



Emergency Operations Plan

Table of Contents

Promulgation Statement.....	3
Record of Changes.....	5
Distribution Table.....	5
Basic Plan.....	6
Emergency Management Terms.....	21
ESF – 1 (Transportation).....	35
ESF – 2 (Communications).....	41
ESF – 3 (Public Works).....	48
ESF – 4 (Firefighting).....	56
ESF – 5 (Emergency Management).....	62
ESF – 6 (Mass Care).....	74
ESF – 7 (Logistics Management and Resource Support).....	84
ESF – 8 (Public Health & Medical Services).....	91
ESF – 9 (Search and Rescue).....	98
ESF – 10 (Hazardous Materials).....	103
ESF – 11 (Agriculture and Natural Resources).....	117
ESF – 12 (Energy).....	124
ESF – 13 (Public Safety/Law Enforcement).....	129
ESF – 14 (Long Term Recovery).....	137
ESF – 15 (External Notifications).....	144

Promulgation Statement:

The Butler County Emergency Management Agency Executive Board recognizes that preparedness to disasters consists of many diverse, but interrelated elements. Each one of these elements must be intrinsically linked together through local government agencies, private support agencies, and the public. The Butler County Emergency Operations Plan is an integral element in the effort to provide the mitigation, preparedness, response, and recovery actions that will assure the public welfare is restored and preserved.

Disasters create an abrupt escalation in the material needs of a community as well as the sudden need to reorganize resources and specific personnel. Disorganization of the necessary resources and personnel required to address an emergency situation can lead to many lives lost. Therefore, the failure to develop a sound emergency operations plan may lead to disorganized salvage type activities instead of the necessary structured and coordinated response efforts.

Planning for a population's protection must be a cooperative effort to mitigate or minimize the effects of natural, technological, including hazardous materials, civil, and/or attack related disasters, protect lives and property; and restore the damaged area to its pre-disaster status with a minimum of social and economic disruption.

This emergency operations plan is a statement of policy that assigns tasks to specific personnel and agencies in the event of an emergency or disaster. In addition, this plan is consistent with the emergency planning requirements set forth in Chapters 5502 and 3750 of the Ohio Revised Code.

The Butler County Emergency Management Agency is dedicated to the maintenance and preservation of this plan.

Mark Sutton, Chairman,
Butler County EMA Executive Board

Date

Jeff Galloway, Director
Butler County EMA

Date

Introduction:

Butler County Emergency Operations Plan (EOP):

- 1: Chapter 5502.22 of the Ohio Revised Code requires that all emergency management agencies develop an emergency operations plan (EOP) that is consistent with all federal regulations for such plans.
- 2: The Butler County EOP is based on 15 Emergency Support Functions (ESFs) which are headed by lead agencies in coordination with support agencies that are selected based upon their authorities, knowledge, resources and capabilities. Emergency Support Functions are the primary ways that assistance to disasters and emergencies are managed at the local level.
- 3: This plan will be activated at the discretion of the appropriate local authorities and/or the Butler County Emergency Management Director in the case of an emergency or disaster situation.

Purpose:

1. Ensure timely and efficient emergency response and recovery.
2. Utilize the appropriate resources to protect the health, safety, and well being of those affected by the event.
3. Provide restoration and rehabilitation of persons and areas affected by the event in a judicious and timely manner.

Scope:

1. The EOP
 - a) Establishes a concept of operations spanning the emergency from the initial response through the post disaster recovery.
 - b) Defines interagency coordination to facilitate delivery of local, state and federal assistance.
 - c) Assigns specific functional responsibilities to appropriate government departments, private sector groups and volunteer organizations.

Situation:

A. Geography

1. Butler County is located in the southwestern portion of the State of Ohio. It lies

north of Hamilton County, south of Preble County, southwest of Montgomery County, west of Warren County, and just east of the Indiana state line.

2. The county covers a 467.27 square mile area. The 2010 census showed the population to be 368,130. It has six (6) cities, thirteen (13) townships, and six (6) villages. The majority of the population resides in the six cities located within the county. The highest populated city is Hamilton followed by Middletown, Fairfield, Oxford, Monroe, and Trenton. The highest populated village is New Miami while West Chester accounts for the highest population among townships. The county is at its peak population when Miami University, located in the City of Oxford, is in session from late August through early May.
3. The climate in Butler County is considered mild. The average rainfall is about 40 inches annually while snowfall averages about 24 inches annually. During the warmer months of the year, the area is usually under the influences of warm moist air that can attribute to the development of many storms such as windstorms, thunderstorms, heavy rain storms, hailstorms, and tornadoes.

B. Hazards

1. Butler County and its political subdivisions are vulnerable to the many hazards identified in the State of Ohio Hazards Analysis and the Butler County Natural Hazard Mitigation Plan developed in 2011.
2. Due to its location and geological features, Butler County is vulnerable to the damaging affects of certain hazards that include, but are not limited to:

Natural: Severe storms (summer and winter), Flooding, Tornadoes, Droughts, Earthquakes, epidemic (human/animal)

Technological: Hazardous materials (fixed facility, transportation) fire/explosion, building/structure collapse, dam/levee failure, power/utility outage, extreme air pollution, transportation accident (rail, aircraft, motor vehicle)

Civil/Political Disorder: Economic emergency, riot, strike, demonstration/special events, terrorism/sabotage, hostage situation, attack (conventional, nuclear, biological, chemical)

Assumptions:

1. The county and its political subdivisions have capabilities including manpower, equipment, supplies, and skills of public and private agencies and groups that will maximize preservation of lives and property in the event of an emergency.

2. Emergencies may require coordination and cooperation among diverse governmental and private organizations in order to protect the lives and property of county residents.
3. Emergencies may occur after the county has been alerted or they may occur with little or no warning.
4. Organizations that have been assigned as either primary or support agencies are aware of their emergency responsibilities and will carry out their duties to the full extent.
5. Local resources, available through public, volunteer and commercial means will be utilized first. State and federal support will augment ongoing disaster operations. Local jurisdictions will enter into mutual aid agreements with each other as necessary to use their resources most effectively in response to emergencies and disasters.

Concept of Operations

1. Phases of Emergency Management

The primary goals of emergency management are to protect lives and preserve property by developing appropriate operational capabilities. To reach these goals emergency management is divided up into the following four (4) phases: mitigation, preparedness, response, and recovery.

a) Mitigation:

- 1) Activities that eliminate or reduce the probability of a disaster occurring, or lessen the damaging effects of those that do.
- 2) Mitigation falls within recognized time periods.
- 3) Mitigation takes place in the pre-emergency time period

b) Preparedness

- 1) Preparedness activities develop and improve response capabilities that are needed in an emergency. There are four primary activities associated with preparedness:
 - a. Training
 - b. Exercising
 - c. Planning
 - d. Resource identification (NIMS typing), acquisition, and management

- 2) Preparedness falls within recognized time periods
- 3) Preparedness takes place in the pre-emergency time period

c) Response

- 1) Actions taken during or directly following the emergency that will protect lives, minimize damage to property, and also enhance the effectiveness of recovery.
- 2) Response falls within recognized time periods

d) Recovery

- 1) Activities that are on both a short-term and long-term scale
- 2) Short-term activities return infrastructure systems at the site of an emergency to minimum operating standards
- 3) Long-term activities return the devastated area to normal functioning conditions
- 4) Recovery falls within recognized time periods

2. Mitigation, preparedness, response, and recovery all fall within recognized time periods. Mitigation and preparedness activities take place in the pre-emergency time frame. Response activities occur trans-emergency and recovery activities occur in the post-emergency time frame.

3. Mitigation, preparedness, response, and recovery are all addressed in the Emergency Support Functions (ESFs) of this plan to include the essence of planned arrangements for each time frame.

Emergency Activation

1. Emergencies that occur in Butler County may require the immediate activation of the entire EOP and EOC, or may require merely monitoring by emergency management personnel. The following are the stages of activation:
 - a) Monitoring
 - i. The Emergency Management Agency notifies the Executive Committee of the current situation as well as begins the process of coordinating with affected jurisdictions.
 - ii. Emergency Management personnel report to the EOC for monitoring duties and assessment.

- iii. Information is continuously gathered from locally affected agencies. Depending on the event, the situation is either brought to a close or upgraded to the next activation level.

b) Partial

- i. An Emergency Management Agency representative is sent to the emergency or disaster site to further evaluate the situation, provide information concerning the on-going incident and/or assess the needs of the jurisdiction(s). Emergency Management Agency personnel notify the Ohio Emergency Management Agency that state involvement or assistance may be required. Resources deemed necessary by the Incident Commander(s) will be notified and pre-positioned.
- ii. The following personnel will report to the EOC
 - 1. Emergency Management Director
 - 2. Members of current on-duty IMT Team
 - 3. Other necessary EOC staff
- iii. The EOC will activate on 12 hour shifts until the event is either brought to a close or upgraded to the next level of activation.

c) Full

- i. 24 hour activation of the EOC occurs. Emergency declarations are passed by the Board of County Commissioners and state assistance will be requested.
- ii. The following personnel will report to the EOC
 - 1. All personnel named in the partial EOC activation section
 - 2. All ESF positions as needed

2. Deactivation of EOC

A. When the event is deemed concluded the EOC director will deactivate the EOC activity for the current incident and notify all participants. Deactivation of the EOC operations can either occur in phases or in its entirety, depending on the situation.

B. The following are the criteria for deactivating EOC operations:

- i. Individual EOC functions are no longer required
- ii. A State of Local Emergency is lifted
- iii. Coordination of response activities and/or resources is no longer required

iv. Event has been contained and emergency personnel have returned to regular duties.

Inter-jurisdictional Relationships

1. The Chief Executive Officers of each jurisdiction within Butler County are ultimately responsible for protecting lives and property in an emergency or a disaster situation within their jurisdictions.
2. Should there be an occurrence that affects only one jurisdiction within the county, emergency operations will take place under that jurisdiction's direction and control with the county-wide agency supporting the operation through augmentation of personnel, equipment and materials.
3. Should there be an occurrence that affects two or more jurisdictions within the county, emergency operations will take place under each jurisdiction's direction and control with the county-wide agency coordinating the operation and managing resources for the affected areas.
4. Should there be an occurrence outside of municipalities, the Township Trustees will assume direction and control with the county-wide agency supporting the operation through augmentation of personnel, equipment and materials.
5. The Chief Executive Officers of affected County jurisdictions (i.e., villages, cities, townships and county) may exercise all necessary local emergency authority for response by issuing an Emergency Proclamation.
6. If all available local resources are committed, including mutual aid, and assistance is still required, the counties incorporating the SOSINK (Southwest Ohio, Southeast Indiana, and Northern Kentucky) region will be contacted for assistance.
7. If all SOSINK resources are committed and assistance is still needed, state assistance may be obtained by contacting the Ohio Emergency Management Agency.
8. Requests for Federal assistance are made by local governments by coordinating requests through the Ohio Emergency Management Agency and appropriate state departments.

Assignments

1. Countywide Agreements
 - a) The Board of County Commissioners of Butler County and the governing board of each of the political subdivisions within the county have entered into a written agreement establishing a countywide

emergency management agency.

2. Emergency Management Executive Board

- a) The Executive Board implements emergency management in Butler County in accordance with the Ohio Revised Code.
- b) The Executive Committee consists of at least the following seven members: one commissioner representing the Board of County Commissioners, five Chief Executives representing the municipal corporations and townships entering into this agreement, and one non-elected representative. The Executive Committee shall select its own chairperson, who shall be an elected official. .

3. Butler County Emergency Management Director

- a) The director has, along with the coordination of the Executive Committee, created a program for emergency management in Butler County that is in accordance to Chapter 5502 of the Ohio Revised Code.
- b. In coordination with officials of affected jurisdictions, the director, is responsible for implementing this Emergency Operations Plan.
- c. In cooperation with the officials of the affected jurisdictions during an incident, the director coordinates emergency response from the emergency operations center and supports fire, medical and law enforcement authorities directing the response at the scene.

Responsibilities

A. General

1. Butler County Emergency Management Agency

a. Primary

- i. Make policy decisions for integrated emergency management
- ii. Plan for comprehensive emergency management
- iii. Coordinate all phases of integrated emergency management
- iv. Direct and control at emergency operations center
- v. Update plans
- vi. Manage resources
- vii. Augment personnel
- viii. Coordinate with officials in affected jurisdictions
- ix. Provide communications support
- x. Provide radiological protection
- xi. Liaise

- b. Support
 - i. Prepare warnings
 - ii. Provide public information and education
 - iii. Coordinate county exercises
- 2. Law Enforcement
 - a. Primary
 - i. Maintain law and order
 - ii. Evacuation assistance and traffic control
 - iii. Control restricted areas
 - iv. Protect vital facilities
 - v. Provide communication support
 - b. Support
 - i. Prepare warnings
 - ii. Provide search and rescue
 - iii. Conduct damage assessment
- 3. Fire Service
 - a. Primary
 - i. Perform fire control and rescue
 - ii. Enforce fire codes
 - iii. Perform hazardous materials response
 - iv. Perform search and rescue
 - v. Provide radiological protection
 - vi. Perform evacuation
 - b. Support
 - i. Provide direction and control
 - ii. Provide emergency medical services
 - iii. Provide communication support
 - iv. Conduct damage assessments
 - v. Prepare warnings
- 4. Health and Medical Services
 - a. Primary
 - i. Provide public health programs
 - ii. Facilitate food and drink inspections
 - iii. Inspect and enforce sanitation
 - iv. Facilitate HAZMAT
 - v. Facilitate disease control
 - b. Support
 - i. Provide direction and control
 - ii. Provide mortuary services
 - iii. Provide vector control

- iv. Conduct damage assessments
- 5. Social Services
 - a. Primary
 - i. Provide services for elderly
 - ii. Provide services for handicapped
 - iii. Assist in shelter operations
 - b. Support
 - i. Assist with mortuary services
 - ii. Provide mental health services
 - iii. Coordinate EOC operations for special needs groups
- 6. Public Works
 - a. Primary
 - i. Coordinate water and sewer system services
 - ii. Coordinate the clearance of debris
 - iii. Coordinate public utilities
 - iv. Coordinate street/road/bridge maintenance
 - v. Coordinate fuel storage
 - b. Support
 - i. Provide damage assessment
 - ii. Assist in shelter operations
 - iii. Coordinate restoration of utilities
 - iv. Assist in communications
 - v. Assist in evacuation
- 7. Emergency Medical Services
 - a. Primary
 - i. Provide on-scene medical support
 - ii. Provide triage
 - iii. Coordinate mass casualty operations
 - b. Support
 - i. Provides mortuary service support
 - ii. Prepare warnings
 - iii. Provides communication support
- 8. Fiscal Support
 - a. Primary
 - i. Maintain complete financial records during emergency and non-emergency times
- 9. Legal Support
 - a. Primary

- i. Provide legal assistance in all emergency management issues

10. Agricultural Support

- a. Primary
 - i. Provide agricultural stabilization and conservation services (USDA) damage assessment
 - ii. Provide resource management

11. American Red Cross

- a. Primary
 - i. Provide mass care (shelters, food, clothing, etc.)
- b. Support
 - i. Assist in medical services (first aid)
 - ii. Damage assessment (individual)
 - iii. Provide public information

12. Ohio EMA

- a. Primary
 - i. Provide damage assessment
 - ii. Provide social services
 - iii. Provide law enforcement (Ohio National Guard)
 - iv. Provide health and medical services
 - v. Provide resources (equipment, personnel, etc.)
 - vi. Provide financial assistance
 - vii. Provide Presidential emergency/disaster declaration assistance
 - viii. Provide support of local EOC operations

B. Organizations that participate in EOC activities, report to the scene of emergencies, or participate in any response and recovery actions are required to do that following:

- a. Develop internal Standard Operating Procedures (SOPs) that are in sync with this EOP.
- b. Develop and regularly update agency resource listings of equipment, supplies, and services that would be used by the agency in case of an emergency.
- c. Identify an emergency liaison for each organization responsible for coordinating with organizations in the Butler County EOC, with federal and state personnel, and local organizations throughout response and recovery. Ensure that sufficient liaisons are identified for 24-hour operations at the EOC and at the site of the emergency as needed. Maintain listings of these personnel and phone numbers where they can be reached on a 24-hour basis
- d. Provide regular briefings at the Butler County EOC or to persons at the

Butler County EOC (by phone etc.) of on-going and projected activities and maintain contact with field personnel.

Direction and Control

A. General

1. Local government officials are responsible for supporting policy, and coordination efforts made within Butler County.
2. The EOC Executive Group will assume direction and control of emergency activities at the primary and/or alternate EOC. They will also provide support to facilities used for disaster response and recovery operations, such as disaster field offices and disaster application/assistance centers.
3. Activities at the scene of an emergency, public information releases, requests for emergency support, and local emergency declarations will be coordinated with the personnel in the activated EOC.

Continuity of Government

A. General

1. Each department of Butler County government and each city, village, and township along with their departments are responsible for:
 - a) Predestinating lines of succession
 - b) Pre-delegating authorities for the successors to key personnel
 - c) Making provisions for the preservation of records
 - d) Developing procedures for the relocation of essential departments
 - e) Developing procedures to deploy essential personnel, equipment, and supplies
2. Each jurisdiction will include this information in their emergency operations plan
3. The line of succession for Butler County is in accordance with Ohio Revised Code Chapter 305.
4. This function is also covered in separate paragraphs of most Emergency Support Functions to this plan.

Administration and Function

A. Emergency Authority

1. All applicable laws are found under the Authority's and References section of this basic plan

B. Agreements and Understandings

1. In the event that the county's resources prove to be inadequate during an emergency operation, requests will be made for assistance from other local jurisdictions, higher levels of government and other agencies in accordance with existing or emergency-negotiated mutual aid agreements and understandings. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing whenever possible.

C. Logistics

1. Requests for material support will be coordinated with the Chief Executive Officer of the affected jurisdiction and presented to the Butler County Emergency Management Director.

2. The County EMA Director will present the request to the Executive Committee and the Executive Committee will approve or deny the expenditure.

3. If the expenditure is denied, it is up to the legislation authorities in the affected jurisdiction to approve or deny the expenditure

D. Emergency Operations Center

1. The Butler County EOC is the primary site for the coordination of all emergency operations in the county.

Plan Development and Maintenance

1. The Butler County Emergency Management Agency has the overall responsibility for emergency planning, coordination of state and local resources including the responding agencies and organizations in the conduct of disaster operations.

2. The Butler County Emergency Management Director is responsible for ensuring that necessary changes to the EOP are prepared, coordinated, published, and distributed. The Director will forward revisions of the EOP to all affected/responsible organizations for acceptance before the final version is printed.

3. The Chief elected officials within the county and its political subdivisions will be responsible for ensuring that an annual review of this

plan is conducted by all officials involved. Any portion of this plan implemented during an actual emergency occurrence will be reviewed at the termination of the emergency response activities. The EMA Director will coordinate all review and revision efforts.

4. This plan shall stand approved by the concurrence (signatures) of the Butler County Executive Board.

5. This plan applies to all agencies, boards, commissions and departments assigned emergency responsibilities and to all elements of local government.

A. Drills and Exercises

1. Orientation Seminars

a) Seminars will be conducted as needed to make those persons given responsibilities within this plan aware of their duties.

2. Tabletop Exercises

a) Tabletop exercises will be conducted as needed

3. Functional Exercises

a) Functional exercises will be conducted annually to meet State of Ohio Emergency Management as well as FEMA requirements.

4. Full-Scale Exercises

a) A full-scale exercise involving the county EMA and emergency response elements of the county will be held in conjunction with local hospitals at least once every year.

5. Local Emergency Planning Committee (LEPC)

a) The LEPC is required by the State Emergency Response Commission (SERC) to conduct a tabletop exercise, functional exercise, and a full-scale exercise within a 3 year time frame cycle.

Authorities

A. Federal

1. Civil Defense Act of 1950 (PL 81-920) as amended

2. The Disaster Relief Act of 1974 (PL 93-288)

3. Emergency Planning and Community Right-to-Know Act of 1986 (Title III of SARA)

4. Robert T. Stafford Disaster Relief and Emergency Assistance Amendments of 1988(PL 93-288 as amended by PL 100-707)
5. Homeland Security Presidential Directive (HSPD)-5, 2004, President George W. Bush
6. National Incident Management System (NIMS), March 2004 Department of Homeland Security
7. National Response Plan (NRP). December 2004, Department of Homeland Security

B. State

1. State of Ohio Constitution, Article II, Section 42 -Power of the Governor to act for the citizens in the event of attack or other disaster.

Ohio Revised Code

<u>Section</u>	<u>Application</u>
107.01 et seq.	Powers, duties and functions of government
161.01 - .29	Continuity of Government
305.09	Filling vacancies in local county government positions
305.12	Powers and duties of county commissioners
307.31	Powers and duties of county engineer
311.07	Powers and duties of county sheriff
313.06	Powers and duties of county coroner
315.08	Powers and duties of county engineer
329.01	Powers and duties of county department of human services

733.03	Powers and duties of mayors (cities)
733.23	Powers and duties of mayors (villages)
737.11	Powers and duties of police and fire departments
3701.01. .02, .03.,04 and .13	Powers and duties of state health department
3709.06, .22	Powers and duties of county health department
3750	Emergency Planning Community Right to Know
4905.81	Pre-notification of hazardous materials
5101.01.,02	Powers and duties of human services
5502	Emergency Management Agency

C. Local

1. The Butler County Commissioners entered into an agreement (Resolution #89-7-975) to allow a countywide local organization for emergency management in accordance with federal and state laws on July 13th, 1989

Emergency Management Terms:

Agency:

A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative:

A person assigned by a primary, assisting, or cooperating state, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Area Command (Unified Area Command):

An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assessment:

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

Assignments:

Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

Assisting Agency:

An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Available Resources:

Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Branch:

The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in

the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Chain of Command:

A series of command, control, executive, or management positions in hierarchical order of authority.

Chief:

The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

Command:

The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff:

In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Communications Unit:

An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Cooperating Agency:

An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate:

To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Deputy:

A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Dispatch:

The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division:

The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Emergency:

Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Operations Centers (EOC):

The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan:

The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Public Information:

Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider:

Includes state, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as *Emergency Responder*.

Evacuation:

Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event:

A planned, nonemergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Federal:

Of or pertaining to the Federal Government of the United States of America.

Function:

Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

General Staff:

A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group:

Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section.

Hazard:

Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Incident:

An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan:

An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP):

The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS):

A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC):

The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT):

The IC and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives:

Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Initial Action:

The actions taken by those responders first to arrive at an incident site.

Initial Response:

Resources initially committed to an incident.

Intelligence Officer:

The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC):

A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS):

Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

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 or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison:

A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer:

A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government:

A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity.

Logistics:

Providing resources and other services to support incident management.

Logistics Section:

The section responsible for providing facilities, services, and material support for the incident.

Major Disaster:

As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective:

A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mitigation:

The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization:

The process and procedures used by all organizations-state, local, and tribal-for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Multiagency Coordination Entity:

A multiagency coordination entity functions within a broader multiagency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multiagency Coordination Systems:

Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multiagency coordination systems

include facilities, equipment, emergency operation centers (EOCs), specific multiagency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multijurisdictional Incident:

An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement:

Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

National:

Of a nationwide character, including the state, local, and tribal aspects of governance and policy.

National Disaster Medical System:

A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System:

A system mandated by HSPD-5 that provides a consistent nationwide approach for state, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among state, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Plan:

A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

Nongovernmental Organization:

An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith based charity organizations and the American Red Cross.

Operational Period:

The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section:

The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

Personnel Accountability:

The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

Planning Meeting:

A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section:

Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preparedness:

The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations:

The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention:

Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector:

Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes:

Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Information Officer:

A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Publications Management:

The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

Qualification and Certification:

This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

Reception Area:

This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Recovery:

The development, coordination, and execution of service- and site-restoration plans; the

reconstitution of government operations and services; individual, private-sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Plan:

A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources:

Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained.

Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management:

Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual aid agreements; the use of special state, local, and tribal teams; and resource mobilization protocols.

Resources Unit:

Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

Response:

Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Safety Officer:

A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section:

The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control:

The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area:

Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

State:

When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Strategic:

Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strike Team:

A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy:

The general direction selected to accomplish incident objectives set by the IC.

Supporting Technologies:

Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

Task Force:

Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance:

Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism:

Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Threat:

An indication of possible violence, harm, or danger.

Tools:

Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Tribal:

Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Type:

A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

Unified Area Command:

A Unified Area Command is established when incidents under an Area Command are multijurisdictional.

Unified Command:

An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit:

The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command:

The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Volunteer:

For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101

Butler County Emergency Operations Plan

Emergency Support Function #1

Transportation

Primary Agencies: Butler County Engineers Office

Support Agencies: City Road Departments
Township Road Departments
Butler County Regional Transit Authority
Butler County Department of Disabilities
Butler County Emergency Management Agency
Local School Districts
Ohio Department of Transportation
Butler County Regional Airport
Hook Field Airport
Miami University Airport
Private Busing Services

I. Introduction:

A. Purpose

- i) Maintain the land, air, and water transportation systems during an emergency by coordinating government, private, and non-profit agencies.
- ii) Assess damage to all transportation systems
- iii) Provide transportation of materials, goods, and services to affected area

II. Situations and Assumptions

A. Situation

- i) Disasters may damage the transportation infrastructure of the county which may require the rerouting of traffic and hamper the movement of emergency personnel as well as delay the delivery of vital resources
- ii) Local resources, supplies, and equipment being transported from undamaged areas will need information concerning the status of transportation routes and the availability of alternate routes.

iii) Assistance from State and Federal agencies will be coordinated through the Butler County Emergency Management Office.

B. Assumptions

i) The transportation infrastructure in the county will sustain some damage during a disaster causing difficulty coordinating immediate response efforts since routes may be blocked by traffic, debris, and/or damage.

ii) Repair of access routes will permit a sustained flow of emergency relief although localized distribution patterns may be disrupted for a significant period.

iii) The need for transportation capabilities during the immediate lifesaving response phase at the site of the disaster may exceed the availability of local assets.

iv) If all available local resources are committed, including mutual aid, and assistance is still required, state assistance may be obtained

III. Concept of Operations

A. General

i) The Butler County Engineer's office is the lead agency on ESF-1. A liaison from this agency is required to report to the Emergency Operations Center (EOC) to coordinate with the appropriate agencies in the event of an emergency. The agency will provide support to all agencies responding to the needs of the affected area. Some of these support tasks may include the following:

1. Damage assessment of transportation routes
2. Transportation infrastructure repair
3. Debris clearance from transportation routes

ii) The County Engineer's office is equipped with the 800 MHz radio's for communication purposes throughout the county. While EMA radio's do not have the programmed "public works" channels, communication between EMA, the Engineer's office, and other public works agencies can occur on mutual aid channels.

B. Mitigation

i) Develop and maintain resource lists (personnel, vehicles, and equipment)

ii) Develop mutual aid agreements with local jurisdictions for engineering support

iii) Develop and maintain maps of state roads, county roads, city streets, township roads, water and sewer lines.

iv) Maintain and update listings of local private contractors who can provide support during emergencies. Acquaint them with emergency plans and procedures.

C. Preparedness

i) Ensure that all equipment that could be utilized in an emergency situation is in working order.

ii) Participate in emergency management training and exercise

iii) Review departmental Standard Operating Procedures (SOPs) and maintain personnel lists.

D. Response

i) Provide Butler County Engineer representative to the EOC who will help coordinate response efforts between agencies.

ii) Maintain communications between Engineer's office and the EOC.

iii) Clear debris along transportation routes

iv) Assess damage to transportation routes

E. Recovery

i) Continue to coordinate resources, supplies, and personnel

ii) Continue to perform tasks necessary to advance restoration and recovery operations.

iii) Provide damage estimates

IV. Organization and Assignment of Responsibilities

A. Organization

i) The Butler County Engineer will be the overall coordinator of the engineering and public works functions during a major emergency in the county.

ii) The six (6) cities within the county (Hamilton, Middletown, Fairfield, Oxford, Monroe, and Trenton) have their own street and public works departments and should be up-to-date on all their responsibilities and duties in an emergency event.

iii) The thirteen (13) townships within the county have their own street and public works departments and should be up-to-date on all their responsibilities and duties in an emergency event.

iv) ODOT within the county has their own street and public works departments and should be up-to-date on all their responsibilities and duties in an emergency event.

B. Assignment of Responsibilities

i) Butler County Engineers Office

- a. Repair roads and bridges.
- b. Maintain debris and garbage disposal operations.
- c. Perform damage assessment on infrastructure.
- d. Provide engineering services and advice.
- e. Store and provide limited fuel for emergency vehicles.
- f. Maintain contact with the Emergency Operations Center.
- g. Update county map.
- h. Clear debris in an emergency.
- i. Place barricades where necessary.
- j. Drain flooded areas.

ii) City Road Departments

- a. Repair and maintain streets.
- b. Perform damage assessment.
- c. Clear debris in an emergency.
- d. Provide equipment and operators as needed.
- e. Drain flooded areas.
- f. Maintain contact with EOC.

iii) Township Road Departments

- a. Maintain and repair township roads.
- b. Clear debris in an emergency
- c. Provide equipment and operators as available.

- d. Assess damages.
- e. Maintain contact with EOC
- iv) Butler County Regional Transit Authority
 - a. Provide transportation of personnel
- v) Butler County Departments of Disabilities
 - a. Provide transportation of personnel
- vi) Local School Districts
 - a. Provide transportation of personnel
- vii) Ohio Department of Transportation (ODOT)
 - a. Assist with the repair of damaged transportation routes
 - b. Assist in the clearance of debris
 - c. Assist with damage assessments
 - d. Provide engineering support
- viii) Butler County Emergency Management Agency
 - a. Coordinate State and Federal Assistance
- ix) County Airports
 - a. Provide transportation of personnel
 - b. Assist in clearance of debris
 - c. Assist with damage assessment
- x) Private Busing Services
 - a. Provide transportation of personnel

V. Direction and Control

A. The Butler County Engineer (or a department representative) will report to the EOC in the event of an emergency. This EOC representative will provide advice and direction to the decision makers in the EOC. The representative will also coordinate response efforts with utilities, municipal and village departments, state, federal, and volunteer organizations.

B. Each responding organization will communicate directly with its own

field personnel, and will also keep the Emergency Operations Center informed of appropriate information (casualties, damage observations, evacuation status, etc.) during emergency operations.

VI. Continuity of Government

A. The line of succession for the County Engineer who will serve as the primary coordinator for engineering, utility and public works in the EOC is:

- i. Operations Deputy
- ii. Utility Specialist
- iii. Construction Deputy
- iv. Succession of authority for water department, street department, sanitation department and utility personnel are contained in SOPs for those organizations.

VII. Administration and Logistics

A. Responders will coordinate with each other for the placement of work crews, supply lines, staging areas and emergency command centers.

B. All responding organizations will provide regular reports to the EOC on their location, activities and resources being utilized so that information can be updated in the county wide IRIS database.

C. Fuel for emergency vehicles will be provided by the Butler County Fueling Station located on Fairgrove Avenue in the City of Hamilton. In the event of an emergency limited fueling can also be provided by the county engineer's office. If local fueling sources are maxed out, fuel will be requested from the State of Ohio Emergency Management Agency, as well as, private contractors in the region.

VIII. Plan Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forwarded all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #2

Communications

Primary Agencies: Butler Regional Interoperable Communications System (BRICS)

Support Agencies: Butler County Radio Amateur Civil Emergency Services (RACES)
Butler County Amateur Radio Emergency Services (ARES)
Butler County Information Services
Time Warner Cable
Cincinnati Bell
Other Commercial Phone Providers
WCCTV- West Chester
TVM- Middletown
TV Fairfield
WPTO-TV- Oxford
WCPO-TV- Cincinnati
WKRC-TV- Cincinnati
WXIX-TV- Cincinnati
WLWT-TV- Cincinnati
WOFX- Radio- Cincinnati
WHSS-Radio- Hamilton
WMOH-Radio- Hamilton
WMUB-Radio- Oxford
WMSR-Radio- Oxford
WCNW-Radio-Fairfield
WPFB-Radio- Middletown
WLHS- Radio- West Chester

I. Introduction:

A. Purpose

- i) Outline communications procedures and capabilities that will be utilized by Butler County's responders in the event of an emergency in the county.

II. Situations and Assumptions

A. Situation

- i) Disasters affect the ability to communicate by damaging and overloading systems and equipment, overwhelming staff and creating conditions that prevent the expedient repair to existing communications

systems or transport of new equipment into the affected area. County-level communications are vital in order to protect life and property and restore the affected area to pre-disaster conditions.

ii) The BRICS office is located at 1810 Princeton Road, Hamilton, Ohio 45011.

iii) The county has an enhanced 9-1-1 system with 6 primary Public Safety Answering Points (PSAPS) and 3 secondary PSAPS. The 6 primary PSAPS receive all emergency calls while the 3 secondary PSAPS receive calls transferred to them. The locations of the 9 are listed below by the agency that operates them and for what jurisdictions they answer 9-1-1 calls:

Primary PSAPS:

- a) Butler County Sheriff's Office, 1810 Princeton Road, Hamilton, Ohio. *Fairfield, Hanover, Liberty, Madison, Milford, Morgan, Oxford, Reily, Ross, St. Clair, and Wayne Townships. Villages of Jacksonburg, Millville, New Miami, Seven Mile and Somerville.*
- b) City of Fairfield Police Department, 5230 Pleasant Ave, Fairfield, Ohio *City of Fairfield*
- c) City of Hamilton Police Department, 705 Hanover Street, Hamilton, Ohio *City of Hamilton*
- d) City of Middletown Police Department, One Donham Plaza, Middletown, Ohio *City of Middletown*
- e) City of Oxford Police Department, 11 S. Poplar Street, Oxford, Ohio *City of Oxford, Oxford Township & Village of College Corner within Butler County*
- f) West Chester Township Communications, 9113 Cinti-Dayton Road, West Chester, Ohio *West Chester Township*

Secondary PSAPS:

- a) Miami University Police Department, 4945 Trenton-Oxford Road, Oxford Ohio *Miami University exclusively*
- b) City of Monroe Police Department, 233 South Main Street, Monroe, Ohio *City of Monroe*
- c) City of Trenton Police Department, 11 East State Street, Trenton, Ohio *City of Trenton*

iv) The county has two-way radio, facsimile, and telephone capabilities with the Ohio EMA.

B. Assumptions

- i) Emergencies may require communications capabilities beyond the normal capacities of equipment of local government.
- ii) BRICS, as well as, Butler County RACES and ARES will have the equipment to support communication efforts during EOC operations.
- iii) Regular communications (i.e. cell phones) may be temporarily down during emergency situations.

III. Concept of Operations

A. General

- i) A representative from BRICS will respond to the scene to secure and make operable communications equipment and supplies necessary to carry out required emergency activities. A BRICS representative will also report to the Butler County EOC upon notification to coordinate activities on-scene. Support personnel will report to the EOC as necessary.

B. Notification of the Public

- i) The public will be notified of emergency events through specific systems set up by the BCEMA. These notifications and warnings of the public can be found in the Notifications and Warnings Annex of this operations plan.

C. Emergency Notifications of County Officials

- i) The EOC is staffed appropriately according to the degree of the disaster. When the decision to activate the EOC is made, notifications are made to all appropriate EOC representatives.
- ii) The 911 dispatcher receiving the initial report notifies:
 - a) Appropriate jurisdictional first responders (Fire, Police)
 - b) Butler County EMA Director
- iii) The BCEMA Director notifies (as necessary):
 - a) Butler County Administrator
 - b) Butler County Commissioners
 - c) RACES Officer
 - d) Butler County EMA Office Staff
 - e) Mayors of the villages within Butler County
 - f) All Township Trustees within Butler County
 - g) Butler County's Public Information Officer
 - h) American Red Cross
 - i) Ohio EMA

- j) Fire Chiefs
- k) Police Chiefs
- l) Butler County Engineer
- m) County Coroner
- n) County Health Commissioner
- o) County School Superintendents
- p) Media Outlets

- iv) County Commissioners notify:
 - a) Governor, if necessary

D. Digital 800MHz Radio System

- i) This radio system supports all 14 law enforcement agencies, 23 fire and EMS agencies, 9 dispatch centers, and 6 hospital emergency departments.
- ii) The radio towers for this system are designed to be sustainable during the severe weather experienced in the county– specifically, ice and wind. The entire system’s infrastructure is self-sustaining during emergencies when utility power becomes unavailable. Every component is powered by battery. The batteries, normally charged by utility power, are backed up by generator to provide long-term service in the absence of normal utilities.
- iii) Every radio on the Butler County system is provided channels to communicate with users of the Hamilton County, Cincinnati, Montgomery County, Warren County and State of Ohio radio systems. In addition, national mutual aid frequencies will allow for communication with anyone with a compatible and properly programmed radio.
- iv) In the event that the 800MHz Radio System goes down all Primary and Secondary PSAPS should refer to the BRICS website (<http://butlersheriff.org/radio/>) for emergency policies. These policies will also be on hand at the EOC ESF-2 desk.

E. State Communications System – MARCS

- i) MARCS has been described as the backbone of Ohio’s Homeland Security programs. It replaces outdated single-agency radio systems with a state of the art communications network, providing state and local emergency personnel with voice and data transmission of digital clarity, regardless of weather or terrain. These radios will work in vehicles or on foot.

F. Mitigation

- i) Develop an adequate communications system by procuring additional equipment, systems integration, and training communications operators.
- ii) Formulate plans for additional improvement to the communications system.
- iii) Coordinate communications capabilities with the surrounding jurisdictions
- iv) Develop radio repair capabilities under emergency conditions

G. Preparedness

- i) Develop and maintain SOPs for the EOC
- ii) Test and maintain communications equipment on a regular basis
- iii) Arrange training programs for all communications staff, volunteers and repair personnel
- iv) Continually identify potential sources of additional equipment and supplies

H. Response

- i) Activation of the EOC
- ii) Implementing emergency communications procedures
- iii) Activating backup communications capabilities as necessary
- iv) Utilize radio logs and EOC message forms for the recording of all incoming radio transmissions
- v) Ensure 24-hour communications capability for the duration of the emergency

I. Recovery

- i) Maintain emergency communications systems for the duration of the emergency

IV. Organization and Assignment of Responsibilities

A. Organization

i) During large-scale emergencies, communications personnel will coordinate response efforts and assist other agencies/departments to the extent possible with the provision of communications capabilities.

B. Assignment of Responsibilities

i) Radio Operators

- a. Radio operators, while operating their equipment in the EOC, will remain under direct control of their own agency/department/office or organization, but work under the direction of communications representative in the EOC
- b. Provide communications in an emergency
- c. Maintain EOC Communications Log
- d. Handle messages according to EOC Standard Operating Procedures

ii) Television Providers

- a. Assist in the dissemination of information
- b. Maintain all television operations within the county
- c. Provide restoration of services
- d. Provide information to the public as needed
- e. Coordinate with Butler County EOC

iii) Radio Providers

- a. Assist in the dissemination of information
- b. Maintain all radio operations within the county
- c. Provide restoration of services
- d. Provide information to the public as needed
- e. Coordinate with Butler County EOC

iv) Telephone Providers

- a. Assist in the dissemination of information
- b. Maintain all telephone operations within the county
- c. Provide restoration of services
- d. Provide information to the public as needed
- e. Coordinate with Butler County EOC

V. Direction and Control

A. The communications representative relocates to the EOC upon its activation. From this location, direction and control is provided over all communications activities within the county, while coordinating with other EOC representatives.

B. Field forces of each supporting agency with radio communications capabilities in the Emergency Communications Center report activities and current status of on-site operation to the EOC.

VI. Continuity of Government

A. Lines of succession for each department are according to the standard operating procedures established in each department.

VII. Administration and Logistics

A. All requested resources will be coordinated through the EOC

B. Resources will be managed through the EOC and in the IRIS database

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forwarded all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #3

Public Works

Primary Agencies: Butler County Water and Sewer

Support Agencies: Butler County Engineers Office
City Road Departments
Township Road Departments
City Sanitary and Public Works Departments
Township Public Works Departments
City of Hamilton Public Utilities
Dayton Power and Light
Duke Energy
Butler County Rural Electric Cooperative
Butler County Building Department
Public Utilities Commission of Ohio (PUCO)
Southwest Regional Water District
Butler County Solid Waste Management District
Ohio Department of Transportation (ODOT)

I. Introduction:

A. Purpose

- i) Outline duties and responsibilities of engineering, utility and public work segments of the county in the event of a major emergency.
- ii) Agencies included in ESF-3 may be involved in the following emergency activities that assist Local governments in response and recovery efforts.
 - a. Damage assessment
 - b. Provision of technical advice
 - c. Demolition and stabilization projects
 - d. Inspections
 - e. Evaluations
 - f. Contracting
 - g. Reconnaissance
 - h. Emergency repairs
 - i. Temporary and permanent construction
 - j. Debris removal
 - k. Public works/engineering emergency supply and services

II. Situations and Assumptions

A. Situation

- i) Disasters cause property damage to homes, public buildings and other facilities. Those structures may require reinforcement, demolition or isolation to insure safety. Public utilities may be partially or fully inoperable following disasters.
- ii) This plan is based on the concept that initial emergency management (response) will, to the maximum extent possible, be executed by appropriate local authorities. Mutual aid agreements between supporting organizations will be implemented as specified within written agreements and/or memoranda of understanding.
- iii) A variety of energy, public works and utility problems may be created as a result of an emergency including flooded/icy roads, debris interfering with response and recovery efforts, downed power lines, wastewater discharges, contaminated drinking water supply and ruptured underground storage tanks.

B. Assumptions

- i) All engineering and public works equipment and personnel would be available to cope with any anticipated disaster.
- ii) Without assistance, the engineering & public works departments may not have sufficient resources to cope with a disaster.
- iii) Local contractors have enough resources to backup engineering and public works recovery efforts in any foreseen disaster situation.
- iv) Rapid damage assessment of the disaster area will be necessary to determine potential workload.

III. Concept of Operations

A. Mitigation

- i) Train personnel in emergency procedures
- ii) Coordinate the identification of vulnerabilities in electric, gas, water, maintenance and disposal systems and develop remedies.
- iii) Develop mutual aid agreements with neighboring jurisdictions for engineering support.

iv) Coordinate the development and update maps of city streets, water and sewer lines and utility service areas.

v) Maintain and update listings of local private contractors who can provide support during emergencies. Acquaint them with emergency plans and procedures.

vi) Prepare and assist Butler County's EMA Director in updating the County's resource database, which identifies source, location and availability of earthmoving equipment, dump trucks, road graders, fuels, etc. that could be used to support disaster response and recovery.

vii) Participate in emergency exercises.

viii) Work with planning commission to ensure that new constructions do not increase hazard threat.

ix) Work with legislative bodies to improve building codes.

B. Preparedness

i) Ensure that debris removal equipment is in good repair and that barrier and road block materials are available.

ii) Ensure that storm sewers are in good repair.

iii) Review and update all utility and public works maps of jurisdiction.

iv) Coordinate the development prioritized listing for restoration of utilities.

v) Train response staff and volunteers to perform emergency functions.

vi) Maintain notification and recall rosters that include a communications system to implement call down for personnel assigned to response teams, dispatch points and the EOC.

C. Response

i) Provide Engineering, Utility, and Public Works representative to the EOC, who will advise decision makers and coordinate response efforts among departments and agencies.

ii) Coordinate the prioritization detection and repair of leaking gas lines.

iii) Restore utilities to critical and essential facilities.

- iv) Provide back-up electrical power to the EOC as requested by the Butler County Emergency Management representative.
- v) Coordinate with the Health Department for the provision of potable water.
- vi) Maintain communications between EOC and engineering, utility, and public works personnel at site.
- vii) Coordinate with water and sewer departments, the Health Department and the EPA to ensure the integrity of water supplies and sewage systems from the effects of hazardous materials.
- viii) Assist with the coordinate sanitation services throughout emergency.
- ix) Contact private contractors for additional assistance, as necessary (coordinate contractual obligation with Emergency Management representative)
- x) Support emergency communications until telephone service is restored.
- xi) Provide emergency repair of water and sewer systems. Assist in search and rescue operations, as directed.
- xii) Inspect emergency facilities, public shelters and reception centers before they are used by the public after an earthquake.

D. Recovery

- i) Support cleanup and recovery operations during disaster events.
- ii) Provide damage estimates as requested by the Butler County Emergency Management Director
- iii) Support decontamination activities.
- iv) Coordinate utility repair with public and private providers and the PUCO (Public Utilities Commission of Ohio)
- v) Coordinate the inspection, designation and demolition of hazardous structures with the Butler County Health Department and Butler County Department of Development
- vi) Drain flooded areas

IV. Organization and Assignment of Responsibilities

A. Organization

i) Butler County Water & Sewer

1) Butler County Water & Sewer will be the overall coordinator of public works functions in the event of a major emergency in the county.

ii) Butler County Engineers office

1) The engineer's office has a staff of 50 personnel that can be called out to a scene. If the emergency exceeds the engineers office capabilities or expertise, support agencies and private contractors will be contacted and employed.

iii) Cities

1) Cities located within Butler County have their own public works, engineering, and sanitary departments and are responsible for their own disaster planning and responses. As a part of the county-wide emergency management program they are committed to supporting the county when requested.

iv) Townships

1) Townships located within Butler County have their own road departments and are responsible for their own disaster planning and responses. As a part of the county-wide emergency management program they are committed to supporting the county when requested.

B. Assignment of Responsibilities

i) Butler County Water and Sewer

- a. Determine location and extent of any main breaks.
- b. Coordinate with other departments of any main breaks.
- c. Coordinate with utility companies for shutting down water lines and pumping out flooded areas.
- d. Coordinate utility start-up procedures with maintenance personnel and utility companies.
- e. Coordinate with fire and police officials for evacuation at the site

ii) Butler County Engineer's Office

- a. Coordinate to provide back-up electrical power to the Emergency Operations Center.
- b. Coordinate debris and garbage disposal operations.
- c. Coordinate damage assessment operations.
- d. Provide engineering services and advice.
- e. Assist with materials, supplies and equipment in decontamination operations.
- f. Store and provide limited fuel for emergency vehicles.
- g. Maintain contact with the Emergency Operations Center.
- h. Update county map.
- i. Clear debris in an emergency.
- j. Place barricades where necessary.
- k. Drain flooded areas.
- l. Participate in development and execution of emergency exercises.
- m. Coordinate the protection of the water supply and sewage system from the effects of hazardous material incidents.
- n. Coordinate with appropriate departments to inspect, designate, and demolish hazardous structures.

iii) City Road Departments

- a. Repair and maintain streets.
- b. Perform damage assessment.
- c. Clear debris in an emergency.
- d. Assist in decontamination work.
- e. Provide equipment and operators as needed.
- f. Drain flooded areas.
- g. Maintain contact with EOC.

iv) Township Road Departments

- a. Maintain and repair township roads.
- b. Clear debris in an emergency
- c. Provide equipment and operators as available.
- d. Assess damages.
- e. Maintain contact with Emergency Operations Center.

v) City Sanitation Departments

- a. Maintain scheduled pick-up service.
- b. Obtain additional equipment if needed for debris removal.
- c. Provide temporary sanitary facilities as necessary.

vi) County Electric companies

- a. Determine the extent of power failure and report information to the Emergency Management Agency.
- b. Provide emergency power at care facilities and individuals with emergency power needs.
- c. Prevent unauthorized entry at scenes
- d. Assist with fire prevention related to downed lines
- e. activate in-house emergency response actions
- f. Advise the EOC on whether or not to rely on alternate communications/warning systems until power is restored.
- g. Follow the prioritization list for restoration of service
- h. Coordinate shut-down and start-up procedures.

vii) County Gas companies

- a. Notify fire departments of ruptured lines
- b. Determine the extent of risk areas and coordinate with fire and law enforcement for evacuation
- c. Coordinate with utilities and fire departments in shutting down systems that present hazards
- d. Ensure that the scene is ventilated to disperse accumulation of natural gas.
- e. Coordinate utility start-up procedures.

viii) Southwest Regional Water District

- a. Ensure that all water distribution is maintained

ix) Butler County Solid Waste Management District

- a. Coordinate waste and debris disposal processes
- b. Identify adequate temporary landfill sites if needed

x) Ohio Department of Transportation (ODOT)

- a. Assist with the repair of damaged transportation routes
- b. Assist in the clearance of debris
- c. Assist with damage assessments
- d. Provide engineering support

V. Direction and Control

A. A representative's from Butler County Water & Sewer will relocate to the Emergency Operations Center during an emergency to advise decision makers and coordinate response efforts with utilities, municipal and village departments, state, federal, and volunteer organizations.

B. Internal resources of all operating departments are managed by internal SOPs

C. Each response organization communicates directly with its own field forces, and in turn keeps the EOC informed of appropriate information such as casualties, damage observations, evacuation status, radiation levels, chemical exposures, etc.

VI. Continuity of Government

A. Lines of succession for each department are according to the standard operating procedures established in each department.

VII. Administration and Logistics

A. Responders will coordinate with each other for the placement of work crews, supply lines, staging areas and emergency command centers.

B. All responding organizations will provide regular reports to the EOC Coordinator on their location, activities and status at the site.

C. Logistical support for the dispatch points, including food, water, emergency power, fuel and lighting will be provided internally by the organizations. Support will be given by the EOC when internal resources are exhausted.

VII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #4

Firefighting

Primary Agencies: Butler County Fire Chiefs Association
Emergency Medical Services Council (EMS)

Support Agencies: All County Fire Departments
Butler County Emergency Management Agency
Ohio Fire Chiefs Association

I. Introduction

A. Purpose

- i) Provide local support for the detection and suppression of fires resulting from, or occurring coincidentally with, an incident requiring a coordinated response for assistance

II. Situation and Assumptions

A. Situation

- i) Butler County is served by twenty-one (21) fire departments encompassing forty-eight (48) total fire stations.
- ii) County fire departments are made up of a network of both paid and volunteer firefighters
- iii) Mutual aid agreements exist among fire departments within the county, while some agreements exist with departments from surrounding counties.
- iv) If necessary, specialized local response organizations/teams may be called upon brought in to assist at an emergency scene. Examples of the operational expertise such teams could provide include, Incident Management, Search and Rescue, Hazardous Materials, Technical Rescue, Water Rescue and Emergency Medical Services.

B. Assumptions

- i) Existing fire personnel and equipment will be able to handle most emergencies through the use of existing mutual aid agreements.

ii) Fire departments utilize the Incident Command System (ICS) at the scene of a disaster. The management and coordination of all resources, personnel, equipment, procedures, and communications will take place through the ICS. The Incident Commander, or their representative, will report this information, and any updates or changes to appropriate local emergency operations centers.

ii) When local jurisdictions have exhausted all of their resources, the SOSINK region may make resources available, as well as the State.

III. Concept of Operations

A. General

i) During emergencies, fire/EMS departments may be called upon to perform the tasks that they perform in day-to-day operations as well as additional tasks. Operations will have to be coordinated with other emergency response organizations in addition to reporting activities to personnel with the Incident Command System.

ii) Each fire department in Butler County has standard operating procedures and training that addresses fire fighting practices, techniques, incident command and rescue for specific hazards.

iii) The following procedures are addressed by each fire department in Butler County in their organizational Standard Operating Procedures:

- Fire suppression
- Victim rescue
- Hot/Evacuation Area
- Warm/Safety Buffer zones
- Activating staging areas
- Confined space rescue
- Heavy equipment rescue
- River rescue

iv) Arrangements have been made which allow SOPs to expand to incorporate outside response and support organizations when local abilities are limited or exhausted. When necessary, incident command can be expanded to a unified command structure which provides a coordinated management team for multi-jurisdictional and/or multi-agency incidents.

v) Incident Command will provide an initial damage assessment to the Butler County Emergency Management Agency and also use the information to make protective action decisions and establish response priorities.

vi) Incident command will constantly monitor the emergency scene in order to apply the most effective response and recovery efforts.

B. Mitigation

i) Assessing areas most vulnerable to fires and determining if present regulations address hazards.

ii) Reviewing, upgrading, and enforcing fire codes.

iii) Presenting fire safety programs

iv) Ensuring that all new construction conforms to fire codes

C. Preparedness

i) Negotiating, coordinating, and preparing mutual-aid agreements.

ii) Training response staff and volunteers to perform emergency functions

iii) Developing a communications SOP in cooperation with the BRICS for interaction with the EOC during an emergency.

iv) Developing a listing of available equipment for county-wide response

v) Developing SOPs for incident command, including coordination among the incident command, the EOC and other response forces.

vi) Developing and participating in emergency preparedness exercises.

D. Response

i) Establish Incident Command System

ii) Assist in the dissemination of warnings to the public

iii) Direct and/or support emergency search and rescue operations

iv) Deploy equipment and personnel to sites in the greatest need during an emergency

v) Provide fire protection in public shelters

vi) Assign a fire and rescue representative to the active EOC

- vii) Establish on-going radio communications between the EOC and the Incident Command Post
- viii) Develop a prioritized listing for response in county-wide disasters
- ix) Activate the necessary mutual aid
- x) Designate specific staging areas for equipment and personnel
- xi) Provide support for decontamination operations
- xii) Alert all emergency services to the dangers associated with hazardous materials and fire during emergency operations.
- xiii) Assist EMS units in providing emergency medical care and transportation during emergencies.

E. Recovery

- i) Support cleanup and recovery operations
- ii) Designate and maintain decontamination locations
- iii) Identify and contain potential fire hazards, such as damaged gas lines and down power lines.
- iv) Replace or repair damaged and expended equipment
- v) Compile a record of events.
- vi) Review laws, plans, and SOPs utilized during the emergency and recommend changes to the initiating authority.
- vii) Monitor demolition operations

IV. Organization and Assignment of Responsibilities

A. Butler County Fire Chiefs Association

- i) Coordinate all fire service activities with other emergency response organizations at the scene and within an activated EOC.

B. First Fire Department on the Scene/On-Scene Commander

- i) Activate the incident command system

- ii) Direct firefighting and rescue operations
- iii) Prioritize the assignment of personnel and equipment to emergency sites.
- iv) Establish and maintain ongoing communications with the Butler County EOC
- v) Supply initial damage assessments reports to EOC as requested

C. EMS Council

- i) Coordinate all EMS activities with other emergency response organizations at the scene and within an activated EOC.

C. Other Surrounding Fire Jurisdictions

- i) Support the Incident Command System as required.
- ii) Support firefighting and rescue operations
- iii) Prioritize the assignment to personnel and equipment to emergency sites.

D. Butler County Emergency Management Agency

- i) Support firefighting and rescue operations through EOC activation, coordination of local assistance, and requests for state and federal assistance as needed.

E. Ohio Fire Chiefs Association

- i) Provide support and guidance during as needed

V. Direction and Control

A. The fire and rescue representative coordinates county-wide fire service efforts from the Butler County EOC. Fire service organizations are responsible for operations within their respective jurisdictions. Routine operations are handled by SOPs. State and federal support will be requested by the IC through the EOC.

VI. Continuity of Government

A. The IC designates the fire and rescue representative and his/her successors at the initiation of an emergency requiring the activation of the EOC.

VII. Administration and Logistics

A. Mutual-aid agreements are kept on file by all respective fire jurisdictions. Mutual-aid is activated in accordance with procedures set down in the agreements among the fire and rescue organizations.

B. Each fire service organization in Butler County maintains up-to-date internal personnel notification and recall rosters, including communications to implement call personnel assigned to the EOC and response teams.

C. SOPs written by each department include specific methods for assigning personnel during an emergency, and detail assigned responsibilities that support this plan.

D. Each fire and rescue organization provides necessary support to its response personnel for food, water, fuel, and emergency power. Requests and support for necessary items may be coordinated through the EOC.

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forwarded all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #5

Emergency Management

Primary Agency: Butler County Emergency Management Office

Support Agencies: Ohio Emergency Management Agency (OEMA)
Federal Emergency Management Agency (FEMA)

I. Introduction:

A. Purpose

i) Establish a standardized method for the chief executives and key personnel to respond and recover from the threat and/or occurrence of a disaster and to provide county-wide information and guidance to each Butler County jurisdiction and its residents.

II. Situations and Assumptions

A. Situation

i) Butler County has designated an Emergency Operations Center (EOC) located at 1810 Princeton Road, Hamilton, Ohio 45110. This will serve as the primary EOC for the county.

ii) An alternate EOC will be located at 315 High Street, Hamilton, Ohio 45011, Suite 670.

iii) The EOC is established for the purpose of providing centralized direction and control for local government emergency operations. The Primary EOC is also used as needed by the Emergency Management Agency staff for training and meeting purposes.

iv) Mutual aid for the support of direction and control functions is addressed by agreements between the Butler County Emergency Management Agency Directors and Emergency Management Directors in the SOSINK region.

v) In the event the alternate EOC is activated, direction and control authority will be transferred to that location and response

personnel will be notified of the change. EOC representatives will transport themselves to the alternate EOC or they will be transported by emergency vehicles if circumstances make this necessary.

vi) The operational capability of the primary and alternate EOCs includes, but is not limited to: radio & telephone communications, emergency power generators, fuel and fuel supplies, lavatories, limited kitchen facilities and other support materials.

B. Assumptions

i) The Primary EOC or the alternate EOC will be activated and deactivated at the order of the Butler County Emergency Management Agency Director and/or Butler County EMA Executive Board upon the occurrence or threat of an occurrence of a major disaster or emergency.

ii) Butler County's Primary EOC is adequate for coordinating county-wide emergency operations.

iii) Sufficient procedures have been developed to direct and control disaster operations.

iv) Upon its activation, the EOC, in coordination with the Incident Command Center (or Command Post) at the site, will be the point of contact for all operating responders both within and without the county.

v) Emergency Operations for all levels of government will be carried out according to plans and standard operating procedures.

III. Concept of Operations

A. General

i) The EOC is the central point for coordinating the operational, logistical and administrative support needs of the response personnel at the disaster site. Within the EOC, local decision makers direct and coordinate the emergency activities. The EOC staff gathers and disseminates situation reports and information for the local decision makers and other units of local, state and federal governments. Through this process, resources can be utilized without duplication of effort and operations can be more efficient. The EOC is the central coordinating point for obtaining, analyzing, evaluating, reporting and recording disaster-related information.

ii) The decision to activate the primary EOC, or transfer operations to an alternate EOC, is made by the Butler County EMA Director in unison with the Butler County EMA Executive Board.

iii) Executive heads of local departments are responsible for conducting emergency functions assigned by the chief executive. They will determine the number of persons necessary to carry out emergency operations in the EOC.

iv) Internal EOC operational procedures will be the responsibility of the Emergency Management Agency Director.

v) When the Primary EOC is not activated, an Incident Command Post established at or near the scene will be used to provide direction and control for the emergency or disaster operations.

B. Mitigation

i) An Emergency Operations Center with an Emergency Management Director

ii) A complete hazard analysis and identification for the county.

iii) Upgrading of communications capabilities.

iv) Development of EOC training programs.

C. Preparedness

i) Prepare plans and operating procedures for the EOC, including support materials such as displays, message forms, record and report forms, etc.

ii) Conduct exercises to test the readiness capabilities of the EOC and provide experience in EOC operations to responders.

iii) Train EOC personnel on the use of all internal forms and procedures.

iv) Reviewing and update Butler County resource manual along with the IRIS database.

v) Determine internal staffing needs and designate personnel to fulfill EOC staffing requirements.

vi) Regularly testing equipment, including generators.

vii) Preparing EOC information packets.

D. Response

- i) Activation of the EOC as required
 - a. Alerting EOC representatives
 - b. Checking equipment and supplies
 - c. Distributing EOC Information packets
- ii) Coordinate all EOC operations.
- iii) Establish contact with the State EOC, neighboring counties, and other jurisdictions as necessary.
- iv) Hold staff briefings for all EOC representatives.
- v) Provide security for the EOC.
- vi) Provide bedding, washroom facilities, food and other necessities to the EOC representatives and staff.
- vii) Should the situation exceed the capability of the county and its political subdivisions, a request to the Governor through the Ohio Emergency Management Agency (OEMA) to declare a state of emergency will be made and the specific types of assistance required will be identified.

E. Recovery

- i) Hold initial meeting to determine recovery needs.
- ii) Make assignments for each recovery function.
- iii) Prepare damage assessment reports.
- iv) Request and apply for disaster assistance as necessary.
- v) Critique operations.
- vi) Return EOCs to pre-emergency conditions.

IV. Organization and Assignment of Responsibilities

A. Organization

- i) The activated Butler County EOC is organized into four groups;

Executive, Communications, Operations and Administrative.

a. The Executive Group consists of the Butler County Emergency Management Executive Board, Emergency Management Agency Director, Butler County Commissioners, and participating mayors or other elected officials of affected jurisdictions. Responsibilities of this group include: *policy development coordination of EOC operations and coordination with the Incident Command.*

b. The Communications Group consists of the BRICS communications officers, radio operators from supporting agencies, RACES members, ARES members, and CB operators. Responsibilities of this group include: *radio and telephone communications between field forces and the EOC, other jurisdictions and the State EOC.*

c. The Operations Group consists of an Emergency Operations Manager/Director and department/agency heads or their representatives who will coordinate the implementation of assigned emergency support functions.

d. The Administrative Group consists of the administrative officer, message runners, typists, loggers and other EOC support staff.

B. Responsibilities

i) Butler County Emergency Management Agency Staff

- a. Staff and operate the EOC
- b. Provide support personnel and services.
- c. Coordinate response and recovery activities.
- d. Begin and maintain a significant events log recording all significant emergency events, request for assistance, and casualty information, and property damage, size of affected area, evacuations, sheltering activities, and health concerns.
- e. Provide copies of the latest available significant events log to EOC representatives on a regular basis and as updated.

ii) Chief Executive(s) of Affected Jurisdictions

- a. Formulate, review and approve policy and operational guidelines affecting their jurisdictions;
- b. As necessary, appropriate and authorize expenditure of funds, approve contracts and authorize distribution of equipment, materials, and supplies for disaster purposes.
- c. Coordinate information given to the public via the Public Information Officer;

- d. Coordinate with Butler County Emergency Management Agency throughout the course of the disaster/emergency for status reports and assistance;
- e. Maintain liaison and coordination with elected officials from political subdivisions that are included within this plan for the use of personnel and equipment in responding to the disaster;
- f. Issue a proclamation declaring an emergency or disaster;
- g. Request a disaster or emergency declaration from the Governor;
- h. Assign and make available for duty the employees, property or equipment of the county or political jurisdiction;
- i. Provide for the health and safety of persons and property, including emergency assistance to victims of the disaster;
- j. Assist the Butler County Emergency Management Director with damage assessment documentation; Coordinate with the Board of Commissioners for their affirmative approval of disaster relief actions;
- k. Authorize that protective action guidelines be implemented based on recommendations from regulating agencies.

iii) Butler County Emergency Management Director

- a. Maintain EOC in a constant state of readiness;
- b. Provide a timely activation and recall of key officials and EOC staff;
- c. Open, manage and coordinate activities within the Primary and Alternate Emergency Operations Centers;
- d. At the direction of the Chief Executives, forward a disaster declaration request to the State for assistance;
- e. Conduct EOC staff briefings at least hourly;
- f. Forward Initial Disaster Reports and damage and injury assessment information to the State. Insure that the damage assessment reports are compiled;(See Recovery Function Annex, Damage Assessment)
- g. Insure that all available information is supplied to the Emergency Operations Center staff. Maps, status boards, etc. will be in position at all times providing for the collection and display of operational information in the EOC;
- h. Maintain liaison and coordination with the State, adjacent jurisdictions and local municipalities that are included within the scope of emergency management for Butler County;
- i. Insure that security is provided for the EOC facility;
- j. Coordinate the logistical aspects of the EOC operation. Auxiliary power is provided. Food will have to be provided at the time of activation. Logistical support for food, water, lighting, fuel, etc. to support the EOC staff and personnel.
- k. Insure that Standard Operating Procedures of each agency/department are retained in the EOC as well as a complete

inventory of current county resources;

l. Insure that mutual aid and other written agreements with voluntary organizations and other Federal, State, and local organizations are on file and will be maintained, reviewed and updated.

m. Advise senior decision makers on the emergency situation and recommend actions to protect the public.

n. Assure that the EOC operations are coordinated among all responding organizations.

iv) Municipal Chief Executives

a. Coordinate with Incident Command/EOC for evacuation.

b. Coordinate the actions of all municipal disaster relief forces in conjunction with the information and coordination received through the County Emergency Operations Center.

c. If the disaster occurs solely within the confines of the municipality and the Chief Executive Officer deems it beyond the control of the municipality, he/she may request State assistance or a declaration of a state of disaster through the county.

v) Ohio Emergency Management Agency

a. Support ongoing emergency management efforts by providing resources and other necessary items

vi) Federal Emergency Management Agency

a. Support ongoing emergency management efforts by providing resources and other necessary items

V. Direction and Control

A. Incident Command/EOC Coordination

i) Incident Command will be established at the site of the emergency by the organization having jurisdiction at the scene. The Incident Commander is the highest-ranking official of the organization having jurisdiction at the site. The Incident Commander is responsible for appointing a Coordinator who will act as liaison between the EOC and the Incident Command Center or Command Post.

ii) The Incident Commander will establish and identify the on-scene command post.

iii) When the incident requires activation of the Emergency Operations Center (EOC), direction and control will be through the combined capability of the EOC and the Incident Command Post. The exchange

of critical information between facilities such as requests for support and key decisions will enable first response efforts and support operations to be synchronized.

iv) The EOC will be the contact point to request and receive additional resources (Federal, State).

v) Incident Command will relay regular reports to the Fire and/or Law Enforcement Coordinators at the EOC. The coordinators will provide regular reports to the Executive Group in the EOC and material and personnel support for responders.

vi) The ICS has considerable internal flexibility and can grow or shrink to meet different needs. The organization of ICS is built around the following five major management activities all or part of which may be activated by the Incident Commander.

- a. Command: sets objectives and priorities and has overall responsibility at the site of the incident or event.
- b. Operations: conducts and develops tactical objectives and directs resources.
- c. Planning: develops the Action Plan to accomplish the objectives, collects and evaluates information and maintains the status of resources.
- d. Logistics: provides support to meet incident needs and provides resources and all other services needed to support the incident.
- e. Finance and Administration: monitors costs related to the incident, provides accounting, procurement, time recording and cost analysis.
- f. Safety: provides briefings on known incident hazards, develops accountability measures for on-scene personnel, manages overall on-scene safety.

vii) The ultimate responsibility for the safety of all individuals at an emergency scene rests with the IC. The IC must be aware of the status of operations and be prepared to alter, suspend, or terminate those operations that are identified as unsafe or dangerous.

B. The Executive Group in the activated EOC will coordinate with the highest elected officials of the affected jurisdictions and with the Incident Commander in order to provide direction and control during an emergency or disaster.

C. The EOC will ordinarily be fully activated and Executive Group will assume control of emergency operations during any emergency situation of such magnitude as to require widespread mobilization of elements of local government other than those principally involved in emergency services on

a day-to-day basis.

D. The county's Emergency Management Agency Director will coordinate EOC operations including notification of EOC representatives, conducting briefings for staff and key officials, and maintaining contact with the Ohio Emergency Management Agency and neighboring counties. Upon the arrival of state and federal officials, coordination with these officials will take place within the county EOC.

E. The Executive Group will coordinate with the Incident Commander for direction and control, approve all public information releases, direct protective actions, approve emergency expenditures and request a disaster declaration from the Governor.

F. State and/or Federal Officials arriving at the site of the emergency or at the County EOC will assume direction and control activities *only at the request of local executives and the Incident Commander.*

VII. Continuity of Government

A. Succession of Command

- i) Each staff member shall be responsible for notifying his/her replacement in the line of succession.
- ii) EOC staffing on a 24-hour-a-day basis will be accomplished in two shifts consisting of 12 hours each. Not all positions will require 24-hour-a-day coverage.
- iii) Organizations supplying response personnel will include their SOPs pertaining specific emergency authorities that may be assumed by designated successors during emergencies.

B. Preservation of important records and measures to ensure continued operation and reconstitution is necessary for local government during and after catastrophic disasters or national security emergencies. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official (i.e., City Clerk, Auditor) be protected and preserved in accordance with applicable state and local laws(i.e., ordinances, resolutions, minutes of meetings, land deeds, and tax records).

VIII. Administration and Logistics

A. EOC Forms & Records

- i) Message forms will be used to record all information coming into the EOC via telephone or radio.
- ii) Each individual sending and/or receiving messages will maintain an individual message log recording every message sent or received.
- iii) Messages will then be transmitted via a message runner to the master message logger who will record every message on the master message log.
- iv) The message will then be transmitted via a message runner to the appropriate work station for action and information.
- v) The Initial Disaster Report will be completed as soon as possible after the emergency and the information transmitted to the Ohio Emergency Management Agency.

B. During the operation of the EOC, the staff shall

- i) Manage the county governmental resources and determine where each will be used and assigned, implementing resource controls.
- ii) Protect resources such as personal equipment during disaster situations and equipment during disaster situations.
- iii) Provide for the identification and use of resources for special or critical facilities, including radiological laboratories.
- iv) Maintain accurate and adequate records to document any costs that may be incurred from public/private sources and those that were used in responding to, or recovering from any day-to-day operations.
- v) Retain all records and reports until all operations are completed and the obligations and accounts have been closed.
- vi) Provide operational and logistical support needs of response personnel directed by, but not located in the EOC or Alternate EOCs.

C. Disaster Effects Reporting and Acknowledgement/Authentication of Information Received in the EOC.

- i) When reports of damages or injuries are received in the EOC or at an emergency services dispatch point, emergency response personnel (e.g., fire and rescue, law enforcement etc.) will be deployed to the site to verify reports and provide assistance.
- ii) Radio and Telephone Communications personnel acknowledge and

authenticate reports by recording incoming information on message forms and logging each message on a log sheet.

iii) When information received is unclear or questionable, the original transmitter of such information will be contacted by radio or telephone for clarification of the information.

D. EOC Security

i) The EOC is a secure facility that requires specific access cards to enter

ii) All individuals requiring access to the EOC will be required to enter through designated entrances.

iii) All individuals requiring access to the EOC will be required to use an access card to enter the EOC. If a person is requested to enter the EOC but does not have an access card, the EOC Manager/Director must first clear that person before he/she can enter the facility.

iv) Each authorized person entering the EOC must sign the registration log to maintain a record of who is in the EOC at all times.

v) Media representatives and other visitors will only be allowed access to the EOC upon the approval of Emergency Management Agency Director.

vi) Each EOC staff participant will be requested to sign-out on the registration log and record an emergency call-back telephone number to insure their expeditious recall to the EOC in the event conditions worsen, or to resume their shift to relief their replacements.

vii) If needed, law enforcement agencies will be contacted to provide additional security to the EOC.

E. Fiscal Procedures and Administration Authorities

i) Fiscal procedures followed during emergency operations are the vouch system, the same as is utilized on a day-to-day basis for routine business.

ii) Vouchers must be approved by the County Administrator, the County Director of the Office of Management and Budget, or the Butler County Commissioners.

F. Alternate EOC

i) In the event of the primary EOC is not functional because of damage, inaccessibility or evacuation, the alternate EOCs will be activated. The established activation, manning, and staffing procedures developed for the operation of the primary EOC will be utilized.

ii) The alternate EOC, will contain sufficient area for the executive, operations, communications, and administrative groups to function. Maps and display equipment can be relocated from the primary EOC, if necessary.

iii) The alternate EOC normally serve as multi-use local government centers. Communication needs must be supplemented through the installation of additional equipment at the time of the alternate EOC activation. Cellular phones, portable and mobile radios, owned by government & private sources may be utilized.

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Director is responsible for ensuring that necessary changes and revisions to this ESF are prepared, coordinated, published, and distributed. Deficiencies identified through drills, exercises, actual emergencies and changes in government structure and emergency organizations will be addressed by the Butler County Emergency Management Director. The EMA director will forward all revisions of this ESF to affected organizations.

Butler County Emergency Operations Plan

Emergency Support Function #6

Mass Care

Primary Agency: Cincinnati Regional Chapter of the American Red Cross (ARC)

Support Agencies: Butler County Emergency Management Agency
Butler County Salvation Army
Butler County Area Schools

I. Introduction:

A. Purpose

- i) Coordinate the delivery of mass care, and human services throughout Butler County in an emergency or disaster event.

II. Situations and Assumptions

A. Situation

- i) Differing types of emergencies require activation of the shelter/mass care organization
- ii) The sheltering, feeding, and meeting of individuals' personal needs during various types of emergencies might require more personnel and resources than available on a normal basis.
- iii) Butler County has been designated as a host county, which allows at-risk populations to be relocated to our county for sheltering.
- iv) The Cincinnati Regional Chapter of the American Red Cross will respond first to cases of mass care in an emergency situation.
- v) The ARC maintains agreements with a number of other service organizations to assist them when needed.

B. Assumptions

- i) Most evacuees will seek shelter with friends or relatives rather than use established shelters.

ii) The ARC has estimated that 18 to 20 percent of an evacuating population would need some type of mass care.

iii) When sheltering outside-county evacuees, officials of the evacuated risk area will assist with providing supplies.

III. Concept of Operations

A. General

i) Ultimate responsibility for sheltering evacuated individuals rests with local government.

ii) ARC officials are responsible for organizing shelter services in coordination with the Butler County EMA

iii) Nationally, ARC has been designated the agency for coordinating shelters and other mass care facilities.

iv) Shelter officials will coordinate with EOC officials in order to provide protective actions necessary to limit the exposure of sheltered residents to hazardous materials and other harmful contaminants while in the shelters.

v) Other agencies in the county such as the Salvation Army, area schools, etc. may also assist in sheltering operations.

B. Notification of the General Public

i) When people are advised to evacuate, instructions on appropriate reception centers and/or shelter/mass care feeding facilities will be disseminated by the County EMA through:

a) Emergency public information broadcasts over local radio/TV stations, and the National Weather Service Radio.

b) Door-to-door notification by emergency services personnel working in the area to be evacuated.

c) Neighborhood-by-neighborhood announcements from emergency vehicles with public address systems.

C. Reception Centers

i) The purpose of a reception center is to register evacuees and assign them to specific shelter/mass feeding locations.

ii) Upon arrival at the centers, occupants will;

a) Be monitored for contamination if radiological hazardous materials are involved in the incident. If the vehicle and/or

occupants are found to be contaminated they will be directed to the nearest decontamination point.

b) Complete Red Cross registration form and be directed to assigned shelter/mass feeding locations.

iii) The Red Cross provides management staff for reception centers, mass feeding facilities and shelters.

iv) Pertinent evacuee information will be provided to evacuees from the Public Information Officer through the Red Cross.

D. Designation of Shelters

i) In peacetime shelters will be designated by the Red Cross using facilities for which signed agreements are on file within the Red Cross.

a. Specific shelters have been designated.

b. Evacuees will be assigned to shelters by the American Red Cross based upon the safe location of the structure and the living facilities available at the shelter.

c. Evacuees with access to recreational vehicles will, whenever possible, be accommodated at campground facilities within the area.

d. Shelters nearest but external to the hazard area will be reserved for housing essential workers and their families.

ii) The National Shelter System (NSS) is a database that contains information for over 56,000 potential shelter facilities. In case of a disaster, this database will allow for the location, managing agency, capacity, current population, and other relevant information pertaining to shelters.

iii) In the event of a nuclear attack situation, shelters offering protection from radiological fallout will be designated by the County EMA office.

a. In the event that the above mentioned shelters should prove to be insufficient to house the required number of evacuees, upgradeable facilities identified in the NSS will be designated.

b. In the event that shelters providing protection from radiological fallout would prove to be inadequate, instructions on the development of expedient fallout shelters will be provided to the general public through all available media outlets.

iii) Administrators of hospitals, mental health facilities, nursing homes and similar special needs organizations, to include local law enforcement agencies will cooperate with the County EMA in designating alternate safe locations if evacuation and sheltering is necessary.

E. Mass Feeding

i) The American Red Cross is primarily responsible for mass feeding operations. ARC regulations and procedures entitled Disaster Operations Regulations will govern mass feeding operations.

F. Crisis Marking of Shelters

i) Upon shelter activation, signs will be displayed by ARC employees outside the shelters for easy identification by evacuees.

G. Crisis Shelter Stocking

i) Additional bedding and some food supplies may be on hand at local schools and churches. There are two shelter trailers housed at the county Engineer's office. Additional shelter supplies can be requested from the Cincinnati Regional Chapter.

ii) In the event of a nuclear attack relocation, each relocating family from the risk area will be instructed to bring sufficient bedding and clothes for the immediate family, special medicines, and food for at least the first three days.

iii) The risk area will share the responsibility for resource supply when requirements in host areas exceed capabilities.

H. Radiological Instrument Kits

i) Radiological monitoring kits are available at the Butler County EMA office as well at each fire station to maintain contamination-free shelters in the event of a nuclear incident.

I. Mitigation

i) Identify areas that may require evacuation

ii) Determine hazard vulnerabilities of the county

iii) Discourage development, particularly residential, in flood plains and other hazardous areas.

iv) Develop emergency public information messages for areas where the risk population and the evacuation routes can be predetermined.

v) Prepare and execute agreements with building owners to guarantee access to facilities during emergencies.

vi) Task individuals in police, fire and the sheriff's department and elected officials in municipal and county governments to develop SOPs detailing their assigned responsibilities in the event of an emergency evacuation to include development of prisoner evacuation SOPs.

vii) Include procedures for evacuation assistance in mutual-aid agreements.

viii) Develop a public information program to make citizens aware of availability and locations of shelters.

J. Preparedness

i) Yearly updates of shelter resource lists

ii) Notification of and coordination with agencies and organizations identified in Shelter/Mass Care list about possible need for services and facilities.

iii) Preparation of plans and SOPs for shelters.

iv) Preparation of Shelter Management Kits.

v) Provision of training for managers, staffs and radiological personnel for shelters.

vi) Identify special needs population groups (handicapped, senior citizens, daycare centers, different language populations) who may require special assistance during evacuation. Advise fire and rescue forces to maintain files of the special needs groups in their jurisdictions.

K. Response

i) Evaluate the need for an evacuation and coordinate with the appropriate officials in the affected jurisdiction if time is sufficient.

ii) Notify hospitals, nursing homes, schools, day care centers, retirement communities and other special needs facilities to activate emergency plans/SOPs and assist them as needed.

iii) Notify law enforcement organizations in affected areas to activate emergency SOPs and evacuate prisoners.

iv) Systematically notify residents in affected area to assure notification. List addresses notified and mark homes with chalk or tape to prevent duplication of efforts.'

- v) Provide traffic control for evacuating population.
- vi) Provide crowd control at the site.
- vii) Provide public information for evacuees.
- viii) Maintain liaison with EOC representatives by radio from the Incident Command Center at the scene.
- ix) Coordinate with Emergency Medical Services (EMS) for medical, transportation and related support for the handicapped and elderly during the evacuation emergency.
- x) Notify School Superintendents and/or bus company official of additional vehicle needs and routes
- xi) Selection of shelters in accordance with:
 - a. Hazard vulnerability considerations.
 - b. Locations in relation to evacuation routes.
 - c. Services available in facilities.
- xii) Coordinate with EOC staff to insure that:
 - a. Communications are established.
 - b. Routes to shelters are marked.
 - c. Appropriate traffic control systems are established.
- xiii) Distribution of Shelter Kits and supplies as necessary.
- xiv) Display shelter identification signs at shelter locations.
- xv) Make public announcements about shelter availability and locations through PIO.
- xvi) Maintain records of financial expenditures and shelter supply use.
- xvii) If necessary, coordinate with EOC for radiological support of shelters.

L. Recovery

- i) Keep shelters operational as long as necessary.
- ii) Arrange for return of evacuees to home.
- iii) Deactivate unnecessary shelters.

- iv) Clean and return shelters to original condition.
- v) Define the need for more shelters and supplies. Exhausted supplies should be replaced.
- vi) Monitor area in cooperation with other response organizations and review findings in order to determine when the environment is safe. Ensure that any hazardous material plume has sufficiently dissipated.
- vii) Coordinate the order to return with chief executive officers of the affected jurisdiction. Designate return routes and provide appropriate public information to evacuees.
- viii) Maintain listing of expended resources and man hours.

IV. Organization and Assignments of Responsibilities

A. Organization

- i) The Shelter/Mass Care representative will relocate to the EOC upon its activation. All aspects of activating, staffing and running shelters will be coordinated through this individual.

B. Responsibilities

- i) Shelter/Mass Care representative
 - a. Appoint Shelter Managers.
 - b. Review shelter listings annually.
 - c. Ensure training of shelter managers (State EMA Operations and Training can provide assistance).
 - d. Review supply procedures for shelters.
 - e. Establish public information and education programs in conjunction with ARC.
 - f. Activate and deactivate shelters, as needed.
 - g. Provide communication capabilities.
 - h. Arrange with local health, mental health, and social service agencies to provide support personnel.
 - i. Develop a policy concerning pet care at shelter facilities.
 - j. Designate support staff as needed.
 - k. Develop/review plans for Shelter/Mass Care, to include tracking procedures.
- ii) American Red Cross
 - a. Identify shelter sites.
 - b. Arrange for public/private sector organizations to staff shelters.
 - c. Activate/staff/stock shelters.

- d. Provide shelter marking signs.
- e. Coordinate shelter use.
- f. Manage reception and care teams.
- g. Provide for mass feeding.
- h. Coordinate with applicable agencies/departments to provide support services.
 - 1. Counseling.
 - 2. Health and medical attention.
 - 3. Supplies and resources.
- i. Provide mobile canteen services.
- j. Work with County EMA in the development of public education/information groups regarding sheltering/mass care.
- k. Provide first aid/nursing services for sheltered individuals.
- l. Conduct blood donor/blood mobile programs.

iii) Shelter Managers

- a. Staff and operate shelters.
- b. Provide individual and family support services at shelter sites.
- c. Develop registration, tracking and inquiry procedures.

iv) Salvation Army

- a. Assist the ARC in the provision of staff to operate shelters.
- b. Provide mobile canteen services for disaster victims/emergency workers.
- c. Provide emergency clothing to victims.
- d. Provide disaster counseling to victims.

v) Butler County Emergency Management

- a. Arrange for training of radiological monitors for shelters.
- b. Assist the ARC in the development of public information and education programs regarding sheltering/mass care.

vi) Butler County Area Schools

- a. Provide buses for evacuation, as requested by the EOC/Incident Commander.
- b. Assist Red Cross in establishing reception centers.
- c. Provide listing of private transportation resources.

V. Direction and Control

A. During the mitigation and preparedness phases, the Butler County EMA is responsible for initiating the shelter plan development with the Red Cross.

B. The American Red Cross organizes shelter activities, and determines the extent of assistance needed from other governmental and non-profit organizations. \

VI. Continuity of Government

A. The line of succession for the Shelter/Mass Care representative

- a. Emergency Services Director of the Cincinnati Regional Chapter of the American Red Cross
- b. Disaster Coordinator of the Butler County Office of the Cincinnati Regional Chapter of the American Red Cross

VII. Administration and Logistics

A. All training will be arranged by the Emergency Management Agency in cooperation with the Red Cross.

B. Material support will be planned for by the Emergency Management and the Shelter/Mass Care representative.

C. The Cincinnati Regional Chapter of the American Red Cross maintains updated records on food and water supplies, sanitary facilities, and related shelter supplies within the region. Butler County Emergency Management Agency maintains updated records of supplies specifically within Butler County.

D. The Cincinnati Regional Chapter of the American Red Cross communications chairman maintains plans for fixed and mobile radio communications between shelters and the ARC headquarters.

E. Shelter managers develop SOPs for their shelters, with the shelter/mass care representative final approval, and complete shelter inventory forms and logs.

VIII. Plan Development and Maintenance

A. Sheltering

i) The Shelter/Mass Care representative is responsible for reviewing this ESF and submitting new/updated information to the County Emergency Management Director with all necessary changes and revisions. Changes will be made when deficiencies are identified through drills, exercises, and actual occurrences.

ii) All involved agencies (Red Cross, Salvation Army, Area Schools) are responsible for developing and maintaining departmental SOPs, mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers and resource inventories.

IX. Authorities

A. American Red Cross

- i. Public Law 4, January 5, 1905
- ii. Public Law 93-288, The Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended.
- iii. Statement of Understanding between the Federal Emergency Management Agency and the American National Red Cross, October 22, 2010.
- iv. Statement of Understanding between the State of Ohio and the American National Red Cross, March, 1983.
- v. Red Cross Emergency Management Regulations and Procedures are specified in the Series 3000 Disaster Manual.

B. Salvation Army

- i. Charter of May 12, 1899 (Amended April 26, 1957)
- ii. Statement of Understanding between the Salvation Army and the American National Red Cross, October 18, 1984.

Butler County Emergency Operations Plan

Emergency Support Function #7

Logistics Management and Resource Support

Primary Agency: Butler County Emergency Management Agency

Support Agencies: Butler County Geographic Information Services (GIS)
Butler County American Red Cross
SOSINK Region
State of Ohio Emergency Management Agency

I. Introduction:

A. Purpose

- i. Provide for prompt and effective acquisition, distribution, and use of personnel and material resources for essential purposes in the event of an emergency or disaster.

II. Situations and Assumptions

A. Situation

- i) Considering the overwhelming demands placed on local government in developing and executing a response to a major disaster, complete and detailed identification as well as effective utilization of available resources is paramount. Local government seldom, if ever, possesses the necessary resources to handle a major disaster, thus resource management becomes one of the limiting factors in the effective response by local agencies.
- ii) Essential services, supplies, material and equipment likely to be needed in emergency operations will vary with the type and magnitude of the disaster, geographic location, time of year, and any number of variables. Emergency resource management planning must take all factors into consideration, developing a capability for the worst case scenario.
- iii) Emergency response and recovery often create overwhelming resources requirements that are beyond the capabilities of the jurisdiction.
- iv) State and federal agencies have resources available for use by local jurisdictions, however specific procedures have been established to access these resources.

B. Assumptions

- i) Local government owned and controlled resources typically can handle most emergency situations within the county.
- ii) State and local codes provide for the procurement via emergency allocations, appropriations, etc. of essential resources in time of a declared emergency.
- iii) Essential supplies, personnel, material, and equipment are available from other governmental resources, private business, industry, and volunteer agencies.
- iv) The private sector has the capability through its day-to-day economic pursuits to provide expertise for continued handling and distribution of their respective resources in time of emergency.
- v) State and federal agencies have resources available for use by local jurisdictions; however, specific procedures have been established to access these resources.
- vi) Resources acquired and/or used by a jurisdiction during an emergency may require payment upon termination of the emergency activity.
- vii) Mutual aid will be available to cover some resource shortfalls.

III. Concept of Operations

A. General

- i) During a disaster, or the threat of one, the county EOC will be activated to coordinate the response of county government and to support incident commanders with evaluation, planning, and information and resource management.
- ii) Resources will be provided upon the request of recognized field command personnel, such as an Incident Commander, or upon the direction of the EOC Supervisor.
- iii) Resources within the county will be managed through the Incident Resource Inventory System (IRIS) database.

B. Donations Management

i) The Red Cross in Butler County will organize, manage, and coordinate the donations of goods and labor offered by individual citizens, organizations and volunteer groups during the emergency.

ii) The Red Cross in Butler County will coordinate with the EOC Resource representative in order to set up toll-free hotlines and create donations databases in the EOC.

iii) Individuals and companies wishing to donate cash contributions will be directed to a listing of volunteer organizations assisting emergency victims that accept these contributions.

iv) Unneeded or unacceptable goods may be stored, used for sale at stores operated by voluntary organizations or disposed.

v) Donations offered by other states during presidential emergencies will be coordinated through state donations management in the Ohio EOC to donations management organizations in local jurisdictions.

C. Mitigation

i) Develop and update the directory of personnel skills, equipment and facility resources.

ii) Identify essential facilities.

iii) Develop and maintain up-to-date directory of key personnel.

iv) Maintain IRIS system

D. Preparedness

i) Review and update plans, SOPs and resource information.

ii) Identify special resources required.

iii) Coordinate resources with other agencies and volunteers in order to maintain adequate supplies.

E. Response

i) Distribute and manage resources

ii) Identify resource distribution centers for disaster response

iii) Continuously update IRIS system with all committed and available resources

F. Recovery

- i) Estimate costs of resources provided
- ii) Coordinate the return of resources to home location
- iii) Assist in recovery operations.

IV. Organization and Assignment of Responsibilities

A. Organization

i) The coordination of essential resources and materials will be handled by the logistics and resource management representative in the EOC. All resources will be coordinated and distributed to the incident sites through the EOC.

B. Assignment of Responsibilities

- i) Emergency Management Director
 - a. Develop and annually update the county resource manual along with the IRIS database which will be located in the EOC.
 - b. Coordinate with emergency organizations, and private and volunteer groups for development of Standard Operating Procedures.
 - c. Update, revise, prepare and distribute changes and revisions to this Emergency Support Function to the appropriate organizations.
 - d. Request additional resources through the EMA Directors of neighboring counties. Contact the State for assistance when local resources are exhausted and assistance is mandatory.
- ii) Logistics and Resource Management representative
 - a. Maintain the resources document/directory.
 - b. Maintain all written agreements pertaining to resource management.
 - c. Maintain the Resource Management Plan, Standard Operating Procedures (SOPs), and other specific written procedures.
 - d. Maintain an up-to-date directory of key personnel contact points.
 - e. Maintain necessary records of all resources which were required or utilized.
- iii) Emergency organizations, Volunteer groups, and Private Sector Organizations

- a. Provide the Logistics and Resource Management representative with current, updated inventories of resources to include personnel, equipment, and materials.
- b. Plan for and train adequate personnel for maximum use of resources.
- c. Develop, with coordination of the Emergency Management Director, Standard Operational Procedures.
- d. Coordinate donation management for the jurisdiction.

iv) Geographic Information Services (GIS)

- a. Provide mapping services

v) SOSINK Region

- a. Provide resources and personnel as needed

vi) State of Ohio Emergency Management Agency

- a. Provide resources and personnel as needed

V. Direction and Control

A. The executive board of Butler County EMA and the Logistics and Resource Management representative will be responsible for coordinating resource management activities. The major responsibility is to identify available sources from which needed resources can be obtained during an emergency situation. Coordination of these resources during emergencies will be handled from the EOC. Routine checks of supplies will be made in order to maintain an accurate list of supplies.

VI. Continuity of Government

A. Line of Succession

- i) If the Logistics and Resource management representative is not available, the Emergency Management Agency will fill the position with the adequate staff.

VII. Administration and Logistics

A. Communications

- i) The resource management network of communications is a primary responsibility of the EOC and should be effectively functional during an emergency situation.

B. Resources

i) All suppliers of foods, materials, and equipment are on file in the Butler County Resource document/directory

ii) Assistance will be requested by activating in place Mutual-Aid Agreements with neighboring jurisdictions, private sector organizations, and volunteer groups.

iii) Each department of county government, and each city, village, and township and their departments will specify procedures for inventory, storage, maintenance, and replacement of administrative and logistical support items during emergency conditions.

iv) The organizing, managing, coordinating, and channeling of donations and services of individual citizens, volunteer groups, private sector organizations and others not included in the formal response structure, must be carefully monitored. Due to donor response being sometimes overly generous during emergencies, an excess of certain resources and shortages of needed items may occur. Standard Operating Procedures should include methods of receiving and managing donations and services.

v) The identification of special or critical resources required for radiological and chemical analysis, environmental assessment, biological sampling, plume movement tracking, and contamination surveys, i.e., radiological protection equipment inventory, radiological health services, hazardous materials inventory, hazardous materials response, hazardous waste removal, laboratories, local radiological monitors, dosimeters, etc., is included in the Butler County Resource document/directory.

vi) Requests for resources from military installations, governmental and private organizations in neighboring counties will be made through the EMA Directors of those counties.

vii) SOSINK assistance will be available when local resources are exhausted.

viii) State assistance is available when SOSINK resources are exhausted or when state assistance is mandatory to protect the lives and welfare of the population.

viii) Federal emergency/disaster assistance is available when state resources are exhausted.

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills,

exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forwarded all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #8

Public Health and Medical Services

Primary Agency: Butler County Health Department
City of Hamilton Health Department
City of Middletown Health Department

Support Agencies: Atrium Hospital
Mercy Hospital of Fairfield
Fort Hamilton Hospital
McCullough Hyde Memorial Hospital
University Pointe Surgical Hospital
Children's Hospital – Liberty Campus
West Chester Medical Center
Ohio Environmental Protection Agency
Ohio Department of Health
Butler County Emergency Management Agency
American Red Cross – Cincinnati Region

I. Introduction:

A. Purpose

- i To design and manage an appropriate, timely response to a biological or other health related incident affecting the public health in Butler County.
- ii Butler County is composed of three primary agencies that will function as partners in supporting this plan.

II. Situations and Assumptions

A. Situation

- i The responsibility of the three local health departments is to control communicable disease and to protect the health and welfare of the people in the community.
- ii Disasters occurring in Butler County typically impact community health standards and typically require a public health response. Waste water, solid waste, potable water, food supplies, air quality, health supplies and public health services are commonly affected. This necessitates public health advisories and interventions including disease control measures.

- iii Health Departments, in coordination with Ohio Department of Health (ODH), will ensure access to public health and medical care for the affected population.

B. Assumptions

- i Health Departments will notify Butler County Emergency Management Agency and ODH of the status of local health emergencies and the need for assistance. Conversely, the Emergency Management Agency will notify Health Departments of emergencies in their jurisdictions.
- ii Emergency events may render local Health Departments temporarily inoperable.
- iii Although a primary hazardous event may not initiate a public health emergency, secondary events stemming from the initial event may do so.
- iv Disruption of sanitation services and facilities, loss of power and massing of people in shelters may increase the potential for disease and injury.
- v A disaster may exceed the resources of the Health Departments and the medical community. Regional, state, and federal emergency resources may be required.
- vi Requests for support will be coordinated through county, regional and state Emergency Operations Centers.
- vii Catastrophic disasters may require the relocation of hospital and medical facilities.
- viii Local emergency operation procedures and resource manuals describe the following medical resources in their jurisdictions: nursing homes, hospitals, emergency medical squads, ambulance services, morgue locations and Mutual Aid Agreements (MAA) for EMS and public health needs.
- ix A major disaster may require activation of the National Disaster Medical System (NDMS) if county, regional, and state resources are overwhelmed.
- x Mutual Aid will be integrated between the local and regional health jurisdictions.
- xi Health Department and medical employees may be asked to perform duties under dangerous circumstances and consideration will always be

given to employee safety.

III. Concept of Operations

A. General

- i The Health Departments in Butler County activate this plan during any disaster as needed.
- ii The Health Commissioner and/or designee shall be available to staff the Butler County EOC, coordinate with the affected community at the site of the emergency, and work with ESF-8 support organizations to answer the needs of affected populations.
- iii First responders at the scene coordinate EMS and request county, regional, and state assistance through the Butler County Emergency Management Agency.

B. Ohio Strategic National Stockpile Plan

- i The Ohio Strategic National Stockpile (SNS) Plan addresses supplemental assistance to Butler County health agencies, treatment centers, and designated Points of Dispensing (POD) locations to facilitate a system to quickly distribute critical medical assets.
- ii The Butler County Health Department, city health departments, and the Butler County Emergency Management Agency will develop a separate annex which will implement the Ohio Strategic National Stockpile Plan specifically to the county which will specifically list POD policies and locations.

C. Mitigation

- i Provide personnel with appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.
- ii Immunize/inoculate county residents against diseases.
- iii Provide continuous health inspections
- iv Research and address the prevention and detections of communicable diseases through epidemiology surveillance and reporting.
- v Provide public health awareness programs

D. Preparedness

- i Develop and regularly update the ESF 8
- ii Develop and regularly update the health district's Standard Operating Guidelines (SOGs) and Emergency Response Plans (ERPs)
- iii Develop procedures for supplemental water supplies, back-up sanitation measures, water and food quality testing, garbage disposal, and sewage treatment.
- iv Maintain contact with support agencies, health, medical, and volunteer organizations
- v Train and exercise staff on emergency plans, communications, National Incident Management System (NIMS), and Incident Command System (ICS)

E. Response

- i Initiate disease control operations
- ii Request material support from other departments/districts and related organizations through EOC
- iii Initiate steps to establish SNS POD site and/or temporary health care facilities.
- iv Implement control and surveillance measures for communicable diseases
- v Establish effective communications with primary personnel and support agencies
- vi Maintain all records and documentation pertaining to incident

F. Recovery

- i Assist in the provision of medical care if demand exceeds what local medical facilities are able to provide
- ii Continue to monitor potential health hazards due to contamination of food, water, and possible disease sources if necessary
- iii Participate in post event critiques of response activities and adjust plans and protocols as necessary
- iv Assist affected populations in clean up of follow up activities with technical advice or field service on health and safety issues related to returning to damaged areas.

- v Document and report activities undertaken during the emergency and any other pertinent information.

IV. Organization and Assignment of Responsibilities

A. Organization

The Health Commissioner or designee of each jurisdiction is responsible for the planning and administration of all public health services on a daily basis and is responsible for directing operational response of departmental personnel during a major emergency.

B. Assignment of Responsibilities

i. Health Departments

- a. Evaluate the potential health risks associated with the hazard and recommend appropriate correctional measures to EOC.
- b. Inspect for purity and usability and quality control of vital food stuffs, water, and other consumables.
- c. Coordinate with the water, public works, or sanitation departments, as appropriate, to ensure the availability of potable water and an effective sewage system, and the sanitary removal of solid waste and other debris.
- d. Establish isolation/quarantines
- e. Provide epidemiological surveillance.
- f. Monitor food handling, mass feeding and sanitation service in emergency facilities.
- g. Assure adequate sanitary facilities are provided in emergency shelters.
- h. Assist in providing medical aid in shelters.
- i. Inspect environmental and sanitary conditions at assembly points, shelters or other facilities
- j. Veterinary support for animal healthcare and/or vector-borne disease control
- k. Develop standard operating guidelines and emergency protocols to implement various portions of this plan.
- l. Maintain vital records and statistics.
- m. Implement emergency public health information campaign
- n. Maintain documentation of response and recovery efforts

ii. Area Hospitals

- a. Maintain liaison with Health Officials.
- b. Provide nursing care, hospitalization, and communications as needed and available
- c. Support other hospitals as available.

- iii. Butler County Emergency Management Agency
 - a. Liaison with Ohio Emergency Management Agency and other state resources.
 - b. Assist in the declaration of a state emergency.
 - c. Provide coordinating services.
 - d. Assist with direction and control.
 - e. Arranges for materials, supplies and equipment.

- iv. Ohio Department of Health
 - a. Provide technical support to the Health Departments as requested.
 - b. Provide supplies and resources as requested.
 - c. Provide laboratory support.

- v. Ohio Environmental Protection Agency
 - a. Monitor contamination and pollution of public water supplies
 - b. Decontamination of public waterways for use as potable water supply.
 - c. Provide technical support to the Health Departments as requested.

- vi. American Red Cross
 - a. Provide food, clothing, and shelter for emergency medical workers, volunteers, and patients, if requested.
 - b. Provide medical and volunteer staff as requested
 - c. Assist in handling injuries and emergency first aid
 - d. Coordinate with hospitals, EMS, aid stations, and field triage units to collect, receive, and report information about the status of victims.

V. Direction and Control

A. The designated County Health Department representative will report to the county EOC upon its activation. There, they will coordinate response efforts to health related activities, advise decision makers, and maintain contact with other emergency groups.

B. Procedures and policies for management of Health Department resources will follow internal SOGs and ERPs.

VI. Continuity of Government

A. The line of succession for the Butler County Health Department, City of Hamilton Health Department, City of Middletown Health Department, and all support agencies will follow their internal SOGs

VII. Administration and Logistics

A. During an emergency the Health Departments will utilize all local resources. If additional assistance is required the Ohio Department of Health will be contacted through the EOC.

B. The Health Departments will maintain accurate and up-to-date resource listings

C. Logistical support for food, water, power, and fuel will be provided to the Health Department representative located in the EOC.

VIII. Plan Development and Maintenance

A. The Health Commissioner or designee of each jurisdiction has the responsibility of reviewing this Emergency Support Function and submitting any new or updated information to the Butler County Emergency Management Agency. Changes to this support function are to be prepared and coordinated based on deficiencies identified by exercises, emergencies, and changes in the governmental structure. The Butler County Emergency Management Director will publish and forward all revisions to all applicable organizations.

Butler County Emergency Operations Plan

Emergency Support Function #9

Search and Rescue

Primary Agency: Butler County Technical Rescue Team

Support Agencies: Local Fire Departments
Butler County Sheriffs Office
City Police Departments
CERT
Ohio Special Response Team
Butler County Geographical Information Services (GIS)

I. Introduction

A. Purpose

- i. Provide search and rescue coordination and support services during emergency events in Butler County.
- ii. ESF-9 can provide personnel and resources to support mitigation, preparedness, response, and recovery activities in support of the primary emergency management objectives.

II. Situations and Assumptions

A. Situations

- i. Every day in Butler County, agencies and/or departments may be tasked to initiate a search and rescue mission that may require the utilization of air, ground, and water rescue operations to preserve life.
- ii. The Butler County Technical Rescue Team is the lead agency during search and rescue missions within the county and has been trained in wide variety of response efforts such as, Structural Collapse (Urban) Search and Rescue (US&R), Maritime/Coastal/Waterborne Search and Rescue, and Land Search and Rescue.
- iii. Agencies that conduct preplanning for search and rescue mission(s) must consider hazards such as fire, confined space rescue, high-rise structures, forested areas, recreational areas/facilities, waterways, chemical/nuclear/biological locations.

iv. Responders must also take into consideration when their safety and the safety of the victims are being impacted by severe weather conditions such as temperature extremes, snow, rain, and high winds.

B. Assumptions

i. Responders may face added difficulties or hindrances after a disaster because of extensive damage to the local infrastructure. Such damage then may create environmental safety and health hazards such as downed power lines, unstable foundations or structures, exposure to biohazards, toxins, and blood-borne pathogens.

ii. Fire, Police, and other agencies will coordinate activities with the Butler County Technical Rescue Team.

iii. People may become lost, injured, or die while outdoors, requiring search and rescue activities in Butler County.

iv. An emergency or disaster can cause buildings to collapse, or leave people stranded due to rising water, threatening lives and requiring prompt search, rescue or medical care.

v. Access to damaged sites and/or wilderness locations may be limited. Some sites may be initially accessible by only air or water.

III. Concept of Operations

A. General

i. In most rescue cases, local response agencies will have the ability to respond appropriately. However, in some cases that may include confined spaces, structural collapses, high angles, etc. the Butler County Technical Rescue Team will respond to the event.

B. Mitigation

i. Develop capabilities to perform specialized search and rescue operations

ii. Provide personnel with the appropriate training to participate in activities designed to reduce or minimize the impact of future disasters.

C. Preparedness

i. Actions and activities that develop Search and Rescue response capabilities may include planning, training, orientation sessions, and exercises for ESF-9 personnel (i.e., Local, State, Regional, and Federal)

and other emergency support functions that will respond with ESF-9. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis.

ii. Coordinate training and exercises for EOC and Technical Rescue Team members.

iii. Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.

iv. Maintain liaison with support agencies.

D. Response

i. Coordinate all search and rescue operations through the search and rescue representative located in the emergency operations center

ii. Respond to requests for specialized search and rescue operations

iii. Coordinate with other ESFs to obtain resources and to facilitate an effective emergency response among all participating agencies.

iv. Coordinate with support agencies, as needed, to support emergency activities.

v. Establish ICS for search and rescue operations and become Incident Command for all search and rescue operations.

E. Recovery

i. Continue to provide support as required to support the recovery phase.

ii. Assist in the return of all search and rescue resources in an organized fashion, so as to be able to respond to future search and rescue missions.

IV. Organization and Assignment of Responsibilities

A. Organization

i. The Butler County Technical Rescue Team Advisory Committee is responsible for the planning and administration of all search and rescue operations prior to any major emergency.

ii. Upon activation of the EOC, the assigned representative from the Technical Rescue Team will report to EOC to coordinate all search and rescue activities.

B. Assignment of Responsibilities

i. Butler County Technical Rescue Team

- a) Provide leadership in directing, coordinating and integrating overall county efforts to provide Search and Rescue assistance to affected areas and populations.
- b) Coordinate and direct the activation and deployment of county agencies Search and Rescue personnel, supplies, and equipment and provide certain direct resources.
- c) Evaluate the emergency situation, make strategic decisions, identify resource needs and secure resources required for field operations.
- d) Monitor Search and Rescue emergency response and recovery operations. ESF-9 Representatives or designees will coordinate all State and Federal Search and Rescue resources into the affected areas from staging areas.
- e) Manage Search and Rescue and other emergency incidents in accordance with each department's Standard Operating Procedures and under the direction of ESF-9 Representatives or designee.
- f) Provide assistance in initial needs assessment, and augment Search and Rescue operations through specialized response capabilities.
- g) Continue to re-assess priorities and strategies, throughout the emergency, according to the most critical Search and Rescue needs.

ii. Local Fire Departments

- a) Assist in lost person searches when resources are available
- b) Provide medical aid and medical transport
- c) Provide technical rescue support when commensurate with training
- d) Provide incident command and staff for rescue operations when requested

iii. Butler County Sheriffs Office

- a) Assist in lost person searches when resources are available
- b) Support SAR operations within the county and respective jurisdictions when requested.

iv. Local Law Enforcement Agencies

- a) Assist in lost person searches when resources are available
- b) Support SAR operations within the county and respective

jurisdictions when requested.

v. CERT

- a) Assist in lost person searches when resources are available
- b) Support SAR operations within the county and respective jurisdictions when requested.

vi. Ohio Special Response Team

- a) Assist in lost person searches when resources are available
- b) Support SAR operations within the county and respective jurisdictions when requested.

vii. Butler County Geographic Information Services (GIS)

- a) Provide mapping services

V. Direction and Control

A. The ESF- 9 representative located in the EOC will work with all executives of the primary and support agencies to fulfill necessary needs of the county in the case of an emergency

VI. Continuity of Government

A. Lines of succession for each department are according to the standing operating procedures established in each department.

VII. Administration and Logistics

A. All resource requests will be made through the EOC.

B. All resources will be managed through the EOC and the IRIS database

VIII. Plan Development and Maintenance

A. The Butler County Technical Rescue Advisory Committee is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #10

Hazardous Materials

Primary Agencies: Butler County Regional Hazardous Materials Team
Butler County Emergency Management Agency
Butler County Local Emergency Planning Committee

Support Agencies: Local Fire Departments
Butler County Health Departments
Butler County Water and Sewer Department
Butler County Engineers Office
City Health Departments
City Environmental Services
Ohio Environmental Protection Agency

I. Introduction

A. Purpose

i) Provide hazardous materials coordination and support services in support of emergency events in Butler County in conjunction with the Regional Hazardous Materials Team Guidance Manual. The goal is to assist local responders in saving lives and protecting property from a hazardous materials release by developing the following plan to help mitigate the effects of, prepare for, respond to and recover from, an emergency caused by a hazardous materials or extremely hazardous materials release within Butler County.

II. Situation and Assumptions

A. Situations

i) Fixed Site Risks

a. According to the most up-to-date data, there are 363 hazardous substance sites and 130 extremely hazardous substances sites within the county.

ii) Transportation Risks

a. There are 14 state routes, 3 U.S. routes, and 1 Interstate that run through the county.

b. There are 3 railways that operate within the county

- a. CSX railway
- b. Norfolk Southern railway
- c. Indiana & Erie

iii) Pipeline Risks

- a. There are 11 pipeline operators within the county.

B. Assumptions

i) The existence of hazardous materials provides the potential for a release of a substance into the air, land, or water at any given time in the County. The release hazard may impact the citizens located in the vulnerable zone of each fixed site facility.

ii) This county has the capability to make protective responses in the event of an incident involving the transport, storage, usage, or manufacture of hazardous materials.

iii) Protective action recommendations during an incident may include in place sheltering, evacuation, and notification of contaminated foodstuffs or water supplies.

iv) The amount of lead-time available to determine the scope and magnitude of the incident will impact the protective action recommended.

v) In the event of a serious incident, many residents in the vulnerable zone may choose to evacuate spontaneously without official recommendation. Many may leave by way of routes not designated as main evacuation routes. Some may not evacuate at all from the hazard area.

vi) A transportation incident may require the evacuation of residents at any location within the county.

vii) EHSs entering the sewage or drainage systems may necessitate the shutdown of sewage plants, which may result in the release of untreated sewage.

viii) Wind shifts may occur that result in designating protective action measures.

ix) The resources of the county may need to be augmented by the State and/or Federal government, either separately or in combination, to cope with the situation. They will act under the Incident Commander.

III. Concept of Operations

A. Mitigation

- i) Support and plan for mitigation measures pertaining to hazardous materials
- ii) Identify deficiencies or areas to be improved and seek funds to enhance protective measures to lessen the impact on vulnerable populations and/or minimize damage to critical facilities
- iii) Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

B. Preparedness

- i) Actions and activities that develop hazardous materials response capabilities may include planning, training, orientation sessions, and exercises for ESF-10 personnel (i.e., Local, State, Regional, and Federal) and other emergency support functions that will respond with ESF-10. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis
- ii) Prepare an inventory of existing threats using SARA Title III, Tier II information.
- iii) Coordinate planning with ESF-10 support agencies and other emergency support functions to develop hazardous materials response operations.
- iv) Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.

C. Response

- i) Coordinate operations at the ESF-10 desk in the County Emergency Operations Center and/or at other locations as required.
- ii) Establish and maintain a system to support on-scene direction, control and coordination with the local incident commander, the county EOC, State EOC, and / or other coordination entities as appropriate
- iii) Participate in EOC briefings, Incident Action Plans, Situation Reports and meetings
- iv) Coordinate with support agencies, as needed, to support emergency

activities

v) Coordinate with other County ESFs to obtain resources and to facilitate an effective emergency response among all participating agencies

vi) Once all local resources have been utilized and expended, coordinate with the logistic section to assist in locating additional support resource

D. Recovery

i) Continue to provide support as required to support the recovery phase of the incident through the appropriate incident commander.

ii) The County has an agreement on a standard documentation and cost recovery procedure. The Emergency Management Agency will put together a bill for the responsible party to reimburse Butler County Hazardous Materials Team. All other agencies that responded will prepare and submit for their respective reimbursements from the responsible party. If this is not accomplished, the agencies involved should follow ORC Chapter 3745.13 in recovering costs. If this is not applicable, the LEPC may request reimbursement from the USEPA under the Superfund legislation for cost recovery, (40 CFR 310-Reimbursement to local Governments for Emergency Response to Hazardous Substances Releases).

IV. Organization and Assignment of Responsibilities

A. General

i) Proper response to an incident involving the release of hazardous materials requires the coordinated actions of numerous city, township, and village departments or agencies under a unified command system. Rapid communications must be utilized to inform responsible officials of the situation, in order to facilitate decision-making. The following tasks are not intended to be all-inclusive or exclusive nor are they presented in order of execution priority. They represent a guide for actions to be taken when a hazardous materials incident occurs.

B. Responsibilities

i) Butler County Regional Hazardous Materials Team/LEPC

a. Provide leadership in directing, coordinating and integrating overall County efforts to provide hazardous materials assistance to affected areas and populations

- b. Maintain a list of mutual aid agencies and private contractors that are trained and qualified to respond to an incident
- c. Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission
- d. ESF-10 will coordinate the response and recovery efforts to hazardous materials incidents upon notification of a release by ensuring that coordination and cooperation is maintained in identifying the material. Then securing, removing and properly disposing of the hazardous material.
- e. ESF-10 members or designees will jointly evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.

iii) Butler County Emergency Management Agency

- a. The senior Emergency Management official notified will, based upon the response level and the Incident Commander's input, initiate EOC activation (See Emergency Support Function-5).

iv) Public Works

- a. The senior department official at the scene will report to the integrated on-scene command post and perform the following in addition to the responsibilities and procedures outlined in Emergency Support Function-3 (Public Works/Engineering):
 - i. Provide material for building dikes to contain liquids and absorbing hazardous materials.
 - ii. Cooperate with police to establish an efficient detour with the appropriate signs, arrows, and police officers to expedite movement of traffic.

v) Health Department

- a. A representative from the Health Department, when requested, will report to the integrated on-scene command post and will perform the following in addition to the responsibilities and procedures outlined in Emergency Support Function-8 (Health and Medical Services):
 - i. Make a medical estimate of the situation, based on the materials involved, and take appropriate actions.
 - ii. The appropriate Public Health Sanitarian will report to the integrated on-scene command post to advise an appropriate action to neutralize or contain the release of hazardous materials.

b. A senior representative of the County's Health Department will, when requested, report to the integrated on-scene command post and:

- i. Assist in determining the identity of the hazardous material and establish the type and degree of the hazard involved.
- ii. Provide assistance or advice on public protective actions required.
- iii. Determine the proper method for neutralizing, containing or removing the hazardous materials.

vi) Facility Owners and Operators

- a. Designate Facility Emergency Coordinator (FEC) to participate in the LEPCs planning efforts.
- b. Develop on-site contingency plan in accordance with OSHA 1910.120, which specifies notification and emergency response procedures. Plans will be coordinated with the local Fire Department and the County's LEPC coordinator.
- c. Provide technical support when the LEPC conducts its hazard analysis of the Facility.
- d. Initiate emergency notification and written follow-up as outlined in ORC 3750.06.
- e. During a release, provide an emergency response liaison to the Command Post or the EOC, as requested.
- f. Provide a public information representative to work with the incident's PIO for the accurate release of public information.

C. State Government Role

a. Five primary agencies provide personnel, equipment and advice to the IC/County EOC/LEPC as needed. Thirteen support agencies also provide personnel and support to local government. Below are those agencies most likely to be used by this County. State roles are further defined in the State of Ohio's Hazardous Materials Emergency Management Plan, which is on file with the Butler County EMA office.

1. State Emergency Response Commission (SERC)

- a. Oversees the implementation of ORC 3750 in the State of Ohio. The Commission has no responsibility. It is a planning body only. It coordinates the preparedness efforts of the State and LEPC.

2. Ohio Emergency Management Agency (OEMA)

- a. Develops and implements the State's Hazardous Materials Emergency Management Plan which includes

State roles for mitigation preparedness, response, and recovery.

b. Coordinates requests for the State/Federal assistance from local political subdivisions.

c. Activates and maintains the State EOC, as needed.

d. Co-Chairs and acts as the SERC's Plan/Exercise Review Team by providing planning and exercise guidance and training to LEPCs.

3. Ohio Environmental Protection Agency (OEPA)

a. Provides an On-Scene Coordinator to assist the IC in response and recovery decision-making. Will act as coordinator between the Federal On-Scene Coordinator (OSC) and the IC. OEPA will be the lead State agency on-scene when the primary threat is to the environment.

b. Monitors contamination and pollution, advises on acceptable cleanup operations, and provides guidance on disposal procedures. May investigate spills, if necessary.

c. Co-Chairs the SERC, and acts as the State's Information Coordinator by maintaining facility and spill reports, distributing Grant monies, and providing advice to LEPCs

4. State Fire Marshal (SFM)

a. Provide trained personnel and dedicated equipment from regional offices to assist the IC in response and recovery decision-making regarding materials with fire/explosive hazards. The Fire Marshal will be the lead State agency on-scene when the primary threat is fire or explosion.

b. Provide hazardous materials training through the Ohio Fire Academy and the SFM's Outreach Program.

5. Ohio Department of Health (ODH)

a. Assist local departments in ensuring the restoration of public health and sanitation. Investigate potential health problems stemming from releases. Assist in ensuring the safety of private water supply sources. Coordinate the safety and health of shelters used during a response.

6. State Highway Patrol (OSP)

a. Will close and divert traffic from State Highways when requested by the IC, will support local Law Enforcement operations, and can provide communication and weather data as needed.

7. Public Utilities Commission of Ohio (PUCO)

a. The Transportation Department's Hazmat Section can

provide on- scene accident assessment of transportation railroad hazardous material spills. They can cite the spiller for improper handling, storage, or transport of materials.

b. The Consumer Service's Pipeline Safety Section can provide field and technical assistance should a release occur along a pipeline in the County.

8. Ohio Department of Transportation (ODOT)

a. Local offices may supply personnel and equipment to support Cold Zone operations. Primarily, ODOT will coordinate with local entities to designate alternate traffic routes. Will support traffic control and provide technical assistance regarding road conditions.

9. Ohio Department of Natural Resources (ODNR)

a. The Department is responsible for maintaining the State lands. They can provide damage assessment teams (field inspectors or geologists), provide watercraft for related operations, and assist in sheltering.

D. Federal Government Roles

i) Federal operations will be coordinated with the IC and fall under his/her ICS. Requests for Federal assistance shall be requested through the Ohio EMA. If the National Response Center (NRC) was notified by the spiller or IC, the National/Regional Contingency Plan may already be in effect. Federal roles are defined in the State of Ohio's Hazardous Materials Emergency Management Plan which is on file with the Butler County LEPC / EMA.

V. Direction and Control

A. On-Scene Direction and Control

i) The senior Fire Official(s) of the jurisdiction(s) on-scene shall have overall responsibility for the direction and control of the scene as per ORC 3737.80.

ii. The integrated command post (CP) will be established upwind and at a safe distance from the scene consistent with the hazards, accessibility and response personnel safety. It will coordinate on- scene activities and support to deployed emergency service response elements.

a. The CP is supported by a representative of the local jurisdiction who can monitor and transmit on all County emergency service channels. This group will coordinate action between on-scene and off-scene agencies.

b. The jurisdictional Fire Department is in charge of the operation, maintenance and deployment of the CP.

B. Off-Scene Direction and Control

i) When the incident requires activation of the Emergency Operations Center (EOC), direction and control will be through the combined capability of the EOC and the Incident Command Post. The exchange of critical information between facilities such as requests for support and key decisions will enable first response efforts and support operations to be synchronized.

ii) The activated EOC is the Focal point for coordinating resource requirements in support of on-scene activities and off-site protective action decisions. EOC procedures are detailed in Emergency Support Function -5 (Emergency Management).

VI. Continuity of Government

A. Lines of succession for each department are according to the standing operating procedures established in each department.

B. On-Scene succession is the Incident Commander, followed by his/her designee.

C. Response Organizations Heads are identified in ESF-5.

D. Succession within the EOC is defined in ESF-5.

VII. Administration and Logistics

A. Administration

i) Information Requests

a. The LEPC Information Coordinator is responsible for maintaining the files containing MSDSs, reports generated under 3750.07 and.08, emergency reports and follow-up notices, and the plan. The Information Coordinator shall annually publish a notice indicating the location and availability of this plan and the above information for public review.

b. As required by ORC 3750.10, the County makes available the information during normal working hours at the ButlerCounty Emergency Operations Center. Trade secret and chemical location materials are not available in accordance with the law. Any request to review information must be made in writing to the Information Coordinator. If information is not on file with the County, the Information Coordinator will contact the Facility for the required information to fulfill the request. Copies of material will be in accordance with the Public Documents Act.

c. The Information Coordinator will maintain a record of the types and frequencies of information requests. This information may be annually provided to the Facilities within the County, but will not include names or addresses of persons making such requests.

B. Logistics

i) Resource Management

a. When a situation exceeds the capability of local government, requests for State/Federal assistance will be initiated by the IC, and made by the Chief Elected Official or by another official duly authorized.

b. Requests for assistance from local, private, and public sector groups will be made as appropriated by contacting agencies listed in the County Resource Manual (see Emergency Support Function -7). The manual and ESF-7 will be maintained by the EMA Director. It identifies agencies or groups that can provide assistance along with the telephone number and contact person. Resources to be used in an EHS response are listed in ESF -7.

ii) Relationships to Other Plans

a. Butler County Emergency Operations Plan

i. The County's all-hazard Emergency Operations Plan (EOP) creates an umbrella for protecting the health, safety, and property of the public from transportation or fixed site hazardous material incidents. This Emergency Support Function is supported by standard operating procedures (SOPs) that address specific situations and operational concepts.

b. Butler County Hazardous Materials Team Guidance Manual

i. The County has established a standard operational concept for activation, assessment, personnel safety, site control, identification, containment, command post, staging areas, monitoring, on-site/offsite response coordination, and recovery during incidents involving EHSs or non-EHSs.

c. Fixed Facility Plans

i. Fixed Facility Contingency Plans are required under OSHA 1910.120. Each Facility plan specifies notification, emergency response organization and responsibilities, emergency response organization procedures and coordination procedures for interfacing with off-site authorities and response organizations. If

the Facility will not respond to a release at their site they will then have a plan which will define basic fire and evacuation procedures to be followed by the Facility's employees.

ii. Of the EHS Facilities within the County, some have a spill response plan, while many have only a fire and evacuation plan. Some of these plans have been coordinated with the local Fire Departments and the County CEC.

iii. Some Local Fire Departments have coordinated these Facility plans into their pre-Fire plans for the Facilities in their jurisdiction.

d. The State of Ohio's Hazardous Materials Emergency Management Plan.

i. The plan describes the procedures, methods, and roles by which the State of Ohio will respond to hazardous materials emergencies. This plan provides for the support of many State agencies in large scale hazardous materials emergencies by establishing clear methods for interfacing with local government. The plan is activated by the Ohio EMA in consultation with the primary agencies in the plan.

e. The Regional Contingency Plan (Region V)

i. The regional plan provides for the coordination of a timely response by various Federal agencies and other organizations to discharges of oil, and releases of hazardous substances, pollutants and contaminants in order to protect public health, welfare and the environment. The plan will be activated either by a request of regional Federal agencies thru the Ohio EMA or by the NRC when it is notified of an incident. The regional plan will direct federal functions and will be coordinated thru the IC.

f. The National Contingency Plan

i. This plan provides for a coordinated Federal response to a large scale hazardous materials incident. A request for activation of this plan is made as done for the Regional Plan above. It is used when regional federal sources are insufficient to handle the situation.

VII. Plan Development and Maintenance

A. LEPC Annual Plan Review

i) All agencies assigned responsibilities in this ESF are responsible for developing or updating internal procedures that will assure a continuing

acceptable degree of operational readiness to carry out their responsibilities. The LEPC will meet as a group to complete the plan review. The plan shall also be reviewed following each exercise or actual incident, Critique comments made from either event will be discussed by the LEPC regarding changes needed to the plan.

ii) The LEPC coordinator is responsible for the overall development and maintenance of this ESF. However, any plan holder who identifies a necessary update should provide such revision to the LEPC coordinator. The LEPC coordinator will solicit comments from plan holders regularly.

IX. Authorities and References

A. Authorities

i) State Laws

a. Ohio Revised Code (ORC) Chapter 3750: Emergency Planning (as amended and the rules adopted under it). This is Ohio's version of the Federal EPCRA, and establishes the framework for EHS planning and response in Ohio.

b. ORC Chapter 5502: Effects of SARA Title III on Emergency Management. This states that the EMA Director may serve on and even Chair an LEPC, and must incorporate the LEPCs plan into the County's planning and preparedness activities.

c. ORC Chapter 3745.13: Recovery of Costs from Persons Causing Environmental Emergencies. This defines how costs incurred by a District's EMA office from the spiller in conjunction with the appropriate legal counsel support.

d. ORC Chapter 3737.80: Hazardous Materials Emergencies. This defines that the Fire Chief will be responsible for primary coordination of on-scene activities of all agencies.

e. ORC Chapter 2305.232: Civil Immunity for Persons Assisting in Cleanup of Hazardous Material. This is Ohio's "Good Samaritan" law and defines the steps necessary for receiving civil immunity when providing assistance at a hazardous material release or cleanup.

f. Ohio Administrative Code (OAC) 3750 et al. This lists and defines the rules adopted by the SERC under ORC Chapter 3750.

g. Ohio Fire Code 1301:7-1-03 Section F-102.8 Authority at Fires and Emergencies. This complements ORC 3737.90 by stating that the Fire Chief is in charge at the scene of a fire or other emergency involving the protection of life or property.

h. Ohio Attorney General (OAG) Opinion, No. 91-014. This discusses the liability of SERC and LEPC members when acting under Chapter 3750.

ii) Federal Laws

a. Superfund Amendments and Reauthorization Act (SARA), Title III:Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (Public Law 99-499). This sets the framework for EHS planning in the U.S.

b. Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund) (Public Law 96-510). This provides Federal funds for response to releases of Hazardous Substances and requires notification to the National Response Center (NRC) of accidental releases.

c. Occupational Safety and Health Administration (OSHA), Standard 29 CFR 1910.120(q): Emergency Response. This section of the HAZWOPER Standard describes the training and planning required of those who will take part in an emergency response to a release of hazardous materials. It also prescribes the use of an Incident Command System during a response.

d. SARA, Title I; Section 126: Worker Protection Standards. This directed OSHA to develop training standards for persons responding to hazardous emergencies who may be exposed to toxic substances. OSHA established the HAZWOPER standards. These standards were adopted by the USEPA for non-OSHA states such as Ohio.

e. Oil Spill Pollution Act of 1990 (OPA 90) (Public Law 101-380). This defines that Facilities with Hazardous Substances or Oil under the Clean Water Act must have a Facility plan for accidental releases.

f. Clean Water Act of 1977 (CWA) (Public Law 95-217). This amends the Federal Water Pollution Act regulating discharges of toxic pollutants into waterways.

g. Hazardous Materials Transportation Uniform Safety Act of

1977(HMTUSA) (Public Law 101-615). This amends the Hazardous Materials Transportation Act of 1977 and establishes uniform licensing of hazardous materials transporters. It also established a training grant fund to supplement State-training programs for LEPCs and Fire Departments.

h. Resource Conservation and Recovery Act of 1976 (RCRA) (Public Law94-580). This provides for the safe treatment and disposal of hazardous wastes from cradle to grave, and defines that underground storage tank owners are financially responsible for cleaning up leaks.

i. Toxic Substance Control Act of 1976 (TSCA) (Public Law 94-469). It defines the testing and screening of chemicals produced/imported into the US.

Butler County Emergency Operations Plan

Emergency Support Function #11

Agriculture and Natural Resources

Primary Agency: Ohio State University Extension, Butler County
Butler County Soil and Water Conservation

Support Agencies: Tri-State County Animal Response Team (CART)
Butler County Humane Society
Butler County Dog Warden
Butler County Health Department
Butler County Fairgrounds
City of Hamilton Health Department
City of Middletown Health Department
Ohio Department of Agriculture
Ohio Environmental Protection Agency (OEPA)
Ohio Department of Natural Resources (ODNR)
USDA Farm Services Agency- Butler County Office
Natural Resources Conservation Services – Butler County Office
Private and Non-Profit Animal Shelters
Local Veterinary Hospitals

I. Introduction

A. Purpose

- i) Provide for the coordination of services to animals and the agricultural community in an emergency situation.
- ii) To protect domesticated and wild animal resources, the public health, the public food supply, the environment and to ensure the humane care and treatment of animals in case of a large scale emergency.
- iii) To protect and/or preserve the agricultural resources, the public health, the public food supply, and the environment in case of a large scale emergency.

II. Situations and Assumptions

A. Situations

- i) A significant emergency may deprive substantial numbers of county residents from access to safe and reliable supplies of food and water.

ii) An emergency may be caused by or cause the spread of a contagious disease through the food and water supply systems or from animals to people.

iii) Any displacement or evacuation of people from their homes will cause household pets to be placed at risk for food, shelter, and care.

B. Assumptions

i) Disasters occurring have the potential to affect crops, livestock, and food supplies, domestic and non-domestic animals.

ii) The owners of pets or livestock, when notified of an upcoming emergency, will take reasonable steps to shelter and provide for animals under their care and/or control.

iii) The sheltering and protection of domestic and non-domestic animals (including livestock) is ultimately the responsibility of the owner.

iv) Each animal shelter will identify resources for potable water, food, medical, cleaning, and shelter supplies in advance of an emergency.

III. Concept of Operations

A. The assigned EOC representative from ESF-11 will coordinate all applicable support efforts through the EOC in the event of an emergency.

B. Mitigation

i) The EOC representative will familiarize themselves with all agencies and agency functions that support and provide assistance to ESF-11.

C. Preparedness

i) The ESF-11 representative will develop plans, procedures, arrangements and agreements to identify, acquire and mobilize agricultural, nutritional and animal related resources for emergencies and disasters.

ii) The ESF-11 representative will develop and maintain information and liaison with agriculture, nutritional and animal related resources in local, state government, federal government, private industry and volunteer organizations that could furnish assistance in an emergency or disaster.

iii) Identify sources to augment emergency food and water supplies

iv) Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities

v) Develop mutual aid agreements with government agencies, professional associations and private agencies and organizations with personnel and equipment to support ESF-11 activities

vi) Conduct and participate in training to support the implementation of ESF-11

D. Response

i) Support the disaster response and recovery with all available resources

ii) Provide assistance to established pet shelters

iii) Restrict movement, detain or move animals, equipment, products and personnel as necessary to control and eradicate animal or plant disease

iv) Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease

v) Provide and/or receive appropriate mutual aid

vi) Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.

E. Recovery

i) Continue to support disaster operations as needed.

ii) Restore equipment and restock supplies to normal state of readiness

iii) Participate in after action reports and meetings

iv) Make changes to plans and procedures based on lessons learned

v) As permitted by the situation, return operations to normal

IV. Organization and Assignment of Responsibilities

A. Organization

i) The lead agencies for ESF-11 are the Ohio State University Extension, Butler County and the Butler County Soil and Water Conservation. The

lead agency acts as the spokesperson for the ESF on animal and agriculture issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.

B. Assignment of Responsibilities

i) Ohio State University Extension, Butler County

- a. Coordinate support agencies to manage animal protection.
- b. Provide and coordinate personnel, equipment, and shelters as required for domestic animals.
- c. Provide and coordinate personnel, equipment, and shelters as required for sick and/or injured non-domestic animals.
- d. Coordinate with the Butler County Health Department as to the disposal of deceased animals that may impact the public health.
- e. Provide necessary support to all agri-business and agriculture facilities during emergencies

ii) Butler County Soil and Water Conservation District

- a. Assist with any emergency issues regarding natural resources within Butler County
- b. Provide listings of private contractors which would assist in natural resource areas such as ponds, forestry, waterways, etc. in an emergency event

iii) Tri-State County Animal Response Team (CART)

- a. Coordinate the effective evacuation of animals and household pets
- b. Coordinate the care and housing of animals and household pets

iv) Butler County Humane Society

- a. Provide a list of volunteers to aid in the protection of animals.
- b. Provide animal tracking capabilities.
- c. Provide equipment as needed.

- e. Shelter and care for pets of evacuated citizens, as needed.
- f. Assist with non-companion animal species (live stock, wildlife, and exotic animals).

v) Butler County Dog Warden

- a. Provide animal tracking capabilities
- b. Provide equipment as needed
- c. Provide animal management and registration as needed

vi) Health Departments

- a. Coordinate food inspections, investigations, and advisories.
- b. Test and/or coordinate disposal of contaminated food, livestock, and agricultural products.

vii) Butler County Fairgrounds

- a. Provide facilities to house animals

viii) Ohio Department of Agriculture

- a. Conduct agriculture assessments at the site of the disaster to determine agriculture needs and priorities.
- b. Request subject-matter expertise from supporting agencies to assist in the response and recovery effort.
- c. Conduct product tracing to determine the source, destination, and disposition of adulterated or contaminated products.
- d. Oversee the destruction and disposal of contaminated food and agricultural products.
- e. Ensure close coordination and cooperation among regional, State, Federal, and international agencies, and with the private sector and nongovernmental associations to facilitate response efforts.
- f. Coordinate state-level agricultural emergency response and recovery.

ix) Ohio Environmental Protection Agency (EPA)

- a. Provide technical assistance for disposal-related issues.
- b. Work to identify the potentially hazardous material impacts on food supplies

x) Ohio Department of Natural Resources (ODNR)

- a. Provide personnel and equipment as required to protect wildlife.
- b. Provide information on the care or handling of wild animals affected by disasters.

xi) USDA Farm Services Agency- Butler County Office

- a. Assist with Coordination claims regarding agricultural emergencies

xii) Natural Resources Conservation Services- Butler County Office

- a. Assist with Coordination claims regarding agricultural emergencies

xiii) Private and Non-Profit Animal Shelters

- a. Provide animal housing assistance

xiv) Local Veterinary Hospitals

- a. Provide animal health services

V. Direction and Control

A. The ESF-11 representative located in the EOC will work with all executives of the primary and support agencies to fulfill necessary needs of the county in the case of an emergency.

VI. Continuity of Government

A. Lines of succession for each department are according to the standard operating procedures established in each department.

VII. Administration and Logistics

A. If local resources are inadequate to the tasks assigned within this ESF, state and federal resources may be requested. State and Federal resources will be coordinated and requested through the EOC.

B. Reimbursement for the use of facilities, supplies, and personnel will be handled on a situation-by-situation basis with the Butler County Emergency Management Director.

C. All responding organizations will provide regular reports to the EOC on their location, activities and resources being utilized so that information can be updated in the county wide IRIS database.

VIII. Plan Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #12

Energy

Primary Agency: Butler County Emergency Management Agency

Support Agencies: Duke Energy
City of Hamilton Public Utilities
Butler County Rural Electric Cooperative
Dayton Power and Light
Public Utilities Commission of Ohio (PUCO)

I. Introduction

A. Purpose

i) Establish policies to be used in the coordination with private providers for restoration of power during emergencies or following a major disaster. Expedient recovery is dependent upon the restoration of power to homes and businesses.

II. Situations and Assumptions

A. Situations

i) Power outages can be expected to occur following a major disaster. Outages may also be caused by severe cold or hot weather, fuel shortages, transportation disruptions, power plant outages, and transmission line and distribution problem

ii) Emergencies/disasters may cause shortages in energy supplies by disrupting transmission or fuel supply levels, or increasing energy use.

iii) Energy emergencies can include acute shortages caused by power outages and flow disruptions and chronic shortages caused by panic buying of fuels/electricity.

iv) Energy providers will create their own EOC and may not directly have a representative in the Butler County EOC. Coordination between energy providers and the EOC will therefore be via telephone, radio, or fax.

B. Assumptions

i) A severe natural disaster or other significant event can sever key energy and utility lifelines, constraining supply in impacted areas, or in areas with supply links to impacted areas, and may also affect fire fighting, transportation, communication, food storage, and other lifelines needed for public health and safety.

ii) There may be widespread and/or prolonged electric power failure. With no electric power, communications may be effected, water treatment and distribution systems will not operate properly, waste treatment plants will be affected, food storage facilities will start to degrade affecting supplies, and traffic signals may not operate, which could lead to localized transportation safety problems.

iii) There may be extensive distribution failure in water, wastewater, and gas utilities. These may take hours, days, or even weeks to repair.

iv) There may be panic hoarding of fuel in areas served by severed pipelines or by individuals from neighboring jurisdictions where shortages have occurred.

v) Natural gas lines may break causing fire, danger of explosion, or health (inhalation) hazards.

III. Concept of Operations

A. Energy providers use priority restoration policies to determine what facilities will be address immediately in an outage event. The priority list is as follows:

i) Police, Fire, 911 dispatch centers, Hospitals, Water and Sanitation facilities, and other facilities deemed “critical” within the county.

B. Once all priority restoration targets are addressed, energy providers will work to clear all downed lines throughout the county, as well as, restore power to private residences as necessary.

C. Mitigation

i) Identify vulnerability in electric, gas, water, maintenance, and disposal systems.

ii) Develop and maintain maps of city streets, water, and sewer lines and utility service areas.

iii) Develop and maintain listings of local private contractors who can provide support during emergencies.

D. Preparedness

i) All public utilities will maintain emergency call lists, operating procedures and emergency resources and update them as needed.

ii) Conduct and participate in energy emergency exercises with the energy industry and local governments to test written plans and to prepare for energy emergencies.

iii) Review and update maps annually

E. Response

i) Prioritize the detection and repair of leaking gas lines

ii) Work to restore utilities to critical and essential facilities

iii) Maintain communications between EOC and field operations

iv) Contact private contractors for additional assistance, as necessary through the EOC.

F. Recovery

i) Support cleanup and recovery operations during disaster events

ii) Provide damage estimates as requested by the Butler County Emergency Management Agencies

iii) Coordinate utility repair with public and private providers.

iv) Coordinate with PUCO to restore utilities

IV. Organization and Assignment of Responsibilities

A. Organization

i) The assigned ESF-12 representative will coordinate all energy restoration operations through the EOC. Any further resources that are imperative to the ESF operations will be requested through the EOC.

B. Assignment of Responsibilities

i) Butler County Emergency Management

- a. Maintain a close working relationship with the local energy companies to ensure that timely notification of potential problems are received and requests for support and resources are processed as quickly as possible.
- b. Coordinate with power companies to prepare and release public information regarding the power emergency. This activity will be in cooperation with ESF-15
- c. When requested, coordinate with other ESF-12 support agencies to obtain needed resources and make requests to the State Emergency Management Agency when local resources have been exhausted through the logistics section.

ii) Local Energy Companies

- a. All companies will be responsible for maintaining an emergency plan to restore power as quickly as possible following the event.
- b. They will ensure that the Butler County Emergency Management Agency is kept abreast of problems or potential problems and will have a representative in the EOC when possible.
- c. Perform damage assessment on systems and identify problems or shortfalls in electrical and gas supply.
- d. Within available resources, protect electrical and gas systems and restore damaged systems.

iii) Public Utilities Commission of Ohio (PUCO)

- a. Alerts appropriate state agencies of the possible requirement to supplement local energy and utility needs.
- b. Helps identify what resources are needed and help in coordinating the resources to ensure local utility impact on the communities is minimal, and working with the Emergency Operations Center

V. Direction and Control

- A. The ESF-12 representative located in the EOC will work with all executives of the primary and support agencies to fulfill necessary needs of the county in the case of an emergency.

VI. Continuity of Government

A. Lines of succession for each department are according to the standing operating procedures established in each department.

VII. Administration and Logistics

A. If local resources are inadequate to the tasks assigned within this ESF, state and federal resources may be requested. State and Federal resources will be coordinated and requested through the EOC.

B. Resources will be managed through the EOC and in the IRIS database.

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #13

Public Safety/Law Enforcement

Primary Agency: Butler County Police Chiefs Association

Support Agencies: Butler County Sheriffs Office
Local Law Enforcement Agencies
Ohio State Highway Patrol
National Guard

I. Introduction

A. Purpose

- i) Provide guidance for the organization of law enforcement resources in Butler County to respond to emergency situations exceeding normal law enforcement capabilities.

II. Situation and Assumptions

A. Situations

- i) During emergencies, law enforcement must expand their operations to provide the increased protection required by disaster conditions.
- ii) The Butler County Police Chiefs association is a collaborative group of police officials within the county that work jointly to ensure the safety of all residents of the county.
- iii) State and federal law enforcement organizations may assist at the request of local authorities.

B. Assumptions

- i) Activities of local law enforcement agencies will increase significantly during emergency operations.
- ii) Mutual Aid may provide additional resources and services needed in an emergency.
- iii) If local and county capabilities are overtaxed, support can be obtained from federal and/or state law enforcement agencies.

III. Concept of Operations

A. General

- i) Emergency law enforcement will be an expansion of normal functions and responsibilities.
- ii) Each law enforcement agency or department will retain responsibility and authority within their own jurisdictions.
- iii) All emergencies will be handled according to day-to-day operations as long as possible.
- iv) The maintenance of law and order and the protection of lives and property will be the objective of each law enforcement agency.
- v) With the fire service, law enforcement personnel are first-line responders to all routine or emergency situations.

B. Deploying Personnel

- i) On-duty deputies are notified of emergencies by dispatcher. Each law enforcement headquarters serves as the dispatch point for its personnel and resources.
- ii) Off-duty and auxiliary deputies are notified by telephone and/or pagers.
- iii) Vehicles are provided to full-time deputies and may be obtained by auxiliary deputies upon reporting to the Sheriff, as available.
- iv) The Sheriff's Department dispatches for a majority of township police departments, fire departments, and EMS units.
- v) Mutual Aid Agreements with local law enforcement agencies, and those in surrounding counties, are both verbal and in writing.
- vi) Call down is implemented according to the written SOPs.

C. Reporting Information

- i) Information concerning damage assessment, evacuation status, etc. is forwarded to the appropriate dispatcher at the respective dispatch center.
- ii) If the EOC is activated, this information will be forwarded to appropriate agencies and/or organizations.

iii) Inquiries concerning individuals injured or missing and casualties will be handled by the Red Cross.

D. Prisoners

i) Prisoners will be transported and jailed in surrounding jurisdictions or other facilities as outlined in plans and procedures on file with the County Sheriff.

ii) If prisoners cannot be moved, the Sheriff/Police Chief will initiate protective actions to insulate them from the effects of a hazard.

iii) Establishment of a temporary field detention facility for prisoners may be necessary until all involved prisoners can be moved to an established correctional facility.

E. Evacuation

i) In the event of an evacuation the Sheriff's Office and other local law enforcement agencies will assist one another with warnings and moving individuals to shelters.

ii) Shelter locations will be designated, in safe areas, by the Red Cross, upon notification by the agency or department recommending the evacuation.

iii. Additional information concerning sheltering and mass care can be found in Emergency Support Function -6.

F. Traffic Control

i) Traffic control is a major problem in any emergency, but escalates in major disasters. Relatives and/or friends of persons involved in the incident and the curious will converge on the area and may hinder response effort.

ii) Major traffic will be re-routed around the damaged area, and a continuous flow of traffic maintained, to the extent possible.

iii) When evacuation routes are determined, access roads will be barricaded. Traffic control points will be established along these routes to assist evacuees and to maintain a continuous flow of traffic toward reception centers and/or shelters.

G. Security

- i) Security will be provided at reception centers, shelters, and feeding facilities as resources permit.
- ii) Security will be provided by a local law enforcement agency at the Emergency Operations Center, including the press center. Security will also be provided at other key facilities, as need is identified, and personnel is available.
- iii) The disaster area will be secured by establishing road blocks and setting up barricades at selected locations. Road blocks on major roads will be manned continuously.
- iv) Access to the disaster area will be limited. Emergency response and other authorized personnel will be required to show identification or travel in a recognized official emergency vehicle before being admitted to the area. Others will be admitted only with approval of the Incident Commander, or other person in authority.
- v) Law Enforcement Personnel shall patrol the evacuated area to protect against looting. Unauthorized persons found in the area will be placed under arrest. Major businesses and industries within the evacuated area should also consider the use of private security to guard against looting.

H. Mitigation

- i) Review, coordinate and prepare mutual-aid agreements.
- ii) Determine areas vulnerable to sabotage, hostage and terrorist threats.
- iii) Provide information determined above to PIO for training, planning and public information purposes.
- iv) Identify resources, i.e., vehicles, equipment, etc. available for police service function.
- v) Review and update plans SOPs

I. Preparedness

- i) Assist in preparing plans and SOPs for the police departments that lack specific emergency guidelines.
- ii) Prepare plans for traffic control during an evacuation.
- iii) Provide education and training to personnel from other agencies that

may assist in traffic control during an evacuation.

iv) Train response staff and volunteers to perform assigned emergency functions.

v) Coordinate with the Fire Services Coordinator, Emergency Management Coordinator, and Shelter Coordinator on evacuation movement.

vi) Determine probable traffic control points on evacuation routes.

J. Response

i) Report status at the site to EOC representatives to include evacuation status, casualties, damage observations and related information.

ii) Provide mobile units for warning.

iii) Coordinate EOC staff operations in law enforcement activities.

iv) Provide security and traffic control for EOC.

v) Ensure that essential police records are protected from the hazard.

vi) Provide security to shelter and key facilities.

vii) Patrol evacuated and disaster areas.

viii) Provide food, water, emergency power, fuel and other material support to dispatch center and response personnel.

ix) Provide backup communications for shelter operations.

x) Provide traffic and crowd control.

xi) Control access to restricted areas.

xii) Maintain records.

xiii) Provide Radiological support, as appropriate, especially for traffic control.

xiv) In the event of suspected terrorist activity and/or sabotage, contact the Federal Bureau of Investigation.

K. Recovery

- i) Support cleanup/recovery operations.
- ii) Phase down when directed by Executive Group.
- iii) Release any auxiliary forces and volunteers.
- iv) Assist in damage assessment.
- v) Assist in return of evacuees to homes.

IV. Organization and Assignment of Responsibilities

A. Organization

- i) The assigned ESF-13 representative will coordinate all Law Enforcement operations through the EOC. Any further resources that are imperative to the ESF operations will be requested through the EOC.

B. Assignment of Responsibilities

- i) Butler County Police Chiefs Association
 - a. Provide a representative to the EOC
 - b. Work in a collaborative way to ensure efficient law enforcement activities
 - c. Provide assistance in all necessary public information measures
- ii) Butler County Sheriffs Office
 - a. Maintain law and order.
 - b. Coordinate all law enforcement activities in the county.
 - c. Provide for traffic control and monitor impediments to traffic flow.
 - d. Provide security for key facilities (EOC, jail, etc.).
 - e. Provide 24-hour communications and warning.
 - f. Limit access into controlled area.
 - g. May provide personnel for damage assessment.
 - h. Advise support agencies regarding road access and law enforcement activities within the county.
 - i. Coordinate use of signs, barricades, etc. with the County Engineer for perimeter control.
 - j. Coordinate use of Ohio National Guard personnel.
- iii) Local Law Enforcement Agencies
 - a. Maintain law and order.
 - b. Provide traffic and crowd control.
 - c. Provide security and limit access to controlled areas.
 - d. Provide communications.

- e. Assist in warning.
- f. Assist other law enforcement agencies.

iv) Ohio State Highway Patrol

- a. Maintain law and order.
- b. Provide traffic and crowd control.
- c. Provide security and limit access to controlled areas.
- d. Provide communications.
- e. Assist in warning.
- f. Assist other law enforcement agencies

v) National Guard

- a. Support local law enforcement agencies, when requested.

V. Direction and Control

A. The ESF-13 representative located in the EOC will work with all executives of the primary and support agencies to fulfill necessary needs of the county in the case of an emergency.

B. The County Sheriff is responsible for coordinating emergency law enforcement activities within the county. Police agencies will have the authority and responsibility within their respective jurisdictions.

C. Local governments are responsible for coordinating law enforcement activities within other jurisdictions.

D. Routine law enforcement activities will be conducted according to standard operating procedures from usual locations when possible. The EOC Law Enforcement representative will set priorities for resources and coordinate activities of the various forces.

E. Mutual aid forces will function under the supervision of their supervisors. Coordination of their use will be directed by the chief law enforcement official at the EOC in the jurisdiction in which they are operating.

F. Auxiliary and volunteer forces will work under the supervision of the chief law enforcement official in the jurisdiction to which they are sent or activated. Certified officers shall be armed and have arrest powers.

G. Supporting military forces will work under the direct supervision of their superiors and will assist the chief law enforcement official of the jurisdiction to which they are sent.

VI. Continuity of Government

A. Lines of succession for each department are according to the standing operating procedures established in each department.

VII. Administration and Logistics

A. Emergency authority granted to law enforcement officials will be as described in the Ohio Revised Code.

B. Mutual-aid agreements existing between law enforcement agencies within the county and with surrounding counties are either verbal or written.

C. Resources will be maintained through the IRIS database.

VIII. Plan Development and Maintenance

A. The County Sheriff and police chiefs of Butler County are responsible for developing SOPs that address in detail the assigned responsibilities to be performed during emergencies.

B. The Butler County Police Chiefs Association is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #14

Long Term Community Recovery

Primary Agency: Butler County Emergency Management Agency
State of Ohio Emergency Management Agency (Recovery Branch)

Support Agencies: Butler County Commissioners
Butler County Planning Department
Butler County Engineers Office
Butler County Water and Sewer
Butler County Solid Waste Management District
City Elected Officials
City Planning Departments
City Public Works Departments
City Road Departments
Township Elected Officials
Township Road Departments
Non-Profit Organizations

I. Introduction

A. Purpose

i) Provide a framework for local, state, and federal government support to non-governmental organizations and the private sector in long-term recovery operations. Enable community recovery from the long term consequences of a disaster, as well as, provide for effective coordination for recovery and restoration tasks, including assessment of damages.

II. Situations and Assumptions

A. Situations

i) Recovery efforts in Butler County are largely dependent on the nature of the disaster and the degree of damage experienced or population affected. The event may require a small number of county agencies or it may involve every department of Butler County.

ii) For large disaster events requiring response and recovery, the EOC will be activated for the response phase, and will transition into the recovery phase.

iii) Disasters affect public entities and the private sector. Resources available for recovery are established by private and public categories.

a. Private:

1. Individual
2. Associations
3. Clubs and Businesses (This includes banks and financial institutions, retail and wholesale, transportation, leisure, import/export, services, insurance, construction, power and some utilities.)

b. Public:

1. Schools
2. Fire Districts
3. Water and Sewer Districts
4. Library
5. Private non-profit government-like agencies (e.g., American Red Cross)

B. Assumptions

i) An emergency or disaster has occurred causing significant damage so as to require recovery and restoration activities.

ii) Resources are available.

iii) Circumstances of an emergency or disaster may affect a program or agency's ability to participate in local recovery efforts.

iv) The timely and accurate assessment of damage to public or private property will be of vital concern to local officials following a disaster and will have great bearing upon the manner in which recovery is affected in Butler County.

v) State and federal assistance will be dependent upon the adequate and timely documentation of the results of the disaster on the local community.

vi) The private sector is likely to be affected by shortages of food, clothing, shelter/housing, normal employment, access to public transportation and roadways, and repairs to their homes and possessions. To recover, residents may need to remove debris, maintain employment, access funds for repairs and provide care for children and the elderly or disabled. Permits and licenses may be needed for rebuilding. Utilities such as phones, safe drinking water and sewer services will need to be re-established. Supplies of food and fuels will be required. People will be seeking reunification with their families. The public will need assistance

with insurance claims, public programs and consumer fraud topics. Personal records will need to be recovered and positive identification verified. Critical workers will be needed to maintain commerce. Long-term housing and historical site preservation will require attention. Language barriers may impede delivery of services.

v) The public sector problems will include infrastructure repair, delivery of emergency programs and services, and recovery of vital records. Emergency repairs will be needed on bridges, roads, and public buildings. Government directed recovery will address functions, like: courts, health, water/sewer, public transportation, licenses, law and order, fire service, EMS, and inspections. Long-term business recovery strategies, building codes and ordinances may be needed. Emergency local expenditure ordinances may be required.

III. Concept of Operations

A. General

i) The recovery process for a disaster should begin early in the response phase through the declaration of a local emergency, followed by a fast and accurate assessment of and a formal request for state assistance. In addition, a complete record of expenditures for local response personnel, equipment and supplies should be maintained in the event that a federal disaster is declared and funds are made available to reimburse the documented response cost of public/non-profit agencies, as well as providing funds for disaster damage to the infrastructure of the state and local government.

ii) The Emergency Management Agency representative assigned to this ESF will coordinate all needed resources, personnel, and other materials through the EOC.

iii) Each political subdivision, special purpose district, public utility, agency and organization will:

- a. Complete a detailed damage assessment process.
- b. Coordinate recovery and restoration activities with Butler County Emergency Management Agency
- c. Apply for public assistance programs, if eligible.
- d. Designate an 'Agency Representative' responsible for all recovery activities.

iv) Each agency or organization is responsible for recovery costs within existing budget limitations. If costs exceed existing budget authority, the legislative authority of the respective jurisdiction needs to provide appropriate action.

v) Each agency or organization is responsible for documenting all disaster related costs and activities.

B. Mitigation

i) When repairing and restoring services and facilities, each entity is encouraged to investigate alternative plans and activities to potentially reduce future damages and impacts.

ii) Establish zoning codes for building in particular hazard areas.

iii) Support requests and directives resulting from the Governor and/or Ohio Emergency Management Agency concerning mitigation and/or re-development activities.

iv) Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

C. Preparedness

i) Develop and maintain a county wide hazard mitigation plan.

ii) Maintain all necessary resource lists

iii) Conduct exercises training of personnel in disaster recovery activities.

D. Response

i) Following a disaster the EOC will remain open to coordinate all initial restoration and recovery activities in the county. The EOC will remain open until its coordination activities are no longer needed.

ii) If necessary, a state of Ohio Emergency Management field office will be created within Butler County to address all recovery efforts.

iii) The EOC staff as well as the Ohio field office staff will support all county-wide recovery efforts by maintaining a liaison with federal, state, city, village, American Red Cross, and other volunteer organizations.

E. Recovery

i) Coordinating and integrating the resources and assistance programs of voluntary agencies and other community-based organizations

- ii) Restoring and making permanent repairs to public infrastructure damaged in the disaster
- iii) Reestablishing an adequate supply of housing, including affordable housing, to replace housing stock destroyed by the disaster
- iv) Restoring the economic base of disaster-impacted communities, including lost jobs and employment opportunities
- v) Identifying hazard mitigation opportunities and implementing long-term hazard mitigation plans, projects and measures (e.g., land use plans, hazard-zone restrictions and building codes).

IV. Organization and Assignment of Responsibilities

A. Organization

- i) The Butler County Emergency Management Agency is the lead agency on this ESF and will coordinate all recovery efforts through the EOC as well as the State of Ohio Emergency Management Agency.

B. Assignment of Responsibilities

- i) Butler County Emergency Management Agency
 - a. Coordinate comprehensive disaster recovery efforts.
 - b. Coordinate the collection of Preliminary Damage Assessment information for Butler County and its cities.
 - c. Serve as liaison with the State Disaster Recovery Branch
- ii) State of Ohio Emergency Management Agency (Recovery Branch)
 - a. Administer disaster assistance programs for individual victims and for governmental entities
 - b. Coordinate local government's requests for technical and financial assistance from the state following a local or gubernatorial disaster declaration
 - c. Conduct damage assessment and disaster recovery assistance training for state, county and local governments, voluntary organizations and members of the general public
 - d. Provides technical assistance to public officials regarding emergency management programs and types of available disaster assistance
- iii) Butler County Commissioners
 - a. Coordinate with all recovery services
 - b. Appropriate adequate funds to support recovery

- iv) Butler County Planning Department
 - a. Provides assistance for housing, community redevelopment and economic recovery, public services, infrastructure, mortgage financing, and public housing repair and reconstruction.

- v) Butler County Engineers Office
 - a. Provide resources to clear debris and assist with recovery operations

- vi) Butler County Water and Sewer
 - a. Provide resources to assist with recovery operations

- vii) City Elected Officials
 - a. Coordinate with all recovery services
 - b. Appropriate adequate funds to support recovery

- viii) City Planning Departments
 - a. Provides assistance for housing, community redevelopment and economic recovery, public services, infrastructure, mortgage financing, and public housing repair and reconstruction

- ix) City Public Works Departments
 - a. Provide resources to assist with recovery operations

- x) City Road Departments
 - a. Provide resources to assist with recovery operations

- xi) Township Elected Officials
 - a. Coordinate with all recovery services
 - b. Appropriate adequate funds to support recovery

- xii) Township Road Departments
 - a. Provide resources to assist with recovery operations

- xiii) Non-Profit Organizations
 - a. Provides short-term shelters, food, volunteers and other resources and sends a representative to the EOC if necessary.

V. Direction and Control

A. The ESF-14 representative located in the EOC will work with all executives of the primary and support agencies to fulfill necessary needs of the county in the case of an emergency

VI. Continuity of Government

A. Lines of succession for each department are according to the standing operating procedures established in each department.

VII. Administration and Logistics

A. All requested resources will be coordinated through the EOC

B. Resources will be managed through the EOC and in the IRIS database

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.

Butler County Emergency Operations Plan

Emergency Support Function #15

External Notifications

Primary Agency: Butler County Emergency Management Agency

Support Agencies: Butler County Public Information Officer (PIO)

Butler County Police Chiefs Association

Butler County Fire Chiefs Association

Butler County Commissioners

Local Municipalities Officials

Butler County Engineer's Office

I. Introduction

A. Purpose

- i) Ensure that adequate information is sent out to the general public and/or first responders during a potential or actual emergency incident.

II. Situations and Assumptions

A. Situations

- i) The hazards that Butler County is vulnerable to is located in the county Hazard Mitigation Plan located within the Emergency Management Agency office.
- ii) A Joint Information Center (JIC) may be established in a designated area during an emergency. This will be used as a central location to provide briefings to all media representatives and to develop coordinated press releases of public information.
- iii) News releases in Butler County will initiate from one location during emergencies. The JIC will be that location if it is activated. If not, the location will be through the Butler County Public Information Officer (PIO) in the Butler County EOC.

B. Assumptions

- i) Agreements for the broadcast of emergency public information will be coordinated with the radio and television stations that broadcast programming into Butler County by the Emergency Management Agency and the Public Information Officer.

ii) Training programs combining emergency information and educational materials are presented by the staff of OEMA in advance of emergencies in order to reduce casualties, injuries and property damage.

iii) Local print and broadcast media will cooperate in broadcasting and publishing detailed disaster-related instructions to the public. The national media will likely focus on the human interest aspects of local disasters.

iv) Some emergencies may cause power outages and broadcast media failures, electronic pulse effects, or both. Therefore, the standard sources of news, such as newspapers, radio, and television will not be available. Butler County EMA will consider alternative methods of communicating emergency-related information.

III. Concept of Operations

A. General

i) Emergency information efforts will focus on specific, incident-related information.

ii) A special effort will be made to report accurate information about emergency response efforts to reassure citizens that the situation is under control.

iii) The Public Information Officer will disseminate information through the Butler County EOC. If the situation progresses to a larger event, a JIC may be opened at the Butler County Board of Elections building to allow for a large scale press conference.

B. Mitigation

i) A Public Information Officer will be appointed by the Butler County Commissioners to coordinate public information with the incident commander.

ii) Butler County Emergency Management Agency maintains ongoing relationships with the local media.

iii) Maintain a relationship with the Ohio Emergency Management Agency PIO for coordination of news releases during emergencies.

C. Preparedness

i) Conduct public education programs.

- ii) Prepare emergency information packets for release during emergencies. Distribute pertinent materials to the local media.
- iii) Review and maintain all plans and guidance related to emergency public information.
- iv) Designate staff having responsibilities under the PIO in the event of an emergency/disaster.
- v) Designate sources for assistant PIOs who will be activated for a news dissemination network in a major disaster affecting Butler County.

D. Response

- i) Disseminate emergency instructions and critical information to the public.
- ii) Provide the public (through the media) with accurate information regarding the event.
- iii) Establish a Joint Information Center (JIC) for briefing the news media.
- iv) Establish a rumor control function to respond to public and media inquiries.

E. Recovery

- i) Continue emergency public information with emphasis on restoration of services, travel restrictions and available assistance.
- ii) Assess effectiveness of information and education programs and update Public Information Annex as required.
- iii) Compile a chronological record of events and perform operational documentation.

IV. Organization and Assignment of Responsibilities

A. Organization

- i) The EOC Public Information Officer is appointed to the position by the Director of the Emergency Management Agency.
- ii) The Butler County Emergency Management Agency will coordinate all public information

B. Assignment of Responsibilities

- i) Butler County Emergency Management
 - a. Coordinate all public information notices through the EOC
 - b. Provide the EOC PIO with information to release to the public
- ii) Butler County PIO
 - a. Develop and distribute all public information that has been coordinated through the EOC
 - b. Coordinate public information activities with the State and Federal PIOs when Federal emergency support teams respond to a disaster.
- iii) Butler County Police Chiefs Association
 - a. Provide support and information for emergency management and PIO
- iv) Butler County Fire Chiefs Association
 - a. Provide support and information for emergency management and PIO
- v) Butler County Commissioners
 - a. Reviews emergency public information messages and press releases prior to public delivery through broadcast media.
- vi) Local Municipalities Officials
 - a. Reviews emergency public information messages and press releases prior to public delivery through broadcast media.
- vii) Butler County Engineer's Office
 - a. Provide support and information for emergency management and PIO

V. Direction and Control

A. The EOC Public Information representative facilitates organized operation of emergency personnel, facilities, equipment and procedures in an effort to provide accurate, coordinated and timely instructions and information to the public during an emergency.

B. All organizations involved in emergency response and recovery and having requirements to release information to the media will coordinate with the EOC and the Public Information representative.

VI. Continuity of Government

A. Lines of succession for each department are according to the standard operating procedures established in each department.

VII. Administration and Logistics

A. All requested resources will be coordinated through the EOC

B. Resources will be managed through the EOC and in the IRIS database

VIII. Plan Development and Maintenance

A. The Butler County Emergency Management Agency is responsible for making changes to this support function based upon deficiencies identified through drills, exercises, emergencies and changes in government function. The Butler County Emergency Management Director will publish, distribute and forward all revisions to this support function to all organizations with implementation responsibilities.