather protective actions may be short term, spontaneous, and consist primarily of a relatively small sector of the county residents seeking immediate shelter.

F. During severe weather, segments of the populations will require transportation to the shelters.

G. Citizens in areas of hazardous materials releases will follow either evacuation or shelter-in-place directives.

IV. ORGANIZATION / RESPONSIBILITIES

A. Organizations

Protective sheltering programs in the communities may be carried out by the County Emergency Management Director, assisted by local Emergency Management Directors, Red Cross and other support agencies.

B. Responsibilities

The responsibilities of those identified agencies and organizations providing or managing protective shelters, include, but are not limited to:

1. Inspecting and selecting potential shelter sites, assuring that the facilities can support access and functional needs individuals, including non-English speaking persons.

2. Maintaining the current listing and usage agreements for shelter facilities.

3. Maintaining current listings of shelter resources needed (i.e., supplies, equipment, material, staff).

4. Developing, maintaining and exercising management policies, procedures specific to the individual facilities.

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 County Emergency Management Director, in coordination with the 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 Memphis State Park should respond to a tornado warning in accordance with the current safety plan for State Parks and Recreation.

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/Severe Weather Shelters:

The County Emergency Management Director will maintain a current listing of identified shelters. The listing will be periodically reviewed to assure the continued availability and usability of each facility planned for use and in the event of change in owner, continued formal agreement for use of the facility. Where possible, tornado shelters are clearly marked.

2. Other Facilities:

The Emergency Management Director may assist school officials, administrators of hospitals and nursing homes, and directors/owners of other facilities or businesses in determining the safest area within their facility or of the nearest protective facility. The Emergency Management Director may also aid in the development of a disaster plan for their facility.

B. Logistics

Records of supplies, materials, and equipment used will be maintained to assist the Logistics Chief in making a determination of resources remaining and to support requests for outside assistance (Annex L).

C. Public Education

The County Emergency Management Director 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

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

Attachment #	Item	Page
1	Tornado and Extreme Temperature Shelters	J-7

PROTECTIVE SHELTERS

TORNADO SHELTERS:

Public tornado shelters are not established in Saunders County. It should be the responsibility of all building owners who conduct private/public business in Saunders 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.

The county or municipal Public Safety Office or the Saunders County Emergency Management may provide assistance to establish individual building emergency plans and identify the safest areas for shelter.

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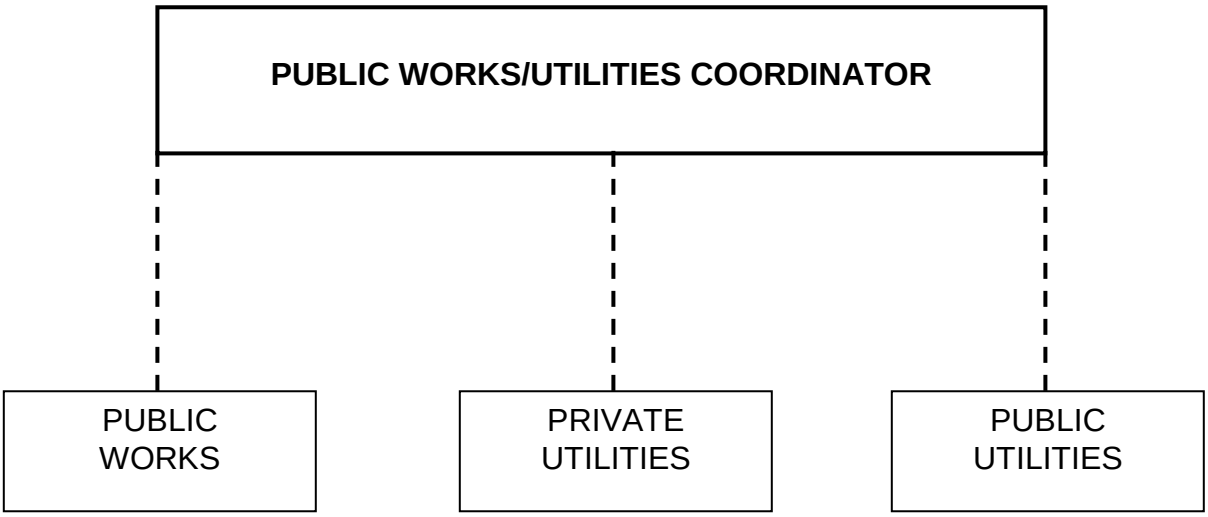
PUBLIC WORKS / UTILITIES



STREETS AND ROADS
DEBRIS CLEARANCE

NATURAL GAS
TELEPHONE
TV CABLE SYSTEM

ELECTRICITY
WATER
SEWER
NATURAL GAS

STATE SUPPORT:
Emergency Support Functions # 3, 14
Public Works,
Long-term Community Recovery & Mitigation

Lead Agency:
Nebraska Emergency Management Agency

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 (see Annex C, Appendix 1) and public access restoration.

II. SITUATION

Saunders County and its communities are subject to natural and man-made hazards resulting in the disruption of public works/utility services, limiting the movement of people and equipment, or having a deteriorating effect on the safety and welfare of the people.

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 and urban public works departments are the restoration and maintenance of essential public services.

C. Private utility companies will cooperate with government services. The list of utility service providers is found in Annex A, Attachments 1 and 2.

D. The County Road Department and each town's 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 County Roads Superintendent 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 Executive Group, 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. The list of utility service providers is found in Annex A, Attachments 1 and 2.

V. CONCEPT of OPERATIONS

Generally, department heads will continue to operate from their normal locations, but their primary actions during disaster 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 information on damage in the public works/utilities area:

   a. Assessing general damage in the public works/utilities area by obtaining damage reports from affected departments; present summary to the Executive Group at EOC briefings.

   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 the photos.

   c. Alerting departments to track disaster operation expenses. Examples of fiscal expenditures that should be recorded, fully detailed, and maintained are:

      i. Personnel costs, including:

         a) Department employee overtime,

         b) Additional help hired for disaster-related work.
         c) Emergency response work, such as use of a vehicle, barricade erection, sand bagging to protect lift stations, etc.

      ii. Equipment:

a) Hours of actual use of department equipment in disaster operations,

b) Rental or lease equipment.

iii. Materials and supplies, from stock *or* purchased, that are used in direct support of emergency operations and recovery actions.

iv. Ad hoc contracts entered into for emergency operations and recovery actions.

v. Expenses incurred with the removal, transport, storage and disposal of debris.

4. Working with department heads and the EOC in prioritizing the restoration of services for each affected community. Annex A, Attachment 1 and 2 lists the providers of public works and utilities services for each community in the county.

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. Coordinating 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 as applicable to the disaster recovery:

1. Public Works:

a. Roads and Street Departments

i. Assess the damage to streets and roads.

ii. May assist in establishing detour routings; provide barricades for traffic control.

iii. 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.

iv. Make emergency repairs, then permanent repairs on roads/streets, bridges, other structures.

v. 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.

vi. Assist law enforcement and fire officials in protecting suspected crime scenes.

b. Debris Clearance and Trash Removal

i. Clear fallen debris from streets and roads.

ii. Remove debris from public and private property (as established by jurisdiction's policy) and transport to selected sites for disposal.

iii. Separate debris into hazardous materials, special and common waste piles. See Annex D for classification of debris. Initiate a recycling program for white goods, electronics and other material. The Department of Environmental Quality can advise on separation, recycle 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, as 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.

VI. ADMINISTRATION, LOGISTICS

A. Administration:

A record of costs and expenses incurred in direct support of an emergency or disaster situation 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 Emergency Management Director for inclusion in LEOP updates/revisions Annex, A, Attachments 1 and 2.

2. 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 DHS (Department of Homeland Security) 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

INCIDENT COMMANDER

EMERGENCY MANAGEMENT DIRECTOR

LOGISTICS CHIEF/MANAGER

USDA COUNTY EMERGENCY BOARD

AGRICULTURAL & FOOD ANIMALS COMMODITIES

CITY/COUNTY ROADS AND PUBLIC WORKS

DEBRIS REMOVAL HEAVY EQUIPMENT

PUBLIC SCHOOLS

TRANSPORTATION

RED CROSS

EMERGENCY FEEDING PERSONAL ITEMS

CITY/COUNTY CLERK / TREASURER

RECORDS REIMBURSEMENT CLAIMS

TITLE III FACILITIES

EMERGENCY RESOURCES

VOLUNTEER COORDINATOR

AFFILIATED, NON-AFFIALIATED VOLUNTEERS, MATERIALS, and SERVICES

STATE SUPPORT:
Emergency Support Functions # 5, 7, 14

Lead Agency:
Nebraska Emergency Management Agency

RESOURCE MANAGEMENT

I. PURPOSE

This Annex provides guidelines for the procurement, storage, control, allocation and financial recording and accountability and 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 disaster within Saunders County.

II. SITUATION

A. The Saunders County Hazard Analysis or the Emergency Management Agency has identified a number of hazards which could occur and cause extensive damage to both public and private property requiring a coordinated management of response and recovery resources within the County.

B. Saunders County, its communities, agencies, and businesses have sufficient resources to support activities associated with most emergency or disaster operations. The Emergency Manager maintains the point of contacts and resources lists.

C. Resource Management starts with the Incident Commander; and 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 Chief/Manager or Administrative section within the EOC.

D. During an event, Multi-Agency Coordination resource management coordination activities generally take place within the EOC. When multi-agency coordination entities are established, the Executive Board 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 such emergency powers of governments to supersede existing procurement procedures or expedite resource coordination, procurement and management.

III. ASSUMPTIONS and PLANNING FACTORS

A. Resources are defined as: personnel, teams, equipment, supplies and facilities 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 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 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 will be implemented, if necessary.

F. County, cities, and villages will support requests for resources per MOUs or as they have the ability to respond to the requesting jurisdiction.

G. Para-professional and volunteer agencies will provide resource support, equipment and personnel, 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 and in Annex F, Appendix 1, Attachment 1.

I. Assistance will be available from other counties through mutual aid agreements. 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 Saunders County and neighboring areas will volunteer to support the recovery efforts following a disaster. Coordination of these volunteers will be assigned to a Volunteer Coordinator who will work with the Logistics Chief / Manager and Incident Manager.

K. Following a local declaration of emergency, support may be available through state emergency resources such as those available through the State Administrative Services, www.das.state.ne.us/material/, 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 (pandemic influenza) or physical destruction of infrastructure a city or village will require outside resources and assistance.

IV. ORGANIZATION and RESPONSIBILITIES

A. First Response and other local support agencies will:

1. Provide to the Emergency Manager, prior to an incident and periodically as requested for planning purposes, lists of resources available for deployment during an incident. (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. Emergency Manager

The Emergency Manager's responsibilities are defined in other parts of the Plan, especially in the Basic Plan and Annex A. Additional specific responsibilities required prior to, during and after a disaster may include:

1. Development, coordination and distribution of specific response plans, Memorandums of Agreement documents, and available resource lists prior to potential events.

2. During an event, may serve as the Incident Manager in the EOC and maintain communication with the IC, the Executive Board and supporting organizations.

3. Advise and assist the Logistics Chief / Manager and Volunteer Coordinator as needed.

D. EOC Executive Board, elected and appointed officials

The Executive Board 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 financial decisions.

E. The EOC/MACC Logistics Function (NIMS) - Logistics Chief / Manager

1. When the incident expands beyond normal day-to-day mutual aid support or the Incident Commander requests additional resources from the EOC, and the Emergency Manager determines that additional personnel are required, the Logistics Chief / Manager will be notified or activated.

2. Saunders County administrator has been appointed as the Logistics Chief / Manager and 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 Manager and others as needed, the Logistics Chief / Manager will have:

   a. Obtained, reviewed, maintained and distributed to first response agencies the county and local resource lists. These lists are contained in various Annexes of the LEOP: A, F, G, H, I, K and L.

   b. Developed a plan to 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 return, storage or disposal of surplus equipment or supplies.

d. Developed a plan for the rehabilitation, replenishment, disposal and return of equipment and supplies and the rehabilitation, replenishment of 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:

   i. Processes to supply crews with food, sanitation, medical support, rest and recuperation time and facilities for the same,

   ii. Notification and mobilization guidelines,

   iii. Process as 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.

   iv. 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 learned 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. Understand 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 Executive Group, assume 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 Executive Group 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 decisions of the Executive Group. 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 Executive Group the most efficient use of existing/remaining resources.

4. Because of the potential magnitude and complexity of the resource program, the Logistics Chief / Manager may select a supporting staff.

5. In the event that there is no pre-designated Logistics Chief / Manager, one will be appointed by the Executive Board or the Chief Executive Officer of the jurisdiction will assume the responsibilities above.

F. <u>The Volunteer Coordinator</u>

1. A Volunteer Coordinator may be named to work with the Logistics chief / Manager and the Emergency Manager. The Volunteer Coordinator 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, credentialed and previously identified Community Emergency Response Teams, CERTs, or 2-1-1 volunteers 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. Jurisdiction's Clerk's / Treasurer's Office

The Clerk/Treasurers responsibilities are stated in the Basic Plan. This (these) Office(s) will assist the Logistics Chief / Manager and the Emergency Manager in developing and implementing a system of records for evaluating status of resources and supplies, emergency procurement and contract letting, and completing reports and procedures to verify and obtain reimbursement claims from local, state, and federal governments.

H. The County Roads Superintendent, 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 Chief / Manager and Emergency Manager will ensure that resource listings are prepared and maintained.

I. 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 the Logistics Chief / Manager in the management and requisition of needed materials and supplies.

J. Other support agencies/Departmental Heads of local government

These various support organizations in cooperation and coordination with the Emergency 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 the resources of their individual agencies/organizations when supporting overall disaster resource needs.

K. The County Public Works Director will coordinate the requisition and management of needed public transportation resources (buses, handi-vans, etc.).

L. 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.

M. The American Red Cross will assume the lead role in providing for displaced persons. The Red Cross will procure the necessary food and personal care items needed.

V. CONCEPT of OPERATIONS

A. The EOC Logistics Manager will implement the jurisdiction's response management plan as directed by either the Incident Commander or the EOC operating as a Multi-Agency Coordination Center (MACC), depending on the Logistics Manager's assignment and the scope of disaster.

B. Efficient and effective resource management requires the full support from 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 the the Emergency Manager, The transportation resource listing is maintained by the Emergency Manager, see Attachment 1.

C. The first priority for transportation is to support the evacuation of 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.

D. All vehicles designated as essential to emergency operations will be serviced by local government during the operational period. Disaster related costs must be documented.

E. Labor requirements will 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 initially come from government agencies such as the Saunders County Roads Department. Additional assistance may be requested from the State Department of Roads. Also, heavy equipment could be contracted from construction firms and private contractors. See Attachment 2 for a listing of heavy equipment resources.

G. Unless otherwise determined, equipment provided by the various agencies and private organizations will be maintained and parked in the "yards", but preferable 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.

I. Volunteers assigned to work on public facilities and grounds must be registered, have their work assignments tracked and in some incidents they must be 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 used such as 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 County, City/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 Emergency Manager, Logistics Manager 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:

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

Attachment #	Item	Page
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2	Heavy Equipment Resources	L-14
Appendix #		
1	Volunteer Coordination	L-15
Attachment #		
1	Citizen Corps	L-22
2	Job Aids: Volunteer Registration, Work Assignment Forms	L-23

TRANSPORTATION RESOURCES

AVAILABLE VEHICLES

Organization and Contact Name	Phone	Number of Buses Capacity (*with lift)	Number of Vans Capacity (*with lift)
Ashland School Zach Kassebaum	944-7083	7 429	3 21
Cedar Bluffs School Harlan Ptomey	628-2060	3 156	3 18
Mead School Dale Rawson	624-2745	5 277	3 21
Wahoo School Galen Boldt	443-3051	8 479	2 16
Neumann School Fr Townsend	443-4151	10 452	1 20
Yutan School Kevin Johnson	625-2243	5 251	6 48

County Totals

TOTAL BUSES	38
TOTAL VANS	18
TOTAL OTHER	
TOTAL CAPACITY	2204

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RESOURCES: HEAVY EQUIPMENT/SPECIAL TEAMS / SERVICES

Company	City	Phone	Kind of Equipment	NIM type
Clark Construction	Ashland	944-7614	1 Backhoe	Type II
			1Track Dozer	Type II
Spencer Dorothy	Wahoo	443-4362	1 Track Dozer	Type II
Dennis Enterprises	Ceresco	540-8751	1 Track Dozer	Type II
			1 Backhoe	Type II
Monte Mueller	Yutan	625-2455	1 Track Dozer	Type II
M.E. Collins	Wahoo	443-3663	1 Track Dozer	Type II
			1 Backhoe	Type II
Shanahan Bros	Prague	663-4375	1 Track Dozer	Type II
AWS	Mead	624-3895	1 Backhoe	Type IV
Lierman Excavating	Wahoo	432-9626	1 Backhoe	Type III
Saunders County Roads Department	Wahoo	443-8124	1 Track Dozer	Type II
			2 Loaders	Type II
			3 Dump Trucks	Type II
#Hofeling Enterprises	Lincoln	438-8733	1 Tub Grinder	Type I
			1 Tub Grinder	Type II

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VOLUNTEER COORDINATION DURING DISASTER RESPONSE and RECOVERY

I. PURPOSE

This appendix provides guidance and direction for the effective, safe and efficient use of volunteers during a disaster. The primary role of the Volunteer Coordinator is the coordination of disaster work requirements with the available volunteer assets.

II. SITUATION

A. Individuals, local, regional and beyond, will want to volunteer their time and services for many reasons and purposes.

B. Volunteers represent a valuable resource to fill gaps and provide additional help during the response and recovery of a community.

C. Volunteer contributions have a monitory value which can be used to offset cost sharing during a Presidential Declaration.

D. The Saunders County volunteer management plan includes but is not limited to the notification, screening, ”just in time” training, deployment, work assignment, safety, tracking of the individuals and accomplishments, dismissal and demobilization of volunteers.

E. Volunteers are managed during an incident by a pre-appointed and trained volunteer coordinator.

F If there is no Volunteer Coordinator, the Logistics Chief / Manager will manage the volunteer program.

G. The Volunteer Coordinator will work with the Logistics Chief / Manager, the EOC Executive Board, Emergency Manager and as needed the Incident Commander.

H. Dependent upon the situation, the Volunteer Coordinator may need an additional people to carry out the responsibilities of this function. This group, a part of the Logistics or Administration section (NIMS), will constitute the Volunteer Registration Center (VRC).

III. ASSUMPTION AND PLANNING FACTORS

A. Not all volunteer are suited for disaster response and recovery work.

B. Volunteers and donated goods and services must be managed and accounted for as any other resource.

C. The Volunteer Coordinator is assigned and trained in volunteer management.

D. A Volunteer Management Plan has been developed to address policy and processes used and to eliminate potential problems that could occur during activation.

E. The Volunteer Coordinator has knowledge of the Federal Volunteer Protection Act, 1997, the Nebraska Emergency Management Act, 1996 RRS, and any local ordinances regarding the use, management, liability of and for volunteers.

F. The Incident Commander, in coordination with the Resource Chief and Emergency Manager will initiate the Volunteer Registration Center activation.

IV. THE VOLUNTEER COMPLEX

There are four types of volunteers that are useful resources during an event. Each requires a management strategy to provide the effective use, reduce jurisdiction liabilities, track accomplishments, for incident management planning and as an offset to local cost sharing, and to provide for and protect the individual volunteers.

The types of volunteers include:

A. **Professional**: These individuals have identified levels of skills, training, certification or licenses; generally belong to an affiliated organization. These are generally nationally, state, regionally or locally recognized organizations.

B. **Affiliated**: These individuals are identified with a recognized group or organization in which there is generally a command and control structure; individuals may be professional or certified or specialty trained such as Medical Reserve Corps members, Civil Air Patrol or members of National Volunteer Organizations Active in Disasters, Community Organizations Active in Disasters, local Humane Societies.. Or the members may not be trained or certified, but respond under an affiliated organization such as a local/regional bank, local social/service organization such as the Elks, Boy Scouts or local/regional faith based community organizations.

C. **Unskilled**: These individuals are untrained in response and possess no specific skills. These individuals may be either affiliated or unaffiliated and if the latter, they are usually spontaneous.

D. **Spontaneous:** These individuals arrive on scene without being requested by the authorities/incident command. Some will have professional certifications, others will “just want to help” yet others may be there for illegal purposes. Some individuals may not be suited to assist. However, most will have some

skills that could be useful during some action period. Many will also be unaffiliated.

V. CONCEPT OF OPERATIONS

A. Local Emergency Management

The jurisdiction will activate the volunteer management plan at the beginning of the event to provide for life safety and control of spontaneous volunteers.

1. Procedures and responsibilities of volunteer coordination:

   a. The Logistics Chief / Manager will receive the requests for assistance from the I C, affected individuals or agencies. The EOC Executive Board will determine the process for assistance request prioritization.

   b. The Volunteer Coordinator will maintain records and accounting of numbers, kinds and accomplishments of the volunteers so the Planning section and the Incident Commander are aware of these resources prior to the next Incident Action Plan creation.

   c. Volunteers, including VOAD, COAD, MRC, CAP, Citizen Corps members, will register at the Volunteer Registration Center or other location designated by the Volunteer Coordinator. Registration information will be given to the EOC and distributed to the public through by the PIO.

   d. The Volunteer Coordinator 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.

   e. 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:

      i. How and where to register for volunteer work,

      ii. Jurisdictional guidance about those under 18 years old and their access to the site; whether parent/guardian must sign registration,

      iii. The need to have valid identification, and certification for medical and other specialized services.

      iv. The duration and types of volunteer work needed,

v. The types of skills, equipment and number of volunteers needed,

vi. 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 where to receive tetanus shot,

vii. Appropriate clothing and protective clothing such as steel-toed shoes, waterproof boots, full length pants or jeans, full shirts preferably long sleeved, jacket, rain gear, gloves, hat or hard hat, protective eyewear, sunscreen, insect repellant;

viii. 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,

ix. Parking areas and Staging areas for transportation to and from the work site(s), and

x. Information about water, snacks, lunches and smoking.

f. Registration of volunteers should include:

i. 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, and,
f) Skills appropriate for the volunteer tasks.

ii. Groups or organizations donating time, labor, materials and wish 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 Coordinator. The POC is also responsible for the safety and actions of the organization.

iii. Long-term volunteers such as in the EOC, communications support, volunteer coordinators, and mass care coordinators should have a written job description, the nature of the assignment, the expectations, prohibitions and consequences.

iv. Being assigned work appropriate to capability and possible equipment assets of the volunteer.

v. Giving the volunteer a pass/identification card to the disaster area. It is recommended these cards be reissued daily.

vi. Prior to deployment to the disaster area, volunteers should be given a safety briefing.

g. The safety briefing should include statements or a handout indicating:

i. The jurisdiction's appreciation for their concern and a warning that their enthusiasm may lead to unsafe decisions,

ii. The worksite communications structure: who their immediate supervisor is, when they are to start/stop work, where, what their assignment are, how long the work period is, and how to reach someone for help, extra supplies, field condition safety issues, etc.

iii. The kinds of hazards they may find at the work site and the need to listen to the crew leader and follow their guidance concerning the work site,

iv. The use of appropriate clothing for the season and community and the personal protection equipment such as boots, gloves, hats, long pants, sunscreen, insect repellant,

v. That if they provide their own tools, they are responsible for them,

vi. That water may be available in the work area, but encourage them to bring a personal water container; and to stay hydrated,

vii. Where the portable toilets are located and personal hygiene needs,

viii. That flood waters and storm debris should be considered as contaminated and containing bacteria; therefore, wash hands, face before eating, drinking;

ix. They must seek immediate medical treatment for all injuries, insect bites,

x. That stray pets or wild animals may be encountered and they should inform the crew leader and avoid the animal,

xi. How to retrieve and safely store personal items found such as pictures, clothing, electronics, other household items,

xii. That looting is a crime,

xiii. That storm debris contains many heavy, sharp items; use heavy gloves; get help lifting or ask the crew leader to call for heavy equipment,

xiv. That disasters often dislodge hazardous materials and volunteers are to follow the instructions of trained Hazmat responders,

xv. 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

xvi. Information about disaster stress, anxiety: that 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.

h. The Volunteer Coordinator will maintain a communications system with the Crew Leaders and receive periodic updates on the volunteers, work accomplished, injuries, additional resources needed.

i. The Volunteer Coordinator/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.

j. The Volunteer Coordinator will update the Logistics Manager frequently on:

   i. Personnel and equipment being volunteered
   ii. Work being accomplished in the disaster area, and
   iii. Additional resources needed or unusual circumstances that are of concern.

k. The Volunteer Coordinator will complete a summary of all volunteer time, material, services and equipment provided during the event. This summary will be forwarded to the Logistics Manager, the EOC and possibly the jurisdiction's Clerk's office.

l. Sample volunteer registration and job assignment forms are available in Attachment 4 and in the Emergency Manager's Handbook.

VI. ADMINISTRATION AND LOGISTICS

This Appendix will be reviewed and upgrades at least annually and after every event using volunteers.

VII TRAINING AND EXERCISING

Training is available through FEMA, NEMA and other agencies. The local volunteer coordination plan is incorporated into the county's PET program.

List of Attachments

Attachment	Item	Page
1	Citizen Corps	L-22
2	Job Aids	L-23

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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.

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.

EMERGENCY MANAGEMENT VOLUNTEER WORKER REGISTER

COUNTY _____ **LOCATION** _____

DATE START _____ **DATE FINISHED** _____

TIME START _____ **TIME FINISHED** _____

My signature below indicates the acceptance of my temporary appointment as a volunteer Emergency Management worker in the Saunders County Emergency Management Agency. It is understood that unless I agree to permanent appointment as an Emergency Management volunteer; my temporary appointment will terminate at the conclusion of this disaster, emergency, test or exercise.

SIGNATURE	ADDRESS	PHONE NUMBER

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 –

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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 WORK SITE SIGN-IN / SIGN-OUT / ACCOMPLISHMENTS

Site _____ Crew Leader _____ Date _____

PLEASE READ BEFORE SIGNING: **I have registered and received safety instructions for working at this site and agree to follow the safety procedures and directions of the crew leader.**

Name (print)	Tools: personal/supplied	Start time	End time	Total time	Type of work

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Date: _____
(mm/dd/yy)

Volunteer Sign-In Sheet

_____
Coordinator or Crew leader

****(starred)blanks must be filled out completely or the time is not eligible for credit.**

**Name: (PRINT)	**Location of work today	**Type of work done	**Start time	**End time	**Total hours	Notes

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:		
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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