

DOUGLAS COUNTY, NEBRASKA

LOCAL EMERGENCY OPERATIONS PLAN

Dated: December 14, 2010

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

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

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

DOUGLAS COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

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

This Plan is compliant and consistent with Homeland Security Presidential Directives (HSPD) 5 and 8. The State of Nebraska and the agencies involved will operate within the principles of the National Incident Management System (NIMS) in support of the National Response Plan and the National Response Framework (2008).

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

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

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

This Plan is not intended to limit or restrict initiative, judgement or independant action required to provide appropriate and effective disaster mitigation, preparation and recovery. However, compliance with this Plan is necessary by all Plan participants in order to accomplish mutually shared objectives. The manifestation of these objectives is

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

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

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

RESOLUTION

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

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

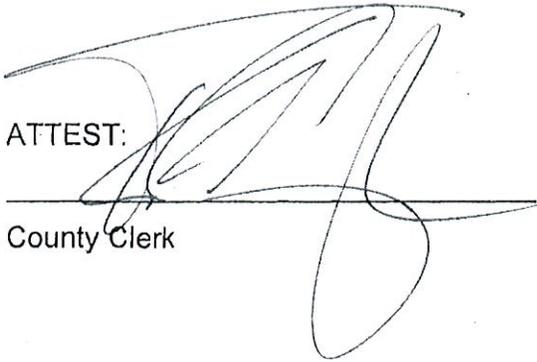
WHEREAS, the Board of Commissioners of Douglas County, deems it advisable and in the best interest of Douglas County to approve said Local Emergency Operations Plan;

WHEREAS, the acceptance of this 2010 Local Emergency Operations Plan supersedes all previous approved Douglas County Local Emergency Operations Plans;

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

PASSED AND APPROVED THIS 14th DAY OF December, 2010.

ATTEST:


County Clerk


Board of County Commissioners,
Douglas County, Nebraska

APPROVED AS TO FORM:


Deputy County Attorney

CITY OF OMAHA

Civic Center
Omaha, Nebraska

RESOLVED BY THE MAYOR OF OMAHA:

WHEREAS, the State of Nebraska, as written in the Emergency Management Act, Reissue Revised Statute of Nebraska, 1996, has required Douglas County to make changes to the Douglas County Local Emergency Operations Plan (LEOP), which includes the City of Omaha's Emergency Operations Plan as a supporting document;

WHEREAS, Douglas County Emergency Management Agency made the required changes to the Douglas County Local Emergency Operations Plan (LEOP) as mandated by the State of Nebraska; and,

WHEREAS, it is in the best interest of the City of Omaha and the residents thereof to accept this Douglas County Local Emergency Operations Plan (LEOP), which includes the City of Omaha's Emergency Operations Plan as a supporting document.

NOW, THEREFORE, BE IT RESOLVED AS MAYOR OF THE CITY OF OMAHA:

THAT, I hereby approve the 2010 Douglas County Local Emergency Operations Plan, which includes the City of Omaha's Emergency Operations Plan as a supporting document; as mandated by the State of Nebraska Emergency Management Act, Reissue Revised Statutes of Nebraska, 1996.

APPROVED AS TO FORM:

ATTEST:

City Clerk Date

MAYOR DATE

RESOLUTION

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

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency
in Douglas County, the City of Bennington and other cities and villages in
Douglas County, the Omaha City Council deems it advisable and in the best
interests of the community and the County to approve the attached Douglas
County Local Emergency Operations Plan.

PASSED AND APPROVED THIS ____ DAY OF _____, 2010.

Mayor, City of Bennington

ATTEST:

City Clerk

RESOLUTION

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

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Douglas County, the City of Ralston and other cities and villages in Douglas County, the Omaha City Council deems it advisable and in the best interests of the community and the County to approve the attached Douglas County Local Emergency Operations Plan.

PASSED AND APPROVED THIS ____ DAY OF _____, 2010.

Mayor, City of Ralston

ATTEST:

City Clerk

RESOLUTION

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

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Douglas County, the City of Valley and other cities and villages in Douglas County, the Omaha City Council deems it advisable and in the best interests of the community and the County to approve the attached Douglas County Local Emergency Operations Plan.

PASSED AND APPROVED THIS ____ DAY OF _____, 2010.

Mayor, City of Valley

ATTEST:

City Clerk

RESOLUTION

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

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency in Douglas County, the Village of Boys Town and other cities and villages in Douglas County, the Boys Town Village Board deems it advisable and in the best interests of the community and the County to approve the attached Douglas County Local Emergency Operations Plan.

PASSED AND APPROVED THIS ____ DAY OF _____, 2010.

Board Chair, Village of Boys Town

ATTEST:

Village Clerk

RESOLUTION

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

RESOLVE: That in order to provide for a coordinated response to a disaster or emergency
in Douglas County, the Village of Waterloo and other cities and villages in
Douglas County, the Waterloo Village Board deems it advisable and in the
best interests of the community and the County to approve the attached
Douglas County Local Emergency Operations Plan.

PASSED AND APPROVED THIS ____ DAY OF _____, 2010.

Board Chair, Village of Waterloo

ATTEST:

Village Clerk

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SIGNATURE PAGE

We, the undersigned, have reviewed the Local Emergency Operations Plan (LEOP) for Douglas County and its cities within. We accept the responsibilities pertaining to our organizations as defined in the LEOP and will communicate its content to our jurisdictions and respond as required in the event of a community emergency, natural disaster or implementation of any portion of the LEOP.

Signature and Printed Name
Chairperson, Douglas County Board of Commissioners

Date

Signature and Printed Name
Mayor, City of Omaha

Date

Signature and Printed Name
Sheriff, Douglas County

Date

Signature and Printed Name
Fire Chief, City of Omaha

Date

Signature and Printed Name
Police Chief, City of Omaha

Date

Signature and Printed Name
Fire Chief, City of Bennington

Date

Signature and Printed Name
Police Chief, City of Bennington

Date

Signature and Printed Name
Chief of Safety and Fire, Boys Town

Date

Signature and Printed Name
Fire Chief, Irvington

Date

Signature and Printed Name
Fire Chief, Ponca Hills

Date

Signature and Printed Name
Fire Chief, City of Ralston

Date

Signature and Printed Name
Police Chief, City of Ralston

Date

Signature and Printed Name
Fire Chief, City of Valley

Date

Signature and Printed Name
Police Chief, City of Valley

Date

Signature and Printed Name
Fire Chief, Village of Waterloo

Date

Signature and Printed Name
Police Chief, Village of Waterloo

Date

Signature and Printed Name
Executive Director, Heartland Chapter, American Red Cross

Date

Signature and Printed Name
Executive Director, United Way of the Midlands / 211

Date

Signature and Printed Name
Commander, Salvation Army Western Division HQ.

Date

Signature and Printed Name
Director, Metro

Date

Signature and Printed Name
Chief Information Officer, DotComm

Date

Signature and Printed Name
Executive Director, Nebraska Humane Society

Date

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RESPONSIBLE FOR RETAINING PLAN and INSERTING UPDATES**

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Emergency Management Agency	3	1-3	3
Emergency Operations Center	0		2
<u>Douglas County</u>			
Board of Commissioners	0		7
Douglas County Clerk	1	4	1
Douglas County Sheriff	0		1
Douglas County Assessor	0		1
Douglas County Attorney	0		1
Douglas County Chief Admin. Officer	1	5	3
Douglas County Communications	0		1
Douglas County Coroner's Office	0		1
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Douglas County Engineer	0		1
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Douglas County General Assistance	0		1
Douglas County Health Center	0		3
Douglas County Health Department	1	6	1
Douglas County LEPC	0		1
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USDA County Emergency Board	0		1
GIS	0		1
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Mayor	0		1
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DOUGLAS COUNTY LEOP

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City Clerk	1	9	
Mayor, Police, Fire, EM, etc	0		4
<u>City of Valley</u>			
City Clerk	1	10	
Mayor, Police, Fire, EM, etc.	0		4
<u>Village of Boys town</u>			
City Clerk	1	11	
Village Board Chair, Police, Fire, EM, etc.	0		4
<u>Village of Waterloo</u>			
City Clerk	1	12	
Village Board Chair, Police, Fire, EM, etc.	0		4
<u>Organizations</u>			
Aksarben Amateur Radio Club	0		1
American Red Cross, Heartland Chapter	0		1
ARES	0		1
Cox Communications	0		1
DOT Comm.	0		1
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Eastern Nebraska Office on Aging	0		1
Eppley Airport Authority	0		1
Eppley Airport Fire	0		1
Eppley Airport Police	0		1
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Qwest Communications	0		1
Region 6 Mental Health	0		1
Salvation Army	0		1
Tri Mutual Aid Association	0		1
United Way of the Midlands / 211	0		1
<u>Nebraska Emergency Management Agency</u>			
(For Distribution to State Agencies)			
NEMA	1	13	2
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		Hard Copies	CD's
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GLOSSARY OF TERMS AND ACRONYMS

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

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

ART - Animal Response Team

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

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

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

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

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

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

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

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

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

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

Citizen Corps: A volunteer organization trained in individual preparedness to assist Incident Command in a support role that may include administrative or minor support functions.

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

COAD - Community Organizations Active in Disaster: A local organization whose function and purpose is to organize various organizations in the community to successfully provide efficient and effective goods and services in response to a CEND event.

Community Emergency: An emergency in the community of such scale and complexity that it requires multi-agency coordination by the local emergency management agency to achieve a successful resolution and return to normalcy.

Continuity of Operations (COOP): Activities that address the continuance of operations by departments, agencies and other entities to ensure that operations are prioritized, planned for, and communicated for effective start-up when interrupted by a CEND event.

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

County Emergency Board (CEB): A group comprised of representatives from three USDA agencies, Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), Cooperative Extension Service (CES). The Emergency Manager is usually also a member.

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

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

DEQ: Nebraska Department of Environmental Quality, also NDEQ

DHS: Department of Homeland Security

DHHS: Department Health and Human Services

DMP: Debris Management Plan

DOR: Nebraska Department of Roads, also NDOR

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

other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, riot, civil disturbance, or hostile military or para-military action.

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

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

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

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

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

EMS: Emergency Medical Services

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

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

EOC - Emergency Operation Center: A facility from which local government officials exercise direction and control in an emergency or disaster.

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

EPA: Environmental Protection Agency (Federal Agency)

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

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

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

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

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

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

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

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

FDA: Food and Drug Administration

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

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

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

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

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

FMD: Foot and Mouth disease

FSA: Farm Services Agency

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

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

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

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

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

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

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

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

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

ICU: Intensive Care Unit

Incident Action Plan (IAP): Under NIMS, an oral or written plan stating the time period or schedule of planned events, the identification of the threat or disaster, strategy for managing an incident, initial response activities, formalized steps to achieve recovery, staffing and other resources needed.

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

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

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

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

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

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

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

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

LEDRS: Nebraska Livestock Emergency Disease Response System

LEPC - Local Emergency Planning Committee: A local committee originally established by federal environmental legislation, commonly referred to as the Emergency Planning and Community Right-to-Know Act under Title III of the Superfund Amendments and Reauthorization Act, that is appointed by the State Emergency Response Commission (SERC) comprised of private sector, citizen and government stakeholders whose focus is to foster effective public – private communication to mitigate adverse consequences resulting from chemical releases of regulated hazardous materials.

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

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

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

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

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

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

MSDS: Material Safety Data Sheet

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

NAWAS - National Warning System: A system of special telephone lines linking Nebraska with federal authorities in other states. A sub-network portion of the system, the State

NAWAS Circuit, ties together state and local warning points as well as the National Weather Service, Nebraska State Patrol Stations, and nuclear power plants.

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

NDA: Nebraska Department of Agriculture

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

NGPC: Nebraska Game and Parks Commission

NHIT: Nebraska Hazardous Incident Team

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

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

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

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

NSP: Nebraska State Patrol

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

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

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

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

PDA: Preliminary Damage Assessment

Presidential Emergency Declaration: Under PL 93-288, as amended by PL 100-707 this is issued when the President has decided that a catastrophe, in any part of the United

States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the federal government.

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

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

Quarantine zone: Area where livestock, vehicle or human movement, in/out of, is prohibited.

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

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

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

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

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

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

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

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

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

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

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

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

SEOP: State Emergency Operations Plan

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

SERT - State Emergency Response Teams: Specially trained Hazmat teams to the Technician level as defined in 29 CFR 1910.120. There are three levels of response teams which are by Governor's appointment, the Nebraska Hazardous Incident Team and the Wildfire Team.

SFM: State Fire Marshal

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

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

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

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

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

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

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

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

UNS: University of Nebraska System

USDA: United States Department of Agriculture

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

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

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DOUGLAS COUNTY BASIC EMERGENCY OPERATIONS PLAN

I. PURPOSE

This Local Emergency Operations Plan (LEOP) predetermines to the extent possible, the actions taken by responsible elements of the governments within Douglas County before, during, and after Community Emergency and Natural Disaster (CEND) events as defined in the Glossary of this LEOP. Responsible elements of governments within Douglas County including its cities, villages, and cooperating private organizations will, to the extent consistent with this LEOP:

- A. Prepare, detect and protect against, threats or incidents of terrorism, natural disasters, community emergencies, and incidents of national significance,
- B. Prevent against avoidable disasters by reducing the vulnerability of Douglas County residents to any disasters that may strike,
- C. Establish capabilities for protecting citizens from the effects of disasters,
- D. Respond effectively to the actual occurrence of disasters,
- E. Provide for the recovery in the aftermath of any CEND event involving extensive damage or other detrimental effect on normal life within the community.

II. AUTHORITY REFERENCES

Authority for this Plan is contained in:

- A. Public Law 81-920 (Federal Emergency Management Act of 1950) as amended;
- B. Public Law 93-288 (Disaster Relief Act of 1974) as amended by PL 100-707;
- C. Public Law 99-499 (Superfund Amendments and Reauthorization Act of 1986) as amended;
- D. 44 CFR, Part 302, Emergency Management: State and Local Emergency Management Assistance (EMA), June 1985, as amended;
- E. RRS Sections 81-829.36 to 81-829.75, Nebraska Emergency Management Act of 1996, as amended, Cum. Supp. 2002;

- F. Nebraska Administrative Code, Chapter 7; Nebraska Emergency Management Agency Title 67, July 21, 2001.
- G. Nebraska Revised Statutes 81-201 (Reissue 1996), 54-701 (reissue 1998 and Cum. Supp. 2002, and 54-1180 to 54-1182 (Reissue 1998 and Cum. Supp. 2002), (Nebraska Department of Agriculture's general response procedures); 2-1072 to 2-10, 117, the Plant Protection and Pest Act; and 54-847 to 54-863, (Reissue 1998) the Commercial Feed Act; 81-2,257 to 81-2,261 (Reissue 1996 and Cum. Supp. 2002), the Nebraska Pure Food Act; S2-3901 to 2-3911 (Reissue 1997 and Cum. Supp. 2002), the Nebraska Pasteurized Milk Law; 2-3913 to 2-3946 (Reissue 1997 and Cum. Supp. 2002), Manufacturing Milk Act;
- H. USC Title 21, section 134(a), (USDA response procedures for animal disease events);
- I. USC Title 7, sections 7701-7772, (USDA Plant Protection Act);
- J. 21 CFR, Parts 500-599 (Food, Drug, and Cosmetic Act);
- K. Homeland Security Presidential Directive (HSPD-5) "Management of Domestic Incidents," 28 February, 2003;
- L. Homeland Security Presidential Directive (HSPD-8) "National Preparedness" December 17, 2003;
- M. Joint Resolution and Agreement, dated August 13, 1988, establishing the Douglas County Civil Defense Agency and the Joint Omaha/Douglas County Civil Defense Agency;
- N. A Memorandum of Understanding between the City of Omaha and Douglas County dated September 9, 1988;
- O. Douglas County Resolution, December 4, 2010, establishing the 2010 Douglas County Local Emergency Operations Plan (LEOP);
- P. 10 CFR, Parts 50 and 70, Appendix E, Nuclear Regulatory Commission as revised 3 November 1980.
- Q. 29 CFR 1910.120, Hazardous Waste Operations and Emergency Response.
- R. Nebraska Statute 23-918. Emergencies; additional appropriations; loans; tax authorized.
- S. Nebraska Statute 23-3109. Competitive bidding; when not required; waiver of bidding requirements; when.

- T. Nebraska Statute 23-3112. Insufficient funds, compliance with budget; wrongful purchase, effect.
- U. Douglas County Purchasing Department Policy Manual, November 7, 2008 as revised, Section XXI, Emergency Purchases.
- V. Nebraska State Emergency Operations Plan (SEOP), dated February 2, 2009,
- W. Nebraska State Emergency Alert System (EAS) State Plan, October 1, 2007, as revised.
- X. 2008 North American Emergency Response Guidebook.
- Y. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987, updated 2001.
- Z. Nebraska Radiological Emergencies Response Handbook, April 1989.
- AA. Nebraska State Radiological Emergency Response Plan for Nuclear Power Plant Incidents, 15 April, 2010.
- BB. DOUGLAS County Radiological Emergency Response Plan for Nuclear Power Plant Incidents, date 2 June, 2009. NUREG 0654/FEMA REP 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants, issued November 1980.
- CC. State of Nebraska Executive Order 05-02, state adoption of the National Incident Management System (NIMS), March 4, 2005.

III. SITUATION

- A. Douglas County, with a residential population of approximately 500,000 (2007 census estimate), is vulnerable to many hazards that can disrupt the community, create damage, and cause injury or death. The Douglas County Hazard Analysis has identified hazards which could effect the population or public and private property. The most common recurring threat is severe weather.
- B. Douglas County and its incorporated jurisdictions have significant emergency response resources and capabilities. Seven (7) local law enforcement agencies, nine (9) local fire departments (includes EMS) and the eleven (15) hospitals provide emergency services on a day-to-day basis. During and after a CEND event, the use of these emergency resources and other governmental and private response and recovery capabilities will minimize the effects of the CEND event.

- C. An incident or emergency at the Fort Calhoun Nuclear Power Station which is located near Blair, NE in Washington County is another special hazard consideration for Douglas County. Although Douglas County is located in the Plume Exposure Emergency Planning Zone (10 mile EPZ), Douglas County is located almost entirely within the Ingestion Exposure Pathway EPZ (50 mile radius) which involves possible impact resulting from ingestion of contaminated surface water, human food or animal food. The State Radiological Emergency Response Plan for Nuclear Power Plant Incidents, dated April 2010, may be consulted for response requirements.

IV. ASSUMPTIONS AND PLANNING FACTORS

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

V. ORGANIZATION / RESPONSIBILITIES

A. Elected Officials Responsibilities

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

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

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

B. Local Government Structure

1. A seven (7) member Board of Commissioners manages the governmental activities of Douglas County. Their authority extends to all unincorporated areas of the County. The population of the County is approximately 500,000 (2007 census estimate).
2. Omaha is a first class city (population approximately 420,000) and functions under the Mayor/Council system. The City Council has a Council President and seven (7) Council Members. Day-to-day activities of the city are under the direction of a Mayor.
3. Ralston is a first class city (population approximately 6,200) and functions under the Mayor/Council system. The City Council has a Council President and six (6) Council Members. Day-to-day activities of the city are under the direction of a Mayor.
4. Bennington and Valley are second class cities (population approximately 900 & 1,800, respectively) and use the Mayor/Council form of government. The Council has a Council President and three (3) Council Members.

5. Boys Town (population approximately 1,000) and Waterloo (population approximately 470) are villages under the direction of Village Boards with a Board Chairperson and four (4) Board Members.

C. Emergency Management

1. Douglas County Emergency Management Agency

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

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

- g. Coordinating command and General Staff activities,
- h. Approving resource requests and use of volunteers and auxiliary personnel,
- i. Ordering demobilization as needed,
- j. Ensuring after-action reports are completed,
- k. Authorizing information release to the public.

E. State Agencies

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

F. Responsibilities

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

1. Direction and Control (Annex A)

By statute, emergency operations and protective actions in Douglas County are the responsibility of the County Board; and with regard to its political subdivisions, the responsibility of the Mayor and City Councils of Bennington, Elkhorn, Omaha, Ralston and Valley and the Village Boards of Boys Town and Waterloo. Depending on the incident, these executives may be engaged as members of the Emergency Management Senior Advisory Team (EMSAT). During a CEND event, they will communicate and may be required to re-locate to the

Emergency Operations Center (EOC) in Omaha as requested and/or as needed. The EMSAT will use the expertise of the NIMS-trained EOC staff to assist them in Direction and Control functions. In general, the EMSAT's executive direction and control responsibilities are to:

- a. Assign missions and tasks in support of and to fulfill the resource needs of the Incident Commander;
 - b. Set short and long term priorities for recovery;
 - c. Anticipate and identify existing and future resource requirements and provide for their reimbursement or compensation as needed;
 - d. Monitor the environment of their respective cities or county and comply with their responsibilities as stated in the Nebraska Emergency Management Act;
 - e. Inform the public of conditions, warnings, and instructions;
 - f. Coordinate emergency operations in support of the Incident Commander;
 - g. Demobilize resources after the event;
 - h. Coordinate and resolve policy issues arising from the event so as to ensure that government functions, services and resources are prioritized and provided appropriately;
 - i. Participate in the After Action Report process and make the subsequent modifications to policies, plans and procedures in agencies under their authority;
 - j. Partner with private, for-profit, non-profit, non-governmental, and faith-based and other organizations as required;
 - k. Implement those appropriate portions of the jurisdiction's Continuity of Government and Continuity of Operations Plans. This ensures that the vital and essential functions of government services continue during and after a CEND event, especially when government facilities and staff are affected by the disaster;
 - l. Remain engaged throughout the duration of the CEND event as part of the EMSAT so as to monitor the financial reimbursement process and facilitate the most favorable and feasible outcome from the CEND event.
2. Communications and Warning (Annex B)

The primary responsibility for establishing, maintaining, augmenting and providing backup for all channels of communications needed for emergency

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

3. Damage Assessment (Annex C)

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

4. Emergency Public Information (Annex D)

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

5. Evacuation (Annex E)

The goal of this function is to relocate people to safe areas when emergencies or threats necessitate such action. The decision to evacuate is normally made by the Emergency Management Senior Advisory Team (EMSAT) after consulting with the Emergency Management Director but due to the urgency and severity of the situation, the decision may be made by the on-scene Incident Commander (fire or law enforcement). The Douglas County Emergency Management Director, along with other city and village Emergency Management Directors, is responsible for the dissemination of clear and detailed procedures for carrying out evacuations. Evacuation and

sheltering plans will include consideration for individuals with special needs and those with service or companion animals.

6. Fire Services (Annex F)

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

7. Health and Medical (Annex G)

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

8. Law Enforcement (Annex H)

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

9. Mass Care (Annex I)

The local government jurisdiction is responsible for mass care until the Red Cross can assist the jurisdiction's efforts. The Heartland Chapter of the American Red Cross has the responsibility for coordinating short-term mass care of citizens in case of an evacuation or disaster. Responsibilities include identifying, preparing, equipping, managing and staffing for temporary lodging, food, clothing, and other essentials to large numbers of evacuees displaced due to CEND events. Douglas County also has a responsibility to facilitate mass care coordination in the event residents of Washington County are directed through this area under nuclear power plant contingencies.

10. Protective Shelter (Annex J)

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

11. Public Works / Utilities (Annex K)

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

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

12. Resource Management (Annex L)

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

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

VI. CONCEPT OF OPERATIONS

A. General

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

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

B. Continuity of Government

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

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

2. Preservation of Records

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

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

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

3. Alternate Operating Locations

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

4. Protection of Government Resources

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

- a. Personnel: All government buildings should have tornado protection, bomb and hostage threat, fire escape and evacuation plans which designate appropriate response actions, assembly areas, protective shelter locations including means of exiting, accountability systems and accommodations and provisions for handicapped persons.
- b. Records: Essential county government records are stored on various mediums. Recovery plans are required for electronic digital formats.
- c. Equipment: Although no specific and immanent, high probability hazard has been identified that would cause foreseeable damage to specific pieces of equipment, thereby precluding absolute protection of all equipment, it is up to Chief Elected Officials, individual department heads and other elected officials to routinely protect the integrity and security of critical equipment and, where possible, have established redundant functionality for equipment most likely to fail or be compromised in a CEND event.

C. Direction and Control Relationships

- 1. During disaster operations, the Emergency Management Senior Advisory Team (EMSAT) will establish coordination, leadership, and policy decisions for the community's emergency response and recovery efforts. The Chair of the Douglas County Board and the Mayor of Omaha will provide overall leadership and coordination of the emergency functions that support the Incident Commander. In the absence of the

County Board Chair, the Douglas County Commissioner who chairs the Criminal Justice Committee will serve on the EMSAT. When appropriate, the Chief Elected Officials of other affected communities will also provide guidance and maintain situational awareness as part of the EMSAT.

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

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

1. Mitigation

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

2. Preparedness Phase

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

3. Response Phase

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

4. Recovery Phase

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

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

E. Activation Levels of Emergency Management

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

1. Level 1 – Communications Alert

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

2. Level 2 – Assessment of Risk with Proactive Measures

DCEMA will observe the situation and conditions and initiate appropriate actions and take proactive measures in response to the perceived threat. Information is compiled and disseminated to and from DCEMA.

3. Level 3 – Event Occurrence

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

4. Level 4 – Request for Additional Resources

In addition to the response activities for the event as described above in Level 3, multiple resource entities are recalled to supplement and/or replace local resources damaged or expended. Coordination with NEMA yields additional assistance from selected non-local resources.

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

F. Demobilization and Recovery

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

G. Notification and Alerting of Key People

The initial source of notification of a potential CEND event varies with the type of event and emergency management activation level.

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

1. National Weather Service alert of pending severe weather

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

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

2. Natural Resources District alert for potential flooding

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

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

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

H. Plan Implementation

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

1. All county and city/village officials will immediately activate their portions of the plan and discontinue all interfering and non-essential actions as

necessary. If a portion of the plan cannot be activated, the appropriate Chief Elected Official will be immediately notified so that alternate arrangements can be made.

2. The Douglas County Emergency Management Director will coordinate disaster operations support for emergency response services and be a jurisdiction's point-of-contact with the Nebraska Emergency Management Agency.
 3. Depending on the situation, disaster declarations in accordance with Nebraska Statute 81-829.50 will be made by the Chief Elected Officials within Douglas County and the affected communities. The effect of a local disaster declaration shall activate the response and recovery aspects of this Plan, other acceptable inter-jurisdictional plans and authorize the furnishing of aid and assistance from these plans. A local disaster declaration by each local jurisdiction and participation in the Hazard Mitigation planning process is a prerequisite for obtaining a state disaster proclamation from the Governor authorizing state assistance and response support.
- I. National Incident Management System (NIMS) and the Incident Command Structure (ICS).
1. The NIMS is an emergency and disaster event management, direction and control system that is standardized for use across the nation. On March 4, 2005, the Governor of Nebraska signed a declaration stating that the NIMS and ICS will be used by responders and officials during an emergency or disaster response. All individuals from the entities who have responsibilities as defined in this LEOP and who hold official positions whether executive, administrative, operational or directly supportive of a CEND event must complete certain NIMS training requirements. Its use in Douglas County is required of all first responders as defined in this plan's Glossary of Terms and Acronyms. This management system clarifies decision and strategy making roles, functional operation roles and uses a common language. The applicability of NIMS applies to a single responder for a short-duration event up through and including the most complex response requiring multiple local and state governments for managing a catastrophic, multi-state event. The Incident Command System allows the responder(s) to have:
 - a. A single set of objectives for a given time period,
 - b. Tactical plans developed using a collective, strategic approach,
 - c. Improved information flow and coordination between responders and decision-makers,

- d. A common understanding of joint priorities and restrictions,
 - e. Assurance that no agency's legal authority is compromised or neglected,
 - f. Efficient use of needed resources and the combined efforts of all agencies under a single plan.
2. To aid and assist in the establishment and use of NIMS in Douglas County, the City of Omaha Fire Department shall have the responsibility to:
 - a. Provide intermediate and advanced ICS training as defined in Annex A, Attachment 1 to all parties within Douglas County.
 - b. Maintain a master database of all local government employees within Douglas County who have received advanced ICS training.
 - c. Based on a request from a local government, first responder entity within Douglas County, assess the use and implementation of NIMS concepts during a routine response action by the entity requesting the assessment. A copy of the report of such assessment may be forwarded to DCEMA for review if approved by the assessed entity.
 - d. Assess the implementation of NIMS concepts in the development of, and during, table-top, functional and full scale exercises as requested by DCEMA.
 - e. Upon request, assist DCEMA in the planning and preparation for CEND events to instill NIMS concepts for proper response by first responders.
 3. There are five functions or activities common to all responses:
 - a. Command: Based on the complexity, severity, expected duration and other factors of the event, objectives are determined, priorities are established, guidance on legal and liability implications of response activation are provided and public information is released.
 - b. Planning: An Incident Action Plan is developed to accomplish the objectives, incoming information is evaluated and the status of assigned resources, personnel, hardware, equipment, forecasted expenditures and obligations are tracked.
 - c. Logistics: Resources and all other support to incident command, such as equipment, food, temporary shelter, medical care, etc., are provided to meet operational tasks.

- d. Finances: Costs are monitored and financial guidance is provided. Accounting, procurement of personnel, equipment, material, payroll, insurance, etc. is also completed.
 - e. Operations: Tactical and/or organizational plans are developed and the incident action plan is efficiently and effectively carried out using the resources provided.
4. NIMS and ICS training that details the above is available from many sources, many of which are referenced on the NEMA website: www.nema.ne.gov.

J. Mutual Aid

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

K. Requests for State Support

State support may be requested under disaster conditions.

1. If it appears that required response actions to a CEND event are, or will be, beyond the capability of the local government and available mutual aid, the Chief Elected Official of the municipality will prepare a local disaster declaration (Annex A, Attachment 6) that requests assistance from the State of Nebraska based on Annex A, Attachments 5 and 7. This declaration shall be made through the Douglas County Emergency Management Director and forwarded to the Nebraska Emergency Management Agency. The declaration shall include the following information:
 - a. Type of disaster,
 - b. Extent of damage or impact,
 - c. Actions taken by local government, including funds expended,
 - d. Type and extent of assistance required.
2. The Nebraska Emergency Management Agency will review the request, evaluate the overall disaster situation and recommend action to the Governor. If the Governor determines the impact of the event to be so severe that the response will exhaust local resources, he/she will proclaim a disaster in accordance with RRS 81-829.40 and state assets will be employed to support local efforts. State support will be

coordinated through the State EOC. This does not preclude direct requests for early assistance from first responders of state agencies.

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

L. Protection of the Public

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

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

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

M. Recovery Actions

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

1. Debris Removal (Annexes C and K)

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

2. Habitability Inspections (Annex K)

After a tornado, high wind, flood or similar CEND event that could cause structural damage, the appropriate local government will ensure that all severely affected structures, public and private, are safety inspected. The planning departments or responsible authorities of the cities and villages of Douglas County will perform these inspections. The City of Omaha Planning Department and the Douglas County Environmental Services Department personnel may assist in performing the

inspections. Assistance may be requested from the State Fire Marshal's office or the Disaster Assistance Task Force of Nebraska (DATNE) team(s).

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

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

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

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

5. Decontamination of HazMat Spill Site (Annex F)

It is the legal and financial responsibility of the transporter/generator to arrange for and clean up the site of a HazMat spill and minimize the risk to the public and workers' health. The Department of Environmental Quality is responsible for providing advice regarding Hazardous Waste disposal. Federal law regulates on-site disposal, transportation, and off-site disposal.

6. Assistance to Individuals and Businesses (Annex G)

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

N. Mitigation

1. The Douglas County Board and the various City Councils and Village Boards should be aware of their responsibilities for maintaining an on-going program to eliminate hazards or minimize their effects.

2. Douglas County and its communities in flood hazard areas have complied with federal requirements and are participants in the Regular Federal Flood Plain Management Program. These jurisdictions qualify for Federal Flood Insurance and other forms of flood related disaster assistance. The remaining jurisdictions are not considered to be in a flood hazard area.
3. To ensure continuity of mitigation efforts, Douglas County executives will hold post-disaster discussions to determine what mitigation actions are appropriate and issue After Action Reports communicating necessary actions to appropriate stakeholders.

VII. ADMINISTRATION AND LOGISTICS

A. Procedures

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

B. Documentation

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

C. Resources

1. Following initial lifesaving activities of the emergency response, the Chair of the County Board of Commissioners and the CEOs of the cities and villages will ensure that all necessary supplies, equipment and infrastructure are procured for the various operating departments. After a Disaster Declaration has been issued and in accordance with AUTHORITY REFERENCES R, S and T as cited in this LEOP, the CEO may rent, lease, procure or contract for resources or services that are essential for maintaining the safety and well being of the population and effecting the immediate restoration of vital services. The Douglas County Board or the CEO's of its municipalities may authorize the Emergency Management Agency Director to make emergency expenditures within specified parameters following the occurrence of a CEND event.

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

VIII. TRAINING AND EXERCISING

A. Training

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

B. Exercises

An ongoing program of exercises and drills that emphasize the elements and authority of this Plan is essential to the maintenance of any emergency response capability and for ensuring the adequacy of this LEOP. A DCEMA Planning, Exercise, and Training (PET) Working Group serves as the

coordinating body for the exercise program for Douglas County and its entities. An exercise of "Direction and Control" aspects of this Plan should be conducted annually. All planned exercises and drills will be evaluated and any follow-up activities conducted in accordance with the U.S. Department of Homeland Security Exercise and Evaluation Program (HSEEP).

IX. PLAN DEVELOPMENT AND MAINTENANCE

A. Responsibility

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

B. Procedures

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

C. Review

This Plan and all Annexes and procedures will be updated as needed. Additionally, all portions of the Plan including implementation and functional guidance will be reviewed at least annually and appropriate changes made. Every five (5) years from the date of acceptance of this Plan, it shall be revised to reflect major changes as directed by the Nebraska Emergency Management Agency or federal agency or as required to maintain accuracy and compliance. The Douglas County Emergency Management Agency Director will ensure that this review process is carried out efficiently and effectively.

D. Recertification of Acceptance

Provision is made for periodic reauthorization of this Plan by the governing bodies of Douglas County and the cities and villages of Bennington, Boys

Town, Omaha, Ralston, Valley, and Waterloo. This may occur after any significant change in the composition of the elected officials or governing body. The Douglas County Emergency Management Agency Director will track this effort to completion.

E. Distribution

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

X. ATTACHMENTS

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3	Functional Responsibility Chart	33

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

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

**RECOVERY AND
DEMOBILIZATION
OF RESOURCES**

RECOMMENDED NIMS TRAINING

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

FUNCTIONAL RESPONSIBILITY CHART

J = Jurisdiction dependent P = Primary Responsibility S = Secondary Responsibility

EXECUTIVE GROUP

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

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

EMERGENCY MANAGEMENT ORGANIZATION

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

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

COUNTY OFFICIALS

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

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

CITY OFFICIALS

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

FUNCTIONAL RESPONSIBILITY CHART

P = primary responsibility, S = secondary responsibility

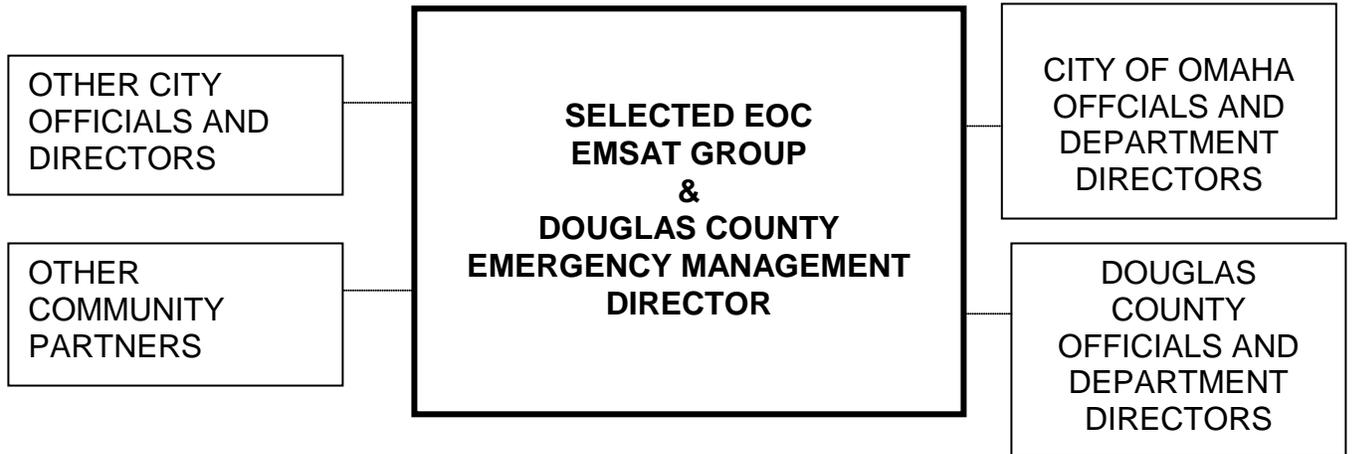
OTHER ORGANIZATIONS

ANNEXES →	A	B	C	D	E	F	G	H	I	J	K	L	
FUNCTIONS →	Direction and Control	Communications and Warning	Damage Assessment	Emergency Public Information	Mass Evacuation	Fire-Hazmat Services	Health and Medical	Law Enforcement	Mass Care	Protective Shelters	Public Works	Resource Management	Continuity of Government
POSITIONS or AGENCIES, Others ↓													
Heartland Chapter, Red Cross			S				S		P			S	
State Fire Marshall			S			P				S	S	S	
Nebraska State Patrol					S			P					
Omaha Office, NE Health and Human Services System							P		S				
Douglas-Omaha Tech. Comm.													P
Aksarben Amateur Radio Club Heartland REACT		S	S						S	S			
Qwest Communications		S	S								S		
Cox Communications		S	S								S		
Metropolitan Utilities District Natural Gas			S								S		
Omaha Public Power District			S								S		
Omaha Metropolitan Medical Response System (OMMRS)							S						
Private Utility Providers			S								P	S	

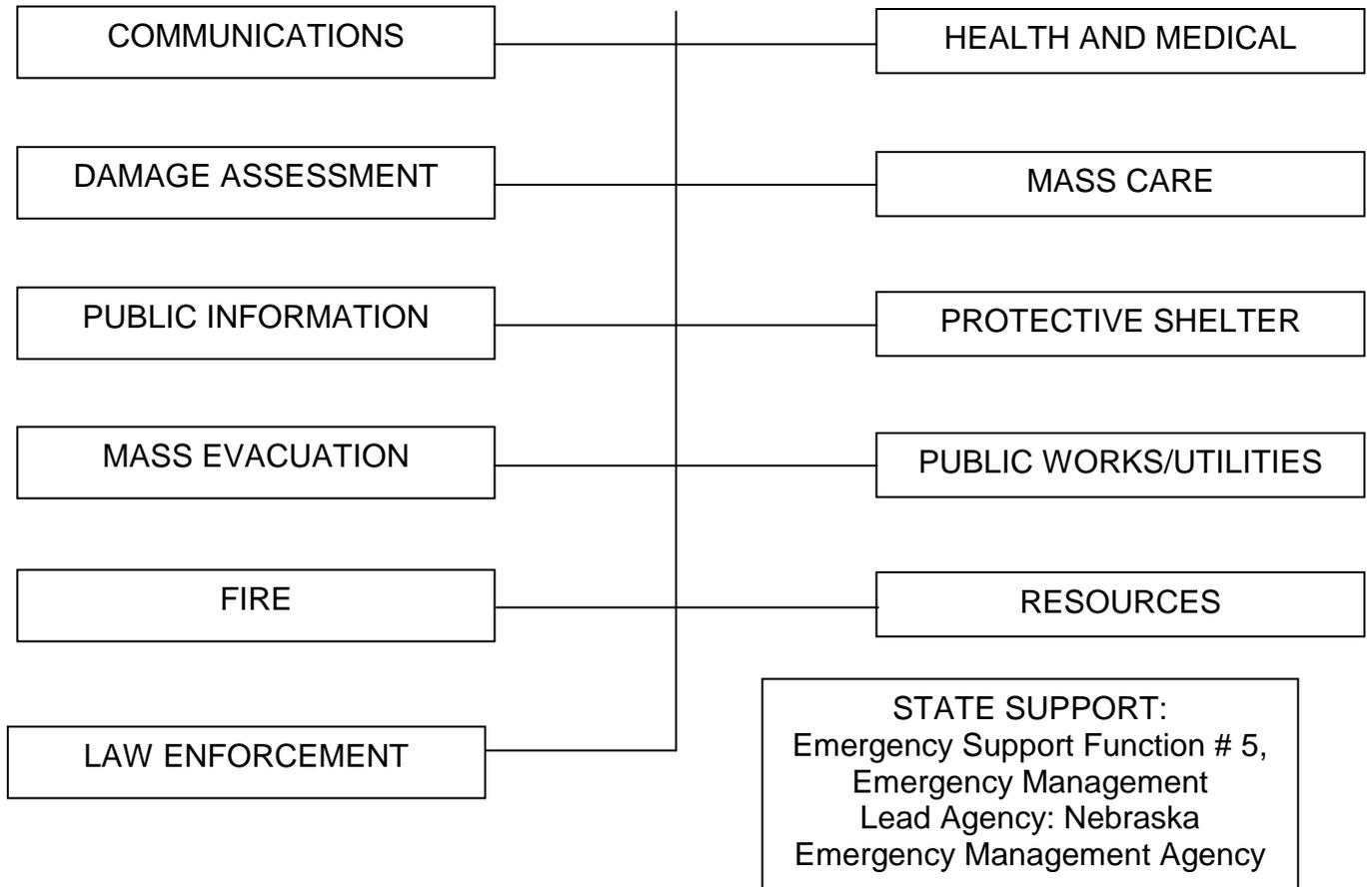
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DIRECTION AND CONTROL

ORGANIZATION CHART



-----**FUNCTIONAL AREAS**-----



DIRECTION AND CONTROL

I. PURPOSE

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

II. SITUATION

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

1. The EOC is considered to be an adequate tornado shelter. Maximum staffing for this facility is 125 persons.
2. There are two generators with a month's supply of fuel, supplies and auxiliary power that can serve the EOC.
3. The EOC is equipped with a NAWAS (National Warning System) link that provides uninterrupted service and installed radio capability to communicate with law enforcement, fire/EMS departments, and amateur and REACT radios. There are approximately 70 telephones and computers with internet access in the EOC. Telephone conferencing capability is also available.
4. The EOC is maintained in a fully operational mode. Access to the EOC is controlled.

B. Alternate Emergency Operating Center

In the event the primary EOC is damaged or otherwise unavailable, the Sarpy County Emergency Operations Center (at the intersection of 84th St. and State Highway 370 in Papillion) will be used as an alternate secondary EOC. In the event both the EOC and alternate secondary EOC cannot be used, the Department of Roads EOC can be utilized (at the intersection of 108th St. and "J" Streets). If the previously identified alternate EOC's are not available, then a law enforcement or fire department vehicle will serve as a field communications command post and will function as the alternate EOC until a facility has been readied for this function. The location selected will be determined at the time and is dependent on the situation.

- C. Emergency Operating Centers for other jurisdictions are:
 - 1. Bennington Fire Department
 - 2. Boys Town Town Hall, alt., Fire department
 - 3. Ralston Fire Department
 - 4. Valley Fire Department
 - 5. Waterloo Fire Department
- D. The Omaha Police Department Mobile Operations Center has the ability to support the above EOCs.
- E. First Responders will use an Incident Command System which is in accordance with the National Incident Management System. The nature and extent of the CEND event will determine which of the first responding emergency units will provide the initial Incident Commander. Incident Command may be transferred to another department or entity as needs and priorities change. When the EOC is activated, field operations and the EOC must coordinate disaster operations for effective response and recovery.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The Emergency Operations Center is manned each government workday from approximately 0700 to 1800. The DCEMA staff is subject to recall by Douglas County Emergency Communications / 911 at all times.
- B. Chief Elected Officials and other members of the EMSAT are able to be notified by DCEMA at all times. If notification is unsuccessful, each EMSAT member has two alternates that can be contacted at all times as well.

IV. ORGANIZATION / RESPONSIBILITIES

- A. The Emergency Operations Center staff is comprised of the Emergency Management Senior Advisory Team (EMSAT), key officials, and the Douglas County Emergency Management Director. They administer the Direction and Control function. The EMSAT is comprised of various senior decision-makers within Douglas County. Others may be selected for participation on a need-to-assist basis depending on the actual CEND event scenario. The EMSAT will be comprised of a group or combination of groups or individuals whose expertise is desired by the Chief Elected Official for the effected jurisdiction. Pre-determined EMSAT groups are listed below.

EMSAT Group 1

Douglas County Sheriff
Chairperson, Douglas County Board of Commissioners
Douglas County Attorney
Douglas County Communications
Douglas County Environmental Services
Douglas County Engineer
Douglas County Chief Administrative Officer
Director, Douglas County Health Department
Director, Douglas – Omaha GIS
Omaha Fire Department

EMSAT Group 2

Mayor, City of Omaha
Director, Omaha City Planning
Director, Omaha Parks and Recreation
Director, Omaha Public Works
Director, Omaha Finance
Omaha Police Department

EMSAT Group 3

DotComm
Douglas County Coroner
Douglas County Clerk
Douglas County Human Resources
Douglas County Purchasing

EMSAT Group 4

Attorney, Omaha Legal Department
Director, Omaha Personnel

EMSAT Group 5

Nebraska Humane Society
United Way / 211
Salvation Army
Red Cross
Metro Transportation
Cox Communications
Papio – Missouri River Natural Resources District
Metropolitan Utilities District
Hospital Coordinator
Douglas County Rural Municipal Mayors & Village Board Chairs
Omaha Public Power District

- B. The Chief Elected Official for each respective village, city, and county is responsible for emergency operations by providing leadership, direction and management decisions. Specifically, they provide strategic guidance for use of resources during the preparedness phase as well as during an actual CEND event. They also provide the same in support of the Incident Commander during response and recovery efforts.
- C. The Chairman of the Douglas County Board of Commissioners is responsible for all county emergency operations outside of corporate city or village limits.
- D. Staff, as designated in each functional Annex, are appointed or approved by the Chief Executives and become responsible for carrying out emergency operations and advising the EMSAT on matters pertaining to their areas of responsibilities (Attachment 1).
- E. The operational staff in the EOC are from governmental, non-governmental and private offices who do not have a primary operational responsibility but do have the knowledge and professional expertise to assess a situation and provide advice and/or make recommendations to the EMSAT. The level of involvement of an office (or offices) will be dependent upon a number of variables, such as:
 - 1. Geographical location of disaster,
 - 2. Magnitude of disaster,
 - 3. Type of advice/recommendation needed upon which to base executive decisions,
 - 4. Capability of affected community to provide "expert" assessments and evaluations.
- F. The Emergency Management Director's Direction and Control responsibilities during an emergency/disaster may include, but are not limited to:
 - 1. Serving as the disaster operations advisor to the EMSAT,
 - 2. Communicate to the EOC Operations Manager,
 - 3. Acting as the liaison to neighboring and higher levels of government, as required,
 - 4. Planning, developing and implementing the EOC operating procedures,

5. Assisting in staffing the EOC by organizing, recruiting, and training an Emergency Management EOC Staff which in turn, supports all jurisdictions in areas that normally do not function as a day-to-day government,
 6. Coordinating the implementation of mitigation efforts.
- G. Order of County Board Succession:
1. County Board of Commissioners:
 - a. Chairperson,
 - b. Vice Chairperson,
 - c. Most senior member of the Board.
 2. City Government:
 - a. Mayor,
 - b. President of City Council,
 - c. Acting President of the Council, as designated by the City Council (in an emergency session, if necessary).
 3. Village Government:
 - a. Chairperson of Village Board,
 - b. Most senior member through members of the Board in order of seniority on the Board.
 4. EOC Staff: as defined in each Annex to this Plan:
 5. Douglas County Emergency Management:
 - a. Douglas County Emergency Management Director,
 - b. Douglas County Emergency Management Assistant Director,
 - c. Douglas County Emergency Management Specialist.

V. CONCEPT of OPERATIONS

A. Activation of the Emergency Operating Center (EOC)

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

5. The Incident Commander (IC) will establish a field command center. The IC will maintain close contact and coordination with the EOC. When feasible, the Emergency Management Director will deploy an Emergency Management Liaison to the command post.
6. The Emergency Management Director (EM) will notify the Nebraska Emergency Management Agency, (1-877-297-2368), when a Community Emergency or Natural Disaster event takes place that results in a Level 3 Emergency Management Activation.
7. The EOC may operate on a 24-hour basis during a CEND event; shifts will be determined in eight or 12-hour increments.

B. Incident Status Report (ISR)

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

C. EOC Operations

1. During CEND events the following entities may be present at the EOC depending on the type of event. Other officials may operate from their daily locations as defined in the functional Annexes:
 - a. EMSAT (at the EOC / EOC Conference Room or on call),
 - b. Emergency Management Director,
 - c. Douglas County Emergency Communications / 911 Director,
 - d. Damage Assessment Coordinator,
 - e. Public Information Officer,
 - f. Medical Coordinator and/or Public Health Coordinator,
 - g. Mass Care Coordinator,

- h. Resources Coordinator (may include Volunteer Coordinator),
 - i. Salvation Army / Social Services Coordinator,
 - j. Radiological Officer (radiological emergency),
 - k. LEPC Chair or representative,
 - l. Animal control representative,
 - m. 211 Call Center Coordinator
 - n. Transportation Coordinator
 - o. Utilities Coordinator
 - p. Public Safety Coordinator
 - q. Public Works Coordinator
2. Record keeping procedures in the EOC will include the following:
- a. Radio communications at the EOC will be logged by the agency / organization receiving or transmitting the message,
 - b. A detailed activity log will be kept of EOC operations and maintained by the EOC Operations Manager using local government administrative support, to include the copies of the Site Incident Commander's Incident Action Plans, Disaster Declarations, Incident Status Reports, lists of volunteer aid and financial records.
 - c. The Communications Section Chief will maintain logs that document the message and information flow system.
3. Periodic briefings will be held in the EOC to update personnel as the situation dictates.
4. The EOC will contain updated maps of Douglas County and its cities and villages as well as status boards required for tracking significant events and actions.
5. EOC security is provided by Douglas County Sheriff.

D. EOC Coordination

- 1. Specific operations are detailed in the Annexes to this Plan. These disaster operations shall be performed in accordance with federal and

state law, Douglas County resolutions, and Omaha City ordinances which cover mutual aid, emergency expenditures, emergency worker liability, Worker's Compensation, etc. The EMSAT will make necessary policy decisions in accordance with state and local laws.

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

E. Local Emergency Declaration

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

1. The Chief Executive may sign a Disaster Declaration when it appears that the response and recovery efforts will exceed local capabilities. See Attachment 4.
2. Within the limitations stated in RRS 81-829.50, any order or declaration declaring, continuing, or terminating a disaster will be given prompt and general publicity through the Public Information Officer.
3. A Disaster Declaration on official letterhead will be filed promptly with the Clerk of the affected jurisdiction and with the Nebraska Emergency Management Agency. The Emergency Management Director will fax (402-471-7433) the local Declaration, then mail the hard copy original to the Nebraska Emergency Management Agency, 1300 Military Road, Lincoln, NE 68508. See Sample Disaster Declaration, Attachment 3 to this Annex.

- 4. Issuing a local Disaster Declaration will:
 - a. Activate response and recovery aspects of applicable local and / or inter-jurisdictional Emergency Management plans, and
 - b. Authorize the furnishing of aid and assistance from these plans.
- 5. A local Disaster Declaration is not an automatic reimbursement resulting in state assistance.

F. Request for Assistance

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

VI. ADMINISTRATIVE and LOGISTICS

A. Fiscal

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

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

B. Call-Down Rosters and Review of Annex A

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

VII. TRAINING and EXERCISING

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

A. Training

1. The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be ODP (Office of Domestic Preparedness) approved.
2. All personnel with responsibilities in this Plan should make every effort to attend training programs designed for city/village and county officials offered by the Nebraska Emergency Management Agency.

B. Exercising

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

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Private Directory	A-15
2	Incident Status Report (OMS-1)	A-17
3	Sample Disaster Declaration	A-19
TAB A	City of Bennington Operations Plan	A-21
TAB B	Village of Boys Town Operations Plan	A-23
TAB C	City of Omaha Operations Plan	A-25
TAB D	City of Ralston Operations Plan	A-27
TAB E	City of Valley Operations Plan	A-29
Tab F	Village of Waterloo Operations Plan	A-31

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DOUGLAS COUNTY AND CITY OF OMAHA EOC STAFF

A DIRECTORY OF ELECTED AND APPOINTED OFFICIALS AND PUBLIC SERVICE ORGANIZATIONS IS KEPT WITHIN EMERGENCY MANAGEMENT.

THIS LIST IS AVAILABLE DURING EMERGENCY OPERATIONS BY CONTACTING EMERGENCY MANAGEMENT STAFF.

EMERGENCY MANAGEMENT STAFF

<u>NAME</u>		<u>BUSINESS</u>
Emergency Management Director	Paul Johnson	444-5040 paul.johnson@douglascounty-ne.gov
Emergency Management Assistant Director	Eric Plautz	444-5040 eric.plautz@douglascounty-ne.gov
Emergency Management Specialist	Whitney Shipley	444-5040 whitney.shipley@douglascounty-ne.gov

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INCIDENT STATUS REPORT

Incident: _____ Incident Date: _____ Report date/time _____
Jurisdiction: _____ Caller Name: _____
Call back number: _____ Incident Commander: _____

Instructions: As soon as possible fill in as much information as currently know. The information in **bold** is of immediate importance. Other information can be gathered as it becomes available. Fill all of the information areas, put **unknown** in areas where you have no information and **none** where there is no damage or impact. Fax or call the information into the State EOC as soon as *any* information is known, then fax or call in updates as new information becomes available or as requested by NEMA. Fax 402-471-7433, Call 877-297-2368

1. GENERAL INFORMATION:

1.1 General Location of Affected Area:
1.2 EOC Activated? Y N 1.3 Disaster Declaration? Y N

2. LOCAL ACTIONS:

2.1 Evacuation Ordered? Y N Size of Area: _____

2.2 Resources Deployed:
2.2.1 Law Enforcement: Y N, 2.2.2 Fire: Y N, 2.2.3 Rescue: Y N, 2.2.4 Public Works: Y N
2.2.5 Mutual Aid Departments on scene: _____

2.2.6 Private Utilities _____

3. DISASTER IMPACTS:

3.1 Number of: Fatalities _____ Injuries _____ Missing Persons _____
3.2 Estimated number of families/individuals displaced: Actual _____ Anticipated _____
3.3 Number of Shelters Open: _____
3.4 Number of People Sheltered: _____
3.5 Anticipated Total Number of Persons: _____
3.6 Special Needs Citizens Identified and Cared For: Y N
3.7 Comfort locations for Emergency Workers established? Y N
3.8 Number of structures damaged:
3.8.1 Homes: Minor _____ Major _____ Destroyed _____ % Insured _____
3.8.2 Public Buildings: Minor _____ Major _____ Destroyed _____ % Insured _____
3.8.3 Business/Industry: Minor _____ Major _____ Destroyed _____ % Insured _____

Minor - Building is damaged and may be used under limited conditions with minor repairs.
Major - Building is damaged to the extent that it is no longer usable and may be returned to service only with extensive repairs.
Destroyed- Building is a total loss or damaged to the extent that it is no longer usable and is not economically feasible to repair

3.9 Immediate Needs: (health & safety for individuals & property):

4. STATUS OF SERVICES:

4.1 Status of Electric Utility Service:

4.2 Status of Telephone Service:

4.3 Status of Schools:

4.4 Status of Government Offices:

4.5 Impacted Critical Facilities

4.5.1 Hospitals: _____

4.5.2 Water Treatment Plants: _____

4.5.3 Wastewater Plants _____

4.5.6 Lift Stations: _____

4.5.7 Natural Gas: _____

4.5.8 Correctional: _____

4.5.9 Other: _____

5. TRANSPORTATION:

5.1 Streets: Extent of Damage

_____	_____
_____	_____
_____	_____

5.2 Roads:

_____	_____
_____	_____
_____	_____

5.3 Bridges:

_____	_____
_____	_____
_____	_____

5.4 Airport:

_____	_____
_____	_____

6. ANTICIPATED FUTURE NEEDS: (Including personnel, equipment, mass care etc)

_____	_____
_____	_____

SAMPLE LOCAL DISASTER DECLARATION

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

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

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

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

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

Chair, *** County

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

Board of Commissioners/Supervisors
(or Mayor/Board Chair of affected jurisdiction
or by appointed authorized representative)

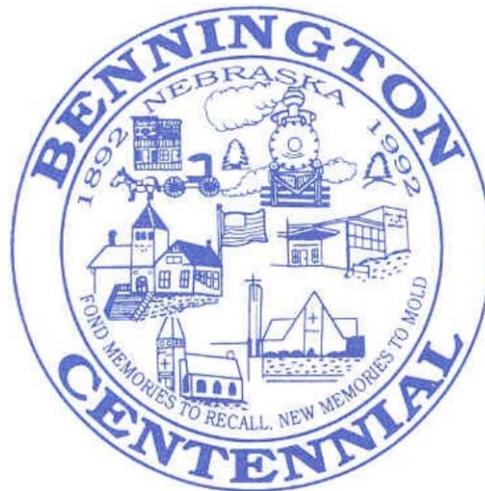
County (or City/Village) Clerk

Date

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CITY OF BENNINGTON

EMERGENCY OPERATIONS PLAN



2010

CITY OF BENNINGTON EMERGENCY OPERATIONS PLAN

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CITY of BENNINGTON EMERGENCY OPERATIONS PLAN

I. PURPOSE

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

II. PLANNING FACTORS

A. All-Hazards Approach

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

B. Vulnerable Populations

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

C. Primary Responsibility For Disaster Response and Recovery

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

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

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

B. Operations - Actual Disaster

1. The priorities after a disaster has struck are lifesaving activities, incident stabilization and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Communications Center.
2. After the initial response, the Emergency Operations Center (EOC) will likely be activated to provide a site for local officials and other designated personnel to implement direction and provide coordination and support of Field Operations.
3. Other agencies and groups not defined as First Responders may be asked to provide additional disaster services as the city begins the process of recovery.

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

C. Operations - Departmental Responsibilities

1. The City of Bennington has defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass three areas:

2. Field Operations (Tactical and Operational)

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

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

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

- a. Staffing will be determined by the severity of the situation.

- b. The EOC is located at the Bennington Fire Department. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.

4. Additional Disaster Services (Support)

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

- D. Field Operations: Incident Command and the EOC

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

authorized position) will distribute identification cards from the EOC or at the disaster access points.

E. Operations - Administration

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

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

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

B. Responsibilities List for Field Operations

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

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

1. Among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.

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

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

D. Douglas County Emergency Communications / 911 (LEOP - Annex B)

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

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

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

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

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

1. May be among the First Responders at the disaster scene.
2. Implements the Incident Command System per NIMS.
3. Conducts triage operations, if needed.
4. Operates emergency medical units to provide emergency treatment to injured personnel at the scene.
5. Transports injured to the hospital; checks with Police Department\EOC for open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.
7. Sends a representative to briefings at the EOC and informs the EOC/Mayor/Incident Commander of any problems.
8. Continues emergency medical services for the remainder of the City.

9. Establishes and maintains the lines of succession.

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

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

2. Street Department - Superintendent

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

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

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

- 7) Provides emergency lighting where needed for disaster operations.
- 8) Coordinates the use of emergency power generators with the EOC and Incident Command.
- 9) Furnishes available heavy equipment and personnel to other City Departments.

4. Water and Wastewater Department - MUD

a. Water Division

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

b. Wastewater Division

- 1) Maintains the sanitary sewer operations.
- 2) Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.

- 3) Safety inspects the wastewater system if damaged from the disaster.
- 4) Contracts for portable toilets and for their maintenance.

c. Both Water and Wastewater Divisions

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

5. Parks and Recreation Department - Director

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

6. Landfill Operation

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

- a. Meet the demand for greater disposal operations by:
 - 1) Requesting an extension of hours as needed for debris disposal.
 - 2) Requesting signs or guides in the landfill area to organize disposal efforts.
- b. Obtain permission from DEQ for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.
- c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.

- d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.
- e. Will establish an additional temporary tree-burning area, if the one "permitted" burn site in Bennington is not adequate.

V. EMERGENCY OPERATIONS CENTER

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

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

- 1. Making executive decisions; establish effective disaster response policy.
- 2. Exercising emergency powers; provide policy decisions.
- 3. Signing the Disaster Declaration.
- 4. Requesting additional assistance by contacting the Douglas County Emergency Management when local resources are insufficient.
- 5. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
- 6. Approving emergency legislation for the city.
- 7. Activating the EOC; notifying the Emergency Manager
- 8. Emergency Public Information (LEOP - Annex D)
 - a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).

- b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
- c. The PIO will establish an Information Center to:
 - 1) Release emergency directions and information to radio, television and newspaper.
 - 2) Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - 3) Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - 4) Serves as the source through which the media will gain access to public officials, if required.
 - 5) Provides current and accurate information to the general public making inquiries.
- 9. Coordinating with the City Council members, the Emergency Management Coordinator and the Incident Commander during disaster operations.
- 10. The Mayor will be alerted of a disaster situation by the dispatcher or Emergency Management Coordinator.
- 11. Reporting to the EOC to monitor the disaster incident through situation reports and data coming into the EOC; visiting the various areas of the disaster, as necessary.
- 12. In conjunction with the Emergency Management Coordinator, determining EOC staffing.
- 13. Providing over-all coordination of all City Departments and purchasing for handling the disaster effort.
- 14. In conjunction with needs of Field Operations and Emergency Management:
 - a. Recruiting any city personnel not involved in disaster response that could assist in emergency duties.
 - b. Forming a clerical pool and provide any other support personnel needed to staff the EOC - may include recording disaster events,

maintaining status boards, word processing, answering inquiries, telephoning, etc.

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

B. Emergency Management Coordinator

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

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

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

C. City Attorney

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

2. Drafts emergency legislation for the city.
3. Provides assistance in negotiating contracts for emergency services.

D. Building Inspector – City of Omaha Planning and Douglas County Environmental Services (LEOP - Annex C)

1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
4. In conjunction with the Mayor, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
8. Assures that rebuilding is in compliance with the City's master development plan.
9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
10. Coordinates with the Mayor in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the Mayor, for needed structural engineering services.
12. Coordinates, as necessary, with OPPD on the safety inspections of the electric systems on damaged public buildings.

13. Ensures that all incoming contractors register through the Building Inspector's office.

E. City Clerk/Treasurer

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:
 - a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials to include parts and supplies used from the City's inventory,
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Coordinates with the Purchasing Officer in assigning (at the time of the disaster) an account number for emergency expenditures.
4. Provides financial statistics and summaries for the cost of the disaster.
5. Prepares with the Mayor, the necessary documentation required for state and federal disaster assistance applications.
6. Provides staff for the EOC to track and record disaster events.
7. Work as or closely with the Volunteer Coordinator in Bennington. Procedures are outlined in Attachment 3 to Annex L.
8. Makes emergency purchases, as required.
9. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment.
10. Coordinates with the City Clerk in assigning department superintendents an account number for emergency expenditures.

**VILLAGE
OF
BOYS TOWN**

**EMERGENCY
OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

2010

VILLAGE of BOYS TOWN EMERGENCY OPERATIONS PLAN

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VILLAGE of BOYS TOWN EMERGENCY OPERATIONS PLAN

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

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

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

RESPONSIBILITY FOR DISASTER OPERATIONS

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

OVERVIEW OF DISASTER OPERATIONS

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

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

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

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

I. WARNINGS (Annex B)

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

II. INCIDENT COMMAND and FIELD RESPONSE (Annex A)

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

III. LAW ENFORCEMENT (Annex H)

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

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

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

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

IV. FIRE DEPARTMENT (Annex F)

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

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

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

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

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

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

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

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

VIII. COMMUNICATIONS at the EOC (Annex B)

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

IX. EMERGENCY PUBLIC INFORMATION (Annex D)

- A. The Village Board Chairperson, the Incident Commander, Public Information Officer or the Douglas County Emergency Management Director serving as an alternate, will release official public information. This Public Information

Officer will work at the EOC, coordinating with the Village Board Chairperson, Emergency Management, and the Incident Commander.

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

X. SHELTERING (Annex I)

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

XI. RESOURCES (Annex L)

- A. The Chief Elected Official is responsible for obtaining additional resources needed to respond to the disaster. The First Responders in the field may make resource requests to the EOC.
- B. The County Road Department and/or the Douglas County Emergency Manager maintain a list of heavy equipment, transportation resources, generators, and specialized teams or services that can be used in disaster operations. Resources available to the county are listed in Attachments 1, 2, Annex L.

- C. The village Clerk may be appointed as the Volunteer Coordinator in Boys Town. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

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

XIII. HEALTH and HUMAN SERVICES (Annex G)

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

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

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

XVI. WHEN the DISASTER is BEYOND LOCAL CAPABILITIES

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

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CITY OF OMAHA



EMERGENCY OPERATIONS PLAN FOR DISASTER RESPONSE AND RECOVERY

2010

CITY OF OMAHA EMERGENCY OPERATIONS PLAN

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CITY of OMAHA EMERGENCY OPERATIONS PLAN

I. PURPOSE

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

II. PLANNING FACTORS

A. All-Hazards Approach

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

B. Vulnerable Populations

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

C. Primary Responsibility For Disaster Response and Recovery

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

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. Douglas County Emergency Communications / 911 will begin the notification of key officials when a disaster situation has occurred or is eminent.
2. For severe weather, the public may have already been warned by the outdoor warning sirens or through the electronic media; if not, the dispatcher will sound the sirens as needed.

B. Operations - Actual Disaster

1. The first priorities after a disaster has struck is lifesaving activities, incident stabilization and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be channeled through the Douglas County Emergency Communications / 911.

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

C. Operations - Departmental Responsibilities

The City of Omaha has responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass three areas:

1. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency as disaster priorities change.
 - c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.
 - d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for

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

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

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

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

3. Additional Disaster Services (Support)

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

D. Field Operations: Incident Command and the EOC

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

Incident Commander or responding law enforcement officer will contact the Douglas County Emergency Communications / 911 to request additional resources from these departments.

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

E. Operations - Administration

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

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

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

B. Responsibilities List for Field Operations

- 1. City officials including department heads have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. Since the list is not all-

inclusive; at the direction of either the Department Director or the Mayor's Chief of Staff, city personnel may be requested to perform disaster-related duties.

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

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

1. Will be among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance. Uniformed personnel could be available from the Omaha Police Department, Douglas County Sheriff's Office, Nebraska State Patrol, Game and Parks Commission.
5. If needed, in conjunction with the Fire Department, OPD may warn residents and businesses by public address systems, knocking on doors, or other means.
6. Conducts any evacuation as required including coordination with Emergency Management to select the best evacuation routes to the selected shelter.
7. Implements established procedures for roadblock locations to isolate locations in Omaha if entry control is necessary.
8. Warns the public to evacuate by public address system or door-to-door. The Omaha Fire Department may assist in contacting those affected.
9. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.
12. Coordinates traffic control and crowd control in and around the disaster area.

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

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

D. Douglas County Emergency Communications / 911 (LEOP - Annex B)

1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
2. Provides warning of severe weather through use of outdoor warning sirens; if the endangered area is isolated, telephones may be used for notification of residents and/or businesses. Other means of warning may be used for identified special populations.
3. Monitors and disseminates further warnings as appropriate.
4. As warranted and after the initial request for first response, makes the necessary notifications to include notifying the Mayor and Emergency Management Director.
5. Coordinates emergency radio traffic.
6. May request additional assistance through the EOC.

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

1. Will be among the First Responders to disaster scene.
2. Assumes the operational control for fire suppression and explosions.
3. Serves as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services System Regulation and Licensure and the Nebraska Emergency Management Agency.
5. Implements the Incident Command System per NIMS.

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

5. Transports injured to the hospital and coordinates with law enforcement to ascertain open routes to hospital.
6. Implements mutual aid agreements with other jurisdictions as necessary, allowing hospital staff to stay at their facility to receive injured.
7. Sends a representative to briefings at the EOC and informs the EOC of problems related to the disaster.
8. Continues emergency medical services in the unaffected areas of the City.
9. Establishes and maintains the lines of succession.

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

The Public Works Department includes various divisions and functions including Administration, Construction, Design, Environmental Quality, Environmental Engineering, General Services, Sewer Maintenance, Street Maintenance, Traffic Engineering and Waste Water Treatment. If a staging area for the Public Works function is established, it will be coordinated with the EOC and Incident Command.

1. Street Maintenance

- a. The call to respond to the disaster may come from dispatch at the Douglas County Emergency Communications / 911. The Supervisor of Street Maintenance will coordinate with the EOC and the Incident Commander on disaster work assignments. Tasks may include but are not limited to:
 - 1) Developing a response priority and plan to clear debris from the primary routes needed for First Responders and clearing of arterials and collector routes.
 - 2) Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the Mayor, Incident Commander and the EMSAT.
 - 3) Closing streets, if requested by Law Enforcement and/ or Incident Command, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
 - 4) Posting traffic directional signs as needed, particularly for evacuation.
 - 5) Clearing debris from public areas and from private property as is necessary for the rescue or safety of the occupants.

- 6) Performing priority repairs to streets.
- 7) Clearing inlets and repairing storm sewers.
- 8) Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
- 9) During flooding conditions, coordinating sandbagging operations for public buildings/entities.
- 10) Assisting the Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are those of Douglas County Environmental Services.
- 11) Establishing temporary debris collection or disposal sites, additional temporary tree burning areas as needed and obtaining legal approvals for such actions.
- 12) Furnishing heavy equipment and personnel to other City Departments as needed.
- 13) Sending a representative to the briefings at the EOC; informing the EOC, Mayor / EMSAT and Incident Commander of accomplishments, needs and any problems.
- 14) Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment, services and labor procured during the response and recovery.

2. Omaha Public Power District (OPPD)

- a. OPPD is responsible for de-energizing downed power lines.
- b. Restores service as prioritized.
- c. Coordinates with the EMSAT, EOC, Incident Command and supplier in finding a temporary source of electricity should the city need it to restore utility service.
- d. Keeps the EOC, Incident Command and supplier informed of the current situation and when service may be restored.
- e. Sends representative to briefings at the EOC; informs the EOC, Mayor, EMSAT and Incident Commander of any problems.

- f. Inspects the electric service to the damaged public buildings; coordinates with the building owner and inspectors on these inspections.
- g. Assists in providing emergency lighting where needed for disaster operations.
- h. Coordinates the use of emergency power generators with the EOC and Incident Command.

3. Water and Wastewater

a. Metropolitan Utilities District (MUD) - Water Division

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

b. Omaha Public Works - Wastewater Division

- 1) Maintains the sanitary sewer operations.
- 2) Is prepared to isolate / divert in-flow if the incident involves a hazardous materials spill into the waste system.
- 3) Performs safety inspections for the wastewater system if damaged from the disaster.

4. Parks and Recreation Department

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

5. Landfill Operations

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

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

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

V. DOUGLAS COUNTY EMERGENCY OPERATIONS CENTER

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

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

- 1. Making executive decisions; establish effective disaster response policy.
- 2. Exercising emergency powers; provide policy decisions.
- 3. Signing the Disaster Declaration for the City of Omaha.
- 4. Requesting additional assistance by contacting the Douglas County Emergency Management when local resources are insufficient.
- 5. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Commerce restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
- 6. Approving emergency ordinance exceptions and resource funding for the city.
- 7. Activating the EOC, participate in the EMSAT and notify the Emergency Management Director.
- 8. Emergency Public Information (LEOP - Annex D)

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

B. Mayor's Chief of Staff

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

- 1. Coordinating with the Mayor/City Council members, the Emergency Management Director and the Incident Commander during disaster operations.
- 2. The Chief of Staff will be alerted of a disaster situation by the Douglas County Emergency Communications / 911 or Emergency Management Director; normally, the Chief of Staff will, in turn, call the Mayor.

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

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

C. Emergency Management Director

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

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.
2. Activating the EOC and assuming overall operational management and coordination for the support of emergency functions of the disaster response and recovery.
3. In conjunction with the Chief of Staff/Mayor, determining who is needed on the EOC Staff.

4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support and staff to take calls for "rumor control-public inquiry", etc.
6. Tracking and recording disaster events electronically or on a status board or flip chart; plotting areas of destruction on maps; staff from the Douglas County GIS Department may be assigned this function.
7. Forming and conducting EMSAT and EOC briefings to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions with mutual aid requests if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating with MAPA and Metro about transportation requirements.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Assisting the Mayor/Council President in a declaration of a City Emergency; preparing the Disaster Declaration for the Mayor's signature.
14. Coordinating with the City Attorney on any legal emergency matters.
15. Coordinating with the ARC and social services agencies on disaster needs of individuals to provide necessary outreach services and assistance in recovery to include those with functional needs.
16. Coordinating staging areas with Field Operations.
17. Coordinate the dissemination of Identification for:
 - a. Emergency workers
 - b. Volunteers
 - c. Disaster area residents
 - d. Appointed/elected officials

18. Coordinating with the Chief of Staff in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
19. Working with the Chief of Staff in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
21. Coordinate the providing of pre-event planning and training opportunities for personnel who will respond to a disaster.
22. Annually reviewing and updating this Plan for the City of Omaha.

D. City Attorney

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

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

1. May coordinate or assist with damage assessment of:
 - a. Public buildings, property and infrastructure
 - b. Homes
 - c. Businesses

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

F. City Finance / Clerk

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:

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

G. Purchasing Department

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

H. Douglas County Health Department

- 1. The Douglas County Public Health Department's (Public Health) responsibilities include identifying and exercising emergency authority to stop and prevent unhealthy acts or conditions that threaten the health status of the community. This includes the monitoring and administration of countermeasures necessary to protect against environmental, sanitary, and communicable threats to public health.

2. Public health response activities may include deployment of a Public Health Emergency Response Team to assess the situation and collect and communicate information from the field to the EMSAT.
3. Public Health will also implement appropriate countermeasures and provide technical and / or operational guidance to emergency management personnel.
4. Public Health will also provide mass distribution of medical countermeasures in response to an identified biological threat, as needed.
5. Emergency medical information responsibilities have been assigned to the EMSAT Hospital Coordinator and include provisions for the triage, treatment, and transport of casualties of a CEND event. Activities include coordinating the tracking of the patient assessment process for the purpose of reporting priorities for medical treatment and transport, coordinating the treatment of patients being held for transportation to medical facilities, and working with Omaha area hospitals to coordinate the direction of patient transport to receiving hospitals and/or medical facilities.

**CITY
OF
RALSON**

**EMERGENCY
OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

2010

CITY OF RALSTON EMERGENCY OPERATIONS PLAN

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CITY of RASLTON EMERGENCY OPERATIONS PLAN

I. PURPOSE

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

II. PLANNING FACTORS

A. All-Hazards Approach

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

B. Vulnerable Populations

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

2. The community uses commercial broadcast stations, sirens and emergency vehicles to warn the various populations.

C. Primary Responsibility For Disaster Response and Recovery

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

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Douglas County Emergency Communications / 911 will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens for tornadoes or through the electronic media. There are no automated warnings, therefore, Douglas County Emergency Communications / 911 will sound the tornado sirens as authorized.
3. The Douglas County Emergency Communications / 911 will notify incident specific First Responders and the Douglas County Emergency Management that in turn will notify appropriate officials and support agencies.

B. Operations - Actual Disaster

1. The first priorities after a disaster has struck are lifesaving activities, incident stabilization and the subsequent preservation of property. First Responders will proceed to the scene of the disaster or staging area as soon as possible. Initial requests for Field Operations assistance will be

channeled through the Douglas County Emergency Communications / 911.

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

C. Operations - Departmental Responsibilities

1. The City has defined responsibilities for providing assistance to individuals suffering injury and/or loss and for providing government emergency services after a disaster. Disaster operations can encompass three areas:
 2. Field Operations (Tactical and Operational)
 - a. First Responders will provide the initial tactical response to a disaster.
 - b. These First Responders will use the National Incident Management System by establishing Incident Command. A member of one of the First Responder emergency units will provide the initial Incident Commander. This will be determined by the nature of the disaster. Incident Command may be transferred to another agency as disaster priorities change.
 - c. Because of the scope of the disaster, First Responders may incur additional responsibilities as defined in Section IV of this plan.

d. When the EOC is activated, field operations will coordinate with the EOC; although the EOC will not dictate field actions, final authority for major decisions in response/recovery operations is the responsibility of the elected officials at the EOC.

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

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

a. Staffing will be determined by the severity of the situation.

b. The EOC is located at the Ralston Fire Station, 7623 Park Drive. This location provides communications capability, auxiliary power, and ample space with support equipment for disaster operations.

4. Additional Disaster Services (Support)

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

D. Field Operations: Incident Command and the EOC

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

4. Security of the Disaster Area:

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

E. Operations - Administration

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

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

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

B. Responsibilities List for Field Operations

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

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

1. Among the First Responders to the disaster scene.
2. Implements the appropriate National Incident Management System.
3. Assesses communications capability as a priority action.
4. Notifies off-duty Police Department personnel and, if required, other law enforcement agencies for assistance. About 14 persons could be available from the Ralston Police Department as well as persons from the County Sheriff's Office, Nebraska State Patrol, Game and Parks Commission.
5. If needed, in conjunction with the Fire Department, warns residents and businesses by public address systems, knocking on doors, or other means.
6. Conducts any evacuation as required; including coordination with Emergency Management to select the best evacuation routes to the selected shelter. See Annex E for evacuation planning and operations guidelines.
7. Implements established procedures for roadblock locations to isolate Ralston if entry control is necessary.
8. Warns the public to evacuate by public address system or door-to-door if time does not allow emergency information to be released through the Public Information Officer; the Fire Department may assist in contacting those affected. See Annexes B and D for communications capabilities and strategies.

9. Coordinates with the EOC and Incident Command for transportation of special needs evacuees.
10. Coordinates with the EOC and Incident Command in selecting assembly points and exercises surveillance over the assembly points being used for loading buses used for evacuation.
11. Assesses and determines the immediate needs for cleared routes to the hospital and coordinates with the EOC and Incident Command.
12. Coordinates traffic control and crowd control in and around the disaster area.
13. Coordinates with the Street Department for barricades, signs, and flags at control points as established by the Police Department. This will also be coordinated with the EOC and Incident Command.
14. Conducts search and rescue operations with Fire Department personnel.
15. Assesses the need for other City Departments to respond, contacts the Superintendents of Departments and reports this to the EOC.
16. May request opening the EOC for assistance in coordinating disaster response.
17. Relocates to an alternate site, Ralston Fire Station, 7623 Park Drive, if the Police Station is damaged.
18. May initially advise the EOC of area affected and gives general damage information.
19. Refers inquiries from the general public regarding the disaster or the whereabouts of an individual to the EOC.
20. Sends a representative to the briefings at the EOC; informs the EOC/City Administrator/Mayor/Incident Commander of any problems.
21. Secures the disaster area:
 - a. To include critical public facilities and residences
 - b. Checks volunteer ID cards
 - c. Checks permanent ID cards of City personnel
 - d. Controls EOC security from any interference with emergency operations

22. Prevents looting in disaster area.
23. Prevents re-entry into damaged or contaminated buildings.
24. Provides security at shelters, if needed.
25. Provides security for visiting dignitaries.
26. Notifies the EOC of possible flooding problems.
27. Picks up stray animals or implements other animal control measures using volunteers, veterinarians or animal control officers. See Annex H.
28. Provides volunteer inmate labor.
29. Deputizes additional personnel, as required.
30. Continues with police responsibilities and services in unaffected areas.
31. Designates and maintains the lines of succession in the absence of the Police Chief.

D. Douglas County Emergency Communications / 911 (LEOP - Annex B)

1. Maintains a current call-down roster of phones and pagers for key city personnel and others such as the hospital, care centers, schools, and businesses.
2. Provides outdoor public warning through sirens as authorized.
3. Monitors and disseminates further watches and/or warnings or advisories.
4. After the initial request for first response, makes the necessary notifications to the Douglas County Emergency Management that in turn notifies the Mayor, and Ralston Emergency Management Coordinator.
5. Coordinates emergency radio traffic.
6. May request additional assistance through the EOC.

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

1. Among the First Responders to disaster scene.
2. Assumes the operational control for fire suppression and explosions.

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

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

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

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

The Public Works/Utilities Department includes these departments: Street, Waste Water, Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command. OPPD provides electricity and Black Hills Energy provides natural gas. Public Works will work in conjunction with these Utility providers to address any issues that arise.

1. Street Department - Superintendent
2. The call to respond to the disaster will probably come from dispatch at the 911 Communications Center. The Superintendent will coordinate with the Mayor or Incident Commander on disaster work assignments. Tasks may include but are not limited to:
 - a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
 - b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from

the Mayor, Incident Commander, Police Department, and other affected City Departments.

- c. Closing streets, if requested by Law Enforcement or Incident Commander, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
 - d. Posting traffic directional signs, as needed, particularly for evacuation.
 - e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
 - f. Performing priority repairs to streets.
 - g. Clearing inlets and repairing storm sewers.
 - h. Providing emergency repair and maintenance of vehicles and equipment during disaster operations.
 - i. During flooding conditions, coordinating sandbagging operations for public buildings/entities.
 - j. Assisting the City Administrator/Mayor in meeting requirements for the disposal of disaster debris. Responsibilities for landfill operations are listed under City Administrator.
 - k. Establishing temporary debris collection or disposal sites, additional temporary tree burning areas, as needed and as approved by Dept. of Environmental Quality.
 - l. If not being utilized, furnishing heavy equipment and personnel to other City Departments.
 - m. Sending a representative to the briefings at the EOC; informing the EOC, City Administrator, Mayor and Incident Commander of accomplishments, needs and any problems.
 - n. Maintaining records of all overtime, operational expenses, repair costs, in-stock supplies used; supplies, equipment and labor procured during the response and recovery.
3. Electric Power
- a. All OPPD employees will report to their normal work location for vehicles, mobile communications and assignments. If their work reporting stations are un-accessible, they will receive further information during the notification or recall process.

- b. The first qualified employee reporting may survey the sub-stations; survey overall damage to see if outside assistance will be required and will alert the Superintendent if mutual aid is needed. This will also be reported to the EOC.

- c. Electrical Supervisor/director will direct and coordinate activities that:
 - 1) De-energizes downed power lines.
 - 2) Restores service as prioritized.
 - 3) Coordinates with the Mayor and Incident Command in finding a temporary source of electricity should the city need it to restore utility service.
 - 4) Keeps the Mayor and Incident Command and supplier informed of the current situation and when service may be restored.
 - 5) Sends representative to briefings at the EOC; inform the EOC//Mayor/Incident Commander of any problems.
 - 6) Safety inspects the electric systems on damaged public buildings; coordinates with the building inspector on these inspections.
 - 7) Provides emergency lighting where needed for disaster operations.
 - 8) Coordinates the use of emergency power generators with the EOC and Incident Command.
 - 9) May furnish available heavy equipment and personnel to other City Departments.

- 4. Water and Wastewater Department - Superintendent
 - a. Water Division
 - 1) Can assess each house individually.
 - 2) Maintain water pressure and uncontaminated water supply.
 - 3) Where possible, ensures an adequate water supply to the fire hydrants in case of major fire.
 - 4) Is prepared to isolate the water system where there is a possibility of contamination from a hazardous materials spill.

- 5) Repairs the water tower and/or mains, as prioritized; isolates ruptured or damaged mains until repairs can be made.
- 6) Coordinates water testing with the State Health and Human Services System.
- 7) Provides potable emergency water supply.
 - a. Locates suitable containers; fills with uncontaminated, potable water.
 - b. Distributes water to locations as coordinated by the EOC; is aware of prioritized facilities needing water such as the hospital or care facilities.
- 8) Safety inspects the water system.

b. Wastewater Division - Ralston

- 1) Maintains the sanitary sewer operations.
- 2) Is prepared to isolate in-flow if the incident involves a hazardous materials spill into the waste system.
- 3) Safety inspects the wastewater system if damaged from the disaster.
- 4) Contracts for portable toilets and for their maintenance.
- 5) If not being utilized, may be required to furnish equipment, such as vehicles, and personnel to other City Departments.
- 6) Sends one person to EOC briefings to represent the Divisions; informs the EOC/Mayor/Incident Commander of any problems.

5. Parks and Recreation Department - Director

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

6. Landfill Operation

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

a. Meet the demand for greater disposal operations by:

- 1) Requesting an extension of hours as needed for debris disposal.
- 2) Requesting signs or guides in the landfill area to organize disposal efforts.

b. Obtain permission from DEQ for normally unauthorized items (to the extent possible) to go to the landfill; find alternatives for disposal of unauthorized items.

c. Maintain a "salvage depot" for recovered, unclaimed damaged property which is removed from public or private property.

d. In coordination with other affected City Departments, the EOC, and Incident Commander establishes temporary site(s) for debris disposal/storage, separation, storage, recycling.

e. Will establish an additional temporary tree-burning area, if the one "permitted" burn site in Ralston is not adequate.

V. EMERGENCY OPERATIONS CENTER

VI.

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

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

- 1. Making executive decisions; establish effective disaster response policy.
- 2. Exercising emergency powers; provide policy decisions.
- 3. Signing the Disaster Declaration.
- 4. Requesting additional assistance by contacting the Douglas County Emergency Management when local resources are insufficient.
- 5. Exercising the final authority on subjects such as:

- a. Curfews
 - b. Price restrictions
 - c. Standards for contractors, craftsmen
 - d. Temporary waivers for land use
 - e. Other related legal responsibilities
 - f. Evacuation decisions
6. Approving emergency legislation for the city.
7. Activating the EOC; notifying the Emergency Manager
8. Emergency Public Information (LEOP - Annex D)
- a. The Mayor will ensure that the public is given timely and accurate information through the Public Information Officer (PIO).
 - b. The Mayor will designate a PIO at the time of the disaster if one is not appointed.
 - c. The PIO will establish an Information Center to:
 - 1) Release emergency directions and information to radio, television and newspaper.
 - 2) Work with outside media sources, providing timely, accurate information at scheduled media briefings or as the situation dictates.
 - 3) Maintains liaison with the EOC and the Incident Commander to stay abreast of current information.
 - 4) Serves as the source through which the media will gain access to public officials, if required.
 - 5) Provides current and accurate information to the general public making inquiries.

B. Additional Mayoral Activities:

The Mayor has final authority for all City Departments. The Mayor and Council will coordinate with the Emergency Management Director in providing unified management of the direction and control functions for

disaster response and recovery and for support of the Incident Command. These responsibilities may include, but are not limited to:

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

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

C. Emergency Management Director

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

1. Being responsible for the EOC readiness to include adequate communications systems, status/ICS boards, maps, office supplies/equipment, printed logs/forms, alternate power or an alternate location.
2. Activating the EOC, normally called by the Dispatcher, Dispatcher, Fire Chief or Police Chief, assumes overall operational management and coordination for the support of emergency functions of the disaster response and recovery.

3. In conjunction with the Mayor, determining who is needed on the EOC Staff.
4. Maintaining a current call-down list of EOC Staff with an established procedure for calling in the Staff.
5. Coordinating additional communications support, such as amateur radio operators, staff to take calls for "rumor control", etc.
6. Tracking and recording disaster events electronically, or on a status board or flip chart; plotting areas of destruction on maps; staff from the City Clerk may be assigned this function.
7. Conducting EOC briefings to coordinate disaster response/recovery efforts; determine with executives how often briefings are needed.
8. Coordinating with the City Departments as well as local businesses, private groups, volunteers, and adjacent jurisdictions called for mutual aid and with Douglas County government if the situation dictates.
9. Requesting the Public Information Officer to provide emergency information to the public concerning an evacuation.
10. Coordinating transportation that may be required for evacuation.
11. Advising in the selection of assembly points for transportation.
12. Coordinating shelter operations with the American Red Cross.
13. Recommending that the Mayor/Council declare an emergency; preparing the Disaster Declaration for the signature of the Mayor and the witness of the Clerk.
14. Coordinating with the City Attorney on any legal emergency matters.
15. Coordinating with the ARC/Social Services/Area Agency on Aging on disaster needs of individuals to provide necessary outreach services and assistance in recovery.
16. Coordinating staging areas with Field Operations.
17. Disseminating Identification cards for:
 - a. Emergency workers
 - b. Volunteers

- c. Disaster area residents
- d. Appointed/elected officials
- 18. Coordinating with the Mayor in determining potable water distribution locations; assuring that the public is notified concerning the availability and location of water.
- 19. Working with the Mayor in providing liaison with local contractors, businesses and industry to obtain the needed heavy equipment and operators, supplies, or specialized personnel as required.
- 20. Making formal requests to the next higher levels of government for assistance if the disaster response is beyond the capability of the City.
- 21. Providing pre-event training opportunities for personnel who will respond to a disaster.
- 22. Reviewing and updating this Plan for the City of Ralston, annually.

D. City Attorney

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

E. Building Inspector (LEOP - Annex C)

- 1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses

2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
4. In conjunction with the Mayor, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
8. Assures that rebuilding is in compliance with the City's master development plan.
9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
10. Coordinates with the Mayor in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the Mayor, for needed structural engineering services.
12. Coordinates, as necessary, with Public works and OPPD on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

F. City Clerk

1. Witnesses the Disaster Declaration.
2. Tracks and documents all expenses for the disaster operations from each City Department to include:

- a. Labor (regular and overtime, temporary help and volunteer time).
 - b. Equipment usage, rentals, repairs due to the disaster.
 - c. Materials (to include parts and supplies used from the City's inventory) and
 - d. Accounts for the reception and disbursements of all appropriate financial aid, equipment, supplies, volunteer labor and donations.
3. Assigns, at the time of the disaster, an account number for emergency expenditures.
 4. Provides financial statistics and summaries for the cost of the disaster, when requested.
 5. In conjunction with the Mayor, prepares the necessary documentation required for state and federal disaster assistance applications.
 6. Provides staff for the EOC to track and record disaster events as needed.
 7. Works as or closely with the Volunteer Coordinator in Ralston. Procedures are outlined in Attachment 3 to Annex L.
 8. Makes emergency purchases, as required.
 9. When the Mayor declares a disaster, implements the policy that delegates authority to department superintendents to purchase or lease emergency supplies and/or equipment.
 10. Coordinates with the City Clerk in assigning department superintendents an account number for emergency expenditures.

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**CITY
OF
VALLEY**

**EMERGENCY
OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

2010

CITY OF VALLEY EMERGENCY OPERATIONS PLAN

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CITY of VALLEY EMERGENCY OPERATIONS PLAN

I. PURPOSE

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

II. PLANNING FACTORS

A. All-Hazards Approach

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

B. Vulnerable Populations

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

C. Primary Responsibility For Disaster Response and Recovery

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

III. BASIC DISASTER OPERATIONS

A. Operations - Warning Phase

1. When alerted of a disaster situation, the Douglas County Emergency Communications / 911 will begin notification of those on their emergency notification list.
2. The public may have already been warned by sirens or through the electronic media. If there are no automated warnings the Douglas County Communications Center/911 will sound the sirens as authorized.

B. Operations - Actual Disaster

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

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

C. Operations - Departmental Responsibilities

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

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

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

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

4. Additional Disaster Services (Support)

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

D. Field Operations: Incident Command and the EOC

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

Douglas County Emergency Communications / 911 to request additional resources from these agencies.

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

E. Operations - Administration

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

IV. INCIDENT COMMAND / FIELD OPERATIONS - FIRST RESPONDERS

A. Primary Field Operational Control for the Disaster

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

B. Responsibilities List for Field Operations

- 1. In preparing this plan, city officials have assigned responsibilities for disaster response and recovery. These responsibilities address an "all-hazards" approach; therefore, all activities listed for each department may not need to be applied to every disaster. However, the list is not all-inclusive; at the direction of either the Department Supervisor or the City Administrator (Mayor, if no City Administrator); city personnel may be requested to perform other disaster duties.
- 2. The task assignments for each City Department are written in general terms and purposely do not tell supervisors how to do their jobs. Each

Department should develop guidelines (SOPs) for their specific operations in a disaster situation.

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

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

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

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

D. Douglas County Emergency Communications / 911 (LEOP - Annex B)

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

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

1. Among the First Responders to the disaster scene.
2. Assumes the operational control for fire suppression and explosions.
3. If properly trained, serve as a hazardous materials responder; provides measures to minimize dangers from hazardous materials.
4. Provides radiological monitoring at radiological accidents, including the necessary coordination with Nebraska Health and Human Services System Regulation and Licensure and the Nebraska Emergency Management Agency.
5. Implements the Incident Command System per NIMS.

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

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

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

1. The Public Works/Utilities Department includes these departments: Street, OPPD, PeopleService Inc., Parks and Recreation. If a staging area for the Public Works/Utilities function is established, it will be coordinated with the EOC and Incident Command.
2. Street Department - Superintendent
3. The call to respond to the disaster will probably come from dispatch at the Douglas County Emergency Communications / 911. The Superintendent will coordinate with the City Administrator on disaster work assignments. Tasks may include but are not limited to:
 - a. Developing a response priority/plan to clear debris from the primary routes needed for First Responders; then clearing the arterials and collectors.
 - b. Assessing and reporting street damage to the EOC; systematically clearing the streets as prioritized at the EOC briefings with input from the City Administrator, Police Department, and other affected City Departments.
 - c. Closing streets, if requested by Police Department, by transporting and erecting barricades, signs, and flags at control points established by Law Enforcement.
 - d. Posting traffic directional signs, as needed, particularly for evacuation.
 - e. Clearing debris from public areas, but only from private property as is necessary for the rescue or safety of the occupants.
 - f. Performing priority repairs to streets.

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

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

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

8) Safety inspects the water system.

b. Wastewater Division

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

c. Both Water and Wastewater Divisions

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

6. Parks and Recreation Department – Public Works

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

7. Landfill Operation

The City Administrator/Mayor will primarily be responsible for coordinating disposal of disaster debris and will work with the Street

Department in accomplishing this function. The following may be some of the requirements for disaster operations:

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

V. EMERGENCY OPERATIONS CENTER

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

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

1. Making executive decisions; establish effective disaster response policy.
2. Exercising emergency powers; provide policy decisions.
3. Signing the Disaster Declaration.
4. Requesting additional assistance by contacting the Douglas County Emergency Management when local resources are insufficient.
5. Exercising the final authority on subjects such as:
 - a. Curfews
 - b. Price restrictions

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

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

disaster response and recovery and for support of the Incident Command. The City Administrator's responsibilities may include, but are not limited to:

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

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

C. Emergency Management Coordinator

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

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

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

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

D. City Attorney

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

E. Building Inspector (LEOP - Annex C)

1. May coordinate or assist the Debris Manager in damage assessment of:
 - a. Public entities
 - b. Homes
 - c. Businesses
2. Compiles information to define the property appraisals/values and insurance coverage as well as damage sustained.
3. Works with the American Red Cross damage assessment team to assure all homes have been surveyed for damage.
4. In conjunction with the City Administrator, assures someone is designated to photograph and record public and private damage should there be an application for state or federal assistance.
5. Compiles all damage assessment reports into a summary document for use by the EOC Staff.
6. Assures that safety inspections are conducted for public and private buildings and issues temporary occupancy permits for temporary housing.
7. Prepares demolition orders for all unsafe structures and provides assistance in the coordination of the demolition work.
8. Assures that rebuilding is in compliance with the City's master development plan.
9. Coordinates first with local contractors/lumber yards to restore damaged public facilities.
10. Coordinates with the City Administrator in establishing a point of contact for insurance adjusters and the influx of builders and repairmen.
11. Contracts, with the approval of the City Administrator, for needed structural engineering services.
12. Coordinates, as necessary, with the City Electric Superintendent on the safety inspections of the electric systems on damaged public buildings.
13. Ensures that all incoming contractors register through the Building Inspector's office.

F. Deputy Clerk

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

G. Purchasing Officer

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

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**VILLAGE
OF
WATERLOO**

**EMERGENCY
OPERATIONS
PLAN**

**FOR
DISASTER
RESPONSE
AND
RECOVERY**

2010

VILLAGE of WATERLOO EMERGENCY OPERATIONS PLAN

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VILLAGE of WATERLOO EMERGENCY OPERATIONS PLAN

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

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

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

RESPONSIBILITY FOR DISASTER OPERATIONS

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

OVERVIEW OF DISASTER OPERATIONS

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

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

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

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

I. WARNINGS (Annex B)

- A. Severe Weather Spotting Program: The National Weather Service in Valley will usually ask Douglas County Emergency Management to activate spotters when severe weather is a possibility. There are designated spotting locations in and around Douglas County. Spotters radio their reports to the National Weather Service and the Douglas County EOC. The National Weather Service will notify the Douglas County Emergency Communications / 911 of conditions.
- B. Citizens may also be alerted to danger by outdoor sirens or public address systems on emergency vehicles. If necessary, warnings may be given door-to-door if time allows.
- C. Emergency information can be broadcast over local radio, and television stations.
- D. Warnings procedures and protocols have been developed and will be implemented for identified functional needs populations.

II. INCIDENT COMMAND and FIELD RESPONSE (Annex A)

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

III. LAW ENFORCEMENT (Annex H)

- A. Law Enforcement personnel can communicate by radio with the Douglas County Emergency Communications / 911, the Incident Command Post, the EOC and the Fire & Rescue Departments.

- B. The first emergency responder to arrive at the scene will become the Incident Commander and following NIMS protocols, expands/transfers the incident command as the situation warrants.

- C. Evacuation
 - 1. People will be notified in the event that evacuation is necessary. The Village Board Chairperson can order an evacuation. The Incident Commander at the scene will, if time allows, consult with the Village Board Chairperson in situations requiring immediate evacuation. If the impacted area has a critical threat or is life-threatening to the population or environment, the Incident Commander may order an evacuation.

 - 2. If residents need transportation during the evacuation, they may call the Communications Center who will relay the request to the Douglas County Emergency Manager or the Emergency Operations Center. If the EOC has not yet been opened, the Douglas County Emergency Communications / 911 will call the Incident Commander. Transportation resources are listed in Annex L of the County LEOP. In the field, if the Incident Commander sees the need for transportation during evacuation, he will notify the EOC for coordination and support.

- D. Law enforcement will work with other First Responders in search and rescue.

- E. Security of the Disaster Area.

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

- 1. Roadblocks and barricades: Local resources will be used first then other village/county/state roads departments may be asked to help. The Incident Commander or Law Enforcement will contact the Douglas County Emergency Communications / 911 to request additional resources from these agencies.

- 2. Identification cards for access to the disaster area will be issued in Waterloo. The County and local officials, volunteers, the media, and residents may need ID cards even when the disaster area has been secured. The Douglas County Emergency Management Director or designee will distribute identification cards from the EOC or at the disaster access points.

IV. FIRE DEPARTMENT (Annex F)

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

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

- A. EMS personnel can communicate by radio with the Douglas County Emergency Communications / 911, the Incident Command, the EOC, Law Enforcement, Fire Departments, and with each other.
- B. The first emergency responder to arrive at the scene will become the Incident Commander and expand/transfer the Incident Command as the situation warrants; following NIMS protocols.
- C. EMS will work with other First Responders in search and rescue.
- D. One person may be dedicated to radio communications; another may be needed to set up triage.
- E. After triage, victims can be transported to the nearest receiving hospital(s).

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

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

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

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

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

VIII. COMMUNICATIONS at the EOC (Annex B)

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

IX. EMERGENCY PUBLIC INFORMATION (Annex D)

- A. The Village Board Chairperson, the Incident Commander, Public Information Officer or the Waterloo Emergency Management Coordinator serving as an alternate, will release official public information. This Public Information

Officer will work at the EOC, coordinating with the Village Board Chairperson, Emergency Management, and the Incident Commander.

- B. The Chief Elected Official must approve the public information being released.
- C. Official information or instructions to the public will be broadcast over local radio and television stations.
- D. If needed, the Public Information Officer will conduct briefings with the media to update them on the latest disaster events.
- E. A telephone line may be set up to receive calls from the public concerning the disaster. The Public Information Officer will be responsible for this "rumor control" line.
- F. Emergency information could also be released through the Nebraska Emergency Alert System (EAS). Douglas County is in Area 1 of the EAS network (Annex B).

X. SHELTERING (Annex I)

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

XI. RESOURCES (Annex L)

- A. The Chief Elected Official is responsible for obtaining additional resources needed to respond to the disaster. The First Responders in the field may make resource requests to the EOC.
- B. The County Road Department (and/or the Waterloo Emergency Management Coordinator) maintain (s) a list of heavy equipment, transportation resources, generators, and specialized teams or services that can be used in disaster operations. Resources available to the county are listed in Attachments 1, 2, Annex L.

- C. The Village Clerk will be appointed as the Volunteer Coordinator in Waterloo. Procedures are outlined in Attachment 3 to Annex L.

XII. DAMAGE ASSESSMENT (Annex C)

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

XIII. HEALTH and HUMAN SERVICES (Annex G)

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

XIV. PUBLIC HEALTH (Annex G)

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

XV. FINANCIAL ACCOUNTABILITY

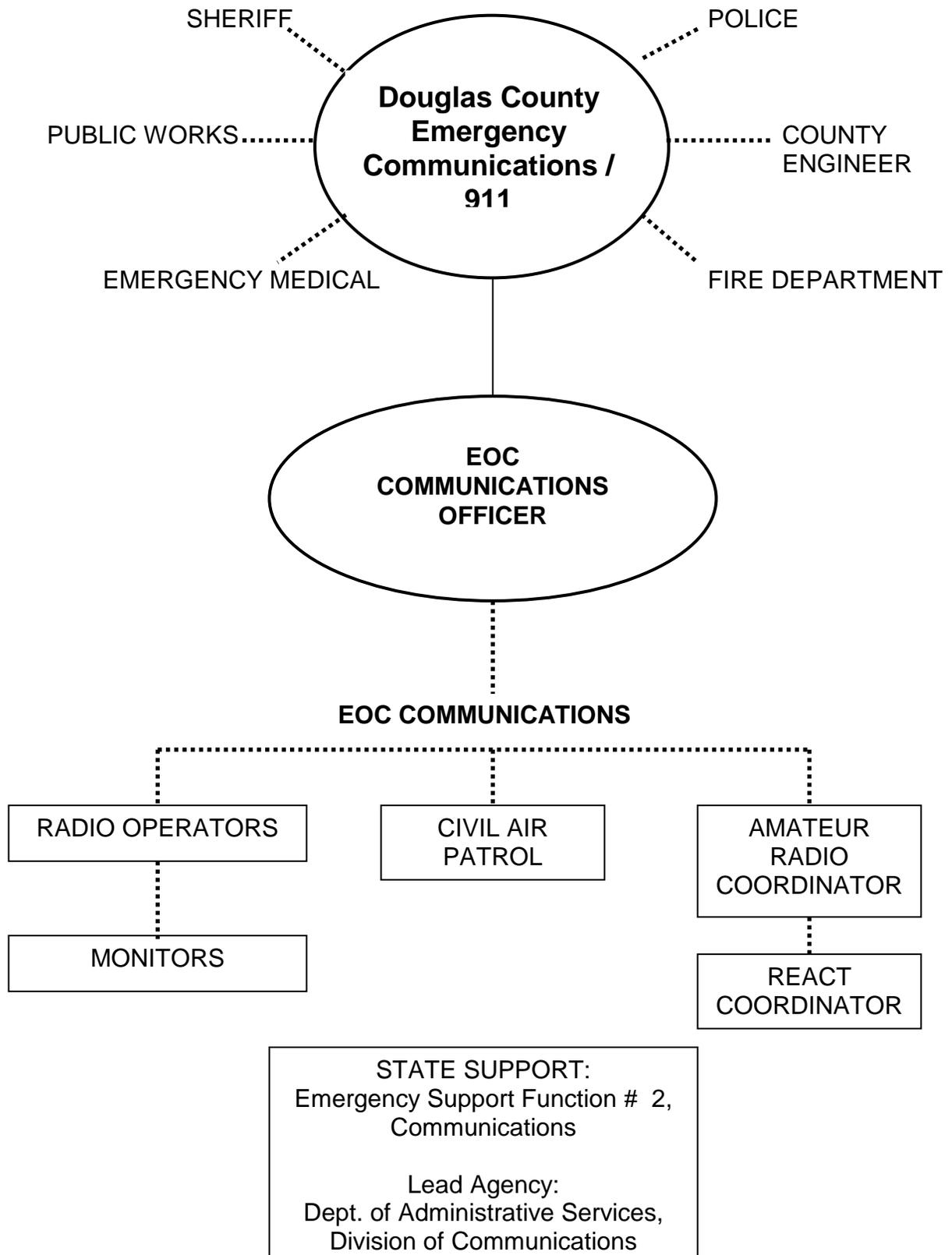
The Waterloo Village Clerk will be responsible for tracking all disaster expenses including overtime for paid personnel, supplies used, emergency purchases/rentals/contracts. Also an accounting system will track all donations of supplies, material, equipment, mutual aid support and volunteer labor for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

XVI. WHEN the DISASTER is BEYOND LOCAL CAPABILITIES

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

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COMMUNICATIONS AND WARNING



COMMUNICATIONS AND WARNING

I. PURPOSE

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

II. SITUATION

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

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

III. ASSUMPTIONS AND PLANNING FACTORS

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

- D. The EOC staff, first response agencies, and the Communications Center have formalized communications restoration and recovery plans to cover the loss of power, computer disruptions, loss of transmission towers, etc.

IV. ORGANIZATION / RESPONSIBILITIES

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

- A. Each agency's or emergency service's Communications coordinator is responsible for the supervision of all emergency activities within their respective mobile and fixed communications centers. Each entity will maintain a current roster of personnel for recall on short notice.
- B. Emergency Management Communications assists jurisdictions by recruiting and coordinating RACES, REACT, Civil Air Patrol, and Business Band radio operators and their equipment.

V. CONCEPT OF OPERATIONS

A. Communications

1. The Emergency Operation Center (EOC)

- a. The EOC is equipped with adequate communications equipment to transmit and receive pertinent information. See Attachment 1 for communications capabilities.
 - b. In the event of commercial power failure, a generator will provide power for essential equipment in both the EOC and communications center.
 - c. There are approximately 120 installed and readily available telephone lines, wireless internet access, and cell phone repeaters in the EOC.
- 1) Cellular phones may quickly fail due to system overload or loss of one or more cellular towers in or near the county. The Government Emergency Telecommunication System is in use in Douglas County and prior arrangements have been made with cellular provider(s) to provide Wireless Priority Service to enrolled subscribers including government officials.

- 2) Should the need arise, the EMSAT and/or the Communications Coordinator shall establish the priority of service restoration both cellular and non-cellular.

2. Douglas County Emergency Communications / 911

- a. The Douglas County Emergency Communications / 911 is located at 156th & Maple Streets and provides services to all public safety agencies. Radio frequencies used on a daily basis are listed in Attachment 1.
- b. The Douglas County Emergency Communications / 911 is a warning point in the National Warning System (NAWAS). Warnings will be received via the NAWAS distribution system to include the National Weather Service's severe weather warnings.
- c. The Douglas County Emergency Communications / 911 has interoperable communication links with the surrounding counties of Sarpy, Washington in Nebraska, and Pottawattamie Co., Iowa.

3. Nebraska State Patrol

- a. The Nebraska State Patrol Troop headquarters is located at 108th & J Streets in Omaha and provides service to Douglas County. The frequencies used on a daily basis are listed in Attachment 1.
- b. The Nebraska State Mobile Command Post can provide communications resources with an emphasis on law enforcement operations. By using programmable equipment it will be capable of transmitting and receiving on any frequency within the following ranges:
 - 1) VHF Low Band 29.7 to 50.0 MHz.
 - 2) VHF High Band 148.0 to 174.0 MHz.
 - 3) UHF 450.0 to 470.0 MHz.
 - 4) 800 radios 700 -800 MHz
 - 5) VHF High Band, UHF band and the Motorola 800 radios are capable of narrow or wide band operation analog or digital P-25.
 - 6) EDACS 800 radios for operation on the City of Lincoln/Lancaster County or RACOM Network in the Norfolk area.

6. Local and Area Hospitals

- a. The Omaha Metropolitan Medical Response System has sufficient dedicated electronic communications equipment for day-to-day medical surge activity. The equipment includes: two-way radios cell phones, satellite phones, HAM, Health Alert Network, and the Telehealth Network.
- b. The medical communications system includes plans for continuity of operations (COOP) in the event of power outages, disruption or lack of access to the facility (storm damaged) and after hours. The system designated the protocols and SOPs for Incident Management, EMS and other first response, coordination with the EOC, and region inter-connectivity during a disaster. The communications systems also includes a plan for implementing a Joint Information Center with the EOC, elected officials, field responders, support agencies and regional health care facilities.

7. Other Jurisdictions

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

8. Amateur Radio

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

9. REACT

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

10. Civil Air Patrol

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

11. Communication Systems Maintenance, Testing and Protection

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

B. Warning

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

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

2. Notification of Officials

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

3. Warning the Public

- a. The Douglas County Emergency Communications / 911 will provide warning to the public for severe weather by activating all fixed sirens in the County. Sirens can be activated simultaneously or individually.

- b. The authority to activate the sirens in Douglas County rests with the Douglas County Emergency Communications / 911 Supervisor in accordance with established procedure.
- c. Public warnings may also be provided by loudspeakers or sirens on emergency vehicles or by immediate broadcast via radio stations, television stations, and the cable system.
- d. Warnings, disaster information and instructions are provided to identified functional needs populations on the DCEMA website, www.douglascounty-ne.gov/county/dcema.

4. Tornado Watch

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

5. Flood Watch/Warning

- a. Emergency Preparedness Plans for the Pappio River Basin have been developed by the Pappio-Missouri River Natural Resources District. These plans include notification lists whereby the County Sheriff will contact residents in the affected areas and agencies involved should a hazardous situation occur (reference Annex E, Appendix 1 for operational procedures).
- b. The National Weather Service (NWS) monitors conditions that may lead to flooding, i.e., ice dams, rainfall, and snow melt, see Attachment 3. NWS may also contact Douglas County Emergency Management to coordinate with observers to make local assessments of river or stream conditions or to report data from the non-automated river gauges. Based on the data received, the Valley Office of the NWS will issue warnings and watches as warranted.
- c. The public is notified via Weather Alert Radios and the Emergency Alert System (EAS).

6. Hazardous Materials Incidents

- a. The owner of a facility is required to notify the Nebraska Department of Environmental Quality (NDEQ) upon discovery of a release of a hazardous substance in a reportable quantity (RQ) or greater, according to DEQ Regulation Title 126. A fixed facility that has a

- release of an extremely hazardous chemical above the 302(a) reportable quantity (RQ) of SARA Title III requires notification under section 102(a) of CERCLA. They shall notify immediately after the release, the Community Emergency Coordinator (CEC) identified in Annex F, IV, B, of any area likely to be affected by the release and the State Emergency Response Commission of any state likely to be affected by the release. This notification will be by the most expedient means possible (see Annex F, Appendix 1, Attachment 2, "Hazardous Materials Incident Notification").
- b. A transportation incident of a substance subject to 302(a) requirements shall satisfy notification requirements by dialing 911 or, in the absence of a 911 system, calling the operator.
 - c. The notification requirements under section 304(b) will be met by using the "Hazardous Materials Incident Report", Annex F, Appendix 1, Attachment 2. As much information that is known at the time of notification should be included.
 - d. The public will be notified as necessary via Weather Alert Radios and the Emergency Alert System (EAS).
7. The Nebraska Emergency Alert System (EAS) provides disaster information and instruction to the public through radio and television. Local officials have the authority to request activation of the Nebraska EAS web/network by contacting their Local Station (LP-1 or LP as listed in the Nebraska Plan EAS) to provide information to the people in that operational area (Attachment 4).
 8. Warnings and emergency information can be broadcast by Cox and Qwest Communications cable TV in Omaha and Douglas County. The National Weather Service has override access to the system(s) and can initiate messages.
 9. By law, the Nebraska Education Television Network will provide text decoded emergency information that includes severe weather warnings and reports from the National Weather Service. Many commercial broadcast stations will also provide emergency public information text and audio alerts.

VI. ADMINISTRATION AND LOGISTICS

A. Records

The EMSAT will ensure that adequate records of all local government agencies and their communications expenses (Law, Fire, EMS, Public Works, Roads, etc.) are maintained.

B. Plan Maintenance

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

VII. TRAINING AND EXERCISING

A. Training

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

B. Exercising

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

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	County Communication Capabilities	B-11
2	NAWAS Network (Directions and Map)	B-13
3	National Weather Services Offices and Contacts	B-15
4	Nebraska EAS Operational Areas	B-16

DOUGLAS COUNTY COMMUNICATIONS CAPABILITIES

AGENCY/ADDRESS	FREQUENCY/ CAPABILITY	FUNCTION
EOC	Douglas County 800 MHz HF, VHF, and UHF Amateur Radio UHF (GMRS) REACT Radios Omaha Public Works EAS 156.76 Douglas County Siren 151.250 Douglas County EMA Back Up	
911 Communications Center	<ol style="list-style-type: none"> 1. 868.7625 2. 868.7250 3. 868.9500 4. 867.9625 5. 867.7125 6. 867.4125 7. 866.9500 8. 866.5875 9. 866.2750 10. 868.5125 11. 868.4750 12. 867.2250 13. 866.7875 14. 866.5375 15. 866.2375 16. 868.2125 17. 868.7000 18. 868.4500 19. 867.5875 20. 866.5625 	
Mutual Aid Call	866.0125	
Mutual Aid Tac 1	866.5125	
Mutual Aid Tac 2	867.0215	
Mutual Aid Tac 3	867.5125	
Mutual Aid Tac 4	868.0125	

Hospitals:

Previously reference was made to the capabilities of the various local and regional hospitals serving DOUGLAS County.

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

REGIONAL CAPABILITIES:

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

County:

Agencies:	Point of Contact
Sarpy County, NE EMA / 911	Larry Lavelle (402) 593-2283
Bellevue, Sarpy County, NE EMA	Dale Tedder (402) 682-6603
Washington County, NE EMA	Bill Pook (402) 727-2785
Pottawattamie County, Iowa EMA	Jeff Theulen (712) 328-5777

National Warning System (NAWAS) Emergency Management Warning Procedures

Tests:

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

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

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

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

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

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

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

Warning:

State actions:

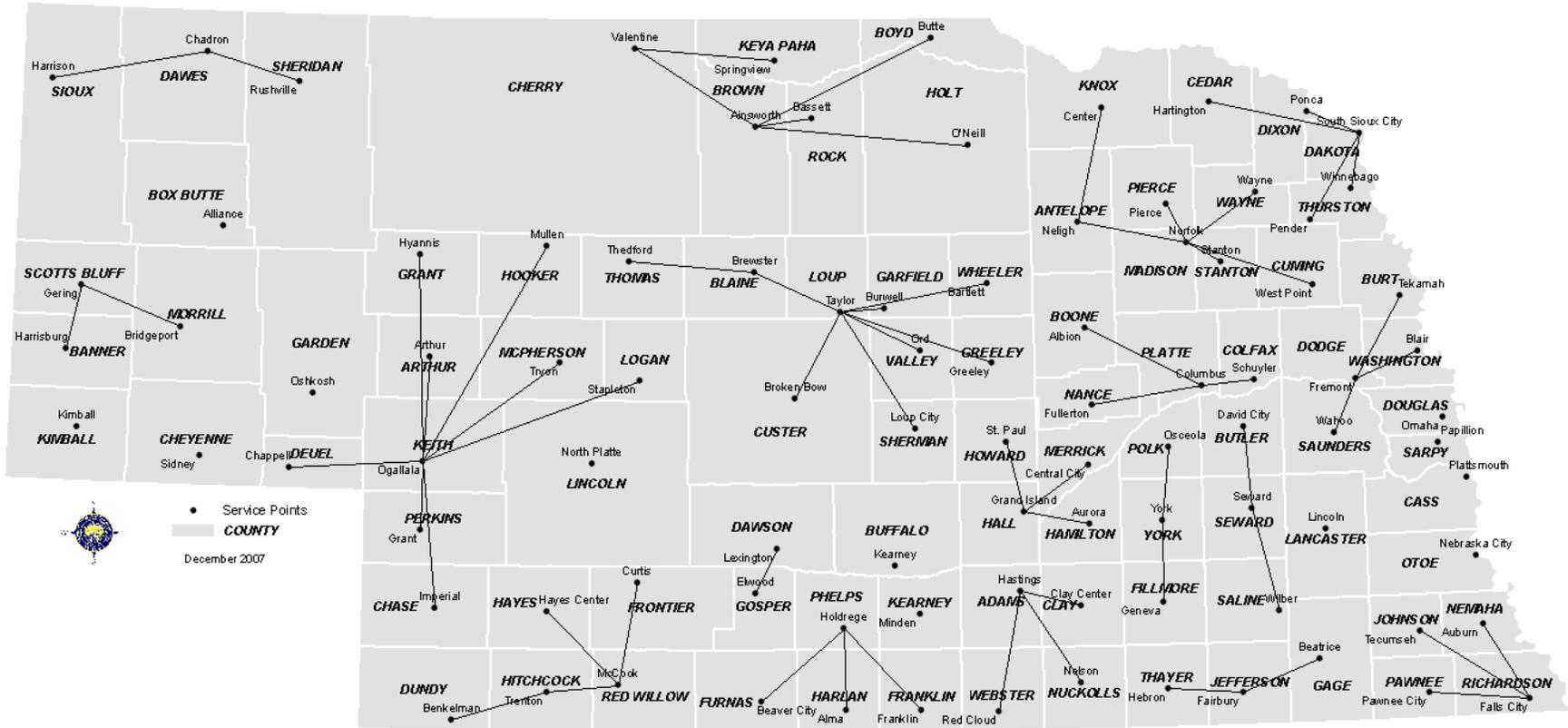
When a warning is received, the operator at the State Warning Point will clear the NAWAS network of all traffic, transmit the warning and then receive acknowledgement of the warning from each Warning Point. The Alternate State Warning Point provides a backup means of disseminating tactical warnings.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

Locations:

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

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

NEBRASKA EMERGENCY MANAGEMENT WARNING NETWORK



December 2007 (Supersedes previous Warning Maps)

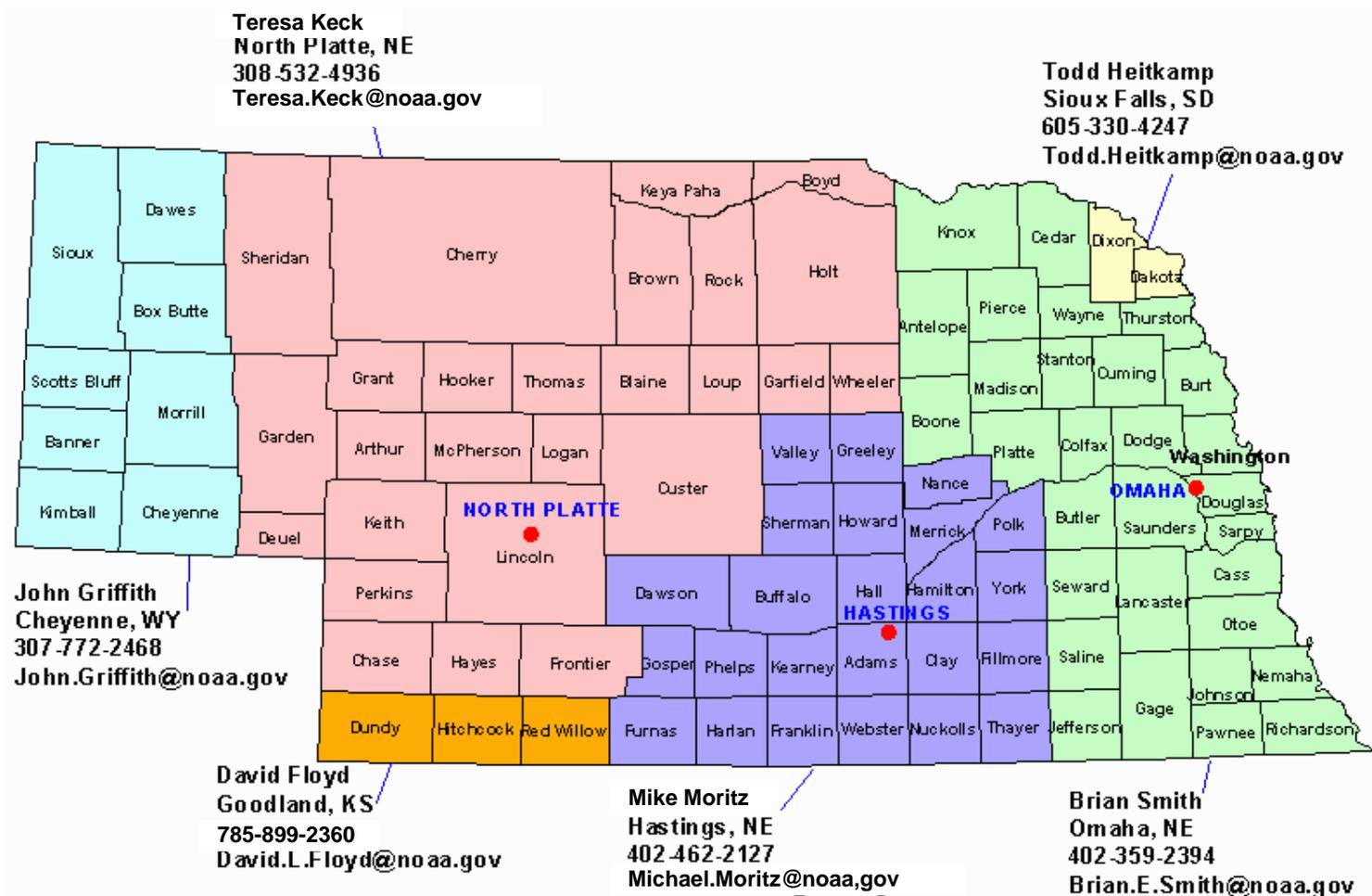
STATE WARNING POINT: Nebraska State Patrol Headquarters – Lincoln, Nebraska

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

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

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

National Weather Service Areas and Primary Contacts



B-15

DOUGLAS COUNTY LEOP

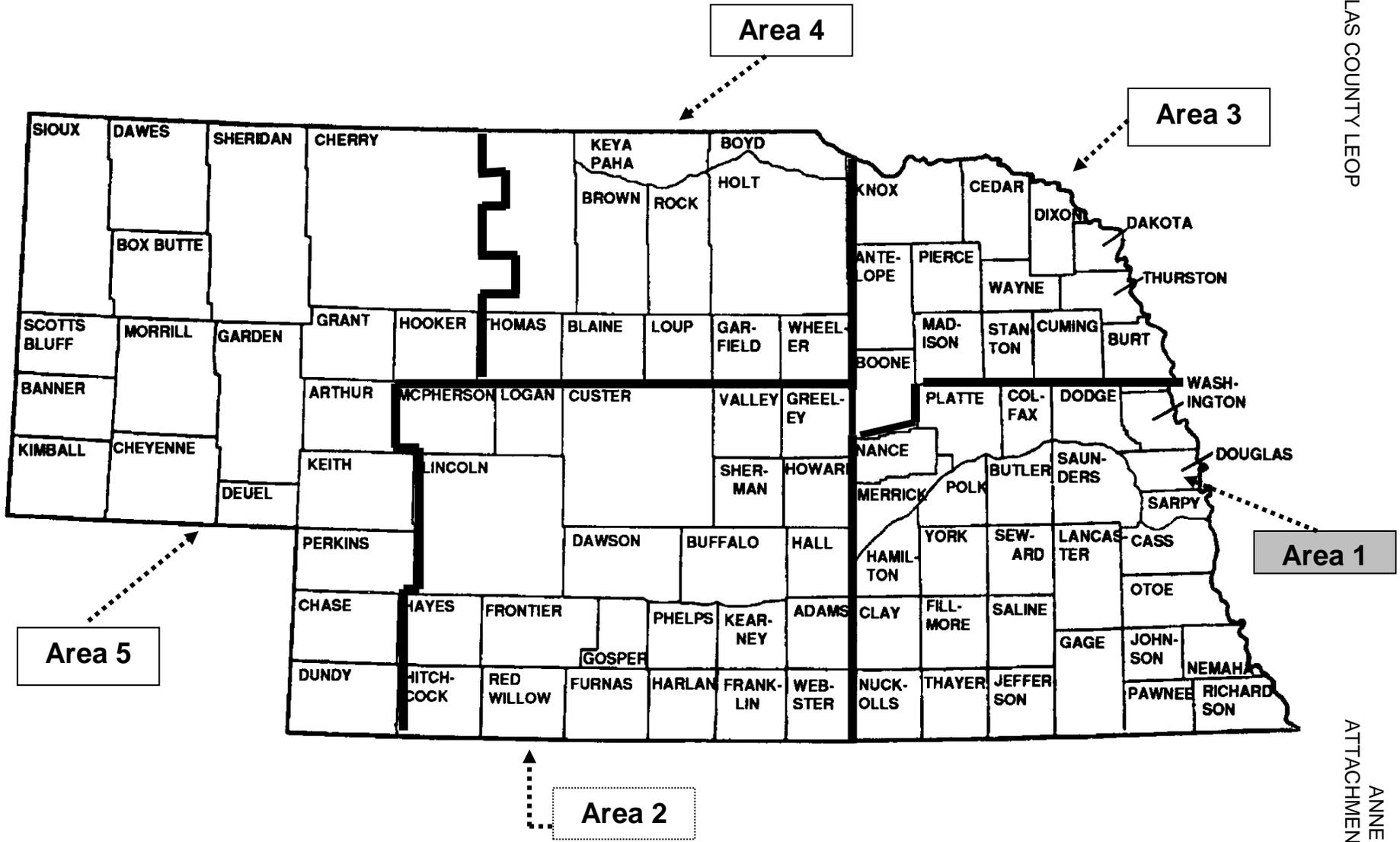
ANNEX B
ATTACHMENT 3

Nebraska Emergency Alert System (EAS) Operational Areas

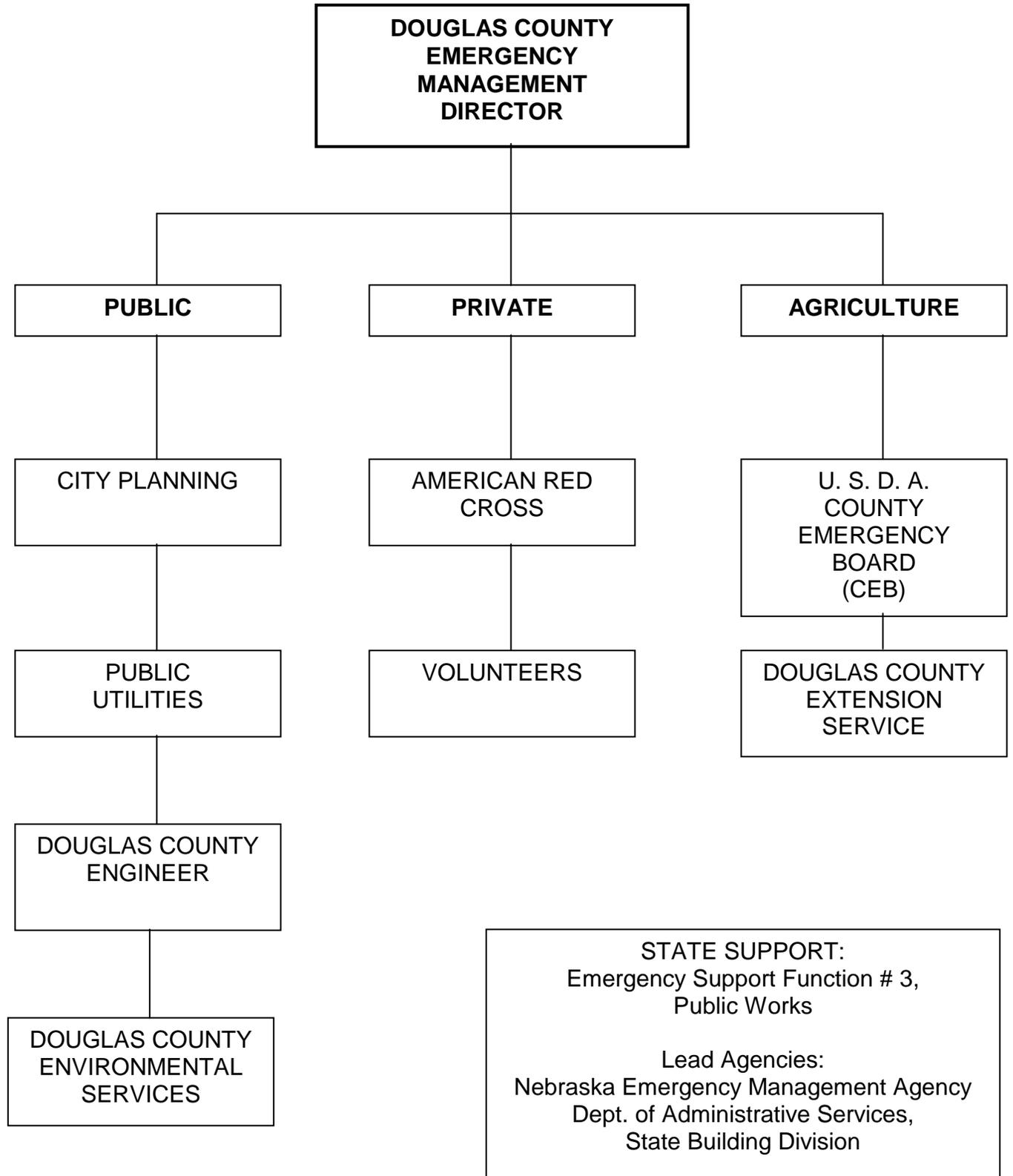
DOUGLAS COUNTY LEOP

ANNEX B
ATTACHMENT 4

B-16



DAMAGE ASSESSMENT



DAMAGE ASSESSMENT

I. PURPOSE

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

II. SITUATION

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

III. ASSUMPTIONS

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

IV. ORGANIZATION/RESPONSIBILITIES

A. Incident Assessment

The Douglas County Emergency Management Director will coordinate the gathering of damage assessment information necessary to complete the Incident Status Report, Annex A, Attachment 3, and for keeping the information updated during the course of the incident. Other responsibilities include, but are not limited to, the following:

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

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

B. Record Keeping

Each local government entity and private agency will keep complete records of resources and personnel involved in the response to the emergency or disaster for use in determining the extent of impact of the incident on the jurisdiction.

C. Agricultural Damage Assessment

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

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

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

E. Inspections

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

V. CONCEPT OF OPERATIONS

A. Initial Assessment

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

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

Later, more detailed information will indicate the number of homes, businesses public buildings, grounds and infrastructure involved. All information will be forwarded to NEMA through the local Emergency Manager.

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

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

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

VI. ADMINISTRATION AND LOGISTICS

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

VII. TRAINING AND EXERCISING

A. Training

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

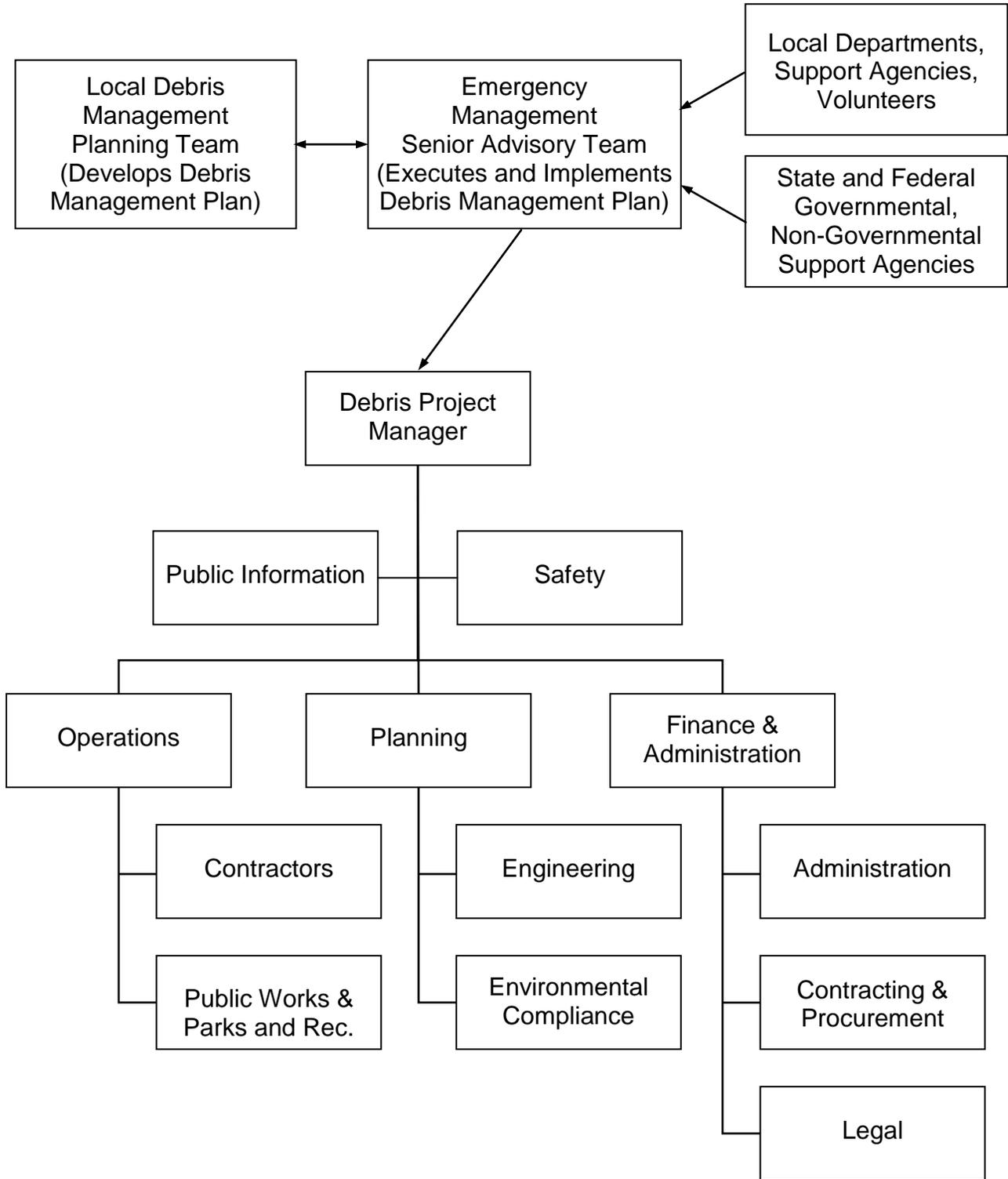
B. Exercising

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

LIST OF ATTACHMENTS

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

DEBRIS MANAGEMENT PLANNING



DEBRIS MANAGEMENT PLANNING

I. PURPOSE

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

II. SITUATION

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

III. ASSUMPTIONS & PLANNING FACTORS

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

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

IV. RESPONSIBILITIES

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

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

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

V. CONCEPT OF OPERATIONS

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

A. Debris Management Staff Roles and Responsibilities:

1. Debris Project Manager

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

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

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

2. Administration

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

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

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

3. Contracting and Procurement:

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

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

4. Legal

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

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

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

5. Operations:

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

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

6. Engineering & Planning:

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

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

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

VI. EMERGENCY COMMUNICATIONS PLAN:

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

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

VII. HEALTH and SAFETY PLAN and PROCEDURES:

- A. Protecting the community's health and safety by removing debris presents a number of risks to the health and safety of responders, contractors, citizens and volunteers engaged in debris management operations. Therefore, the Debris Project Manager will oversee the development of a Health and Safety Strategy, using currently approved safety standards. Site safety is the responsibility of every responder, elected/appointed official. Dangerous or hazardous conditions and activities should be reported to the EOC immediately. Douglas County Health Department and DHHS personnel may provide technical assistance in the Health and Safety Plan.
- B. Contracted labor will follow all establish safety procedures determined by the Debris Project Manager. The Debris Project Manager may assign personnel as Safety Officers to develop the Health and Safety Plan, as well as monitor operations for adherence to this plan.

VIII. DEBRIS COLLECTION PLAN:

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

A. Priorities:

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

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

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

IX. RESPONSE OPERATIONS

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

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

X. DEBRIS COLLECTION and STORAGE SITES

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

- A. The public, contractors and response agencies will be instructed on the current debris separation, sorting and hazardous materials designations and handling procedures prior to debris collection.
- B. Local neighborhood collection sites with "dumpsters" may be the most effective means of collection, separation and transfer of debris.
- C. Curbside pick-up and public drop-off sites are options.
- D. Appropriate sites will be pre-selected by the Debris Management Planning Team with technical assistance from the Nebraska Department of Environmental Quality, Waste Management Division (NDEQ).
- E. The site selection size and area should comply with all applicable county, state, and federal rules and regulations, including Fish and Wildlife, Forestry and Fire Conservation, Historical Preservation, NDEQ permitting, and the

Endangered Species Act. Temporary storage/reduction site size should be an appropriate sized acreage for the estimated amount of debris.

- F. The sites used in this Plan may be temporary or permanent. Sites may be restricted to one type of material, or may be a multi-use site.
- G. Special permits for temporary and burial sites are obtained from NDEQ, Burn permits may be issued from local or rural fire departments.
- H Site monitors will be used to insure that sites are appropriately used, environmental concerns are addressed, debris is sufficiently segregated and safety is maintained. Duties of site monitors are detailed in the “Public Assistance Debris Management Guide, FEMA-325, July 2007” manual.
- I. The EOC will notify other government agencies and the public of the site locations, access, hours of operations and restrictions, etc.
- J. As temporary sites are no longer needed, they will be closed and the land remediated to pre-disaster conditions, meeting all current local, state and federal rules and regulations.

XI. TYPES of CONTRACTS

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

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

XII. PUBLIC INFORMATION ACTIVITIES

The PIO’s responsibilities are detailed in Annex D. The PIO will be responsible for working with the debris project manager or assigned personnel to educate the public on debris separation, household hazardous material lists and disposal

methods, dead animal handling, recycling, general disposal methods, pick up schedules, site locations, and drop-off procedures, safety and information to expedite the clean-up process. Informational material and press releases will be issued through currently established media links. Flyers with instructions or guides may be created to be distributed from structure to structure, (household to household).

XIII. VOLUNTEER MANAGEMENT

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

XIV. STATE and FEDERAL AGENCIES

In the event of either a Presidential Emergency Declaration or Major Disaster declaration, debris management activities will be coordinated with state and federal agencies. In a large scale event, debris removal activities may be tasked to a federal agency. This could be the Department of Transportation, US Military, US Army Corps of Engineers, or other Debris Management specialists.

XV. ADMINISTRATION and LOGISTICS

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

XVI. TRAINING SCHEDULE

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

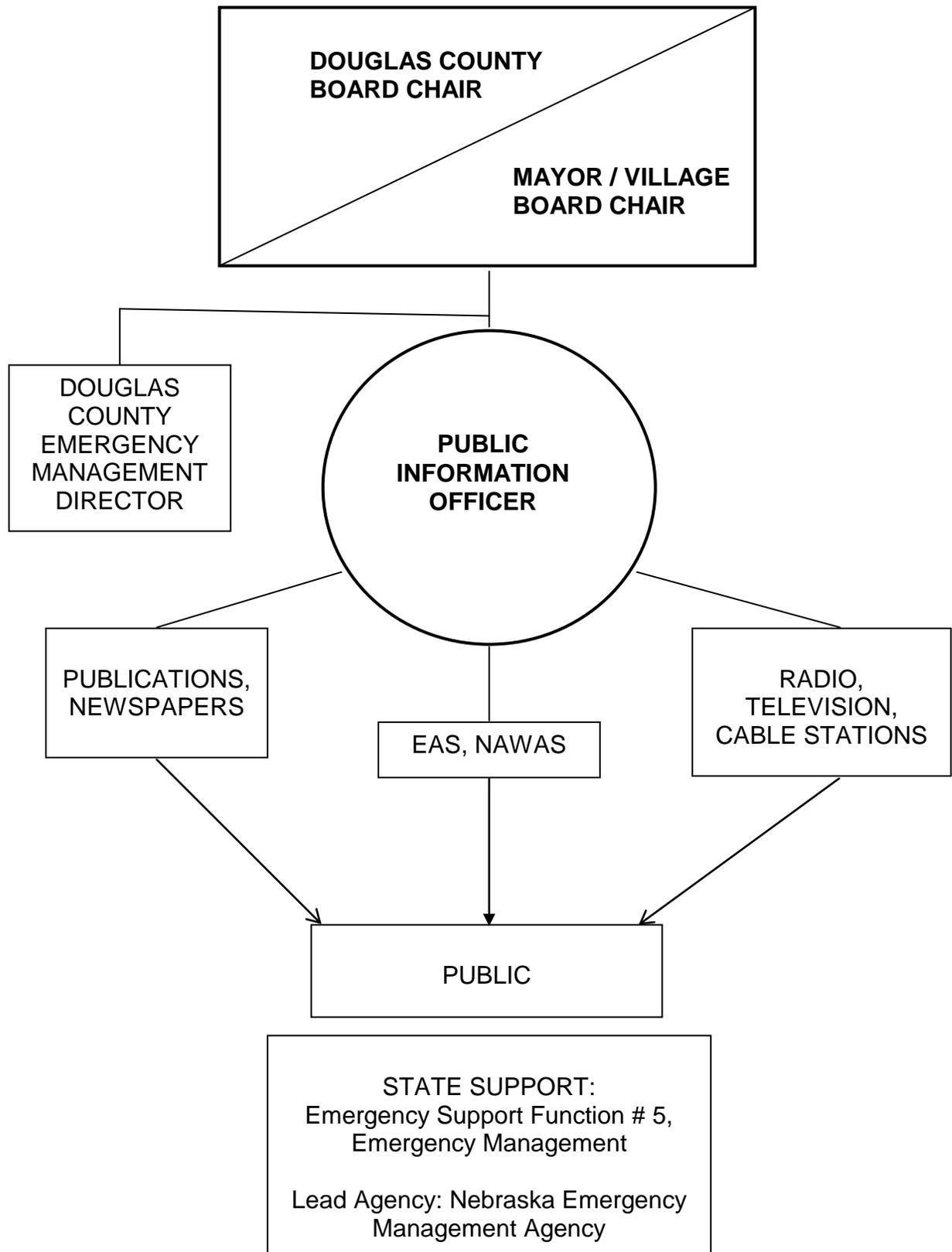
LIST OF ATTACHMENTS

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TYPICAL HAZARDS AND DEBRIS GENERATED

		Typical Debris Streams								
		Vegetative	Construction & Demolition (C&D)	Personal Property / Household Items	Hazardous Waste	Household Hazardous Waste (HHW)	White Goods	Soil, Mud, and Sand	Vehicles	Putrescent
Types of Disasters	Tornadoes	X	X	X	X	X	X		X	X
	Floods	X	X	X	X	X	X	X	X	X
	Earthquakes		X	X		X	X	X		X
	Winter Storms	X				X				X
	Acts of Terrorism	X	X	X	X	X	X	X	X	X

EMERGENCY PUBLIC INFORMATION



EMERGENCY PUBLIC INFORMATION

I. PURPOSE

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

II. SITUATION

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

III. ASSUMPTIONS AND PLANNING FACTORS

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

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

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

IV. ORGANIZATION / RESPONSIBILITIES

- A. The Public Information Officer (PIO) coordinates county emergency public information activities. The PIO is responsible for the collection, coordination, dissemination and monitoring of emergency public information.
- B. The Public Information Officer will be appointed and is an official spokesperson for a Mayor/Board Chair and/or County Commissioners (according to the impacted jurisdiction) and is a member of the Emergency Operations Center (EOC) Staff. The PIO will coordinate all public information activities with the Chief Executive, Douglas County Emergency Management Director and Incident Command.
- C. The PIO may appoint a supporting staff to assist in the public information functions and ensure the capability of extended operations. Supporting functions may include:
 - 1. Rumor control and public inquiry
 - 2. Distribution of emergency information, including broadcast and printed materials, monitors the media releases for accuracy.
 - 3. Coordination of emergency public information supplies and equipment requirements as well as volunteer support staff.
- D. The Public Information Officer at the Nebraska Emergency Management Agency, in a disaster situation, has the following responsibilities:
 - 1. Coordinates with and supports the Governor's Office,

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

V. CONCEPT of OPERATIONS

A. Coordination

1. The public information program requires a coordinated flow of information from all levels of government and private agencies through a central release point (Attachment 1). This ensures that only accurate information is presented. This may be accomplished through:
 - a. Coordination and exchange of information among all staff, department heads, and the PIO.
 - b. Collecting, compiling, and verifying information before authorizing releases.
 - c. Protects and safeguards sensitive information.
 - d. Releasing information to the media at briefings by the Public Information Officer or an authorized representative.
 - e. Establishing rumor control and public inquiry where citizens with questions can receive accurate and verified information. Rumor control-public inquiry must be coordinated with the Communications Officer to ensure adequate public service telephone capabilities. The media will publish/broadcast the Rumor Control telephone number. In addition to answering questions from the public, telephone operators will pass rumor trends on to the PIO and assistance requests to the EOC.

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

B. Information Dissemination

1. Joint Information Center (JIC)

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

2. Radio and Television

- a. Information requiring immediate broadcast for a local area will be released to all media outlets. A list of local radio/television /cable stations is included in Attachment 2. Routine information will be given to the media through the Joint Information Center briefings.
- b. The Emergency Alert System (EAS) will be activated through radio station KFAB and Nebraska EAS Operational Area 1 in accordance with the Emergency Alert System Plan.

3. Printed materials

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

C. Support from State Agencies

1. The Nebraska Emergency Management Agency is responsible for the collection, correlation, and dissemination of disaster-related information to appropriate state agencies and the Governor's Office. The Nebraska

Emergency Management Agency's Public Information Officer will, during a State of Emergency, coordinate all state public affairs/information efforts with the Governor's Office.

2. The Nebraska Emergency Management Agency has established procedures for rapid dissemination of hazard warnings and disaster-related information to local government primarily through the National Warning System (NAWAS) and to the public through the Emergency Alert System (EAS).
 3. The Nebraska Emergency Management Agency will coordinate the use of the state warning system to ensure that all commercial radio and television stations receive the emergency information.
 4. The Nebraska Educational Telecommunications (NET) in conjunction with the Nebraska Commission for the Hearing Impaired, will, by law, provide text decoding to the hearing impaired for all programming to include area and statewide disaster warnings.
 5. The Nebraska Emergency Management Agency's Public Information Officer will work closely with the local government and provide assistance, particularly in preparing and disseminating information to the public concerning disaster recovery centers.
 6. State agencies will support local governments by providing reports of potential and existing widespread hazardous conditions.
 7. The Nebraska State Patrol, in coordination with the Department of Roads, will provide road conditions to affected agencies, the media, and the general public.
 8. Subsequent to a Presidential Declaration, the Public Information Officers of all state agencies involved in disaster recovery efforts will coordinate activities with the federal agencies involved through the PIO at the JIC.
- D. Support from Federal Agencies
1. The National Weather Service has the primary responsibility for issuing weather-related disaster warnings to the public.
 2. Under a Presidential Emergency or a major Disaster Declaration, the Federal Emergency Management Agency's (FEMA) Public Information Officer will coordinate and be responsible for release of public information concerning federal assistance.

E. Support from Volunteer Agencies and Organizations

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

F. Support from Media

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

VI. ADMINISTRATION and LOGISTICS

A. Public Information Officers should meet annually with local government officials, the Douglas County Emergency Management Director, and media representatives to review this Annex and coordinate operating procedures.

B. The Emergency Management Director may revise this Annex based upon the recommendations of the PIO.

C. Every effort will be made to incorporate media involvement in exercises of this Plan.

VII. TRAINING and EXERCISING

A. Training

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

B. Exercising

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

LIST of ATTACHMENTS

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PUBLIC INFORMATION RESOURCES (MEDIA OUTLETS)

RADIO

EAS PRIMARY STATION

KFAB, KXKT, KEFM

KHUS

Phone: 402-561-2000

FAX: 402-556-0438

Hotline: 402-556-5791

Contact: Tom Stanton

KIWR

Phone: 712-325-3254

FAX: 712-325-3391

Hotline: 712-328-8970

Contact: Sophia John

KCRO

Phone: 402-422-1600

FAX: 402-422-1602

Hotline: 402-422-1600

Contact: Mike Shane

KIOS

Phone: 402-557-2777

FAX: 402-557-2559

Hotline: 402-557-2777

Contact: Wilson Perry

KKUT

Phone: 402-455-1285

FAX: 402-453-1907

Hotline: 402-455-1285

Contact: Maurice Cotton

KMLV

Phone: 402-778-5118

FAX: 402-778-5135

Hotline: 402-778-5118

Contact: David Burkholder

KVNO

Phone: 402-559-5866

FAX: 402-554-2440

Hotline: 402-554-2516

Contact: Debbie Aliano

KOIL

Phone: 402-827-1020

FAX: 402-827-5293

Hotline: 402-827-1020

Contact: Ken Fearnow

TELEVISION

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

KMTV Phone: 402-592-3333
FAX: 402-597-7691/402-592-4714
Hotline: 402-593-2700

KPTM/KXVO Phone: 402-558-4200
FAX: 402-554-4290
Hotline: 402-558-4282

KYNE Phone: 402-554-2516
FAX: 402-557-2559
Hotline: 402-557-2777

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

CABLE TELEVISION

COX COMMUNICATIONS Phone: 402-934-0595 (Ext. 2)
FAX: 402-934-0014
Contact: 24 hr Operations

QWEST COMMUNICATIONS Phone: 800-203-0767
800-204-6540 (Ext. 2)
Contact: 24 hr Operations

NEWSPAPERS

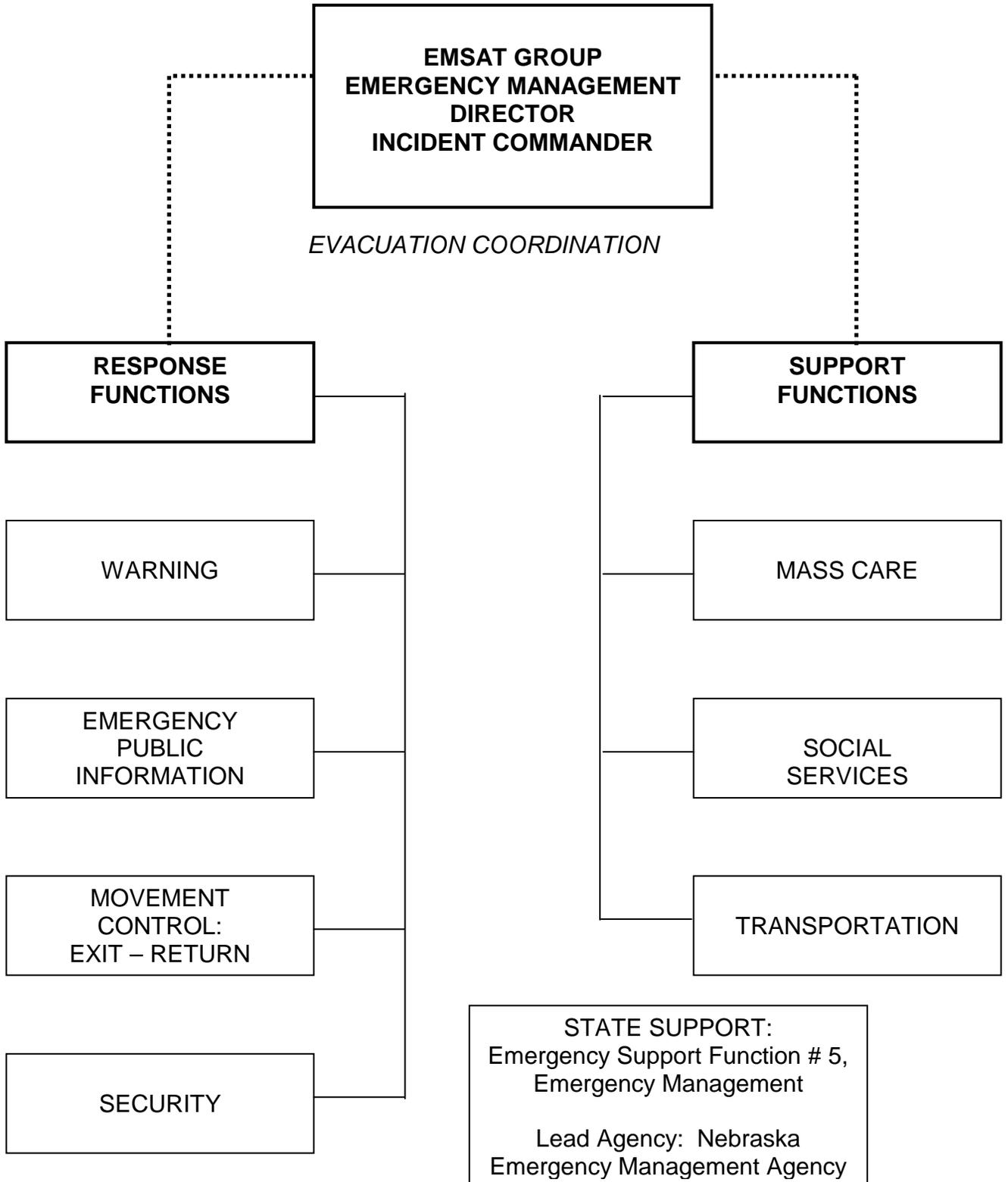
Daily

Omaha World Herald Phone: 402-444-1000
FAX: 402-345-0183
Hotline: 402-444-1304

Douglas Co. Post Gazette Phone: 402-289-2329
FAX: 402-289-0861

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EVACUATION



EVACUATION

I. PURPOSE

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

II. SITUATION

- A. Douglas County Hazard Analysis identifies hazards or threats that could result in an evacuation. The most probable of these are floods, tornadoes, fires, Hazmat accidents, or an extended power outage.
- B. Some degree of flooding along the Papio and Elkhorn Rivers may occur on an almost annual basis. While much of this involves lowland agricultural flooding, damage to public property (bridges, highways, and county roads) is a primary concern. Maps showing the 100 year flood plain are located at Papio Missouri River NRD, Douglas County Emergency Management Agency, Omaha Public Works, and Omaha City Planning. The County could also be affected by failure of several High Hazard Dams located in Douglas County. See Appendix 1 for flooding details.
- C. Anhydrous ammonia and other hazardous materials are stored throughout the county. An accident could require the evacuation of a large number of residents. Transportation accidents on Highways 6, 50, 64, 75, 92, 275, Interstates 29, 80, 480, 680, or Burlington Northern Santa Fe and Union Pacific railroads, or river barge could affect evacuation movement.
- D. There are places where large gatherings occur. Among these are the schools in Douglas County with a student population over 70,000 and several Colleges and Universities in Douglas County with a population of approximately 30,000 students and faculty. Other facilities that could pose special evacuation problems are the Qwest Center, Civic Auditorium, Orpheum Theater, Rosenblatt Stadium, 11 hospitals and 35 nursing homes. Each of these facilities and special events should develop and exercise their specific evacuation plans and may coordinate with the EM for planning information or to participate in jurisdictional or regional joint exercises.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Each jurisdiction will develop a Primary Evacuation Plan specific to the community, portions thereof, and their needs. This Plan addresses at least the listed assumptions and planning factors, yet keeps in mind that unique situations may cause departure from portions of the primary Plan. This

Primary Evacuation Plan will be the guide for local or incident evacuation decisions.

- B. While some evacuations allow time for incident planning, the worse case assumption is that there will be little or no warning of the need to evacuate. The evacuation decision could occur day/night and in all weather conditions.
- C. All evacuation decisions and resultant actions are event or incident driven.
- D. Evacuation plans will give due consideration to closing of schools, malls, businesses in the risk areas or during pandemic events.
- E. Evacuation plans will give due consideration to special needs populations, populations that require transportation and populations with companion or service animals.
- F. Evacuation plans will give due consideration to the transportation and sheltering of household pets.
- G. All safe and practical modes of transportation will be considered for evacuations. Most people will use their own vehicles to leave the evacuated area. Fuel shortages may occur and evacuation routes may be blocked with vehicle breakdowns.
- H. Maximum traffic congestion is a potential challenge.
- I. In urban areas, additional time is required to inform citizens, develop assembly areas, load and transport those needing mass transportation, prepare public announcements of designated assembly areas, review or create usage agreements for use of privately owned assembly areas. Plans to transport mobility impaired individuals to the safe areas should be in place and is essential in the Primary Evacuation Plan.
- J. There would not normally be time to obtain personnel support from outside the county. Local government resources could be severely stressed with many responders and their families affected by the evacuation.
- K. Evacuees will have little preparation time and may require maximum support in reception centers, particularly in the areas of food, bedding, clothes, and medical supplies. Many will be concerned about the care and welfare of pets and animals.
- L. Reception centers and shelters, within the county and neighboring counties, need as much advance notice as possible. At the time of public announcement of the evacuation order, shelters may not be fully set up to handle the evacuees, especially those with functional needs or those at risk. Medical shelters are for medically fragile people who require care provided in hospitals and nursing homes. People with disabilities that are medically

fragile can be integrated into a shelter setting appropriate to their needs which is typically mass care.

- M. Voluntary evacuation could occur after the public has been advised of a potential problem or danger, even though the situation does not warrant an official evacuation. Based on the type of incident:
1. Voluntary evacuation in excess of 50 percent of the residents of the affected area is a possibility if there is an extended danger period.
 2. News reports of a hazard situation may cause voluntary evacuation.
 3. If evacuation is directed for a small area, then voluntary evacuation of adjacent areas should be expected.
 4. A large percentage of voluntary evacuees will leave because they have a place to go such as to relatives, friends, etc.
 5. Those concerned about their pets, livestock, research and commercial or production animals should be advised to implement their individual family/business evacuation plan that addresses the care and welfare of their animals.
 6. Following an event, fear and panic may take place by individuals, first responders, care providers and the worried well; all of which will stress support agencies beyond those directly involved with the movement of people.
- N. Animal owners have the primary responsibility for the survival and well being of their animals and are responsible for all costs associated with the care and well being of their animals.
1. Some evacuees, not having their own transportation, will still want to take their companion animals with them and be sheltered along with their pets.
 2. Some animals will pose a threat to other animals and humans. Therefore animals being evacuated by public means should be appropriately restrained, muzzled or confined.
 3. Companion animals will require the same general care as people; food, water, exercise, places for relief, security, etc.
- O. Some people will refuse to evacuate.
- P. State and federal highways will receive priority snow removal by the Department of Roads and are expected to be open at all times. County roads in the area may be graveled, and the road networks are sufficiently

developed so that alternate routes can be developed if temporary closures are experienced.

- Q. The Douglas County Emergency Management Director will share local plans with neighboring or regional jurisdictions so that roles and responsibilities are defined and traffic control, sheltering, public information and other essential functions are coordinated and monitored. The most recent version of a county's LEOP will be found on the NEMA website: www.nema.ne.gov.
- R. An evacuation communications protocol will be developed and implemented to maintain coordination between Incident Command, the EOC, responders, receive sites and the evacuating and non-evacuating populations.
- S. Plans to reconstitute or return citizens back to their homes, schools and businesses will be developed concurrently with the incident evacuation plan. This plan will consider staged or phased time periods for returns. Any health and general safety concerns and available emergency shelter should be addressed should the returning individuals find their homes uninhabitable, permanently or partially.
- T. Re-entry plans will give due consideration to expected medical or health issues, the recovery of the dead, the recovery and disposal of animal remains.
- U. Re-entry and restoration of the affected area may take days to weeks. Return plans should address this issue for returning evacuees.

IV. ORGANIZATION and RESPONSIBILITIES

The overall responsibility for issuing evacuation orders rests with the chief elected executives of the affected political subdivisions. When there is an immediate need to protect lives and provide for public safety, the Incident Commander can make the decision to evacuate. Key organizational requirements are:

- A. Jurisdiction's Chief Elected Official (CEO)
 - 1. When circumstances permit, the CEO will formally declare the evacuation order; maintain the management, direction and control, and support of the evacuation. The CEO may also issue a Local Disaster Declaration consistent with any "all-hazard" disaster.
 - 2. The CEO may implement appropriate sections of the jurisdictions' Continuity of Operations / Continuity of Government Plans.

B. Douglas County Emergency Management Agency:

1. Responsible for advising the Emergency Management Senior Advisory Team (EMSAT) on the evacuation decision, for coordinating evacuation support activities, coordination with the Incident Commander, providing for special transportation needs, sheltering issues, closing of hospitals, schools and businesses, and managing resources.
2. Will coordinate the development of the Evacuation Incident Action Plan with Incident Command and the other agencies involved in an evacuation.
3. Co-authors the evacuation communications plans with the Communications Officers and the Incident Commander.
4. Notifies the PIO and with IC, determines the activation level of the Joint Information Center (JIC).

C. Law Enforcement Agencies:

1. Will be responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, monitoring of traffic flow and establishing security in the evacuated area.
2. If necessary, they will also assist in warning the public.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.

D. Fire Departments:

1. For hazardous material and fire incidents, the local fire department will provide Incident Command and be responsible for on-scene control, determining the area to be evacuated, the evacuation methods and for advising executives on the evacuation decision.
2. Responsible for fire security in evacuated areas and assistance in warning the public.
3. Coordinates with the EOC and IC on the development, implementation and demobilization of the evacuation plan.

E. Public Works Director / County Engineer

1. Responsible for maintenance of evacuation routes and for providing traffic control devices.

2. May be assigned to assist the local fire department with the responsibility for care and maintenance of portable toilet facilities, monitoring emergency fuel supplies and distribution, disabled vehicles blocking the evacuation routes.
3. Coordinates with the EOC and Incident Command on the development, implementation and demobilization of the evacuation plan.

F. Local government and/or non-governmental schools, animal shelters, zoos, refuges, veterinary facilities, voluntary animal care organizations

:

1. These entities may provide advice to the public about the welfare needs of the animals, availability of space within their facilities, trained staff to assist in mass care shelters, and resources such as food, cages, and medical supplies for evacuated animals.
2. These groups may provide insight and additional information on animal care during an evacuation for inclusion into the Evacuation Plan and will cooperate with local law enforcement agencies and the EOC during an incident.
3. Individuals with pets and service animals are responsible for their animals care, maintenance and welfare at public shelters, if such shelters are available.

G. Public Information Officer:

1. Will be responsible for the dissemination of emergency information advising the public of what evacuation actions to take.
2. Rumor control, requests for information from the media and messages to the non-evacuating population.

H. Heartland Chapter - American Red Cross:

1. Responsible for providing and coordinating mass care activities including registration, lodging, and feeding. The Salvation Army and other service organizations may provide support as defined in Annex I.
2. The Red Cross may provide animal friendly sheltering or information to registered evacuees of animal sheltering options.

I. Omaha Offices for Nebraska Health and Human Services Programs:

Will ensure that Social Service programs are continued and supported by other area programs, such as the Eastern Nebraska Office on Aging, and may assist in crisis counseling and other activities for the handicapped, infirm and elderly. Social Services actions are defined in Annex G.

J. Game and Parks Commission:

1. Will assist evacuation efforts in state parks and recreation areas during major emergency/disaster operations,
2. Will support other law enforcement agencies as practical.

K. Affected Facilities (Hazardous Materials Incident):

The Facility Emergency Coordinator will advise local and State officials if the facility management recommends evacuation or in-place shelter.

V. CONCEPT of OPERATIONS

A. Direction and Control

1. The primary responsibility for evacuation activities rests with local government. Public officials are expected to:
 - a. Provide for the safety and welfare of its citizenry and the security and access control for the evacuated area.
 - b. Recommend means and methods of evacuation, provide temporary shelter and mass care support for the evacuees,
 - c. Coordinate the return of people to their homes as safety permits,
 - d. Manage recovery operations,
 - e. Return to normal operations.
2. The Emergency Operations Center may be activated because of the primary hazard event. Executive direction and control of the incident and any ensuing evacuation may be conducted from the EOC as outlined in Annex A. The Douglas County Emergency Management Director may coordinate all evacuation support activities.
3. Large-scale evacuations spanning multiple jurisdictions or regions require comprehensive response strategies. To facilitate resource support and coordination of the Incident Command Post(s) and the EOCs across local or regional boundaries, it is suggested that a Regional Unified Command structure or Multi-Agency Coordination Centers (MACC) be established.
4. Reception plans of the counties or cities agreeing, by established Mutual Aid Agreements or MOUs, to host evacuees and the designated shelters

for large-scale or regional evacuations need to be implemented early in the response. Area hospitals will be alerted to the situation.

5. Implement appropriate portions of the jurisdiction's COOP-COG Plan to ensure that vital and essential functions of government services continue during and after a disaster, especially when government facilities and staff are affected.

B. Evacuation Order

1. When time permits, the Chief Elected Official of the affected political subdivision will normally order an evacuation.
2. In situations where rapid evacuation is critical to the continued health and safety of the population, the Incident Commander may order an evacuation.
3. During floods, evacuation orders will generally be initiated after evaluation and recommendation by Papio-Missouri River Natural Resource District and/or the US Corp of Engineers. Dam failure / flooding considerations are in Appendix 1 of this Annex.
4. In a radiological incident / accident, the evacuation order will be based on the recommendation of the Nebraska Health and Human Services.
5. All evacuation orders will contain instructions for at-risk populations to take medications, supplies and special equipment with them or to notify the Metro Area Transit for transportation assistance.
6. All governmental entities and agencies will account for their financial expenditures from the time of incident occurrence, during and after the evacuation and re-entry.
7. All potentially impacted jurisdictions supporting the response will be alerted to evacuation decisions and briefings as the response progresses.

C. Evacuation Decision Considerations

Evacuation may be only one of several protective action alternatives. Decision makers must exercise care to ensure that a directed evacuation will not place the affected population into a more dangerous situation than posed by the primary hazard. When ordering the evacuation, the following considerations should be addressed:

1. Weather conditions,
2. Evacuation routes, their capacities and susceptibilities to hazards,

3. The availability and readiness of shelters for evacuees,
4. Effective means of providing public information and direction, especially to those with physical, behavioral, cognitive and medical conditions.
5. Modes of transportation for evacuees to include those unable to provide their own,
6. The location in the evacuation area of special needs individuals including nursing home or hospital patients, day care centers, apartment complexes, schools, jails, businesses, other congregate areas.. These may pose unique evacuation problems.
7. In the event of a hazardous material incident, a decision may need to be made between evacuation and sheltering in-place. The decision should be based on several factors including the wind speed and direction, density of the plume and the chemical substance involved.

D. Evacuation Area Definition

The definition of the area to be evacuated will be determined by those officials recommending or ordering the evacuation based on the advice of appropriate advisory agencies. In the case of hazardous materials incident / accidents, fire chiefs should refer to sources such as the DOT Hazardous Materials Emergency Response Guide book, or follow a recommendation provided by professionals such as CHEMTREC. In all cases, the hazard situation will be monitored in case changing circumstances, such as a wind shift, require redefinition of a potentially affected area. The PIO will assist to ensure that the evacuation area is described to the public in understandable terms.

E. Public Notification

Persons to be evacuated should be given as much advanced warning time as possible.

1. Pre-evacuation Warning: For slow moving events, a pre-evacuation notice should be given to affected residents. Residents should be advised that they might have to temporarily vacate their premises with little or no additional notice. Those with concerns for their pets should be advised to implement their family evacuation plans. Consideration should be given to early evacuation of schools and large gatherings. Hospitals and nursing homes will be advised of the situation and be given the earliest possible warning because of the extra time required to evacuate.

2. Evacuation Warning: Warning systems will be utilized to direct the affected population to evacuate. Wherever possible, the warning should be given on a direct basis as well as through the media. The use of vehicles moving through the affected area with a mobile public address system can be effective. Door-to-door notification should be considered, particularly in rural areas. Responders should sweep the evacuated area to ensure all persons have been advised. Persons refusing to follow evacuation instructions will be advised of possible consequences and then left alone until all who are willing to leave have been provided for. Time permitting, further efforts may be made to persuade them to evacuate. In accordance with the jurisdiction's primary evacuation plan, persons with animals refusing to evacuate may be advised that further attempts at evacuation will be made only when there is the capability to assist them without risking the lives and safety of the rescuers. See Attachment 1, Responsibilities of Household Animal Owners.
3. Emergency Public Information: The Public Information Officer will ensure that evacuation information is disseminated to the media in a timely manner. Instructions to the public such as traffic routes to be followed, location of temporary reception centers as well as situation updates will be issued as that information becomes available. Specific public information guidelines are contained in Annex D.
4. Shelter Agencies: Shelter agency managers need to be notified and briefed early in the process: Shelters require lead time in preparation to receive evacuees. In large scale or regional events, the host counties, cities, villages beyond the affected jurisdiction(s) need notice as soon as possible in the response phase.

F. Movement

Law enforcement agencies will direct and control the vehicular and pedestrian traffic flow during an evacuation.

1. The jurisdiction's primary evacuation plans will be used to determine the specific evacuation routes at the time of the evacuation decision.
2. Evacuation procedures and instructions will be part of the warning and subsequent public information releases.
3. If at all possible, normal two-way traffic patterns will be maintained on all evacuation routes to allow continued access for emergency vehicles. Specific traffic control points will be determined at the time based on anticipated traffic volume and identifiable problem areas.
4. Local Law Enforcement will coordinate the use of towing services needed to clear disabled vehicles.

5. Traffic control devices such as signs and barricades will be provided by the Douglas County Engineer and / or City/Village Public Works Departments.
6. Fuel shortages that could be experienced by the evacuees will be addressed under a primary evacuation plan.

G. Transportation of functional needs populations

The Metro transit company and Metropolitan Area Planning Agency will determine best practice requirements for special transportation and coordinate planning and implementation with the EOC and social service support agencies. The use of transportation resources to support the evacuation will be pre-planned, especially for transportation dependant populations.

1. Assembly (Staging) Area: If the potential evacuated population is of significant size, there could be many people without private transportation. Convenient centralized locations in the evacuation area, such as schools or churches, will be identified as assembly areas. These locations will be announced in evacuation instructions issued by the Public Information Officer. Residents will be instructed to go to the assembly areas for transportation. The transportation of persons with animals, other than service animals, will be a consideration in the primary evacuation plan.
2. Functional Needs Transportation: There may be instances where elderly, infirmed or handicapped persons in the evacuation area will not be able to get to the assembly point or would need special types of transport. The Douglas County Health Department will assist Metro Area Transit to make provisions for the use of government or volunteer vehicles to transport these individuals. The public will be instructed to notify the Metro Area Transit of any special transportation problems.
3. Health Care Transportation: The evacuation of nursing homes or hospitals may present a unique challenge for special transportation. The Metro Area Transit and the EOC Medical Table may coordinate with the respective institution administrator to determine specific transportation needs. Private ambulance services may be utilized by nursing homes and hospitals for inter-institutional transport of patients. Ambulances from fire departments within the County may be a secondary resource for medical transport contingent upon Fire Department approval.
4. Transportation Resources: Buses operated by the school, handicapped equipped buses operated by the Shared Mobility Coach and Eastern Nebraska Office on Aging may be available during emergencies. The Emergency Management Director and the Metro Area Transit maintain a listing of such resources (Annex L).

H. Mass Care of Evacuees

While many evacuees will go to the homes of friends and relatives, there may be requirements for temporary mass lodging and feeding. Mass care of evacuees will be managed by the Heartland Chapter of the American Red Cross. Mass Care operations are explained in Annex I.

I. Health Care Facilities

Evacuations of health care facilities create special problems and may extend the time required to clear the affected area. Health care evacuation considerations are addressed in Annex G.

J. Schools

1. All schools must have emergency evacuation plans.
2. Omaha Public Schools have 324 radio-equipped buses with a total capacity of 17,000 passengers. If buses are required to make more than one trip, they will take students and staff to a temporary staging area outside the hazard area and return for additional passengers.

K. Access Control

1. Law enforcement agencies will establish perimeter control to provide security and protection of property. An access pass system will be established as warranted.
2. Curfews may need to be established to limit risks to responders and victims who might wish to remain or re-enter the disaster area.

L. Re-entry

Reoccupation of an evacuated area requires the same considerations for coordination and control as established in the original evacuation determination. The Chief Elected Officials or their designees will make the decision to re-enter an area and issue a re-entry order after the threat has subsided. Once a determination has been made by incident command that the evacuated area is safe, persons may re-enter the affected area. Some specific factors that incident command will consider are:

1. Ensuring that the threat which caused evacuation is over,
2. Ensuring that search, rescue and recovery missions are completed so that survivors and any human or animal remains have been addressed and recovered.

3. If needed, ensuring that homes have been inspected to determine if they are safe and that unsafe structures are marked appropriately to restrict entry.
4. Determining the number of persons in shelters who will have to be transported back to their homes,
5. If homes have been damaged, determining the long-term housing requirements,
6. Coordination of traffic control and movement back to the area,
7. Implementation of the portion of the Primary Evacuation Plan that provides assistance to individuals with lost or missing family members.
8. Informing the public of proper re-entry actions, particularly precautions they should take with regard to re-activating utilities in addition to issuing instructions for proper clean-up and debris disposal.
9. Implement the portion of the Primary Evacuation Plan that provides assistance to individuals requiring counseling (Annex G) or financial and housing assistance.

M. State Support

Under disaster conditions, evacuation support and resources may be available from a number of state agencies. Assistance will generally be requested through the Nebraska Emergency Management Agency. Assistance includes manpower, transportation, supplies and technical advice. The following agencies may become involved in the emergency evacuation of an area.

1. Department of Roads: The Department of Roads will provide updated information on road conditions; load bearing capacities and usability to support evacuation or rerouting of traffic. They may also provide equipment and manpower to maintain or repair roads and bridges to usable condition in support of an evacuation. Personnel may assist in traffic control by erecting barricades, warning lights and signs, or providing manpower.
2. Health and Human Services System: The Nebraska Health and Human Services will make recommendations to local authorities and the Nebraska Emergency Management Agency regarding health problems within an area which may dictate that evacuation of a specific area is necessary. Special consideration will be given to hospital and nursing home evacuation. If an evacuation is initiated, maintenance of the health standards in reception areas will be closely monitored. The Douglas County Health Department will be responsible for the prevention

of overcrowding, spread of disease, and the development of unsanitary conditions/practices.

3. State Fire Marshal: The State Fire Marshal may recommend that evacuation of an area be initiated because of an existing fire emergency. The State Fire Marshal may coordinate with manpower from local fire departments for disaster assistance.
4. Nebraska State Patrol: The State Patrol may establish control points for traffic control, assist in maintaining order, issue passes to prevent unauthorized entry into areas, obtain medical help and direct emergency vehicles to the proper destination within the effected disaster area.
5. Nebraska National Guard: The National Guard will provide support to civil authorities when authorized by the Governor. Any National Guard facility or area may be used as an assembly or dispersal area in support of evacuation procedures at the request of the Nebraska Emergency Management Agency, contingent upon the approval of the Nebraska National Guard.
6. Game and Parks Commission: The Game and Parks Commission field personnel may be able to provide information on local conditions or augment law enforcement personnel in traffic control. The Game and Parks Commission also has boats available to assist in evacuation during floods.

N. Non-Governmental Organizations

The Nebraska Humane Society and the local affiliates may provide advice to the public about the welfare and sheltering needs of the animals. They may also provide trained staff to assist in mass care shelters, and resources such as food, cages and medical supplies for evacuated animals.

VI. ADMINISTRATIVE

- A. After each evacuation that involves elected officials, first responders, the Douglas County Emergency Management Agency and other support agencies, a post-incident review will take place. This review will be used to improve planning and implementation of evacuation.
- B. The Douglas County Emergency Management Agency will review and update this annex as necessary. After-action reports from exercises and actual CEND events will be used in the updating of this annex.

VII. TRAINING and EXERCISING

A. Training

The training program will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process will be approved by NEMA and the U.S. Department of Homeland Security.

B. Exercising

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

LIST of ATTACHMENTS

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Appendix 1	Flood\Dam Failure Evacuation	E-19

RESPONSIBILITIES of ANIMAL OWNERS 'PETS and SERVICE ANIMALS IN DISASTERS'

Family disaster planning should also include pets (household animals). If persons must evacuate their homes and they have the time and resources, plans should be made to take the pets as well. Pets most likely cannot survive on their own and if they do, they may not be able to be located once the owner returns. The following steps should be included in planning:

- A. Locate a safe place for the pets before disaster strikes. Friends or relatives outside the affected area may shelter your animals. For persons who have more than one pet, they may be more comfortable if kept together.
- B. Preparations should include a list of friends, boarding facilities and veterinarians who could shelter animals in an emergency; include 24 hour phone numbers.
- C. Hotels and motels should be called in the immediate area that are a reasonable distance from the home. A determination should be made as to whether pets are accepted and under what conditions. Also of importance is whether pets are restricted as to the size or number of animals.
- D. Local boarding kennels should be called.
- E. Persons may not be home when an evacuation order or disaster warning is given. Arrangements should be made with a trusted friend or relative to gather pets to meet at a pre-arranged location.
- F. A portable Pet Disaster Supplies Kit should be assembled and keep it in a sturdy container in an accessible place. Essential supplies will be needed, regardless of the time the family will be away. These include:
 1. Medication and medical records (stored in a waterproof container),
 2. A first aid kit,
 3. Current photos of the pet(s),
 4. Food, water, medications, portable bowls, cat litter/pan, and can opener, feeding schedule, notes about medications or potential behavior problems,
 5. Instructions on the pet(s)' feeding schedules, diet, and special circumstances (allergies, difficulty chewing/swallowing, mobility restrictions, diabetes, etc.) and
 6. Sturdy leashes, harnesses, and/or carriers to transport pets.

- G. Know what to do as a disaster approaches:
1. Owners are responsible for the care, feeding and control of their animals at all times, including any time spent in public or private shelters.
 2. Calls ahead of time should be made to pre-identified care facility to confirm emergency shelter arrangements for you and your pet.
 3. Pet disaster supplies should be ready to take at short notice.
 4. Search time can be minimized for your pets by sheltering them in one central place (a barn, the house, the basement, storm cellar, etc.).
 5. All dogs and cats should wear collars that are securely fastened with up-to-date identifications. Attached should be the name, address, and phone number of the temporary shelter where the family will be located or the information of the friend/relative where the pet-owner will be staying. Temporary tags may be purchased or adhesive tape attached to the pet's I.D. tag may be used for additional information.
 6. Dogs, cats and birds may be transported in sturdy carriers, reptiles such as snakes and lizards in heavy cloth bags, "pocket pets" animals such as rabbits, hamsters, gerbils in cages that can contain litter or the bedding without spilling during transport or sheltering.
- H. If animals can not be moved, arrangements should be made to leave a minimum of three days food and water for each animal. All animals should be kept indoors and not chained or restricted outside. Dogs should be separated from cats. "Friendly" or "family pets" may show signs of stress and lash out or attack other animals. Sanitation should be provided as best as possible.
- I. Search and rescue responders for semi-permanent notices on the inside and outside of the house will search for animals in the house. The kinds and numbers of animals, favorite hiding places, other essential information and the care and welfare of your pets.
- J. All directions and procedures shall be followed to place the pet in a public animal care facility. Persons are still responsible for their animal(s).
- K. Large animals and livestock require a higher level of response. Additional planning guidelines may be available through local veterinarians or animal associations and trade organizations. Plans to have an animal identification system, trained handlers, sufficient transportation and alternate sites to feed and house the animals may be necessary. Persons should have sufficient feed, water, medications and handling equipment for several days should one choose to shelter-in-place. An alternate power supply for water pumps should be considered.

FLOOD/DAM FAILURE EVACUATION

I. PURPOSE

To identify actions required to evacuate the population and protect facilities threatened by flood or dam failure.

II. SITUATION

A. Missouri River Basin

1. Douglas County lies within the Missouri River Basin. The flow of the Missouri River is well controlled so that flooding on the mainstream is infrequent. However, damaging floods occur periodically on some of the tributaries. Many of the areas between the plains and the valley are steep and concentrate runoff from high intensity storms. The distribution systems serving these lands are thus subject to damage. Heavy winter snows, ice dams and rapid spring melt could overstress the system of flood control impoundment's resulting in flooding in Douglas County.
2. Approximately ten percent (10%) of the population of the county reside within the 100-year flood plain as defined on the National Flood Insurance Maps which are located in the Papio Natural Resource District Office and Douglas County Emergency Management Agency.

B. Dams That Could Affect Douglas County

1. Papillion Creek Site 11

Owner: US Army Corps of Engineers

Emergency Preparedness Plan: 1984

Inundation Area: This would affect the entire Little Papillion Creek as far Harrison Street. In Douglas County, the area affected would be slightly greater than the 100-year flood plain with the greatest affect on areas along the creek through Omaha, which would approach 100 percent inundation. Refer to the US Army Corps of Engineers Warning and Information Plan for detailed maps.

2. Papillion Creek Site 16

Owner: US Army Corps of Engineers

Emergency Preparedness Plan: 1984

Inundation Area: This would affect the Big Papillion Creek as far Harrison Street. In Douglas County, the area affected would be slightly greater than the 100-year flood plain with the greatest affect on areas along the creek through Omaha, which would approach 100 percent inundation. Refer to the US Army Corps of Engineers Warning and Information Plan for detailed maps.

C. Potential Effect of Dam Failure

Approximately ten percent (10 %) of the population of Douglas County could be affected by the failure of one or another of these dams.

III. RESPONSIBILITIES

- A. The National Weather Service is responsible for notifying and advising local government when conditions exist that could cause flooding.
- B. The owner / operator of each dam, as listed in Section II B, is responsible for the safe operation and maintenance of dam structures. They are also responsible for notification or alerting local jurisdictions promptly in the event of a threat situation which could affect persons downstream.
- C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, the Douglas County Emergency Management Agency in coordination with the Papio NRD and the National Weather Service is responsible for monitoring high water conditions and for coordinating warning systems. The Waterloo Fire Department is primarily responsible for maintaining the flood gauge system along the Elkhorn River and for making recommendations on evacuation decisions along the Elkhorn River. Other flooding responsibilities:
1. Douglas County Engineers and City/Village Public Works Departments will initiate sandbagging activity, emergency dike / levee repair and construction of temporary dikes.
 2. The Douglas County Emergency Management Agency, in conjunction with various law enforcement agencies will monitor conditions of local dams and sandbag or effect temporary repairs, if necessary.
 3. Douglas County Engineers and City / Village Public Works Departments will inspect bridges, wing walls and approaches to bridges after the water subsides.
- D. Local law enforcement is responsible for disseminating warnings concerning dam failures or emergencies to all affected local governments.

IV. CONCEPT OF OPERATIONS

This section addresses unique aspects of an evacuation under threat of flood or dam failure.

A. Notification of Threat

1. General flooding: Missouri, Platte, and the Elkhorn Rivers: The potential for flooding will be closely monitored by the National Weather Service and the Nebraska Emergency Management Agency as well as other state agencies. Advisories will be issued by these agencies to the Douglas County Emergency Management Director. Local monitoring of river conditions will augment this information.
2. Flash flood: Notification of the potential for flash flooding will be received from the National Weather Service in the form of flash flood watches or warnings.
3. Dam failure or emergency release: Dam owners or operators will notify Douglas County Emergency Communications / 911 of potential or actual problems at their respective dams. See Section II B and the appropriate Dam Emergency Plan.

B. Increased Readiness Measures

1. At a flood watch, the Douglas County Emergency Management Director will ensure that applicable flood monitoring procedures are implemented (see Annex B.)
2. At a flood warning or notification of a potential or actual emergency, local law enforcement or the jurisdiction’s fire department will alert and advise all affected communities and key facilities.
3. Preparations will be carried out for the movement of people and critical equipment from the affected areas. The Douglas County Emergency Management Agency will notify all support agencies and organizations.

C. Dam Failure - Response Times Available
(Predicted Time of Maximum Elevation)

1. Dam Site #11 Papillion Creek Standing Bear Lake
 - a. Dam Breach or Failure

1. Maple Street	37 minutes
2. Dodge Street	49 minutes
3. I-80	67 minutes
4. Q Street	78 minutes

2. Dam Site #16 Papillion Creek Lake Cunningham

a. Dam Breach or Failure

1. Maple Street	36 minutes
2. Dodge Street	51 minutes
3. I-80	86 minutes
4. Q Street	110 minutes

3. Times Not Defined For Other Dams

D. Key Facilities In Inundation Areas

1. General Flooding (100-Year Flood Plain)

Information about facilities in the inundation areas can be obtained from the Corps of Engineers and the Papio – Missouri River NRD.

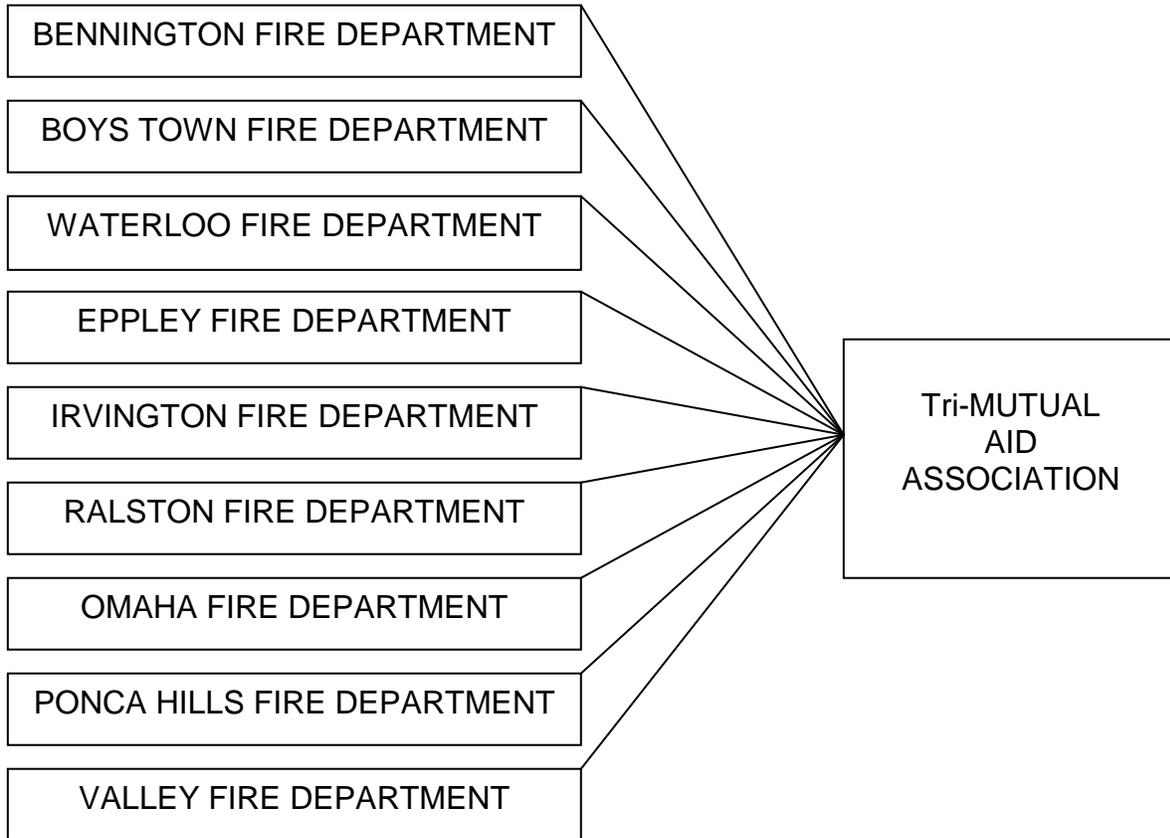
E. Special Notification Procedures – Papio Creek #11 and #16 Dams

In the event of an emergency with the Papio Creek #11 and #16 Dams, the Douglas County Sheriff will make direct contact with those residences located in potential inundation areas.

F. Evacuation Decisions

The decision to evacuate any potential flood or inundation area will be made by Incident Command and the executives of affected jurisdictions based on recommendations from Papio NRD and National Weather Service. In the event of immediate danger, the Incident Commander may make the evacuation decisions.

FIRE SERVICES



STATE SUPPORT:
Emergency Support Functions
4, 5, 10,
Fire Suppression,
Emergency Management,
Environmental Quality

Lead Agencies:
State Fire Marshall,
Nebraska Emergency Management Agency,
Dept. of Environmental Quality

FIRE SERVICES
and
HAZARDOUS MATERIALS

I. **PURPOSE**

This Annex describes the direction, control, roles and responsibilities for a coordinated response for Fire Services during, or as a result of, a community emergency or natural disaster (CEND event).

II. **SITUATION**

- A. The county is vulnerable to severe weather and structural failures that could destroy property and cause loss of life.
- B. Trucks, trains and airplanes carry hazardous materials within the county. There are a number of sites in the county that store hazardous materials and substances. Accidents and incidents involving hazardous materials and substances can occur throughout the Omaha metro area.
- C. A risk analysis of fixed facilities and known transportation routes where a potential release of hazardous materials may impact the area beyond the boundaries of the facility or adjacent to the transportation route, is consistent with SARA Title III planning.
- D. SARA Title III requires that certain facilities report the storage of large quantities of hazardous and extremely hazardous materials identified in the Emergency Planning and Community-Right-to Know Act (EPCRA) to the Nebraska Department of Environmental Quality and to the Local Emergency Planning Committee. A description of the annual submission of this information is included this Annex.
- E. The county is served by 9 Fire Departments, all of which operate Rescue Squads (Attachment 1). All Fire Departments are members of the Tri-County Mutual Aid Association.
- F. There are no known private or company fire brigades in the county. There are also 3 private emergency medical service companies located in Douglas County.

III. **ASSUMPTIONS and PLANNING FACTORS**

- A. Existing fire personnel and equipment will be able to handle most emergency situations by using their own resources or mutual aid.

- B. Clearing roads to permit passage of emergency vehicles is a high priority for law enforcement with potential assistance from the Public Works and other Departments subsequent to any natural disaster (Annex K).
- C. Law enforcement will handle on-scene traffic and crowd control to permit access to emergency personnel and equipment.
- D. The Nebraska Department of Health and Human Services, Office of Radiological Health and the Nebraska Emergency Management Agency will advise the local Fire Departments on the radiological response activities of a radiological incident / accident that affects Douglas County.

IV. ORGANIZATIONAL RESPONSIBILITIES

- A. The primary responsibilities of the Fire Services are the prevention and suppression of fires; providing rescue services; and responding to hazardous material incidents.
- B. The Fire Chief or appointed designee of each district in Douglas County is designated as the Community Emergency Coordinator (CEC) for hazardous materials incidents as defined in EPCRA. As CEC, the Fire Chief:
 - 1. Receives notification from facilities that an accidental release of an extremely hazardous substance has occurred.
 - 2. Makes the determination to implement those portions of the plan relating to hazardous material incident response, as necessary.
 - 3. Provides notification to the Local Emergency Planning Committee and the public as required under EPCRA.
- C. The Fire Chief of each jurisdiction or fire district is responsible for the coordination, planning, training, and development of the Fire Department's operational policy for their respective jurisdiction including:
 - 1. Fire fighting,
 - 2. Coordination of Fire Services during a natural disaster,
 - 3. Acting in the role of the CEC, coordinating with other governmental response authorities and facility emergency coordinators in the event of a hazardous material incident.
- D. During emergency operations, the Fire Chief(s) of the affected jurisdiction(s) or their designated representatives will serve as a member of the EOC staff.

- E. In a situation that affects more than one Fire Department in Douglas County and when the Emergency Operations Center is activated, each department may select a member to represent their district on the EOC Staff. This representative will:
1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, reporting requirements, etc.) of the Fire Departments.
 2. Act as a liaison between Fire Departments and the local government and other agencies/organizations.
 3. Report general activities and status of Fire Services at EOC briefings.
- F. Overall Fire Service Responsibilities are:
1. Fire Chief
 - a. Develop standard operating procedures, provide training, and ensure that the Incident Command and NIMS is utilized and implement policies of the department.
 - b. Coordinate and direct volunteers assisting the Fire Department.
 - c. Maintain a current file of information submitted under Title III to include:
 - 1) The current list of reporting facilities including the Facility Emergency Coordinators (FEC).
 - 2) Material Safety Data Sheets (MSDS), Inventory lists or Tier II reports as necessary.
 - d. As necessary, develop departmental tactical response plans for facilities where hazardous materials are produced, used, or stored.
 - e. Coordinate fire inspections for homes or commercial buildings during or after a disaster to determine if the facility is compliant with applicable fire codes.
 - f. Alerts all emergency response organizations, governmental, non-governmental and private support agencies of the dangers associated with power / utility hazards and fire during emergency operations.
 2. Senior Fire Officer
 - a. Direct the level of response, request mutual aid or other assistance, and make decisions concerning the Fire Department's actions and policies during emergency operations.

- b. Direct search and rescue operations.
- c. Request the presence of a Coordinator of Medical Resources and Supplies in the EOC in the event of a Multiple Casualty Incident (MCI) if required (Annex G).
- d. Authorize Fire Department personnel and equipment to respond to mutual aid requests.
- e. Ensure that Incident Command is formally established at the Hazmat incident scene.

G. Line of Succession

Each Fire Department's line of succession is as follows:

1. Fire Chief,
2. Designee / Senior Fire Officer on duty.

V. CONCEPT of OPERATIONS

A. Mutual Aid

1. The Incident Commander will request mutual aid when the emergency extends beyond the capabilities of the local Fire Department.
2. When an emergency extends beyond the capabilities of mutual aid resources, the Incident Commander will:
 - a. Notify the Douglas County Emergency Management Director to ensure that expanded mutual aid is seamlessly provided and coordinate additional support as needed.
 - b. Request assistance through the Douglas County Emergency Operations Center to obtain assistance from state and / or other agencies / organizations required at the scene.

B. Hazardous Materials

Specific policies, responsibilities, and operational procedures for hazardous material response including radiological hazards are contained in Appendix 1 to this Annex. The following general guidelines apply for hazardous material response:

1. The local Fire Department is responsible for the initial response and if possible, for containment of hazardous material incidents within their

level of training and certification. The Incident Commander will coordinate with law enforcement regarding:

- a. Defining the hazard area,
 - b. Limiting access requirements,
 - c. Providing advice on the hazards involved and making recommendations to local executives.
 - d. Contacting DCEMA should evacuation of citizens be required.
2. Direct advisory or technical support will be requested through the 911 Communications Center and DCEMA.
- a. Accidents involving chemicals
 - 1) Chemtrec (1-800-424-9300),
 - 2) State Fire Marshal's Office,
 - 3) Nebraska Department of Environmental Quality,
 - 4) The nearest MOU Hazmat Response Team, which is the Omaha Fire Department.
 - b. Accidents involving radioactive materials
 - 1) Immediate notification to the Nebraska Department of Health and Human Services (NEHHA) is required. Once NEHHS has been notified, it is their responsibility to determine what radiation control actions are necessary to protect the public.
 - 2) Each Fire Chief will ensure that personnel are selected and trained in both radiological monitoring equipment operation and agency emergency response procedures before responding to a radiological incident.
 - 3) In addition, all major hazardous material incidents will be reported to the Douglas County Emergency Management Agency to coordinate additional support and for notification of and reporting to the appropriate state agencies.

C. Searches

1. The Incident Commander of the jurisdiction will coordinate all searches involving:
 - a. Fires,
 - b. Water; either standing or swift,
 - c. Personal injuries.
2. Law enforcement officials are responsible for searches involving
 - a. Lost or missing persons,
 - b. Fugitives,
 - c. Bomb threats.
3. The State Department of Aeronautics is responsible for all searches involving missing or downed civilian aircraft.
4. When a search extends beyond the capabilities of the coordinating agency, the Douglas County Emergency Management Director will be notified to coordinate additional requirements.
5. Additional resources (personnel, equipment, supplies) may be available through:
 - a. Mutual Aid,
 - b. Local, state, and/or federal agencies,
 - c. Volunteer organizations.

D. Rescue

Rescue operations are usually performed by the local Fire Department. Annex G has a detailed description of emergency medical operations. Each jurisdiction is responsible for providing rescue, emergency treatment, and transportation for the seriously ill or injured. This is accomplished through:

1. The local Fire Department's Rescue Unit. See Annex G, Attachment 2, for EMS resources. There are also 3 private emergency medical service companies located in Douglas County.

2. Mutual aid agreements with adjacent Fire Department's Rescue Units when the local Fire Department does not operate a Rescue Unit or when the Rescue Unit is unavailable.
3. The Rescue Units of the individual Fire Departments have the capability to provide Advance Life Support Service.

E. Resources

1. The State Fire Marshal has certain fire response and investigative responsibilities as set forth in State Statutes. In addition, the Fire Marshal will support operations to the fullest extent possible and will be immediately contacted to provide support in major fire, explosion, or hazardous material incidents or accidents.
2. Agencies available to support local Fire Services along with contact information are listed in the Tri-County Mutual Aid Association Resource Directory and Douglas County Emergency Management resource lists.

F. Support to Other Agencies

The Incident Commander has the authority to utilize local Fire Department personnel and equipment to support other agencies or organizations as needed during a CEND event dependent on the situation at hand and the resources available. Areas of possible support include:

1. Law Enforcement: traffic or crowd control and search for missing persons.
2. Health and Medical: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to assist a medical facility during evacuation.
3. Radiological Protection: radiological monitoring and decontamination.
4. Public Works: debris clearance.

G. Extended Operations

1. All fire and rescue personnel in the county or jurisdiction may commence full time fire operations as needed. An exception will be the individuals who are considered by the Emergency Management Senior Advisory Team (EMSAT) to be key personnel in other areas.
2. Mutual aid information may be coordinated through the EOC.
3. The fire districts within the county will maintain their normal jurisdictional responsibilities.

VI. ADMINISTRATIVE AND LOGISTICS

A. Administration

During CEND events, the individual Fire Departments will maintain administrative records of personnel, equipment and material used. Accurate record keeping will identify specific needs to the Resources Coordinator (Annex L).

B. Reports

Each Fire Chief will prepare and submit reports required by statutes of the State of Nebraska and as requested by other state agencies.

C. General

Some of the information contained in this Annex may also be found in the Tri-County Mutual Aid Plan and its supporting documents. Additional detailed information specifically pertaining to the Mutual Aid Association is contained in the Tri-County Mutual Aid Plan and therefore is not duplicated within this LEOP.

VII. TRAINING AND EXERCISING

A. Training

1. In addition to the prescribed training required by Fire Departments for normal operations which includes appropriate training in NIMS, fire personnel should receive additional training in:
 - a. Radiological monitoring / decontamination,
 - b. Hazardous materials response to the level determined by their employer in compliance with OSHA and EPA regulations. Responders shall not perform a function for which they are not adequately trained and equipped.
2. Intra-agency action will be taken to inform other emergency support agencies of the physical hazards associated with fire emergencies.
3. The training program will be consistent with NIMS and the five-year Homeland Security Exercise Plan maintained by DCEMA. All training supported by the Homeland Security grant process will be DHS (Department of Homeland Security) approved.

B. Exercising

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

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1	Facilities and Vulnerable Areas in Douglas County	F-27
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DOUGLAS COUNTY FIRE RESOURCES

FIRE DEPARTMENT	PHONE	AERIAL	PUMPER	TANKER	PUMPER/ TANKER	GRASS-WEED TRUCK	UTILITY TRUCK	MEDICAL RESCUE UNITS	KINDS/TYPES/ SPECIAL- TEAMS	KINDS/TYPES SPECIAL EQUIPMENT	RADIO- LOGICAL EQUIPMENT Yes / No
Bennington	530-1433	0	2	0	0	1	1	2 ALS	Water Rescue		
Boys Town	498-1115 O 981-7235 C	0	2	0	0	0	0	2 ALS	HazMat Rope Rescue Water Rescue	Decon Trailer	Yes
Eppley	661-8040	0	0	0	0	0	1	0	Water Rescue	Decon Trailer MCI Trailer AFFF Trailer	No
Irvington	571-0451	1	0	1	0	1	1	2 ALS			
Omaha	444-5700	10	24	1	2	5	9	15 ALS	HazMat High Angle Rope Rescue Water Rescue Dive Team Heavy Rescue	Decon Trailer MCI Trailer SCBA Support Watercraft	Yes
Ponca Hills	453-6656	0	1	0	1	1	1	1 ALS			
Ralston	578-3527	0	3	0	0	1	1	2 ALS		MCI Trailer	
Valley	359-5552	0	1	0	0	2	0	1 BLS	Water Rescue		
Waterloo	779-4696	0	1	0	1	2	1	1 ALS	Water/Ice Rescue	MCI Trailer	

E-11

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HAZARDOUS MATERIALS RESPONSE

I. PURPOSE

The purpose is to identify actions required to minimize damage to human health, natural systems and property caused by the actual or potential spill or release of hazardous materials, including a radioactive material incident / accident.

II. SITUATION

A. Substances, which if released in an uncontrolled manner (i.e. spill), can be harmful to people, animals, property, and / or the environment. A hazardous material is any substance or combination of substances, which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment as defined in 29 CFR 1910.1200.

B. Douglas County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are transported and stored in the county.

1. There are facilities within the county with the potential of a release beyond the boundaries of their respective facility.

a. Some facilities store extremely hazardous materials in quantities that exceed SARA Title III threshold levels. The Tier II information for these facilities can be found in the Douglas County Clerk's Office and on the NDEQ website.

b. Some facilities produce, use or store hazardous materials which are not required to be reported under Title III.

2. Hazardous materials, including radiological materials, are transported over Nebraska State highways, the I-80 Interstate system, rail, river barges, pipelines, or aircraft and could be involved in an incident causing an uncontrolled release or potential spill.

3. There are vulnerable areas and populations.

a. Locations near facilities with hazardous materials may result in additional risk. See Attachment 1 for these locations.

b. Special populations, such as schools, hospitals, or nursing homes, are subject to additional risk due to their proximity to facilities with hazardous substances.

4. Some areas of Douglas County because of the sensitive environment, land use patterns or water supplies are particularly vulnerable (Attachment 1).
 5. Response to a HazMat incident may be affected by the weather or time of day.
- C. OSHA and EPA regulations define levels of training required for response to a hazardous materials incident. The employer must be able to verify the level of training for each person who may respond to an incident. Responders will not perform any function they are not trained and equipped to execute.
1. There are two HazMat Response Teams in Douglas County, employed, trained and equipped by the Omaha Fire Department to respond to a hazardous material spills.
 2. There are State Emergency Response Teams (SERT), referred to as, MOU cities, located across the state. To request their assistance, a local fire department must contact NEMA at 402-471-7421 and the Douglas County Emergency Management Agency if the county or jurisdiction has no official mutual aid agreement with the team.
 3. The Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, bunker/turnout gear, binoculars, foam/agents, foam application equipment, sorbents, communications, radiological monitoring equipment, dry chemical extinguishers and are trained to handle some but not all hazardous materials incidents.
 4. Facilities that use and store hazardous materials may have response equipment. There are OSHA requirements related to the training and use of this equipment.
- D. There are many different ways an individual can be exposed to radioactive materials. In the county, highways and railroads are used for receiving and/or transporting these materials. Any peacetime radiological incident would probably be the result of a transportation accident.
- E. There may be licensed users of radioactive materials within the county. Typically, these entities include hospitals, universities, industrial facilities, and doctors who are licensed and regulated by the Nebraska Radioactive Materials Program administered through the Nebraska Department of Health and Human Services' Office of Radiological Health.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials that have been, are being or have the potential to be released. These personnel usually have had some training in handling this type of incident.
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general population but also for the first responders as well. Knowledge of the agent involved will determine the specific response required.
- C. In Douglas County, the most likely scenario involving a chemical release is a transportation accident. It is unlikely that a shipping container would rupture due to the impact; however, with each vehicle accident is the distinct possibility of fire or explosion. A fire could either melt a protective lead container or create a rupture allowing a release of the radioactive materials. In the early stages of a radioactive release or accident, local capabilities are usually limited because assistance from persons with special radiological knowledge and expertise may not be immediately available.
- D. In the event of a radiological incident / accident, response personnel will notify the Nebraska State Patrol in Lincoln (402) 471-4545. The first responder calling the State Patrol should gather information related to the incident such as that identified from the Hazardous Materials Notification Form (Attachment 2) prior to placing the call.

IV. RESPONSIBILITIES

- A. As Incident Command, the Fire Department is responsible for:
 - 1. Coordinating with the Facility Emergency Coordinator when responding to a hazardous substance release in the facility.
 - 2. The initial response and chemical containment, if possible.
 - 3. Coordinating and the establishing a command post at the scene.
 - 4. Assuring that first responders receive sufficient direction and training to handle the situation properly.
 - 5. Planning for possible in-place-shelter or evacuation of the buildings or areas involved.
 - 6. Coordinating with law enforcement in defining the hazard area.

7. Requesting a Nebraska Hazards Incident Team (NHIT) through the Nebraska State Patrol, if necessary,
 8. Initiating notification of support agencies including hospitals that may receive potentially contaminated patients.
 9. Ensuring that a hazardous material training program is conducted for all department personnel.
- B. Law Enforcement Agencies are responsible for:
1. Providing security for the hazard area.
 2. Hazard area traffic and crowd control.
 3. Directing and controlling any evacuations.
 4. Providing hazmat training for their personnel.
- C. Douglas County Emergency Management Agency is responsible for the:
1. Notification of needed support agencies.
 2. Coordination with charitable and volunteer organizations that may provide assistance.
 3. Coordination with state and federal agencies that may have a disaster response role.
 4. Coordination in notifying the public of evacuation areas or other health and protective measures.
 5. Coordination of an appropriate training program which will provide the unique skills and capabilities required for radiological operations within the various departments of government. Emergency response agencies such as law enforcement, fire, and rescue services are considered primary responders to a radiological incident.
- D. Radiological Responders
1. Radiological Officer
 - a. The Omaha Fire Department has qualified and trained personnel to support radiological needs within Douglas County.
 - b. The Omaha Fire Department works with the Douglas County Emergency Management Agency, the Nebraska Emergency Management Agency, and the Nebraska Health and Human

Services to develop and maintain a radiological program in the jurisdiction. The Omaha Fire Department is involved in recruiting and training Radiological Monitors, makes quarterly operational checks of assigned monitoring equipment and reviews response plans.

2. Radiological Monitor

- a. The Omaha Fire Department has qualified personnel that will work as Radiological Monitors (RM's) in Douglas County.
- b. Radiological Monitors are first responders with additional training in on-scene radiological monitoring. The RM identifies radiological hazards, recommends protective actions, works with the local responders, continues monitoring and makes technical recommendations to the Incident Commander until all regulatory agencies declare the site safe.

3. Local government agencies may be responsible for decontamination of their equipment and vehicles.

E. Local Emergency Planning Committee (LEPC)

- 1. The Local Emergency Planning Committee (LEPC) is locally organized with representatives from first responders, industrial, environmental, media, concerned citizens and others appointed by the State Emergency Response Commission. The LEPC is governed by Nebraska State 81-15,217(a) through (e) and 81-15,22 and the membership and activities are approved and regulated by the State Emergency Response Commission (SERC) which is administered by NEMA and the Dept. of Environmental Quality.
- 2. The LEPC's responsibilities are specified in RSS 81-15,191 to 81-15,235 and in SARA. These responsibilities include:
 - a. Assisting in the compilation of Tier II information to facilitate a coordinated local response to an incident involving hazardous materials.
 - b. Providing information to citizens of the district on the hazardous substances stored and used in their neighborhoods
 - c. Provide help in identifying potential chemical hazards and risks to the community, public education, review and development of a community hazmat response plan (this Appendix) which reveals information pertaining to fixed facility plans after an hazmat event in the county.
 - d. Much of this work is accomplished by:

- 1) Completing a review and update of this Appendix.
 - 2) Evaluating the need for resources necessary to develop, implement and exercise this Appendix and make recommendations with respect to additional resources that may be required and the means for providing such additional resources.
 - 3) Designating a public location within the county as the depository for the Tier II forms.
 - 4) Providing this Appendix to the governing bodies having jurisdiction in the county for review prior to submitting the plan to the SERC.
 - 5) Responding to a request for information following Federal Public Law 44-499.
 - 6) Annually, release for public notice and announce that the local emergency plan (this LEOP, Annex F, specifically Appendix 1) have been submitted and are available for public review.
- e. Additional detailed information concerning the roles and responsibilities of the LEPC are available from the SERC.

F. State Agencies

1. The Nebraska Emergency Management Agency
 - a. Coordinates state agency response and provides assistance and support as determined by the situation.
 - b. Provides the SERC Administrative guidance for the LEPC.
2. The Nebraska Department of Environmental Quality (NDEQ)
 - a. Provides technical assistance to the LEPC in its planning activities.
 - b. Provides technical assistance for determining areas likely to be affected by a release.
 - c. Provides technical assistance relevant to the containment and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
 - d. Approves remediation plans and notifies the responsible person when satisfactory cleanup is achieved.
 - e. Gives prior approval to disposal protocols and actions.

- f. May require a report following remediation from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), cleanup and disposal methods, and steps to prevent a similar occurrence. If the cleanup is to be long-term, the Department may require interim status reports.
 - g. Is the main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, cleanup and recovery actions.
3. The State Department of Health and Human Services (DHHS)
- a. The Department of Health and Human Services Regulation and Licensure (HHS-R&L), under the authority of R.R.S. 71-3513, has responsibility to issue regulations and require actions needed to meet any radiological emergency. Once notified of an accident / incident involving radioactive materials, HHS-R&L is responsible for health hazard assessment and controlling/ advising of all safety, containment, decontamination, and cleanup actions.
 - b. DHHS may inform the public of the potential health effects of a HazMat incident.
4. The State Fire Marshal supports the local fire department's response in all working fires and hazardous materials incidents.
5. The Nebraska Department of Agriculture can provide additional technical assistance for a suspected or actual pesticide release.

G. Federal Government

1. U.S. Nuclear Regulatory Commission (USNRC)
- a. Coordinates the overall federal technical response to a radiological emergency.
 - b. Provides technical advice to state or local agencies.
 - c. Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.
2. Environmental Protection Agency (EPA)
- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.

- b. Establishes radiological protective action guides (PAGs) and recommends appropriate protective measures.
 - c. During emergency operations provides personnel, equipment, and laboratory support to assist DOE in monitoring activities.
 - d. Assumes the responsibility from the Department Of Energy for the intermediate and long-term monitoring function.
 - e. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the NDEQ.
 - f. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
 - g. Section 123 of SARA authorizes EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To be eligible for these funds, EPA must be notified within 24 hours of the incident by calling the National Response Center at 1-800-424-8802. An application package may be obtained by calling the Local Government Reimbursement Helpline, 1-800-431-9209
3. Department of Energy (DOE) during federal support operations will provide the personnel, an on-scene technical director, and equipment for radiological monitoring and assessment activities.
 4. Department of Transportation (DOT) under Public Law 93-633, Section 109 (d) (2), is required to provide information and advice in transportation emergencies involving hazardous materials. The DOT will also investigate transportation accidents and inspect for violations under their authority.
 5. National Response Center (NRC) receives and relays notices of releases to the appropriate On-Scene Commander (OSC), disseminates OSC and RRT reports to the National Response Team (NRT), and provides facilities for the NRT to use in coordinating a national response action.

H. Industry

1. Facility Owner or Operator

- a. The owner is required to notify the State Department of Environmental Quality upon discovery of a release of certain hazardous materials.
- b. The owner or operator will designate an Emergency Coordinator who will participate in the planning process and who will notify:
 1. The Community Emergency Coordinator (CEC) for the Local Emergency Planning Committee (LEPC),
 2. The State Emergency Response Commission (SERC) of any state likely to be affected by the release,
 3. The National Response Center (NRC), and
 4. Other persons to whom the facility is required to give notification.
- c. The Emergency Coordinator will make available to the Community Emergency Coordinator any information needed for implementing this emergency plan including advice on response, evacuation and in-place shelter options.

2. Shipper

- a. Under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the shipping papers that applicable regulatory requirements have been met.
- b. DOT regulations also require the shipper to inform the carrier of any special precautions that must be taken in the transport of the goods.
- c. If called in case of an accident, the shipper is also required to provide whatever details about the shipment that is necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment.
- d. The shipper will also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.

3. Carrier:

- a. The carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee.
- b. In the event of an accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE).
- c. The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved.
- d. During recovery, the carrier also has the basic responsibility to see that the cleanup / decontamination is completed.

4. Licensees operating within the states generally fall into one or two categories.

- a. They either must comply with the Nebraska Radiation Control Act (RRS 71-3501 to 71-3519) or,
- b. They must be covered by an appropriate reciprocal procedure.
- c. In the event of a radiological incident, licensees will respond as required by DHHS regulations. Licensees may assume the responsibilities of the shipper when radioactive materials under their control must be transported by a carrier.

V. CONCEPT of OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses unique aspects of hazardous materials incidents.

A. Notification

1. When a hazardous materials incident is identified, the first responders will notify local authorities and executives of the incident.
 - a. In the event of a fixed site incident, the facility will use the normal emergency notification system to notify the Fire Department who has the designated Community Emergency Coordinator (CEC). The Incident Commander shall decide to implement the plan.
 - b. In the event of a transportation spill, the notification will be satisfied by dialing 911 or the Operator, if 911 is not available.

2. The owners/shippers of the materials should be notified to request information on the properties of the hazardous materials involved.
3. The appropriate State Agencies may be advised of the situation using the Hazardous Material Incident Report Form, Attachment 3, to ensure that all necessary information is gathered and reported and request assistance if the situation is beyond local and / or mutual aid capabilities.
4. When radiological material is confirmed, the DHHS should be immediately notified via Nebraska State Patrol Communications.
5. The Douglas County Emergency Management Agency will alert volunteer and charitable organizations as needed since they may provide assistance to evacuees.
6. Nuclear Power Plant Incident/Accident
 - a. In the event of an accident at the Ft. Calhoun Nuclear Station that could affect the food chain or water supplies in Douglas County, the county will be notified by the Nebraska Emergency Management Agency. The objective of emergency operations is to minimize radiological exposure to the public through the food chain as coordinated by the USDA-FSA State Emergency Board.
 - b. Operations in the Ingestion Emergency Planning Zone (EPZ) are quite likely to be highly technical and could involve complex investigations in production agriculture and in related agri-business areas. Where municipal and other supplies are concerned, considerable engineering expertise could be required. Therefore, Ingestion EPZ operations are extensively covered in the State Radiological Emergency Response Plan (RERP) and in appropriate federal plans. The county RERP is kept in the EOC and reviewed no less than once a year.

B. Initial Response

1. The Incident Commander, when notified of an actual or potential hazardous materials release, will identify the area to be isolated by a controlled perimeter, the area of population likely to be affected by such release, and report this information to the dispatch center to relay to other responding agencies.
2. Determine the nature of the material from the facility personnel, placards, labels, or shipping papers from the shipper/owner.
3. Identify, evaluate, and assess the problem and its potential. Consider that some effects of the incident may not be noticeable for some time.

4. If needed, contact CHEMTREC (1-800-424-9300) for information to determine the most effective handling of the incident.
5. A Nebraska Hazard Incident Team (NHIT) may be requested through the Nebraska State Patrol to aid the responding units. NSP will dispatch the closest members of the team to the scene to provide guidance and technical assistance to the Incident Commander.

C. Emergency Public Information

It is important to provide accurate information to the public.

1. The Public Information Officer will coordinate the dissemination of information concerning the incident with the jurisdiction's Chief Elected Official and the Douglas County Emergency Management Director and the Incident Commander as defined in Annex D.
2. Because information will be needed quickly, radio and television are the best media to release data on health hazards, precautions for personal protection, and evacuation routes away from the hazard area.

D. Evacuation / In-place-shelter

1. The Incident Commander will make the decision to shelter in-place or to evacuate. His / her decision may include guidance as provided from CHEMTREC, the DOT Emergency Response Guidebook, the product manufacturer, and / or state or federal agency advisors.
2. Policy and procedures for evacuation are defined in Annex E. In-place sheltering procedures are in Annex J. Procedures for movement of evacuees are in Annex H. Procedures for the reception and care of evacuees are in Annex I.

E. Objectives for Containment and Cleanup

1. Incident Command, the generator and NDEQ may determine the best methodology for what can be done, based on training and equipment available, to remove the threat, i.e., contain and / or treat, decontaminate, or remove, etc. By law it is the generator's responsibility to contain or confine any threat associated with the cargo in their possession.
2. Depending on the material involved, the party responsible for the chemical release may as required complete the cleanup and disposal as specified by publications and agencies. See above IV, 3, D.

3. The manufacturer is a source of advice and information for a chemical decontamination team.
4. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On-Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.

F. Health and Safety

The presence of a Safety Officer is necessary at every hazardous materials release site. The Safety Officer present at each hazardous chemical release site will:

1. Determine the types of respiratory protection or other personnel protective equipment required for workers.
2. Have victims treated if an accurate diagnosis can be obtained. Some effects may not be noticeable for some time. Information should be obtained to identify all persons at the scene even if no immediate medical problems appear.
3. Get emergency medical information and other pertinent information from CHEMTREC (800-424-9300).
4. Notify local supporting hospitals of the hazardous substance's identity and the number of persons affected.
5. Have standby medical personnel ready to provide service to those working on the material. Follow standard procedures retain documentation for baseline medical checkups for everybody who enters and leaves the 'hot zone' or has been exposed.
6. Identify precautions necessary to minimize exposure of emergency workers to radiation. Dosimeters are included in monitoring sets issued to emergency response personnel. Once the presence of radioactive material is detected, the on-scene commander will ensure that personnel wear dosimeters and/or TLDs (if available). The Douglas County Radiological officer will ensure that sufficient dosimeters / TLDs are charged and available at the scene and records of exposure times and readings are initiated. Lifesaving rescue and emergency care will not be delayed in order to obtain precise measurements of radiation exposure levels or to distribute radiological equipment.
 - a. Radiation exposure to emergency workers will be kept as low as reasonably achievable. Guidelines recommend maximum accumulation of not more than 1 REM in general emergency situation or 25 REM to save a life.

- b. Air breathing apparatus may be utilized if there is a gaseous or particulate release of radioactive material.

G. Security

The defined hazard area will be isolated and cordoned, permitting only lifesaving and response operations. Only those responders properly trained and equipped will be allowed entry.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

1. Police, key officials, and the State Patrol Office will be notified immediately. Other agencies that might be notified depending on the circumstances are the State Fire Marshal and the Nebraska Emergency Management Agency.
2. If it is a military device, the nearest military installation will be notified.
3. If terrorist activity is suspected, procedures are outlined in Appendix 1 to Annex H.

VI. TRAINING and EXERCISE

A. Training

1. In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations. All training supported by the Homeland Security process or grants must be ODP (Office of Domestic Preparedness) approved.
2. Radiological Officers and all Radiological Monitors will receive initial radiological training. This training should specifically relate to their area of individual responsibility.

B. Exercise

Activities which include planning, training and / or exercising for hazardous material incidents should be conducted annually. The training program will be consistent with the five-year Homeland Security Exercise Plan.

FACILITIES and VULNERABLE AREAS
in
DOUGLAS COUNTY

Note to the reader:

The Nebraska Revised State Statute 81-15.244 states,

“The owner or operator of any facility which is required to prepare or have available a material safety data sheet for a hazardous chemical meeting threshold quantity requirements under regulations promulgated under Title III shall prepare and submit annually on or before March 1 beginning in 1998 a tier II inventory form on data for the preceding calendar year to:

- (a) The local emergency planning committee for the emergency planning district in which the facility is located;
- (b) The commission coordinator* for information; and
- (c) The fire department** with jurisdiction over the facility.”

[Asterisks added for clarity:

*(Nebraska Dept. of Environmental Quality)

**(Community Emergency Coordinator)]

Generally, the LEPC provides the Douglas County Emergency Management Agency this data for planning and response purposes. At the request of the Douglas County Emergency Management Director and under the auspices of and with the approval of the Douglas County Local Emergency Planning Committee, (LEPC), the data normally reported here for use by citizens and first responders is retained by the LEPC. It is the responsibility of the LEPC to make this data available to citizens upon request, following the process and protocols as described within SARA Title III regulations.

The public and responders can also access information about chemicals stored in local facilities on-line at:

<http://deq-iis.ne.gov/iis/jsps/tl3/facilityAccess/templates/tier2Welcome.jsp>

or on the NDEQ web site: www.deq.state.ne.us, go to the search box , lower left, enter: “SARA Title III”, click “Online NDEQ Tier II System”. Follow the step by step instructions and menu boxes.

FACILITIES and VULNERABLE AREAS
in
DOUGLAS COUNTY

A current list of Tier II facilities in Douglas County is available for review at the Douglas County Clerk's Office or on line at the Nebraska Department of Environmental Quality's web site.

HAZARDOUS MATERIAL INCIDENT NOTIFICATION

Anyone giving or receiving an incident report should obtain as much information as possible.

* Time Report _____ a.m./p.m. * Date _____

* NAME OF PERSON CALLING _____

* REPRESENTING _____ TITLE OR POSITION _____

* CALL BACK NUMBER AT SCENE _____

* LOCATION OF INCIDENT:

*City _____ *County _____

* Exact location of area involved: _____

* HAZARDOUS MATERIAL INVOLVED: (Use additional pages as needed)

* Chemical or trade name: _____ * Manufacturer: _____

* Quantity spilled/released (if known): _____ * Duration of release: _____

* Physical form (liquid, solid, or gas): _____ * Measurements from radiation detection instruments: _____

* Media into which the release occurred (land, air, water): _____ Other: _____

DESCRIPTION OF INCIDENT: (Use additional pages as needed)

A. Time of incident: _____ AM./PM. Date of incident ____/____/20____

B. Weather conditions (wind, atmospheric conditions, etc.) _____

C. Current status of incident:

1. Is the incident area secure? _____ Evacuation or in-place-shelter needed (which?)? _____

2. Was there an explosion? _____ Fire? _____ Environmental damage? _____

3. Are there people injured or contaminated? _____ How many? _____

4.* Advice regarding necessary medical attention or chronic health risks? (if known) _____

5.* Actions taken to respond to, contain, clean up materials. _____

6. Location & disposal method of hazardous\ contaminated materials _____

D. Report taken by: _____ Agency _____

****Information that must be obtained for Federal Reporting Requirements***

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HAZARDOUS MATERIALS INCIDENT NOTIFICATION

INCIDENT OCCURS

I. Spill or release from a fixed facility

Responsibility of facility owner / operator to notify

1. Local response organizations by dialing 911 or appropriate number,
2. Nebraska Department of Environmental Quality (NDEQ)
Monday through Friday 0800 – 1700, call (402) 471-2186,
after-hours, weekends, and holidays, call the Nebraska State Patrol,
(402) 471-4545,
3. National Response Center (NRC) hot line (800) 424-8802,
4. The Community Emergency Coordinator (CEC) designated by the Local
Emergency Planning Committee (LEPC). The CEC is usually the District
Fire Chief or his/her designee.

II. Transportation accident

By law, dial 911 or the operator.

III. Responsibility of local response organization, Incident Commander (IC):

A. Incident at Fixed facility

1. Operate under the Incident Management System (IMS),
2. Confirm the appropriate notifications have been made by responsible party, if not make notifications to NDEQ, NRC, and CEC.

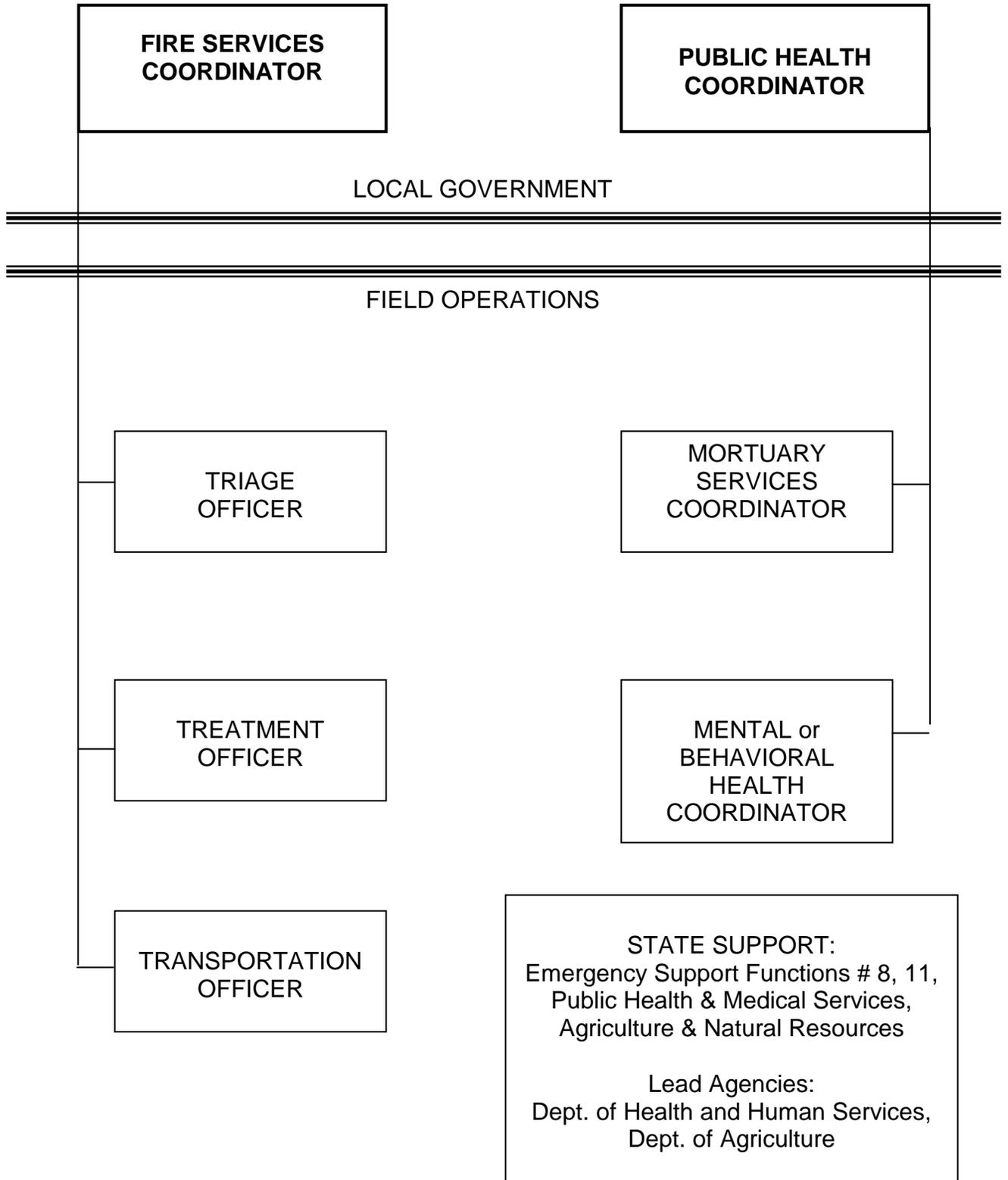
B. Transportation accident

1. Operate under the Incident Management System (IMS),
2. Incident Commander should see that above notifications are made to NDEQ, NRC, and CEC.

EMERGENCY NOTIFICATION ROSTER

<u>Groups</u>	<u>Phone</u>
<u>State Assistance</u>	
State Emergency Response Commission	402-471-3241
Nebraska Dept. of Environmental Quality	402-471-2186
Nebraska Emergency Management Agency	402-471-7421
After Hours	877-297-2368
State Fire Marshal	402-471-2027
Nebraska State Patrol	402-471-4545
Nebraska Department of Health and Human Services	402-471-2541
Nebraska Game and Parks	402-471-5547
Nebraska Dept of Roads (local District)	
Department of Aeronautics (downed aircraft, non-military)	402-471-2371
National Guard, contact NEMA	402-471-7421
<u>Other Emergency Assistance 24 HRS</u>	
Emergency Planning, Community Right-to-know Act (EPCRA) Hotline	800-424-9346
Chemtrec	800-424-9300
National Response Center/ Spill reporting	800-424-8802
http://www.nrc.uscg.mil/nrchp.html	
U.S. National Response Team (chemical guides, biologicals)	
http://www.nrt.org	
Poison Control Center (PCC) [for pesticides]	800-955-9119
National Poison Control Center (directs to the nearest PCC)	800-222-1222
Union Pacific Railroad	800-877-0511
U. P. Response Management Communications Center	888-877-7267
Burlington Northern Santa Fe Railroad	817-234-6164
Nebraska Kansas Colorado Railroad	800-331-3115
Nebraska Central Railroad Company	402-562-6155 day, 402-564-8329 night
Natural Gas Pipeline	800-733-2400
Enterprise Products Operating L. P. gas	800-546-3482
Jayhawk Pipeline, L.L.C.	888-542-9575
Kaneb Pipeline Op Partnership, NuStar Energy L.P.	800-759-0033
Kinder Morgan Energy Partners	888-844-5658
Kinder Morgan Interstate Gas Transmission LLC	888-763-3690
Kinder Morgan, Trailblazer Pipeline	800-733-2490
Kinder Morgan Pipelines/ Platte Pipe Line Comp.	888-449-7539
National Co-op Refinery Assoc – NCRA	620-241-6611
SourceGas Distribution LLC	800-563-0012

HEALTH AND HUMAN SERVICES



HEALTH AND HUMAN SERVICES

I. PURPOSE

A. Medical

This section provides guidance for a coordinated response for medical care and treatment for the ill and injured as a result of a CEND event.

B. Public Health

This section provides guidance for coordinated public health services and interventions during and following a disaster. Functions include early detection and surveillance; sanitation; epidemiologic investigation; implementation of control measures to reduce, contain or prevent disease; communication of essential information to the healthcare community, public and media; distribution and delivery of prophylactic medication or vaccination, if needed; and environmental surety.

C. Behavioral Health

This section describes the approach to reduce harmful stress levels of citizens and to respond to the behavioral health needs of survivors, emergency responders in the field and groups with functional needs in time of disaster.

D. Social Services

The section is to provide for the coordination of public welfare and human needs of disaster survivors and/or special needs groups.

II. SITUATION

A. The potential exists for a multiple casualty incident resulting from a naturally occurring, manmade, or terrorist event involving weapons of mass destruction which would stress emergency medical services. Public health hazards such as disease outbreaks may also stress the medical system.

B. There are 15 hospitals with licensed capacity of 2533 in Douglas County.

C. There are approximately 26 nursing homes, 39 Assisted Living facilities, and 31 Home Health Care agencies in Douglas County licensed by the Nebraska Health and Human Services, Department of Regulation and Licensure.

D. There are 9 Emergency Medical Services (EMS) within Douglas County (Attachment 2). There are also 3 private emergency medical service companies located in Douglas County.

- E. There are 93 medical clinics in Douglas County with medical staffs of approximately 8,500 RNs, 2,010 LPNs, 590 X-Ray technicians, and 1,330 Lab Techs.
- F. The Omaha Office of the Department of Health and Human Services, the Eastern Nebraska Office on Aging (ENOA) and other private agencies have the capability to respond to the serious needs of the population in a disaster.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Health and medical resources should be engaged in planning, exercising and training for CEND events.
- B. Mutual Aid and outside resources will be available to assist the county during CEND events.
- C. Hospitals or nursing homes evacuating patients to other facilities will provide the medical records of patients, professional staff, supplies and equipment as practical.
- D. There are indirect and direct public health threats associated with specific types of emergencies and disasters. These might include non-outbreak situations (for example, contaminated drinking water, chemical exposures, and sewage discharges), disease outbreaks (for example *E. coli* 0157, anthrax, meningitis, West Nile Virus, plague, smallpox, and SARS), sanitation problems, an overload of mortuary service capabilities and community mental health issues.
- E. People not normally clients of local Social Services agencies may require some form of public assistance under disaster conditions.
- F. The local / regional Public Health agencies will work in partnership with local emergency management and the mass care shelter manager to plan for and assist accommodating people with functional needs. Public Health will provide recommendations for communication methods, public information message development and special equipment and supplies that may be needed as well as locating local care providers to assist individuals whose needs cannot be met at the shelter.

IV. ORGANIZATION / RESPONSIBILITIES

- A. Medical, Public Health, Mental or Behavioral Health and Social Services operations are each described separately, but close coordination is required to fulfill the overall responsibility of safeguarding and minimizing the adverse health factors which may affect our citizens during and / or after an emergency or disaster. To provide a coordinated and effective response,

the health and human services functions have been separated into two areas, local government support and field operations.

1. Local government support and coordination entails coordinating emergency services such as law, fire, rescue, public works and providing logistical support where required. The Coordinator of Medical Resources and Supplies, Healthcare Coordinator and the Public Health Coordinator represent their respective functions on the EOC Staff.
2. Field operations direction and control should follow the Standard Operating Procedures (SOPs) developed by the local health, mental / behavioral health, state social services and local area medical professionals / facilities.

B. Health and Medical Responsibilities

1. Emergency Medical Services (EMS):

- a. Basic and Advanced Life Support is the responsibility of local fire service EMS responders.
 - 1) The notification for emergency medical assistance comes from Douglas County Emergency Communications / 911 dispatch via Douglas County CAD.
 - 2) Local fire and rescue responders will initiate an Incident Command System and will coordinate field operations and transport of victims with Omaha area Hospitals.
 - 3) Incident Command will notify area hospitals as soon as possible if the patient being transported is potentially contaminated from a HazMat incident and provide information about the hazardous substance involved.
 - 4) The Ambulance / Rescue Chief will ensure that personnel are trained to respond to a hazardous materials incident according to levels of response training set by their employer in compliance with OSHA and EPA regulations.
 - 5) The following functions are needed:
 - a) Triage: Assessing patients and assigning priorities for medical treatment and transport.
 - b) Treatment: Providing care and treatment of patients while being held for transportation to medical facilities.

- c) Transportation: Coordinating with Omaha area hospitals for directing patient transport to receiving hospitals and / or medical facilities.
 - b. Air ambulance support would be requested from Douglas County Emergency Communications / 911.
- 2. Medical Coordination
 - a. A member of the EOC staff will be appointed as a Coordinator of Medical Resources & Supplies in the event of a disaster. The Coordinator of Medical Resources & Supplies will act as a liaison between the medical community and the local government for hospital related information.
 - b. When an incident occurs which requires medical field operations, the Fire Services Coordinator will support medical mutual aid requests and coordinate additional requirements.
 - c. The Coordinator of Medical Resources & Supplies, with the support of the Emergency Management Senior Advisory Team's Hospital / Healthcare Coordinator and / or Emergency Management Director, will locate supplies and / or equipment to support hospital medical operations in the event of an actual or anticipated shortage.
- 3. Public Health Coordination
 - a. The Douglas County Health Department Director or designee will serve as the Public Health Coordinator and is responsible for coordinating activities required to safeguard public health and minimize the spread of disease. The Public Health Coordinator is the liaison between public health officials and the local government.
 - b. The EOC Public Health Coordinator will coordinate with the Emergency Management Director, EMSAT and other agencies as applicable. This includes the care and sheltering of populations with functional needs.
 - c. The Public Health Coordinator will assess the need for crisis counseling for disaster survivors and disaster workers. If crisis counseling is deemed necessary, the Public Health Coordinator will request assistance from and coordinate with the local ministerial association and / or Region VI Behavioral Health to provide the necessary services.
 - d. The Public Health Coordinator or designee is responsible for initial assessment, hazard evaluation and assessment related to existing or anticipated public health threats. The Public Health Coordinator

or designee will determine the scope and level of the public health response and what assistance may or may not be needed. Depending upon the nature of the incident, the Health Department may take the lead or assume a support role. Specific capabilities, which correspond to the Target Capabilities List in Homeland Security Presidential Directive 8 include, but are not limited to, the following:

- 1) Environmental Health Water Safety: The Douglas County Health Department will coordinate with DHHS about potential drinking water contamination. DHHS and / or the Douglas County Health Department will direct the response to the need for potable and non-potable water within the county and to provide bottled water, direct or recommend boil water orders, or perform additional sampling depending upon the situation, to address contamination issues. For private wells, the Douglas County Health Department will communicate with homeowners and make appropriate recommendations.
- 2) Environmental Health and Sanitary Sewage Disposal: The Douglas County Health Department will recommend portable toilets for use by site clean-up crews, residents and the public as needed. The Douglas County Health Department will also coordinate with the Heartland Chapter of the American Red Cross, Salvation Army, and the Douglas County Emergency Management Agency to inform and advise the public of emergency sewage and sanitary waste disposal procedures.
- 3) Vector Control: The Douglas County Health Department will survey and map affected area(s); provide mosquito trapping and testing of mosquitoes; identify problem areas so that preventive measures (i.e., larviciding) for vectors may be taken; recommend other prevention methods such as drainage of standing water and use of mosquito abatement techniques over potential breeding sites as needed. Rodent and insect control will be addressed based on public complaint. Exterior mouse and rat infestations will be addressed by the Douglas County Health Department. Extermination of interior insect and rodent infestations is required of homeowners.
- 4) Food Safety: The Douglas County Health Department will coordinate with the Nebraska Department of Agriculture, United States Department of Agriculture (USDA) and Food and Drug Administration (FDA) to identify extent of contamination, embargo and recall food as necessary and request laboratory and investigation assistance as needed. Reports of human illness will be forwarded by the Douglas County Health Department's Epidemiology Section to DHHS Epidemiologist

as necessary. Contaminated food will be transported to the Douglas County Sanitary Landfill for disposal.

- 5) Mass Prophylaxis: Based upon the results of epidemiologic investigation and in compliance with the Centers for Disease Control and Prevention (CDC) and DHHS recommendations, the Douglas County Health Department may vaccinate or provide antibiotic prophylaxis.
- 6) Isolation and Quarantine: The Public Health Coordinator or designee will determine measures necessary to prevent the introduction of communicable diseases into the county and to remove or quarantine any person or persons having such disease. The Douglas County Health Department, in consultation with DHHS, the CDC, and other local health experts (as deemed necessary) will determine the specific community-wide containment strategy(ies) to be implemented and the geographic area in which it should be implemented. The Public Health Coordinator or designee in consultation with DHHS and Douglas County Attorney may produce the written order of isolation or quarantine.
- 7) Epidemiological Investigation: The Douglas County Health Department Epidemiology Section is responsible for the evaluation of suspected and confirmed communicable disease events and the identification of situations of public health importance that may require the implementation of aggressive disease containment measures that go beyond the routine measures employed on a daily basis. Confirmed or suspected communicable diseases of possible significant public health concern identified by Epidemiology staff shall be reported to and evaluated by, the Epidemiology Section Supervisor for analysis. Based upon determination that the reported disease or event is unusual and / or poses a significant, immediate threat to the community, the Public Health Coordinator will consult with DHHS, and the CDC.
- 8) Emergency Public Information: The Douglas County Health Department will provide information, updates, guidelines and recommendations to the healthcare community including treatment recommendations and protocols and plans for prophylaxis if warranted. The Douglas County Health Department will also relay appropriate information and recommendations to the public through responsible media and public relations activities. The Douglas County Health Department will use the State Health Alert Network (HAN) to get out time-critical information to HAN recipients (physicians and healthcare organizations) in Douglas County or to areas

surrounding the incident. The Douglas County Health Department will coordinate and consult with the Douglas County Emergency Management Agency to use public alerting systems if necessary.

- 9) Re-entry: The Douglas County Health Department may recommend when it is safe to reoccupy an area after evacuation caused by a hazardous material release or a communicable disease outbreak.

4. Mortuary Services (Mass Casualty Plan)

- a. When mortuary capabilities are exceeded during a disaster, the County Attorney is responsible for coordinating the interment of the dead. Disposition of the deceased will be in accordance with Nebraska Statutes and will respect religious, ethnic and cultural differences to the extent possible. Additionally the County Attorney may:
 - 1) Assign bodies to local funeral homes,
 - 2) Establish temporary morgue facilities,
 - 3) Coordinate emergency interment.
- b. Emergency Morgue: When a request for an emergency morgue is made through the Sheriff's Office, then the County Attorney acting as coroner, will:
 - 1) Obtain the use of a suitable building that is easily accessible to the disaster area,
 - 2) Notify the EOC of the morgue location,
 - 3) Coordinate with all the area funeral homes for the recovery, transportation, preservation and identification of the bodies and body parts, respecting cultural and religious differences to the extent possible,
 - 4) If conditions warrant, request refrigerated trucks from local trucking companies to hold bodies pending transfer to funeral homes.
- c. The locally developed Mass Fatality Plan includes a description of the procedures and agencies used to identify and respond to damage to grave sites and cemeteries.

- d. The local Mass Fatality Plan will address how the next of kin will be notified and how bodies will be claimed by the surviving family and for the disposition of unclaimed bodies.
5. Mental (Behavioral) Health Coordinator:
- a. The Mental (Behavioral) Health Coordinator will work closely with the Social Services Coordinator and will coordinate behavioral health services for victims, family members, first responders, health and medical personnel as well as the general public. Within the general population there are those identified as having functional needs, being at-risk or having increased vulnerability to the effects of a crisis. Persons in these populations may include:
 - 1) Individuals with disabilities, including developmental, physical and / or mental illness.
 - 2) People with a history of substance (drug or alcohol) abuse.
 - 3) Children under the age of 18.
 - 4) Adults age 65 and over.
 - 5) Non-English speaking populations.
 - 6) Individuals who are homeless.
 - 7) Long term care and residential nursing facilities.
 - b. Locations where the Behavioral Health response / services may be available include:
 - 1) Sites where the survivors and families of victims will be located such as shelters, meal sites, disaster application centers, American Red Cross service centers, hospitals, survivor's homes, farms, morgues, etc.
 - 2) Mass care centers and immunization clinics
 - 3) Telephone Hotline sites
 - 4) Community outreach sites such as community centers, shopping malls, locations announced through the media, etc.
 - 5) Sites where responders gather such as the incident site, staging and material storage areas.

- c. Services will be coordinated with the American Red Cross, local ministerial associations or interchurch ministries, community volunteers, Critical Incident Stress Management personnel and others as appropriate.
 - d. Behavioral Health personnel will also provide an outreach program with information and messages relating to services and health topics. This public education information will be prepared in collaboration with local service providers and coordinated with the various DHHS Public Information Officers.
 - e. The Behavioral Health Coordinator will make recommendations and provide status reports to the Public Health Coordinator.
 - f. The local Ministerial Association with possible referral to Region VI Behavioral Health may conduct the initial crisis counseling.
 - g. Critical Incident Stress Management (CISM) Teams are available to provide stress management sessions for fire, EMS, law enforcement, dispatchers, hospital, corrections and emergency management personnel following a CEND event. The Nebraska State Patrol Troop area where the disaster / emergency situation is located may be contacted to activate a CISM response.
6. Social Services Coordinator

The Administrator of the Omaha Office of the Department of Health and Human Services or their designee may serve as the Social Services Coordinator. The Coordinator will advise local executives on matters pertaining to social services, ensure that activities are administered in an orderly, efficient manner, develop procedures for determining needs of disaster survivors, and process inquiries concerning disaster survivors. The existing Health and Human Services staff, augmented as necessary from other organizations, will serve as support staff. Health and Human Services will distribute USDA donated foods to local organizations and Red Cross to provide mass feeding for disaster survivors and, if implemented, will administer the Emergency Food Stamp Program. All agencies will participate to the extent of their mandated responsibilities.

7. Community Services

- a. Various community services programs function as vital support on a routine basis and are an important resource in disaster response and recovery activities. Their ability to respond to community needs is based on the organized efforts of many volunteers. Services provided by the community include, but are not limited to:
 - 1) Food for disaster survivors,

- 2) Clothing,
- 3) Temporary shelter.
- b. Churches and church groups are vital community resources and function as support organizations to provide response and recovery assistance to disaster survivors. They may provide:
 - 1) Food to disaster survivors,
 - 2) Clean-up and recovery equipment and labor assistance,
 - 3) Crisis counseling for disaster survivors/workers.
- c. In addition to the local church groups, assistance in disaster recovery activities can be obtained from the Mennonite Disaster Service, the Adventists Community Services, and other non-profit, volunteer-based, disaster recovery organizations by dialing 211 on the telephone. Most of these organizations are affiliated with Voluntary Organizations Active in Disaster (VOAD). Contact with these groups will be made through the Douglas County Emergency Management Agency.
- d. The Eastern Nebraska Office on Aging assesses the needs of the elderly population in Douglas County to include food, clothing, housing, and transportation. During disaster situations, emotional stress experienced by the elderly is greatly increased; therefore, referral recommendations to local mental health organizations for crisis counseling may be initiated by this group to aid recovery from the effects of the disaster.
- e. Shared Mobility Coach, Inc. may assist by providing the handicapped and elderly with transportation services.

V. CONCEPT OF OPERATIONS

A. Multiple Casualty Incident

- 1. The Incident Commander will establish a command post that is responsible for patient care operations at the scene including personnel assignment.
- 2. The Triage Officer will triage and assign priority categories based on urgency and chance of survival.

3. The command post will be in communication with the Omaha Metro-area Hospitals. Determination of the receiving facility will be anticipated and based upon medical facility patient loads and the nature of injuries.
4. Incident command will determine requirements for and request medical mutual aid. If necessary, the Fire Services will support the mutual aid requests and coordinate additional resource requirements.
5. Omaha Metro Hospitals will assess the need for additional security requirements at the hospital.
6. Shortages (or anticipated shortage) of medical supplies / equipment or personnel will be reported to the Coordinator of Medical Resources & Supplies in the EOC who will convey the information to the EMSAT via the EOC Operations Manager.

B. Evacuation of In-patient Medical Facilities

1. Each hospital and nursing home is responsible for developing internal procedures for:
 - a. Assessing and preparing patients for evacuation,
 - b. Assuring medical records are transported with patients,
 - c. Identifying and transporting essential medications and supplies.
 - d. Making plans and preparations for additional needs and resources to be obtained from non-government resources.
2. The Administrator or designated representative of the affected facility (ies) will coordinate evacuation requirements including transportation, with the Coordinator of Medical Resources & Supplies. The EOC Operations Manager will inform the EMSAT Healthcare Coordinator of such status.
3. Receiving facilities will function in accordance with Hospital Emergency Plans.

C. Public Health Threats

1. In the event of an anticipated or actual public health threat, the Public Health Coordinator through the Emergency Management Director will notify the Nebraska Emergency Management Agency to coordinate State assistance for Douglas County.

2. In the event of water shortages in the city, Public Works may coordinate with the Emergency Management Director and Public Health Coordinator to meet the critical potable water requirements.
3. The Nebraska Emergency Management Agency will contact state, federal, or other agencies as appropriate to request assistance for Douglas County.

D. Social Services

To provide for an effective response to a disaster situation, the Social Services Coordinator will coordinate the efforts of various agencies to meet individual human needs. During actual or impending disaster situations requiring the lodging and feeding of a considerable number of people, procedures outlined in Annex I, Mass Care will be supported by Health and Human Services agencies.

1. Disaster Recovery Center (DRC): Upon appropriate declaration, a representative of Health and Human Services may participate in the Disaster Recovery Center. The DRCs will provide information to individuals on the various disaster assistance programs available as a result of a Disaster Declaration. The Center will also provide a bank of telephones for individuals to make direct application for assistance.
2. Functional Needs: Disaster survivors and individuals with functional needs may require assistance to meet their necessary expenses and vital needs (food, clothing, housing, medical and financial). The Omaha Office of the Department of Health and Human Services, in coordination with community services such as the American Red Cross and the Eastern Nebraska Office on Aging, will identify any such individuals and address their needs.
3. Counseling: Mental health professionals, members of the local ministerial association and public school counselors may provide emergency counseling to disaster survivors. This counseling may occur at several locations and will be coordinated between the Mental Health Coordinator and the Public Health Director.
4. Evacuation: Health and Human Services, in coordination with the Area Agency on Aging and Shared Mobility Inc. may provide bus service to assist elderly or infirmed individuals who may be unable to evacuate on their own. The availability of this service will be emphasized in emergency public information releases and should be coordinated with the PIO.

VI. ADMINISTRATIVE AND LOGISTICS

- A. The Emergency Management Director will update and / or revise this Annex based upon the correlation of information provided by the Medical, Public Health and Social Services Coordinators.
- B. Exercising and Training
1. Every effort will be made to incorporate local and where possible regional, health care facilities involvement into the hospital and nursing home's annual exercise.
 2. Emergency medical professionals and volunteers will participate in these exercises to the maximum extent possible.
 3. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
 4. In addition to the training required for normal operations, health and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.
 5. The training program will be consistent with the five-year Homeland Security Exercise Plan. Training supported by Homeland Security grants must be DHS (Department of Homeland Security) approved.

LIST OF ATTACHMENTS

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2	Emergency Medical Resources	G-17
<u>Appendix</u>		
1	Mass Prophylaxis Plan	G-19
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1	Animal Disease Initial Response Plan	G-33
2	Potential Animal Holding Areas	G-40

HEALTH AND MEDICAL RESOURCES
WITHIN DOUGLAS COUNTY

DOUGLAS COUNTY MEDICAL FACILITY RESOURCES							
HOSPITAL	ACUTE BEDS	LONGTERM BEDS	PSYCH	REHAB	TOTAL LIC BEDS	FIXED NEGATIVE PRESSURE ROOMS	PORTABLE NEGATIVE PRESSURE UNITS
Alegent Health Bergan Mercy Medical Center	400	256	0	0	400	12	2
Alegent Health Immanuel Medical Center	203	197	105	48	356	8	3
Alegent Health Lakeside Hospital	81	0	0	0	81	5	1
Boys Town National Research Hospital	42	0	40	0	42	0	0
Children's Hospital	134	0	8	0	134	18	0
Creighton University Medical Center	334	0	0	0	334	21	0
Douglas County Health Center & Douglas County Community Mental Health Center	0	278	30	0	308	0	0
Nebraska Orthopedic Hospital	24	0	0	0	24	4	0
Select Specialty Hospital	36	0	0	0	36	1	0
The Nebraska Medical Center (University & Clarkson Hospitals)	689	0	0	0	689	19	17
The Nebraska Methodist Hospital	315	0	0	12	430	11	0
VA Medical Center	74	76	14	0	100	8	0
TOTALS	1648	807	197	60	2934	107	23

NURSING HOMES

Name	Address	Phone	Capacity
A.J. Merrick Mannor	450 E 23 rd Fremont	727-3795	162
Alegent- Immanuel Fontnelle Home	6809 N 68 th Plaza	572-2595	197
Ambassador Omaha	1540 N 72 nd Street	393-6500	156
Brighton Gardens	9220 Western Ave	393-7313	166
Brookstone	4330 S 144 th St	614-4000	120
Crowell Memorial Home	245 South 22 nd Street	426-2177	98 skilled 23 assisted 8 apartments
Omaha Nursing Homes	4835 S 49 th Street	733-7200	81
Edgewood Vista	2830 Poppleton Ave	333-5749	412
Florence Home	7915 N 30 th Street	827-6000	116
Good Shepherd Lutheran Home	2242 Wright Street Blair	426-4663	84
Gretna Community Living Center	700 S. Hwy 6 Gretna	332-3446	63
Hallmark Health Care	5505 Grover	558-0225	152
Hillcrest Health Plaza	1702 Hillcrest Bellevue	291-8500	130
Huntington Park Care Center	1507 Gold Coast rd.	339-6010	115
Infinia	3110 Scott Circle	455-6636	108
Life Care center	6032 Ville De Sante Dr	571-6770	128
Lindenwood Nursing Home	910 S 40 th St	342-2015	60
Lutheran Home	530 S 26 th	346-3344	112
Maplecrest Care	2824 N 66 th Ave	551-2110	142
Midlands Living Center	2452 N. Broadway C.B., Iowa	323-7135	100
Millard Good Samaritan	12856 Deauville	895-2266	114
Montclair Nursing Home	2525 S 135 th	333-2304	175
Nebraska Skilled Nursing Home	7410 Mercy Road	397-1220	174
Papillion Manor	600 S. Polk Papillion	339-7700	100
Risen Son Christian Village	3000 Risen Son Blvd CB Ia	366-9655	102 skilled 36 residential care 23 assisted living

Nursing Homes Continued

Name	Address	Phone	Capacity
Rose Blumpkin Jewish Home	323 South 132 nd	330-4272	108
St Joe Villa	2305 South 10 th	345-5683	180
Skyline Retirement	7350 Graceland Drive	572-5750	100
Valhaven	300 W. Meigs St Valley	359-2533	60
Wel Life at Papillion	801 N Adams Papillion	339-1775	48

ASSISTED LIVING

Name	Address	Phone	Capacity
Betty's House	8001 Maple Street	393-4960	13
Brighton Gardens	9220 Western Ave	393-7313	75
Clara Ellen House	501 N 13 th Ft. Calhoun	468-4700	34
Comfort Care Homes	11725 Arbor St	445-4474	33
Florence Home Assisted Living	7915 N 30 th	827-6000	116
Golden Manor	3853 Decatur St	551-2484	49
Granville Assisted	8507 Granville Parkway	933-6405	50
Hickory Ville	7315 Hickory	392-0767	60
House of Hope	4801 N 52 nd St	827-6060	64
Immanuel Terrace	6801 N 67 th	829-3220	38
Lakeside Terrace	17475 Francis	932-9500	40
Lindenwood	910 S 40 th	342-2015	16 Assisted Living
Mable Rose	4609 Hilltop Bellevue	291-9777	78
Marquis Place	2008 W Maple	289-9229	60
New Cassel Retirement	900 N 90 th	393-2277	224
Parson's House	14325 Eagle Run	498-9554	129
Princess Anne	2024 Binney	451-2242	25
Remmington Heights	12606 West Dodge	493-5807	66
Royale Oaks	4801 N 52 nd St	827-6060	41
St Joe Tower	2205 S 10 th	952-5000	102
Silvercrest Assisted	11909 Miracle Hills	431-0011	117
Silvercrest Assisted	6839 S 108 th	537-0544	70
Southview Heights	5110 S 49 th St	731-2118	72
Victoria Gardens	1702 Hillcrest	291-8500	32

MORTUARIES FOR MULTI-CASUALTY INCIDENTS (MCI)

Douglas County Attorney Tom Haines Acting Coroner		402-444-7000
Funeral Homes		
Belford Thompson		402-371-1664
Bellevue Memorial Funeral		402-291-5000
Bethany Funeral Homes		402-593-6100
Boyd Braman Mortuary		402-391-2171
Brewer-Korisko Mortuary		402-731-1234
Crosby, Kunold, Burket,		402-333-7200
		402-345-1886
		402-733-1111
Cutler O'Neill		402-322-7779
Dworak Mortuary		402-346-1144
John A Gentleman		402-391-1664
Good Sheppard Funeral		402-505-9260
Haden-Golden Mortuary		402-238-2291
Heafey-Heafey-Hoffmann		402-391-3900
		402-346-1144
		402-291-5000
Hoffman Mortuaries		402-391-3900
Jewish Funeral Homes		402-556-9392
John Johnston and Sons		402-345-6111
Kahler-Dolce Mortuary		402-339-3232
Kramer Funeral Home		402-553-3155
Larkin Funeral Home		402-733-0493
Mc Curdy Funeral Home		402-324-1144
Mid America First Call		402-592-1212
Miller Salanitro Funeral Home		402-345-6111
Meyers Funeral Home		402-346-0248
Reichmuth Funeral Homes		402-289-2222
		402-359-2222
		402-625-2222
		402-238-2291
Roeder Mortuary		402-496-9000
		402-453-5600
Salanitro-Miller		402-345-6111
Sievers-sprick Funeral		402-468-5678
Staskiewicz Mortuary		402-731-4403
Thomas Funeral Home		402-453-7111
Westlawn-Hillcrest Memorial		402-556-2500

AMBULANCES

Ground Services

American Ambulance 402-342-0404
Omaha Ambulance 402-346-6666
Rural Metro Ambulance 402-346-9191

Air Services

Lincoln

Star Care, 1 (800) 252-4262 - Helicopter & Fixed Wing (Based at Bryan LGH Hospital)

Omaha

Life Net, 1 (888) 481-7040 - Helicopter and Fixed Wing

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DOUGLAS COUNTY EMERGENCY MEDICAL RESOURCES

RESCUE UNIT NAME	PHONE NUMBER	# of FIRST RESPONSE UNITS	# of FIRST RESPONDERS	# of ADVANCED LIFE SUPPORT	# of EMTS	# of PARA-MEDICS	JAWS of LIFE	Services: A/D, EMT-IV, AV
Bennington	238-2510	2	34	2	31	5	Yes	ALS
Boys Town	981-7235	1	25	1	25	15	Yes	ALS
Irvington	306-6224	2	27	2	24	3	Yes	ALS
Omaha Fire	444-5700	13	630	14	630	192	Yes	ALS
Ponca Hills	455-8046	1	34	1	32	6	Yes	ALS
Ralston Fire	578-3527	2	36	2	29	3	Yes	ALS
Valley Fire	359-2469	2	33	0	21	0	Yes	BLS
Waterloo Fire	290-6130	1	26	0	21	3	Yes	ALS
American Ambulance *	342-0404	3	N/A	3	20	8	0	ALS Private
Omaha Ambulance *	346-6666	6	N/A	6	20	15	0	ALS Private
Rural Metro *	346-9191	4	N/A	4	10	19	0	ALS Private

* Private EMS

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DOUGLAS COUNTY HEALTH DEPARTMENT MASS PROPHYLAXIS AND VACCINATION PLAN

I. Purpose

This section addresses the requirement for a rapid and coordinated response for the citizens and transients of Douglas County for a mass administration of vaccines and prophylactic medications in the event of a bio-terrorism outbreak or other medical need. The Douglas County Health Department (DCHD) Mass Distribution, Dispensing and Vaccination Plan and the Omaha Metropolitan Statistical Area Plan for Mass Dispensing of Medical Counter Measures, which are part of the DCHD Public Health Emergency Response Plan, should be consulted for implementation details.

II. Situation

- A. Based upon the results of epidemiological investigation in cooperation with the Centers for Disease Control and Prevention (CDC) and State of Nebraska Health and Human Services recommendations, Douglas County Health Department has developed a plan to vaccinate or provide antibiotic prophylaxis to the citizens of Douglas County through the implementation of a Points of Dispensing Sites (PODS). Epidemiological investigation will determine the magnitude and scope of the response and identify the at-risk population. The population range could vary depending upon the type and time of outbreak, and other geographic factors.
- B. DCHD will use a client-eligible profile to determine the number of people needing vaccination or prophylaxis. This would include the transient population. Client eligibility will be determined by a set of questions which will be dependant on the agent, event, and scope of exposure and will be asked of all clients.
- C. DCHD will follow the National Incident Management System approach to incident management in its planning, training, activation, and operation of POD site(s).
- D. Local and state public health officials, in consultation with the CDC, have the authority and responsibility to initiate mass vaccination / prophylaxis within Douglas County. These officials will make decisions regarding the implementation of POD site(s) based on the results of the epidemiologic investigation of the event.

III. Assumptions and Planning Factors

- A. Outbreak events may occur with little or no warning and may not be determined for days, and perhaps weeks after the release of a biological agent.
- B. Many incidents may be multi-faceted with complex problems, and they require response from a number of different agencies. The Public Health response to bioterrorism or a major public health event would be part of a larger community response that would require the cooperation and coordination of multiple hospital and healthcare resources. In Douglas County, this has been realized through participation in Omaha Metropolitan Medical Response System (OMMRS) efforts. All Douglas County citizens benefit from this effort.

IV. Concept of Operations

- A. Douglas County Health Department has identified and selected a number of POD sites across the County, seven of which are primary sites. Letters of Agreement have been signed for the use of those facilities during such an emergency. The geographic area surrounding each of the 21 sites includes a population of approximately 24,000 with plans to serve approximately 6,000 persons per day over a four-day period.
- B. Douglas County Health Department staff will function according to IMS for all public health incidents, including operation of POD site(s). The Health Director or designee will establish the incident command structure for the Department and directs appropriate staff to respond to the emergency. Department staff will be assigned to clinic positions based on IMS structure and availability.
- C. Notification of potential and actual public health emergencies to agencies and individuals who may be part of the public health response to the emergency will be coordinated between the Douglas County Health Department and the Emergency Management Senior Advisory Team (EMSAT). The Health Director or designee, as a member of the EMSAT, notifies other EMSAT members of potential or actual public health emergencies that require a significant and/or multiple agency response or appear to be evoking significant public concern. Notification of public health events occurring outside Douglas County, which could affect the county, could come from several sources including CDC, State Health and Human Services System, adjacent county Health Departments, and other State Health Departments.
- D. Volunteer Management
 - 1. The United Way of the Midlands' Volunteer Resource Center (UWVRC) will have the role of volunteer recruitment and is responsible for database

management, and recall of affiliated volunteers, along with operation of the Volunteer Processing Center (VPC), if needed. The UWVRC has developed and is managing a Medical Reserve Corps (MRC) to assist the Health Department with filling medical positions needed to operate a POD site. See the OMMRS Volunteer Processing Center Plan for details.

2. The UWVRC maintains a database of non-medical and medical volunteers that can assist in the various areas which OMMRS subcommittees have responsibility for. Medical and non-medical volunteers will be processed through the VPC, when needed in large events. The VPC will be responsible for processing medical and non-medical affiliated volunteers who respond to a local CEND event. This includes tracking emergency contact information, placement and reassignment, defusing, and thanking of all volunteers. The VPC will help meet the initial urgent community needs identified by community response partners during the response and recovery stages after a disaster strikes.

E. Handling of vaccine and prophylactic antibiotics

1. The Douglas County Health Department will utilize Standing Orders issued by the Department's Medical Consultant and in some instances by the Chief Medical Officer of the State of NE, for implementation of mass exposure prophylaxis in Douglas County. The standing orders are consistent with the "NBC Quick Reference Guide: Treatment for Mass Casualties Post-Exposure Prophylaxis" published by the OMMRS.
2. The Douglas County Health Department will coordinate with the Douglas County Health Center Pharmacy or activate the OMMRS Pharmacy Plan to obtain appropriate quantity of vaccine or prophylactic antibiotics based on the size of the event. The Omaha Metropolitan Statistical Area Plan for Mass Dispensing of Medical Countermeasures and OMMRS Pharmacy Plan may be consulted for details.
3. When the amount of medications needed for mass immunization / prophylaxis exceeds available local supplies, the Health Director or designee will request federal assets through the Douglas County Emergency Management Agency. Federal assets may be provided through vendor managed inventory or from the Strategic National Stockpile. The Omaha Hub / Sub hub is responsible for making arrangements for delivery of federal assets to the POD site(s). See the Omaha Metropolitan Statistical Area Plan for Mass Dispensing of Medical Countermeasures for details.

F. Purchase and storage of supplies

1. The Douglas County Health Department will check all stored supplies for outdated items approximately every 6 months and rotate and replace as

necessary. Supplies with impending outdates will be rotated through the DCHD Immunization, STD and Travelers Clinics based on need.

2. Douglas County Health Department will contact City / County Purchasing regarding ongoing need of specific supplies beyond the initial cache. City / County Purchasing will contact pre-contracted medical / clerical suppliers of need for specific additional supplies from the Master Supply List. Transportation of these additional supplies to POD site(s) will be coordinated through the Health Department's ICS Logistics Function.

G. Transportation and parking for the public.

1. Douglas County Health Department has developed a plan with local Law Enforcement for transport of the public to POD site(s) if necessary. Douglas County Health Department, in conjunction with the Douglas County Sheriff and Omaha Police Department, has identified and selected six locations throughout Douglas County as potential Transportation Hubs. Letters of Agreement have been signed for the use of those facilities during such an emergency.
2. Transportation Hub Site(s) will be established at the discretion of the Douglas County Health Department, in consultation with local Law Enforcement. Once it has been determined to establish a Transportation Hub Site(s), local Law Enforcement will contact the facilities to be used and make arrangements for busses and drivers.

H. Douglas County residents and transients will be notified as soon as possible of the activation of POD Site(s), locations, and instructions for participation. Special populations will be notified using those institutions and agencies that serve those constituencies.

1. Douglas County Health Department will relay appropriate information to the public through responsible media and public relations activities. The Health Director or designated Health Department Public Information Officer will use radio, television, website, and newspaper to disseminate information.
2. Local emergency management procedures will be followed as outlined in Annex B, Communications and Warning.
3. The public will be given a local number to call for more information and further instructions.

AGRICULTURAL DISEASE EMERGENCY RESPONSE PLAN

I. PURPOSE

- A. The purpose of this section is to provide coordinated measures and actions related to an agricultural emergency to detect, control and eliminate diseases, infestations, contamination and contagions to animals, plants and food as rapidly as possible within Douglas County, and
- B. To generate appropriate measures at all response levels to eliminate the emergency and minimize the consequences in order to return Douglas County to a contagion-free status.

II. SITUATION

- A. Hazardous biological or chemical substances, when released in either a controlled or uncontrolled manner, can be harmful to people, animals, plants property, the environment and/or the economy. A hazardous material is any substance or combination of substances which, because of quantity, concentration, physical, chemical, or infectious characteristics, may pose substantial immediate or potential hazards to humans, plants, and animals or the environment.
- B. The agriculture industry in the county is a significant segment of the county's economy. Agriculture is a critical infrastructure of the State of Nebraska. A major outbreak of disease or infestation in animals, plants or contamination of foods in the county may have a devastating economic impact not only on the local economy, but also on the state, region and nation as well. These events may occur by natural processes or as a result of a chemical or biological attack. Douglas County is vulnerable to such events.
- C. A major outbreak of disease, infestation or contamination in animals, plants or food could create both environmental and public health hazards to the human population including exposure to hazardous materials and contaminated water supplies, crops, livestock and food products. There could also be a significant mental health impact to the producers and their families, business partners, and the residents in and around the affected area.
- D. Response to contamination and / or disease may involve local, state, federal and other entities. No single local or state agency has the full authority and expertise to act unilaterally, nor does Douglas County have the necessary resources to deal with a large-scale situation.

- E. Limited response resources in some geographical sections of the county may increase response time and there is the potential of radio and telephone communication difficulties.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The identification of animal disease, plant disease or infestation, or food, milk or dairy product contamination within the United States would affect the State of Nebraska, including Douglas County. This could result in the creation and enforcement of movement controls of people, transportation, livestock, plants, food, milk and dairy products and other property.
- B. Positive detection of disease, infestation, or contamination elsewhere will prompt State officials to employ additional precautions to prevent or mitigate a local occurrence.
- C. Due to the nature of agricultural emergencies, such as a Contagious Animal Disease (CAD) or a Foreign Animal Disease (FAD), and existing laws, entities other than the originating county may declare a disaster affecting the affected county. In such incidents, the affected county will also submit a Disaster Declaration as described in Annex A.
- D. If a threat of disease, infestation, or contamination is received as a mechanism of terrorism and is confirmed as being a terrorist event, the "Terrorism" Appendix of Annex H, Law Enforcement of this LEOP will be used in conjunction with this Appendix.
- E. Numerous local, state and federal agencies will play a role in mitigating an agricultural event. Remediation and recovery activities have the potential to involve massive amounts of resources.
- F. Large quantities of crops, rangeland, domestic livestock, wildlife, and food may be destroyed or controlled to prevent the spread of disease, infestation, or contamination after it has been confirmed within the county.
- G. Vector-borne diseases can spread quickly, therefore a rapid response and control over a potentially wide area is needed.
- H. Suspected or confirmed cases may require immediate quarantine of the area of origination and may require special operational procedures.
- I. Eradication of the causative agent will require proper sanitary and disposal procedures for animal carcasses, plant material and/or food, milk, or dairy products, as determined by the Nebraska Department of Agriculture or Nebraska Department of Environmental Quality. Suspected infected locations, transport vehicles and on-site personnel may require cleaning and

disinfection. Local bio-security guidelines will be established and implemented.

- J. Environmental protection regulations or procedures may need to be temporarily suspended to allow the timely and efficient disposal of food, plant material or euthanized livestock and wildlife.
- K. The Nebraska Department of Agriculture is the coordinating agency for specific response plans to livestock, plant, food, milk, and dairy product events, as discussed in Appendix 1, Appendix 2, Appendix 3 and/or Appendix 4 of ESF #11, State Emergency Operations Plan. If an animal event occurs, the Nebraska Department of Agriculture will determine the level of response and activities necessary to respond to a suspected or confirmed Contagious Animal Disease (CAD).

The Contagious Animal Disease Incident Severity Levels are:

- 1. Level 1: A CAD is confirmed in North America or Mexico, but not in the United States.
- 2. Level 2: A CAD is confirmed in the United States, but it is not suspected or confirmed in a state bordering Nebraska.
- 3. Level 3: A CAD is confirmed in a border state.
- 4. Level 4: A CAD is strongly suspected or confirmed in Nebraska.

Specific details and actions are listed in the ESF #11, Appendix 1 of the State Emergency Operations Plan and in job aids employed by the NDA.

IV. CONCEPT of OPERATIONS

- A. It is recognized that under some agriculture scenarios, the need for resources, trained personnel and specialized equipment and supplies, will be extensive.
- B. Before, during and following the Governor's emergency proclamation, a Nebraska Department of Agriculture (NDA) representative will serve as the designated Emergency Support Function Coordinator (ESFC).
- C. If the situation is determined to be an act of terrorism, LEOP Annex H, Appendix 1, "Terrorism", will be referenced for response to the incident. The Federal Bureau of Investigation (FBI) is the lead agency responsible for crisis management and is responsible for coordinating federal law enforcement response and action during a terrorist or WMD incident and throughout the post-incident investigation.

- D. Upon a request for assistance, the ESFC, in cooperation with Nebraska Emergency Management Agency (NEMA), will determine which participating departments/agencies/associations are needed and will take steps to activate them or place them on alert.
- E. The level of response to an event depends on the extent and the severity of the event. The response to the introduction of a major food contamination or highly contagious disease may initiate a response from multiple sectors in multiple jurisdictions for a prolonged period of time.
- F. Federal agencies may provide support during emergency events. The United States Department of Agriculture (USDA) has the power, in certain circumstances, to declare an emergency. In these cases, USDA representatives will work with the Nebraska Department of Agriculture as described in ESF #11.
- G. In an animal disease event, when an approved diagnostic laboratory confirms a positive test for either a "CAD LEVEL 3 and/or 4", the USDA Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS) Agency will notify NDA, which will notify NEMA. ESF #11 may be activated. With this activation, notification of the Douglas County Emergency Management Director will be accomplished.
- H. In some animal disease incidents, the Governor's declaration may include closing the borders of the state and suspending livestock transport within the state. This action may be taken by the Governors of the affected states. This action creates the need for off-loading and holding pen locations for livestock in transit. See "Potential Animal Holding Areas", Appendix 2, Attachment 2. All counties will have contingency plans for the proper care of animals in transit. This includes un-loading, feeding, and watering of livestock. Identifying and photographing unloaded animals will be necessary. Biosecurity techniques such as waste management, secure confinement of individual loads, and the inspection of certificates of shipment (health certificates) will be needed. A health inspection of livestock will be performed by designated officials before reloading. Only qualified responders will assist as animal handlers. A notification process will also be established so that the State Veterinarian, the shipping company, and the livestock owners know the location of the animals being held.
- I. Additional local plans or Standard Operational Procedures will be implemented for the cleaning, disinfection, and storage of the trucks and personnel involved with the event. NDA has provided each county a set of "Agriculture Guides, County Emergency Response Monographs, 2005 Information" that address issues that an affected county may face.
- J. The entire process and chain of events requires documentation to include the confirmation of ownership of animals, copies of bills of lading, direct

expenses incurred during the temporary housing of animals, and the final distribution of the animals.

- K. The Livestock Emergency Disease Response System (LEDRS) veterinary corps will supply trained first responders in case of an animal emergency, as well as limited initial veterinary supplies. LEDRS trailers, with limited amounts of equipment and supplies may also be available. A list of equipment and supplies available in the LEDRS trailers is found in ESF #11, of the State emergency Operations Plan.

V. ORGANIZATIONAL ROLES and RESPONSIBILITIES

Details of the roles and responsibilities of the various agencies and organizations are found in the State Emergency Operations Plan (SEOP). The following describes in general the roles and scope of activities. Due to the nature of a specific event, this list may not be all-inclusive or describe all activities or operations.

A. STATE AGENCIES

1. Nebraska Department of Agriculture ESF # 11

The Nebraska Department of Agriculture (NDA) is the coordinating agency (Emergency Support Function Coordinator, ESFC) for all agricultural related responses in the State of Nebraska as authorized in Nebraska State Statutes listed in the State Emergency Operations Plan, ESF #11, dated July 28, 2003, and in subsequent updates, dated 2004 and 2005. NDA, along with the Nebraska Emergency Management Agency (NEMA), will conduct operations using the NIMS protocols for multi-agency coordination.

2. Office of the Governor

The Office of the Governor is empowered to issue State of Emergency Proclamations, request Presidential Declarations and affect the powers as granted in the Nebraska Emergency Management Act.

3. Nebraska Emergency Management Agency (NEMA)

NEMA activates and operates the State Emergency Operations Center; provides liaison to the affected jurisdictions; prepares situation reports for the Governor; responds to assistance requests from county emergency management; coordinates the State's response with local jurisdictions; coordinates with FEMA and the National Response Plan; and assists in the dissemination of disaster related public information. NEMA can assist local responders, especially in remote areas, with communications, and coordinates the provision of Personal Protective

Equipment (PPE), other equipment, chemicals and supplies to facilitate the movement, destruction, disposal, cleaning and disinfecting of equipment, and decontamination of individuals.

4. Nebraska Department of Environmental Quality (NDEQ) ESF.# 13

NDEQ provides technical assistance regarding environmental issues, regulations and requirements during the disaster planning stage and on-site, specifying containment practices and procedures for carcass disposal, including temporary on-site disposal, decontamination, cleaning, disinfecting stations, and waste disposal and/or treatment sites. NDEQ also provides information on all known livestock feeding operations.

5. Nebraska Department of Natural Resources (NDNR)

The NDNR can provide technical assistance during the planning stage and on-site, for mapping information, specifically on topography and water tables.

6. Nebraska Department of Roads (NDOR) ESF # 1

The NDOR will identify the sustainability of roads and bridges for law enforcement for traffic control issues and will provide guidance in re-routing traffic in and around the affected area. NDOR will assist with the transportation of soil, carcasses or debris and will help identify additional sources of contractors and specialized equipment.

7. Nebraska Games and Parks Commission (NGPC)

The NGPC will provide containment and/or quarantine assistance, including vector control, and monitoring and management of wildlife, to prevent the spread of animal disease to or through non-domesticated animals. NGPC also provides disposal sites, excavation equipment, and aids in the transport of carcasses, soil and debris. NGPC assists law enforcement agencies with traffic control, general security and law enforcement.

8. Nebraska Department of Health and Human Services (DHHS) ESF # 8

DHHS will provide an assessment of the public health needs, and provide the technical assistance, leadership and coordination to address the medical and mental health care needs of the public. They will provide assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases. They will support the local jurisdictions, per the LEOP, in other areas to include the testing of potable water, mental health and other public health concerns.

Laboratory facilities for testing samples in a higher biosafety level (BSL-III) environment will also be made available.

9. Nebraska Military Department (MIL) ESF # 15

Members of the Nebraska Army and/or Air National Guard may be ordered to support other agencies in containment/quarantine activities, traffic control, general security, transportation or other designated functions. A request for military support is outlined in the Basic Plan of each county's LEOP.

10. Nebraska State Fire Marshal (NSFM) ESF # 4

The Office of the Nebraska State Fire Marshal provides NIMS compliant Incident Management training to local responders, officials and animal care providers. The training can be specialized for handling animal incidents and decontamination concerns.

11. Nebraska State Patrol (NSP) ESF # 7

The NSP coordinates with local law enforcement agencies in establishing or assisting with personnel, responders and site security and safety, egress into or out of the quarantine zones, re-routed traffic control and can provide additional communications support with a mobile communications vehicle. The NSP will assist in the coordination of transportation of suspected diseased tissue samples to an appropriate diagnostic laboratory.

12. University of Nebraska System (UNS)

The UNS, through its various departments, campuses and affiliations, such as the Cooperative Extension Service, provides information regarding animal diseases, biosecurity, and plant/animal health practices. Experts and specialists from the UNS can also provide technical assistance in the incident planning process; and, provide surveillance assistance in the prevention, response and recovery stages.

Various departments, such as the Department of Veterinary and Bio-Medical Science, may assist in animal disease diagnosis and provide laboratory services for analysis or pathology of animal samples. The UN-L Plant Pathology Department provides diagnostic services to the State Plant Regulatory Official, for events involving plants or crops. The University of Nebraska Medical Center (UNMC) Nebraska Public Health Laboratory (NPHL) will provide testing services, when requested, during an event involving food, milk or dairy products.

B. FEDERAL AGENCIES

1. Lead Federal Agency (LFA)

The Lead Federal Agency stakeholder is the United States Department of Agriculture, or the Federal Bureau of Investigation in a terrorist incident, may implement the National Response Plan which provides a mechanism for the organization, coordination and mobilization of federal resources to support state and local activities.

2. United States Department of Agriculture (USDA)

a. The USDA, through its various national, state and local agencies' offices, will provide technical assistance during the planning phase and technical resources during the prevention, response and recovery stages. USDA will provide laboratory assistance in the identification of CADs, FADs, and plant diseases. Upon confirmation of a FAD, the USDA Secretary can issue an "Emergency Declaration" which will initiate an immediate response by other agencies and affected jurisdictions. The USDA Farm Service Agency will administer the indemnification process to include the cost of animals and approved costs associated with an incident. Appraisal of animals to be euthanized may be done by USDA.

b. NDA, in conjunction with USDA/APHIS/VS, will determine and issue animal quarantines. The USDA will consult with state and local authorities regarding the eradication activities. These include but are not limited to treatment or elimination and disposal of exposed or infected animals, decontamination, transportation issues, records, public information coordination and required training for those involved in the eradication process.

c. NDA, in conjunction with USDA/APHIS Plant Protection and Quarantine (PPQ), will determine actions to be taken in the event of an emergency involving plants or crops.

3. United States Food and Drug Administration (FDA)

The FDA, through its various divisions, will provide technical assistance during the planning stage and technical and laboratory support during the prevention, response and recovery phases of a food or dairy incident.

4. Federal Bureau of Investigation (FBI)

In the event that the emergency is the possible or confirmed result of terrorist activities, the FBI will be the lead agency. The LEOP, Annex H, Appendix 1, Terrorism, details the role of the FBI, and their relationships with the affected jurisdictions.

5. Department of Defense (DOD)

The DOD has units trained and organized to respond to weapons of mass destruction/terrorists attacks. In such an event, the DOD may direct special operations in support of civil authorities in combating terrorism.

C. LOCAL/COUNTY AGENCIES

Local officials, elected and appointed, will be actively involved and local resources will be used in a response following the guidelines and framework provided in this LEOP. Any or all local agencies may be involved and will, in general, assume their normal roles as defined in this Plan. The following agencies or entities may provide additional support during an agricultural emergency.

1. Douglas County Commissioners

The chief elected official will maintain direction and control of governmental activities, utilize the declaration process as necessary through the normal process described in the LEOP, and provide local resources within their capability.

2. Douglas County Clerk/Treasurer

The County Clerk / Treasure will coordinate the documentation of all disaster related expenses such as personnel time, overtime, equipment usage, in-kind or stocked materials, etc., and will follow accepted accounting procedures. Each county or local agency will document their own disaster related expenses and make the data available as requested.

3. Douglas County Sheriff's Office

The Sheriff's Office will receive an early alert of an agricultural emergency from the Douglas County Emergency Management Agency when the situation warrants. At the time of a CAD event, the Sheriff will become a member of the Douglas County Unified Command structure for the event and assume the command position for local law enforcement functions. The Sheriff's Office will provide the initial incident security to personnel and the quarantine zone. The Sheriff's Office will provide communications support and will coordinate local law enforcement response with support from the Nebraska State Patrol. Other roles and responsibilities during a disaster are outlined in other parts of this LEOP.

4. Douglas County Emergency Management

The Douglas County Emergency Management Agency will receive an early alert of an agricultural emergency, such as a suspected CAD/FAD, from NEMA should the conditions warrant. At the time of a CAD/FAD event (CAD Level 3 or 4), and when the county may become involved, the county Emergency Operations Center will become activated. The roles and responsibilities of the Emergency Management Director will remain the same as in other CEND events; that is to coordinate requests for additional support, and communicate with the chief elected officials and NEMA, advising them of local conditions and activities.

5. Douglas County Engineer

The Douglas County Engineer's Office will respond to requests as in other disasters with emphasis on traffic control in and around the quarantine zones. In support of the law enforcement agencies, the Douglas County Engineer's Office will identify the sustainability of roads and bridges necessary for re-routing traffic from the quarantine zones. They may also assist by providing excavation and transportation equipment and operators to move soil, carcasses or debris as directed. Their activities will be coordinated through the Douglas County EOC.

6. Fire Service / EMS

The local fire service(s) will, within their limits of personnel, training and equipment, provide assistance with cleaning and disinfection, hazardous material and fire protection as required by NDA and/or USDA. They will also provide EMS services as needed. Mutual aid requests will follow normal processes as described in Annex F.

7. Douglas County Health Department

- a. The Douglas County Health Department will support the Nebraska Department of Health and Human Services and Volunteer Organizations Active in Disaster (VOAD) in providing overall leadership, coordination, assessment and technical assistance for public health needs resulting from a CEND event. Other functions are described in Annex G.
- b. The Public Health Department will also provide assistance and epidemiology services in dealing with zoonotic (transmitted from animals to humans) diseases.

D. OTHER AGENCIES and ORGANIZATIONS

1. Livestock Concentration Points

Livestock concentration points include all livestock operations, auction markets, slaughter operations and private and commercial feedlots. These operations vary in size from one animal to thousands. Livestock bio-security plans will be implemented during a CEND event.

2. Volunteer Organizations Active in Disaster (VOAD)

Various volunteer agencies coordinate the provision of food and temporary shelter on site, especially when an area is quarantined. See "The Emergency Manager's Handbook" for a list of participating agencies.

3. Associations (Trade, Professional, Marketing)

Industry and professional associations, from international to local affiliates, may be invaluable resources, providing membership lists, lists of resources such as equipment, stock holding locations, trained stock handling personnel, information about security and other technology that may impact planning, response, recovery and mitigation.

VI. ADMINISTRATION and LOGISTICS

A. ADMINISTRATION

A record of the costs and expenses incurred in the direct support of an emergency or disaster situation will be maintained by each jurisdiction and agency in the event reimbursement of claims is made available by state and federal agencies.

B. EXERCISES

All agencies with responsibilities outlined in this Appendix will provide annual training to include livestock emergencies. An orientation and/or tabletop exercise may be conducted to ensure adequate response to a threatened or actual outbreak of disease in a non-human population. The objectives for these exercises will be based on the policies and procedures identified in this plan.

C. PLAN MAINTENANCE

The Douglas County Emergency Management Director, with the assistance of a member of the LEDRS Veterinarian Corps, shall annually review this plan and update the information based on input from the plan's participating agencies.

LIST OF ATTACHMENTS

<u>Attachment#</u>	<u>Item</u>	<u>Page</u>
1	Animal Disease Initial Response Plan/Chart	G - 39
2	Potential Animal Holding Areas	G - 45

AGRICULTURAL DISEASE INITIAL RESPONSE PLAN to a CONTAGIOUS FOREIGN ANIMAL DISEASE (CAD)

This is a summary of the planned activities from the ESF #11 Annex of the State Emergency Operations Plan. This section reflects only those activities at CAD Incident Severity Level 4: "A CAD is strongly suspected or confirmed in Nebraska".

A CAD is described as a contagious foreign animal disease posing a serious threat as determined by the State Veterinarian.

Many of the activities listed will happen simultaneously, although they are listed here sequentially.

An Agricultural Emergency Response to a CAD Level 4 begins when a CAD is suspected.

A commercial producer or processor will most often notify a local veterinarian when unusual conditions or signs are recognized in a herd/flock. The local veterinarian will make an initial assessment. If a non-CAD condition is identified, normal animal health care practices are initiated. If signs in the herd/flock lead to the suspicion of a CAD involving a serious threat:

I. STATUS INVESTIGATION

A. Local Veterinarian, desiring further investigation and diagnosis, calls:

1. The State Veterinarian at the Nebraska Department of Agriculture (NDA) 402-471-2351 or the USDA, APHIS, Veterinary Services, Area Veterinarian in Charge (AVIC) 402-434-2300
2. Advises producer/processor on immediate herd health actions

B. NDA or AVIC dispatches a Foreign Animal Disease Diagnostician (FADD) to site

C. The FADD

1. Investigates, takes samples, and submits them for laboratory confirmation according to protocol for the suspected disease
2. Reports activities and situation to the State Veterinarian, USDA AVIC
3. Becomes Site Incident Commander

4. May implement local quarantine, including a local “Stop (Animal) Movement Order”
5. Requests voluntary travel restrictions of individuals in incident area

D. NDA:

1. Notifies NEMA
2. Notifies LEDRS Veterinary Corps
3. Activates NDA Command Center

E. NEMA:

1. May assist in transporting samples to diagnostic laboratory
2. May activate the SEOC and implement ESF #11
3. Notifies the local Emergency Manager in the affected jurisdiction
4. Notifies Governor’s Office
5. Coordinates incident site security, access control points and decontamination if local resources are unable to provide from local or mutual aid resources.

F. Nebraska State Patrol:

G. May assist in transportation of samples to diagnostic laboratory

H. USDA:

1. Performs diagnostic testing
2. Informs FADD, State Veterinarian and AVIC

II. DIAGNOSTIC RESULTS

A. If results are negative for a CAD

1. FADD informs local producer, processor and veterinarian routine and ordinary veterinary procedures implemented
2. NDA notifies NEMA, who in turn notifies the Governor’s Office and the local Emergency Manager

3. Incident response is curtailed
 4. Local agency maintains activity log and tracks expenses
- B. If results indicate a positive confirmed CAD
1. USDA:
 - a. Notifies the FADD, NDA State Veterinarian and AVIC
 - b. Notifies all State Veterinarians and all federal AVICs
 - c. Activates the National Animal Health Emergency Management System
 - d. May declare an “Emergency” or “Extraordinary Emergency”; evaluates need for Presidential Declaration
 - e. Provides technical advice and personnel to support NDA
 2. NDA:
 - a. Notifies NEMA
 - b. Reports to SEOC, representative serves as ESF #11 Coordinator
 - c. Establishes quarantine zones
 - d. Issues “Stop (Animal) Movement Order” (an embargo or import order to restrict animal transport either intra or interstate).
 - e. Activates LEDRS
 - f. Confers with State Veterinarians in surrounding states
 3. NEMA:
 - a. Activates SEOC, ESF-11, if not already activated
 - b. Establishes an appropriate Incident Command structure.
 - c. Notifies additional agencies for support
 - d. Advises Governor’s Office for State Emergency Proclamation, Presidential Declaration
 - e. Coordinates with local EM, gathers information for analysis by NDA

- f. Coordinates with other local, state, federal agencies
- g. Establishes Joint Information Center (JIC), if not already activated
- 4. Governor:
 - a. Notifies governors of surrounding states
 - b. May issue disaster proclamations
 - c. May issue “Stop (People) Movement Orders” (an embargo or import order).
 - d. Monitors and may assign state resources for import/export restrictions

III. LOCAL JURISDICTIONS

- A. County with “Strongly Suspected CAD” – Local Emergency Manager
 - 1. Is notified by NEMA
 - 2. May open EOC
 - 3. Reviews and readies to implement CAD section of LEOP and 2005 Agricultural Guides from NDA
 - 4. Notifies local resources
 - 5. Establishes site security
 - 6. Establishes access control points
 - 7. May establish cleaning, disinfecting and decontamination stations for Vehicles and personnel; is advised by NDA and DEQ
- B. County with “Confirmed CAD” – Local Emergency Manager
 - 1. Activates EOC, reviews and implements LEOP and the appropriate 2005 Agricultural Guides from NDA
 - 2. Notifies Chief Elected Officials and asks for County Declaration
 - 3. Coordinates with VOAD in support of mass care
 - 4. May request mutual aid from other counties
 - 5. Maintains activity log and tracks expenses

6. Facilitates Law Enforcement and Fire Service to assist in quarantine, traffic control, restricting access in/out of area

C. All Counties affected by a “Stop Movement Order” – (an embargo or import order)

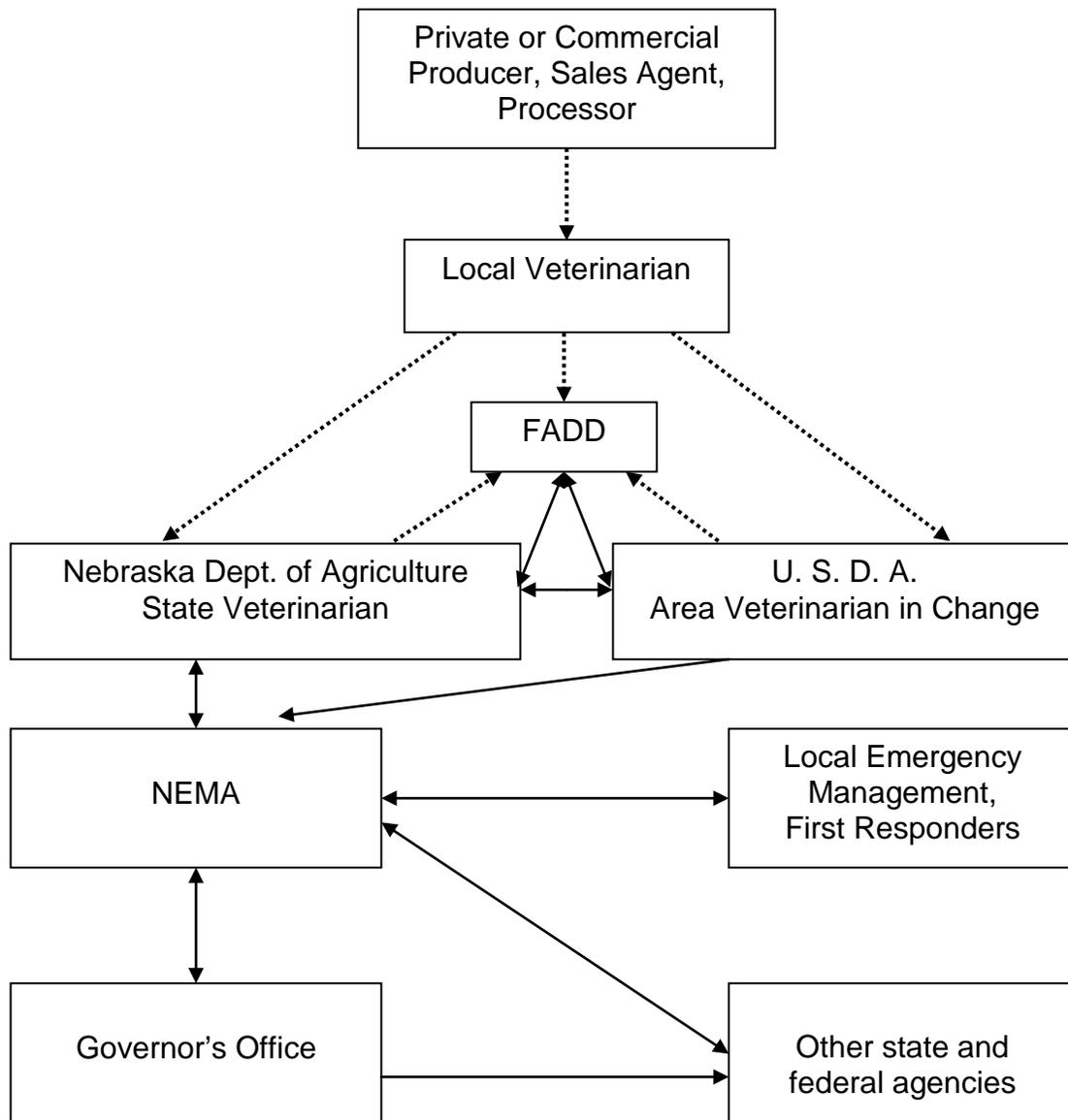
IV. Local Emergency Manager

1. Notifies Chief Elected Officials, recommends a county Disaster Declaration be issued
2. May activate EOC
3. Notifies local law enforcement
4. Confers with Nebraska State Patrol
5. Informs producers/processors through local network of CES agents
6. Implements LEOP, provides for animal holding and sheltering areas, as found in the appropriate 2005 Agricultural Guides from NDA
7. Provides mutual aid to affected counties as requested
8. Maintains activity log and tracks expenses
9. Confirms with NEMA that “Stop (Animal) Order” is in effect

V.

AGRICULTURAL DISEASE INITIAL RESPONSE PLAN

Initial Phase: Suspected or Confirmed Contagious Animal Disease

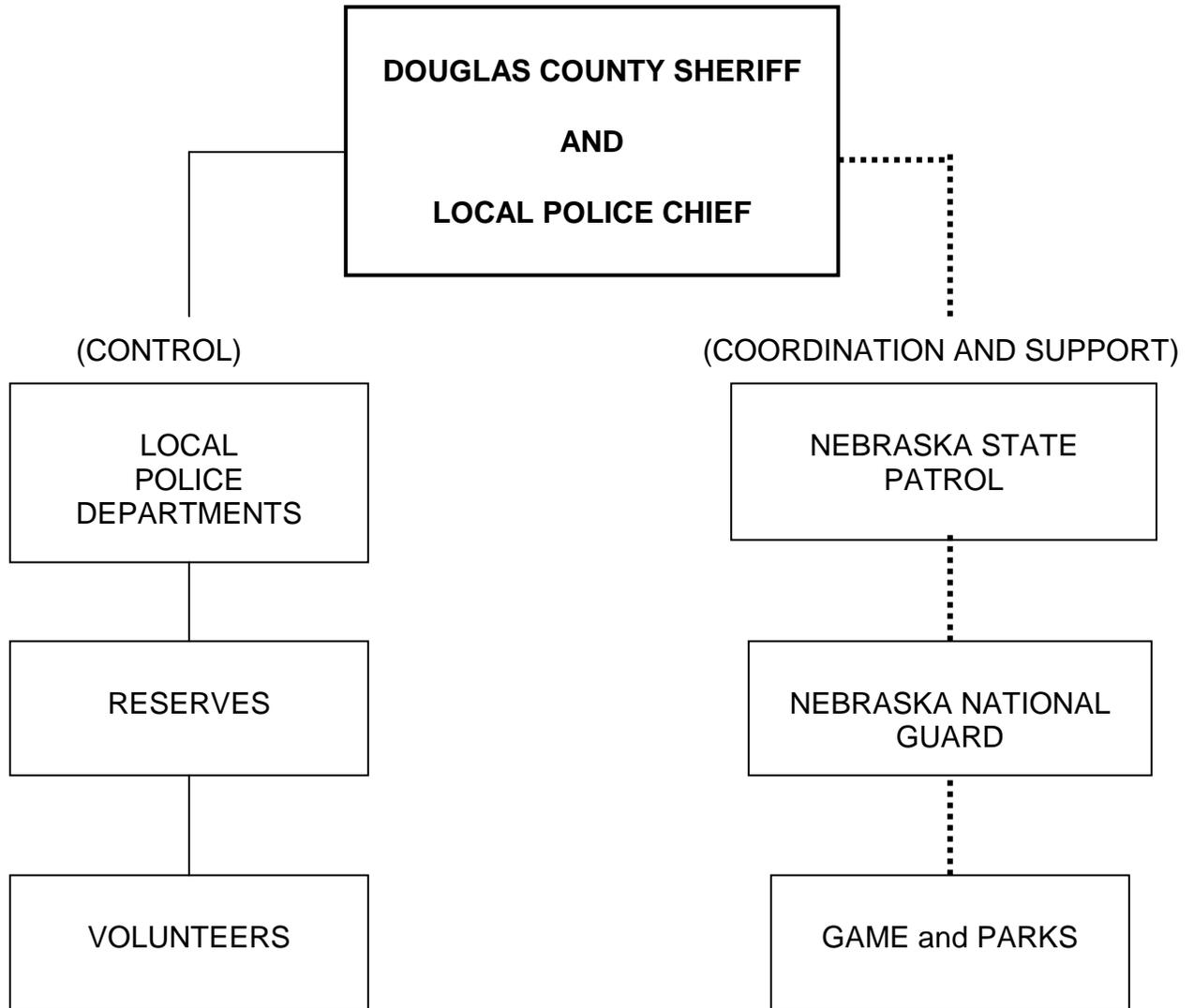


.....> Initial Veterinarian Contacts

————> Communications, coordination

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LAW ENFORCEMENT



STATE SUPPORT:
Emergency Support Functions:
#5: Emergency Management,
#13: Public Safety & Security
#15: Military Support

Lead Agencies:
Nebraska Emergency Management Agency,
Nebraska State Patrol,
Nebraska National Guard

LAW ENFORCEMENT

I. PURPOSE

This Annex assigns responsibilities and provides coordination guidelines between the law enforcement agencies operating during disasters to ensure the safety of all citizens in Douglas County, to maintain law and order, protect public and private property, and provide protection for essential industries, supplies, and facilities.

II. SITUATION

During disasters, law enforcement agencies will need to expand their normal operations to provide increased control, protection, and security. Mutual aid, state and federal law enforcement agencies may be available to support local law enforcement. There are twelve (12) law enforcement agencies in the county (Attachment 1).

During threats or incidents of terrorism, the roles and responsibilities of the law enforcement agencies are detailed in the Terrorism Appendix 1 of this annex.

III. ASSUMPTIONS and PLANNING FACTORS

Local law enforcement activities will increase significantly during CEND events. Additional law enforcement resources and services may be available through existing law enforcement agency mutual aid agreements. If local capabilities are overwhelmed, outside support may be obtained from state and federal law enforcement agencies. Areas that may require support may include:

- A. Traffic and crowd control,
- B. Evacuation,
- C. Search and rescue operations,
- D. Security,
- E. Acts of terrorism or other federal crimes,
- F. Civil disobedience.

IV. ORGANIZATION/RESPONSIBILITIES

The Douglas County Sheriff and city / village police departments are responsible for law enforcement within their respective jurisdictions. Troopers from the Nebraska State Patrol are available to support local law enforcement requirements. Nebraska National Guard units are also available to provide support subsequent to a Governor's Disaster Proclamation. Jurisdictional law enforcement responsibilities are:

A. City / Village Police Departments

1. Maintain law enforcement in their jurisdictions.
2. Participate in evacuation procedures and special contingency planning.
3. Maintain records of disaster related costs.

B. County Sheriff

1. Directs the Douglas County Sheriff's Office.
2. Coordinates search operations in rural areas.
3. Establishes mutual aid agreements with adjacent jurisdictions.
4. Coordinates evacuation procedures and special contingency planning with local law enforcement.
5. Maintains records of disaster related costs.

C. Nebraska State Patrol

1. Performs law enforcement activities within the county in accordance with responsibilities assigned by State Statutes.
2. Participates in evacuation procedures and special contingency planning.
3. Maintains records of disaster related costs.
4. Coordinates Nebraska State Patrol operations with the county. The State Patrol may set up its Mobile Command Post, if needed.

- D. Game and Parks provides law enforcement in state parks and recreation areas and may assist county law enforcement agencies.

E. Other Support:

1. Reserve/Auxiliary Training: The County Sheriff's Office and local Police Departments do not have reserve law enforcement personnel who are qualified and that will be used.
2. Volunteers: If utilized, volunteers will assist law enforcement personnel as directed according to individual agency policy and procedure.
3. Nebraska National Guard: Under disaster emergency conditions proclaimed by the Governor, the National Guard assistance may be requested through the Douglas County Emergency Management Director to the Nebraska Emergency Management Agency. Mission support provided to law enforcement includes:
 - a. Security of disaster area.
 - b. Search and rescue operations.
 - c. Assisting the county law enforcement resources during evacuation activities.
 - d. Providing transportation and communications resources.
 - e. Traffic management, including roadblocks.
 - f. Providing aerial reconnaissance of disaster areas.
 - g. Assisting with crowd control and riots.
 - h. Providing technical support during acts of terrorism such as dispatching of the 72nd Civil Support Team.

V. CONCEPT OF OPERATIONS

A. General

Emergency law enforcement operations will be an expansion of normal operations and responsibilities. Each law enforcement agency is responsible for providing law enforcement for its jurisdiction. Upon request, they may assist in similar functions outside their jurisdictional area.

B. Coordination

1. In an event involving a number of individual law enforcement agencies, it will be the responsibility of each agency chief to ensure that effective coordination and cooperation between agencies is accomplished.

2. If the Emergency Operations Center (EOC) is activated, the affected jurisdiction's law enforcement Chief Elected Official or designee will have the responsibility of advising and making recommendations to the Emergency Management Senior Advisory Team (EMSAT) or the EOC Operations Manager.

C. Warning

Law enforcement personnel may support warning procedures by using emergency vehicles with sirens and public address systems to ensure notification of all residents in an affected area.

D. Traffic and Crowd Control

Law enforcement agencies have the major responsibility of providing traffic and crowd control to ensure a safe and orderly evacuation of the disaster area.

1. Law enforcement units will be located at traffic control points on streets and roads designated as evacuation routes.
2. Where possible, evacuation routes will be confined to all-weather roads to provide easy accessibility and minimize the possible effects of inclement weather on evacuation operations.
3. Emergency routes will be designated as necessary. The law enforcement chief or the EMSAT will issue directives banning parking on emergency routes.
4. The law enforcement PIO, with coordination with the EM PIO, will release evacuation information and instructions on a scheduled and timely basis.
5. Spontaneous evacuation from the hazard area can be anticipated prior to an order for evacuation.

E. Security and Access Control

Individual jurisdictions will maintain regular security protection. Law enforcement personnel will establish and enforce policies and procedures for movement in restricted disaster areas.

1. Security

- a. Security will be provided by the law enforcement agency having primary jurisdiction.

- b. A security guard may be posted to prohibit unauthorized personnel from entering the EOC.
 - c. The Chief Elected Official may declare a curfew.
 - d. Law enforcement personnel will provide security for emergency response forces during disaster operations and establish a secure area around the disaster site(s).
2. Access Control
- a. Members of the EOC Staff, in coordination with the Volunteer Processing Center (VPC), will coordinate emergency worker identification requirements with law enforcement officials.
 - b. Access Control Points will be used to manage access to the disaster area.
 - c. Other than immediate emergency response personnel, entry into a disaster area will be controlled by a pass system.
 - d. If a segment of the population is evacuated, control points will be established on routes providing access to the evacuated area. Operational responsibility will be coordinated among the various law enforcement agencies.
3. Passes and Identification
- a. As determined by the Douglas County Emergency Management Director, VPC personnel will provide coordination of local emergency response support personnel utilizing a system of identification cards and passes during a CEND event.
 - b. The Douglas Emergency Management Director / Designee will determine the need and issue volunteers identification cards / passes.
 - c. Government employees are issued permanent identification cards by their respective agency. Possession of this card may permit temporary access to restricted areas within the city.
 - d. Local government personnel not issued permanent identification cards may be issued cards on a temporary, as-needed basis by the appropriate law enforcement agency in coordination with the Douglas Emergency Management Director.

- e. Media personnel within the county are provided with identification cards by their individual agencies. Except for unusual circumstances, these identification cards may be recognized for entry into restricted areas. Media personnel will generally be directed to an established media staging area.

F. Search Coordination

Law enforcement officials are responsible for the coordination of search efforts involving, but not limited to:

- 1. Lost or missing persons,
- 2. Persons suspected of criminal activity,
- 3. Witnesses,
- 4. Fugitives,
- 5. Bomb threats.

G. Extended Disaster Operations

- 1. All law enforcement personnel in the county may go on full time status with 12-hour shifts to maintain a 24-hour capability. An exception will be individuals who are considered by the EMSAT to be key personnel in other areas.
- 2. Mutual aid information may be coordinated through the EOC by the law enforcement chiefs.

H. Damage Assessment

Law enforcement agencies will support damage assessment by providing an initial definition of the disaster area. They will maintain security of all the damaged areas and the essential facilities. This may include cordoning the disaster site.

I. Radioactive Materials Incident/Accident

Each law enforcement chief will select personnel to be trained in both radiological monitoring equipment operation and agency emergency response procedures.

J. Hazardous Materials Incident

In the event of a hazardous materials incident, the Sheriff, each Police Chief, and the Troop Commander, Nebraska State Patrol will ensure that personnel

are selected and trained to respond in accordance with the standards set by their agency in compliance with OSHA and EPA regulations.

K. Prisoners

1. On a day-to-day basis, the jail population of the county is transported to and confined in Douglas County Department of Corrections Jail facilities. The facilities have the capability to feed and house inmates. If a need arose to temporarily house and feed persons exceeding the capacity of the jail facility, the Director of Douglas County Corrections and the Douglas County Sheriff would be responsible for selecting a temporary control area.
2. The protection or evacuation of the prisoner population is the responsibility of the jurisdiction. If prisoners need to be re-located it will happen in accordance with the Douglas County Department of Corrections evacuation plan.
3. Transportation requirements will be coordinated through the Douglas County Sheriff's Office and Metro transit may be used in conjunction with Sheriff's office transportation vehicles.

L. Animal Control/Pet Disaster Planning

1. Policies for animal control will be determined by the Nebraska Humane Society. The evacuation, sheltering, care of sick and injured and the final disposition of loose domestic, zoo, pet store, school and kennel animals will be the responsibility of this organization when the owners cannot be contacted. The NE Department of Agriculture and/or the NE Department of Environmental Quality will be contacted for specific processes of disposing of large numbers or large animals, such herds of cattle. Nebraska Game and Parks will be contacted for advice on the handling or disposal of displaced or injured wild animals.
2. During sheltering situations, Red Cross disaster shelters do not accept pets because of the state's health and safety regulations. Service animals, such as guide dogs or trained companion animals, that assist people with disabilities are the only animals allowed in Red Cross shelters. Responsibilities of animal owners is described in Annex E.

VI. ADMINISTRATION AND LOGISTICS

A. Plan Maintenance

The Douglas County Emergency Management Director, in coordination with law enforcement, is responsible for annual review and update of this Annex.

VII. TRAINING AND EXERCISING

A. Training

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

B. Exercising

1. All exercises and drills will be evaluated and any follow-up activities conducted in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP).
2. Law enforcement personnel will participate in exercises designed to examine the feasibility of this County Local Emergency Operating Plan.

LIST OF ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Law Enforcement Resources	H-10
 <u>Appendix</u>		
1	Terrorism	H-11

DOUGLAS COUNTY LAW ENFORCEMENT RESOURCES

RESOURCES	SHERIFF DEPT	NEBRASKA STATE PATROL Troop A	BENNINGTON POLICE DEPT.	BOYSTOWN POLICE DEPT.	OMAHA POLICE DEPT.	RALSTON POLICE DEPT.	WATERLOO POLICE DEPT	GAME AND PARKS	EPPLEY AIRPORT POLICE.	VALLEY POLICE DEPT.
Sheriff	1									
Deputies	132									
Police Chief			1	1	1	1	1	1	1	1
Assistant Chief			0	1	5	4			2	1
Officers			9	11	781	8	1	5	50	9
Troopers		30								
Total	133	30	10	13	787	13	2	6	53	10
Vehicles With radios	57	30	3	4	380	7	1	5	3	3
Mobile Command Vehicle	River Patrol	1	0	0	1: Horse Patrol, Bomb Squad	0	0	5 Boats, Kayaks, Air boats; FLIR; Handheld Night vision	0	0

H-10

DOUGLAS COUNTY LEOP

ANNEX H
ATTACHMENT 1

TERRORISM

I. PURPOSE

A. Introduction:

1. In February 2003, the White House issued Homeland Security Presidential Directive 5 (HSPD-5), "Management of Domestic Incidents," to enhance the ability to manage domestic incidents by establishing a single, comprehensive national incident management system.
2. In December 2003, the White House issued Homeland Security Presidential Directive 8 (HSPD-8), "National Preparedness," to strengthen prevention to, preparedness for, and response and recovery to threats or actual domestic terrorist attacks, major disasters and other emergencies by requiring a national domestic all-hazards preparedness goal and outlining other actions to assist preparedness.
3. Terrorism, as defined by the Federal Bureau of Investigation is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives. An act of terrorism incorporates all four of these elements.

B. Purpose Of This Appendix:

1. To provide guidelines for assessing threats and reducing a community's vulnerability to terrorism.
2. To assist in developing a comprehensive and integrated plan for local governments to work in cooperation with state and federal agencies in responding to and managing the "crisis" of terrorism, including the use of nuclear, biological, chemical, and other weapons of mass destruction (WMD).
3. To provide guidance in coordinating "consequence" recovery activities in the community after a terrorist incident.

II. SITUATION

A. Scope Of This Appendix:

1. This Appendix applies to all threats or acts of terrorism within Douglas County and to the departments / agencies that may be required to respond to a threat or act of terrorism.

2. This Appendix builds upon concepts already addressed in this Local Emergency Operations Plan (LEOP) to respond to and recover from a broad spectrum of hazards, but it will also address unique actions necessary to respond to a terrorist act.
 - a. On the local level, initial response will be by local authorities, using an Incident Management System in accordance with HSPD-5.
 - b. When the incident is identified as a terrorist act or there is a credible threat, the State may request Federal assistance in accordance with HSPD-8.

B. Conditions:

1. Concern or an actual threat of terrorism may prompt precautionary measures. A credible threat scenario will initiate a threat assessment led by the Federal Bureau of Investigation.
2. Significant threat or act of terrorism will likely cause a response as described in this Appendix.

III. ASSUMPTIONS and PLANNING FACTORS

- A. All communities are vulnerable to acts of terrorism from local, national or international sources.
- B. Terrorist events may occur in single or simultaneous in multiple geographic areas and may result in immediate mass casualties such as an explosion or delayed casualties as in bio or chemical incidents.
- C. Terrorist events may occur with little or no warning and involve one or more of a variety of tactics to include WMD, bombing, hostage taking, etc.
- D. The fact that an emergency was a result of a terrorist act may not be determined until days, weeks, or months after the event has occurred.
- E. The local Emergency Management organization is based on a broad, functionally oriented, multi-hazard approach to disasters that can be quickly and effectively integrated with all levels of government.
- F. No single agency at the local, state, federal, or private level possesses the expertise to act unilaterally in response to threats/acts of terrorism, particularly if weapons of mass destruction are involved.
- G. Terrorism against a large population may overwhelm local and state government almost immediately; major events involving WMD may overwhelm federal capabilities as well.

- H. If protective capabilities are not available, responders cannot be required to put their own lives at risk in order to enter a perimeter contaminated with nuclear, biological, or chemical (NBC) material. The perimeter may be closed until the effects of the NBC materials have degraded to safe levels.

IV. CONCEPT of OPERATIONS

A. Hazardous Analysis:

Emergency Management, in coordination with law enforcement and other appropriate agencies, may conduct a Hazards Analysis to identify facilities/individuals, essential services, and activities that might be at risk from terrorism.

B. Initial Response To Terrorism:

1. When an incident is suspected to be or is identified as a result of a terrorist act, the following agencies will be notified:
 - a. Federal Bureau of Investigation,
 - b. Nebraska State Patrol, and the
 - c. Nebraska Emergency Management Agency.
2. All responding and cooperating agencies will use the NIMS.
3. The local Emergency Management organization will provide the framework for local resource coordination and deployment to support the Incident Command. The EM will also be responsible for coordinating recovery efforts from a terrorist incident.

C. Site Assessment:

1. The site assessment of the threat and risks will determine protective actions for the responders and the public.
2. Personal protective equipment recommendations are based on risk.
3. IC will determine if evacuation or in-place sheltering is needed.
4. The area must be immediately evacuated when a secondary device is suspected or discovered. Reception areas for evacuees must be prescreened for potential hazards and/or threats.

5. Security and access control measures in and around the disaster site will be implemented immediately by first responders to ensure public and responder safety as well as facilitate response and recovery initiatives.
6. Local law enforcement will immediately begin working with all responders to maximize the preservation of the crime scene.

D. Beyond Local Capability:

Response to a terrorist event will involve multiple jurisdictions and various levels of government. As state and federal resources arrive, response and recovery operations will be structured to include federal, state and local representation per NIMS.

E. Command Structure:

The Unified Command (UC) will incorporate multi-levels of response similar to the Incident Management System already functioning at the local level. To effectively address the situation, members of UC are jointly responsible for the development of objectives, priorities, and operational strategy (Incident Action Plan).

F. Unified Command:

1. All agencies responding to the emergency in the field report to one Unified Command Post and follow one Incident Action Plan (IAP).
2. Factors determining agencies responding will be:
 - a. The terrorist tactics employed,
 - b. The challenges presented by the scope and nature of the incident,
 - c. The target group involved,
 - d. The response and recovery capabilities of the affected community.
3. The Operations Section Chief, designated by the Unified Commander, will be responsible for the implementation of the Incident Action Plan. The Operations Section Chief qualifications include a variety of factors such as:
 - a. An understanding/experience of NIMS procedures in multi-agency responses,
 - b. Existing statutory authority,
 - c. Which agency has the most involvement for that operational period,

- d. The amount of resources involved, and
 - e. Mutual knowledge of the individual's qualifications.
4. As the terrorism event unfolds, local Emergency Management and the Nebraska Emergency Management Agency will each conduct operations at their respective Emergency Operations Centers with coordination between local and state agencies maintained as in any other disaster.
 5. The FBI may request local representation at the Joint Operations Center.

G. Joint Field Office:

The FBI Field Office responsible for the incident site can modify its Command Post to function as a Joint Operations Center (JOC). The JOC may be integrated into the Joint Field Office established by federal agencies during large-scale incidents. Selected local, state, and federal Consequence Management agencies may be requested to serve in the four areas at the JOC:

1. Command Group (multi-agency),
2. Operations Group (from NRP Nov. 2004),
3. Operations Support Group (media – public information functions),
4. Consequence Management Group (liaisons).

H. Technical Support

1. After notification to federal authorities of a suspected, threatened, or actual terrorist incident, both the FBI and FEMA can request federal agencies to support operations. These agencies/teams will provide specialists with technical expertise to deal with a full range of terrorist tactics to include nuclear, biological, and chemical incidents.
 - a. The FBI may deploy a Domestic Emergency Support Team (DEST) to provide expert advice/assistance to the on-scene commander in the event of a major terrorism event.
 - b. DHS/FEMA from the Regional Response Coordination Center can activate an Emergency Response Team – Advance Element to the scene, and/or request response of federal agencies that have been assigned duties under the functions of the National Response Plan.
2. Local and state specialized teams (i.e., hazardous materials, crime narcotics, gang, hostage, etc.) who have skills and equipment to support these operations will assist federal teams, as directed.

I. Preserving The Crime Scene:

1. Because of the nature of terrorist acts involving a variety of tactics, law enforcement personnel will work with other responders to:
 - a. Preserve the crime scene while developing strategies to protect response personnel,
 - b. Carry out life-saving actions,
 - c. Implement necessary protective actions,
 - d. Define and contain the hazard.
2. First responders become potential witnesses, investigators, and sources of intelligence in support of the crime scene investigation. Training should emphasize that all incidents are a potential crime scene that may provide evidence in determining the cause of the event and in identifying the responsible parties. First responders should review and modify their response procedures to preserve the crime scene without compromising functional responsibilities, standards of service or safety.

J. Accessibility Policies:

1. Once the life-saving activities and the investigation of the crime scene are completed and the area is considered safe, the area will be made accessible to damage assessment teams, restoration teams, property owners, insurance adjusters, media, etc. However, access to the area may still be limited depending on the extent of damage sustained, general conditions of the area and who has requested access.
2. The appropriate local, state, and federal officials will develop the site accessibility and re-entry policies. Policies will define:
 - a. Who has access to the damaged areas,
 - b. Any time restrictions regarding access,
 - c. Whether escorts are necessary, and
 - d. What protective equipment is required to enter the area.
3. Identification and accountability systems are developed for emergency workers, media, property owners, insurance adjusters, etc. utilizing a system of passes, colored badges, name tags, arm bands, etc. Security personnel are responsible for enforcing these policies and procedures.

4. On site potential hazards or risks are identified and cordoned with the appropriate isolation and warning devices.

V. RESPONSIBILITIES

A. Procedures that are unique in responding to a terrorist act include:

1. Law Enforcement, lead by the FBI, is responsible for the definition of the perimeter, control of access to the area, investigation of the crime and the collection of physical evidence.
2. Fire Service is responsible for fire suppression, search and rescue and hazardous materials response to the level of their training and equipment. See Annex F.
3. Emergency Medical is responsible for triage, treatment and transport of victims. See Annex G.
4. Public Works is responsible for debris removal, utilities, and to aid in traffic management. See Annex K.
5. Emergency Management is responsible for coordinating public information, damage assessment, sheltering, volunteer coordination, human services, and resource management.

B. Events of national scale will involve the additional agencies or offices and may request support or intelligence from local responders:

1. The U.S. Attorney General has the lead responsibility for criminal investigations of terrorist acts or threats by individuals or groups, as well as for coordinating activities of the other law enforcement agencies to detect, prevent, pre-empt and disrupt terrorist attacks against the United States. This includes actions based on specific intelligence or law enforcement information.
2. The Secretary of Defense may authorize Defense Support of Civil Authorities for domestic incidents as directed by the President or when consistent with military readiness operations and appropriate under the circumstances of law. Command of such military forces will remain with the Secretary of Defense.
3. The Secretary of State coordinates international preparedness, response and recovery activities relating to domestic incidents and the protection of U. S. citizens and U.S. interests overseas.

4. The Director of National Intelligence serves as the President’s principal intelligence advisor and oversees and directs the implementation of the National Intelligence program.
5. Various Federal departments or agencies may play primary, coordinating and/or support roles based on their authorities and resources and the nature of the threat or incident.

VI. ADMINISTRATION AND LOGISTICS

A. Records:

All agencies will maintain records of their expenses incurred in response and recovery activities to a terrorism event.

B. Training:

Emergency Management training for response and recovery to terrorism is available to jurisdictions by contacting the Training Office at the Nebraska Emergency Management Agency in Lincoln.

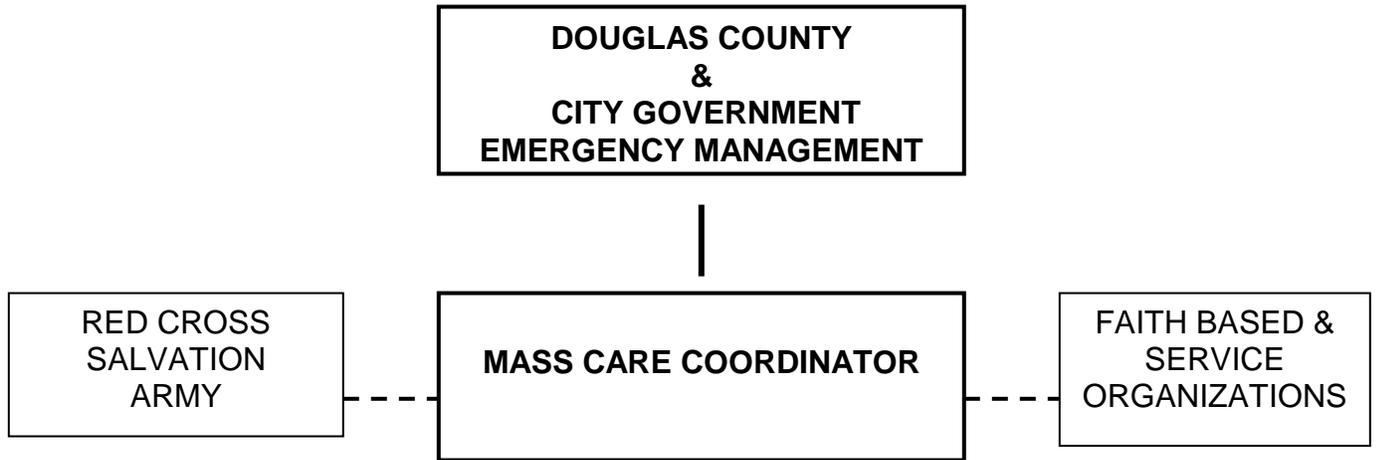
C. Exercising:

After the planning and training elements on counter-terrorism are complete, an exercise addressing potential threats in the community should be conducted. These training and exercise activities are listed in the County’s five-year calendar.

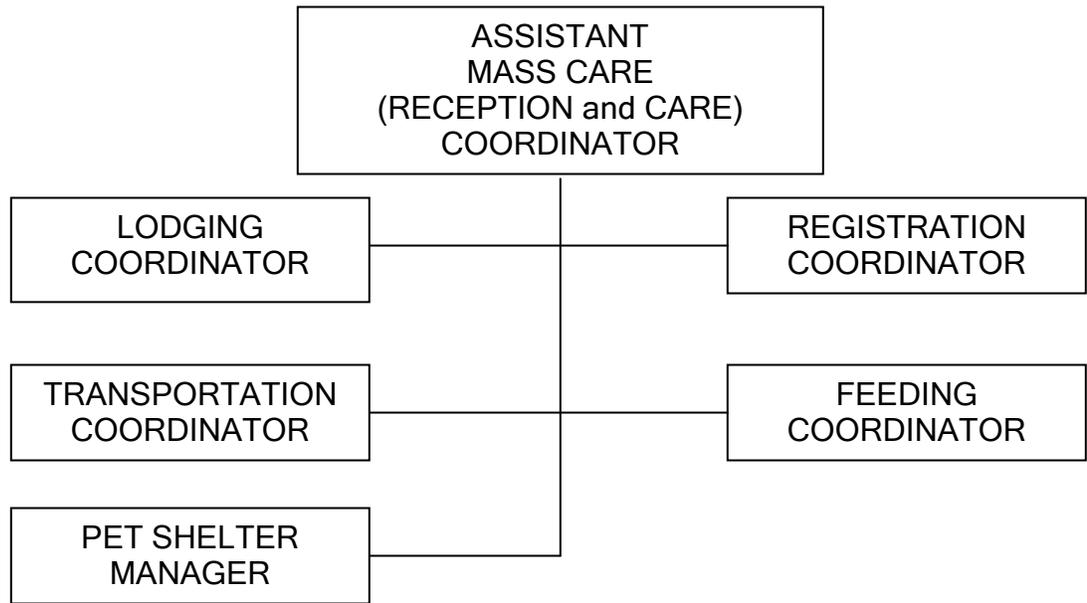
D. Annex Maintenance:

The Douglas County Emergency Management Director is responsible for the maintenance and improvement of this Appendix. The Appendix will be reviewed and updated as necessary but not less than annually.

MASS CARE



MASS CARE MANAGEMENT ORGANIZATION



STATE SUPPORT:
Emergency Support Function: # 6
Mass Care

Lead Agency:
Nebraska Emergency Management Agency

MASS CARE

I. PURPOSE

This Annex establishes management plans, procedures, policies and guidelines for providing temporary lodging, feeding, coordination of bulk distribution of emergency relief items and the general welfare of people forced to leave their homes. These plans also address the care, sheltering and essential needs of household animals. Mass care involves many components; this Annex will emphasize the temporary housing/sheltering of survivors.

II. SITUATION

- A. Within Douglas County hazards have been identified that could cause an evacuation of portions of the county, see Annex E. Although the county has a resident population of approximately 500,000, there is no likely hazard that would result in mass care of the full population. The most likely situations would be from a few families displaced to as many as a few thousand people displaced by a flood, tornado, or a large hazardous material spill.
- B. Some of the tourists or travelers and other overnight occupants from the nearly 6,800 motel/hotel beds in the City of Omaha and in facilities located along Interstates 80 and 680, downtown and around Eppley Airfield may also need to move to shelters.
- C. The Heartland Chapter of the American Red Cross has identified buildings suitable to lodge or feed displaced persons. See Attachment 1.
- D. Facilities appropriate for sheltering household animals and agencies capable of providing assistance have been identified.
- E. Individuals, families, unaccompanied children and those with functional needs that do not relocate may require temporary support of food, water, cleaning supplies and other relief materials, physical, behavioral and financial support during the response and recovery phases.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Various organizations may be requested to provide for immediate sheltering needs until the Red Cross can mobilize and begin temporary shelter operations. Long term sheltering is not addressed in this Annex.
- B. Sheltering information will be released to the public and responders as soon as the EMSAT or Emergency Management Director determines the need,

and available resources and shelter support systems can be implemented. Decisions pertaining to sheltering will be made in cooperation with the Heartland Chapter of the American Red Cross.

- C. Persons or organizations controlling identified shelters will cooperate and make the facilities available per their agreements or Memorandums of Understanding with the American Red Cross or government agency.
- D. The Heartland Chapter of the American Red Cross (ARC) will manage and coordinate mass care operations. Local government will support all mass care activities, particularly as the requirements become greater and the Red Cross maximizes its resources. The Douglas County Health Department will provide recommendations for communications methods, public information message development, special equipment and supplies that may be needed and identifying local care providers to assist individuals whose needs cannot be met at the shelter.
- E. The selection and preparation of shelters will be based on the number and kinds of populations needing protection, the shelter's proximity to transportation systems and distance from the incident site.
- F. Family reunification and disaster relief program information will be available at each shelter opened.
- G. Other professional and volunteer organizations which normally respond to CEND events will do so.
- H. Assistance from outside the county through mutual aid agreements and from state and federal emergency services may be available.
- I. Facilities planned for mass care use will be available at the time of need. Lodging facility capacities are based on 40 - 80 square feet per space.
- J. Experience has shown that under localized emergency conditions, a high percentage of displaced persons will seek shelter with friends or relatives rather than go to established shelters.
- K. Essential public and private services will be continued during a mass care situation. Normal activities in some schools and churches may have to be curtailed or discontinued.
- L. If the threat of an evacuation is due to a visible hazard or has been discussed in the media, some spontaneous evacuation will occur prior to an implementing order. Therefore, mass care operations may start early in any disaster period.
- M. Planning assistance for shelters, especially for individuals with functional needs, is available in the FEMA document, "Guidance on Planning for

Integration of Functional Needs Support Services in General Population Shelters,” Interim Document, August 2010.

- N. Household animal shelters may be co-located with mass care shelters or they may be separate congregate facilities.
- O. Household animal shelters will generally accept domesticated animals such as dogs, cats, birds, rabbits, rodents, turtles.
- P. If established, household animal shelters will provide the basic needs for approved animals of food, water, sanitation, security, basic medical care, environmental protection and reunification with the owners.

IV. ORGANIZATION/RESPONSIBILITIES

Local government will plan for the care of displaced persons with its mass care planning partners. During CEND events requiring mass care, some level of government support for mass care will be necessary. The Douglas County Emergency Management Agency will assess and coordinate mass care activities until the Red Cross can respond.

A. Douglas County Emergency Management Agency (DCEMA):

1. DCEMA will be responsible for ensuring that appropriate lodging and feeding facilities are identified and will coordinate utilization of transportation resources for supporting the registration and sheltering of displaced persons.
2. The local jurisdiction may have to provide temporary shelter until the Red Cross can mobilize and begin operations.
3. The EOC will monitor shelters to maintain manageable distribution of evacuees, personnel, support staff and supplies.
4. The Public Information Officer and support organizations will assemble, prepare and disseminate information on sheltering, family reunification, points of distribution of emergency supplies and disaster relief programs as appropriate. In a larger CEND event, this will be coordinated through the functions of a Joint Information Center (JIC).

B. Heartland Chapter of the American Red Cross:

The Heartland Chapter of the American Red Cross (HCARC) will carry out the temporary Mass Care coordination function. The nature and scope of the emergency will determine specific actions to be taken by the HCARC, but in any case, the HCARC will be responsible for carrying out its mandated responsibilities as indicated in the Act of Congress, January 5, 1905, as

amended, 36 U.S.C. The HCARC will not assume responsibility for government functions but will support state and local government by providing assistance as described and stated within any applicable local agreements between the HCARC and DCEMA. HCARC services and supporting tasks not identified or addressed in local agreement will be provided by the HCARC in a manner consistent with existing American Red Cross disaster relief policies. HCARC will identify and arrange for shelters and their usage. The HCARC will also coordinate registration of displaced persons, sheltering, feeding and other support as the situation may indicate. The HCARC will be responsible for those costs committed to by its authorized representative.

C. Other Supporting Organizations:

1. The Salvation Army and other disaster relief organizations may support mass care operations as provided for in their plans and procedures.
2. The USDA County Emergency Board (CEB) maintains a listing of food, feed, and seed facilities located within the county which may be of assistance for mass care operations.
3. The Douglas County Health Department will work in partnership with the Douglas County Emergency Management Agency and the mass care shelter manager to plan for and assisting in accommodating people who have functional needs.
4. Nebraska Humane Society will establish and maintain the household animal sheltering system.

V. CONCEPT OF OPERATIONS

A. American Red Cross Functions

The HCARC will manage lodging and mass feeding operations. They will work with DCEMA to provide effective coordination of resources. HCARC activities will be provided in a manner that is in accordance with current American Red Cross Disaster Guidelines and Procedures.

1. Temporary Sheltering: When shelter facilities are opened by the HCARC, it will be the responsibility of the HCARC to maintain all functions and staffing according to local agreement and American Red Cross policy. Some functions will be to:
 - a. Provide shelter managers,
 - b. Select shelter sites in coordination with DCEMA and have a signed shelter agreement between HCARC and facility management,

- c. Provide food services,
 - d. Provide disaster health service through HCARC staff in cooperation with the Emergency Medical Services, Medical Reserve Corp and Public Health Coordinators. Services may include first aid, replacement of medication, immunizations, mental health services, etc.
 - e. Maintain records,
 - f. Provide staff accommodations as needed,
 - g. Maintain Red Cross shelter identity,
 - h. Maintain order and efficiency within shelters,
 - i. Provide evacuee locator and family reunification services, especially for lost, missing or displaced children. Additional help from other local social services or volunteer agencies may be available.
 - j. Establish first aid stations in reception and care facilities, as necessary.
 - k. HCARC Disaster Operations will maintain communications with the EOC and brief the EOC at pre-arranged times regarding the numbers housed, fed, status of supplies, condition of facility and other concerns affecting those being sheltered.
 - l. HCARC Disaster Operations and agencies will coordinate with the EOC during the development of plans for, and the initiation of, shelter closings.
 - m. During the registration of displaced persons at a shelter, those with functional needs will be identified while protecting the individual's privacy. A coordinated effort will be maintained between the HCARC, Douglas County Health Department and DCEMA for appropriate accommodations and mass care.
2. Feeding: As needed, meals and snacks will be provided to displaced persons and workers through both mobile units and fixed feeding sites. HCARC will be responsible for providing meal planning, feeding within shelters, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies. Some additional specific functions will be to:
- a. Select feeding sites in coordination with DCEMA,

- b. Request health inspections through the Douglas County Health Department,
 - c. Procure and provide food and supplies,
 - d. Maintain records and reports,
 - e. Provide and maintain mobile feeding units.
3. Registration: The HCARC will register displaced persons and as applicable, will share the numbers with appropriate government agencies concerning displaced persons housed in American Red Cross shelters.

B. Salvation Army Functions:

The Salvation Army may provide the following support during mass care operations.

- 1. Registration and identification of affected persons including missing person's services. They may also assist in locating individuals and answer inquiries from concerned relatives and families outside the disaster area.
- 2. Temporary sheltering may be provided at the Salvation Army Citadel located at 3738 Cumming St., the Salvation Army South location at 4031 Harrison St. and the Salvation Army North location at 2424 Pratt St. all within Douglas County and having a capacity of 100 persons each.
- 3. Mass feeding may be provided at Salvation Army temporary facilities assigned for that purpose.
- 4. Mobile feeding, hot meals or snacks, for disaster affected persons and emergency workers at the disaster scene will also be accomplished.

C. Lodging/Feeding Facilities:

- 1. Facility List: Attachment 1 is the list of available lodging/feeding facilities.
- 2. Selection: The designation of specific lodging and feeding facilities will depend on the actual situation and the location of the hazard area. Selected facilities will be located far enough from the hazard area to minimize the possibility of the threat extending to the mass care facility. The best possible facilities will be selected from the list in Attachment 1 or from other lists maintained by the HCARC.
- 3. Agreements: The HCARC has agreements to use facilities in Douglas County. The Douglas County Emergency Management Director will

obtain permission from non-HCARC identified facility owners to use their facilities if needed.

4. Functional Needs: Selection and operations of temporary lodging facilities for institutionalized or functional needs individuals (nursing homes, hospitals, etc.) will be coordinated with those organizations to ensure the facilities are appropriate.

D. Implementation:

Provisions of this plan concerning mass care will be implemented as soon as a need for temporary sheltering or feeding is noted. While a coordinated local government / American Red Cross decision is desirable, the American Red Cross may independently activate their operations.

1. Preparedness Phase: Communications will be established with all agencies. Essential personnel, including volunteers, will be alerted and material resources (cots, blankets, food, etc.) will be located and repositioned, if necessary. In the event of an evacuation caused by an incident at the Ft. Calhoun Nuclear Power Plant, communications will be established with the Washington County EOC and the Douglas County EOC. The Douglas County Radiological Emergency Preparedness Plan may be consulted for details.
2. Response Phase: For actions requiring the reception of displaced persons into Douglas County, the opening of selected lodging / feeding facilities will be initiated.
3. De-activation stage: Communications and messages to the public will change to reflect the closing or consolidation of shelters. Facilities will be restored to pre-event conditions, supplies and materials will be returned to storage or disposed of according to law or agency SOPs. All signage will be removed. All expenses will be documented and records made available to the EOC.

E. Registration of Displaced persons:

1. Displaced persons will register at designated lodging / sheltering facilities in accordance with HCARC procedures. If it is necessary for shelters to be opened before the HCARC is ready to commence registration, local officials may make copies of the registration form (Attachment 2) and begin the process. During the registration process, individuals with medical or other incapacitating conditions that may require more services than the HCARC can provide, will be identified so that the appropriate placement and care can be provided to the individual.

- 2. Registration of evacuees’ household animals will be performed to protect both the sheltering agency and the animal owners. A suggested animal registration form is provided as Attachment 3.

F. Welfare Inquiries:

The American Red Cross may establish a family reunification process where persons / families affected by a CEND event create a “Safe and Well” registration for themselves. Concerned loved ones can then search for messages posted by those who self register. A description of the process can be accessed via the internet at www.redcross.org.

G. Emergency Public Information:

The HCARC and DCEMA will ensure that the public is kept informed about location of mass care facilities, places of contact for missing relatives and continued emergency services.

H. Resource Support:

DCEMA will assess transportation and other resource needs and coordinate utilization of such resources. DCEMA maintains a resource directory.

I. Nebraska Humane Society:

Animal care and welfare will be provided within the capabilities of the jurisdiction. It is expected that owners will provide as much care and maintenance of their property as possible. The Nebraska Humane Society will provide services and facilities for owners unable to care for their pets or for animals with unknown ownership. They will also provide information to owners who register their pets for care and they will provide adequate housing, basic medical care, food, water, exercise, sanitation, animal-owner reunification, disposal of wastes, carcasses and demobilization of the facility when no longer needed.

VI. ADMINISTRATION AND LOGISTICS

- A. DCEMA and HCARC will maintain records of expenses incurred at the mass care shelters and its related activities. The EMSAT will ensure that adequate records of local government expenses are required to be maintained.
- B. The American Red Cross offers training in Shelter Operation and will provide these trained persons for disaster operations when requested by DCEMA.
- C. Nebraska Humane Society will maintain records of all their expenses, volunteer time, cash, food and other support material donations.

VII. TRAINING AND EXERCISING

A. Training:

Training programs for shelter management will be consistent with the five-year Homeland Security Exercise Plan. All training supported by the Homeland Security grant process must be DHS (Department of Homeland Security) approved.

B. Exercising:

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

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Title</u>	<u>Page</u>
1	Listing of Mass Care Facilities	I-11
2	Sample: Evacuee Registration Form	I-15
3	Pet Registry at Public Shelter	1-16

CERTIFIED MASS CARE FACILITIES IDENTIFIED BY THE AMERICAN RED CROSS

#	Area	Facility Name	Street	City	Zip	NSS#	#Sleep	#Feed	24 Hour POC	Agreement Date
101	NE	Mount Olive Lutheran Church	7301 N. 28th Avenue	Omaha	68112	26719	50	100	Galen Behr 453-6733	1/25/2005
102	NE	St. Mark Lutheran Church	1821 N. 90 th	Omaha	68114	26770	81		Cindy Barry 391-6148	None
103	NE	Victory Church	6330 N. 56th Street	Omaha	68104	27085	200	100	Joe Laughlin 672-9212	6/3/2003
104	NE	Adams Park Community Center	3230 John A. Creighton Boulevard	Omaha	68111	1795	162	72	Kim Harman 444-5933 498-2843 Karin Moyer 444-5164 933-8948	10/29/2004
201	NW	All Saints Episcopal Church	9302 Blondo Street	Omaha	68134	67698	21	50	Mike Certe 493-7640	3/24/2004
202	NW	Holy Cross Lutheran Church	4117 Terrace Drive	Omaha	68134	26681	91	1080	Jim Killough 896-1543	6/17/2003
203	NW	Bethany Lutheran Church	4200 N. 204th Street	Elkhorn	68022	27083	329	200	Jim Hauptman 306-5566	5/21/2003
204	NW	Covenant Presbyterian Church	15002 Blondo Street	Omaha	68116	26666	250		Rev J Grant 965-8945	4/29/2004
205	NW	Northwest Hills Church UCC	9334 Fort Street	Omaha	68134	26693	119	180	Ken Ebbitts 572-8392	8/10/2004
206	NW	Zion Lutheran Church	14205 Ida Street	Omaha	68142	51977	122	350	Past. Schmit 496-8849	2/18/2005
207	NW	St. Andrew's United Methodist Church	15050 Maple Street	Omaha	68116	26707	162	100	Tom Barkhaus 431-8560	4/14/2004
208	NW	St. John's Catholic Church	307 E. Meigs Street	Valley	68064	26712	150	250	F. Lloyd Gnirk 359-5783	9/22/2004
301	SE	First Christian Church	6630 Dodge Street	Omaha	68132	26674	200	200	Rick Jensen 558-1939	5/20/2003
302	SE	Saints Peter & Paul Auditorium	3623 X Street	Omaha	68107	26721	260	560	Frank Partosch 731-4578	2/8/2005

#	Area	Facility Name	Street	City	Zip	NSS#	#Sleep	#Feed	24 Hour POC	Agreement Date
303	SE	Christie Heights Community Center	5105 S. 23rd Street	Omaha	68107	26769	155	0	Kim Harman 444-5933 498-2843 Kari Vaquez 444-6280 214-5509	None
304	SE	Wheeler Presbyterian Church	4501 S. 23rd Street	Omaha	68107	26717	63	200	Rev. Edwin 341-7938	6/25/2003
305	SE	First Central Congregational Church	421 S. 36th Street	Omaha	68131	26673	100	200	Sara Sharpe 639-4276	5/20/2003
306	SE	Grace Evangelical Lutheran Church	1326 S. 26th Street	Omaha	68105	26679	152	280	Damon laakar 672-0241	3/10/2004
307	SE	Hanscom Park United Methodist Church	4444 Francis Street	Omaha	68105	26680	99	200	657-3548	6/24/2003
308	SE	Mosher Pilgrim Church	4622 Monroe Street	Omaha	68117	71643	64	0	Bill Maden 331-5504	None
401	SW	St. Andrew's Episcopal Church	925 S. 84th Street	Omaha	68114	26705	111	120	Grant Weisman 960-9623	8/8/2004
402	SW	Pacific Hills Lutheran Church	1110 S. 90th Street	Omaha	68124	26695	63	80	P. William Moorehead 579-7253	6/5/2003
403	SW	Ralston Fire Station	7629 Park Drive	Ralston	68127	68780	41	0	Chief Kyle Ienn 578-3527	None
404	SW	St. Gerald Catholic Church	7857-9 Lakeview Street	Omaha	68127	26710	172	610	John Bolas 597-2915	7/16/2004
405	SW	Westwood Heights Baptist Church	3343 Pedersen Drive	Omaha	68144	26716	122	75	Ken Largent 496-0403	9/20/2004
406	SW	Divine Sheppard Lutheran Church	15005 Q Street	Omaha	68137	26667	204	250	Doug Carlson 896-6827	1/7/2004
407	SW	St. John Vianney Church	5801 Oak Hills Drive	Omaha	68137	26711	150	240	David Grossman 896-5108	6/27/2004
408	SW	St. Wenceslaus Church & School	15353 Pacific Street	Omaha	68154	26730	450	200	Tracy Skretta 330-4356	1/26/2004

Schools										
#	Area	Facility Name	Street	City	Zip	NSS#	#Sleep	#Fees	24 Hour POC	Agreement Date
501	NE	Benson High School	5120 Maple Street	Omaha	68104	51992	520		Jerry Bartee 557-2200	1/30/2006
502	NE	Central High School	124 N. 20 th Street	Omaha	68102	71649	175		Jerry Bartee 557-2200	None
503	NE	Hale Middle School	6143 Whitmore Street	Omaha	68152	51995	247		Jerry Bartee 557-2200	1/30/2006
504	NE	Lewis & Clark Middle School	6901 Burt Street	Omaha	68132	71651	244		Jerry Bartee 557-2200	None
505	NE	McMillan Middle School	3802 Redick Avenue	Omaha	68112	71652	250		Jerry Bartee 557-2200	None
506	NW	Elkhorn Middle School	500 Hillcrest	Elkhorn	68002	51996	277		Stephen Baker 289-2579	8/10/2006
507	NW	Morton Middle School	4606 Terrace Drive	Omaha	68134	51985	229	5700	Jerry Bartee 557-2200	1/30/2006
508	SE	Norris Middle School	2235 S. 46 th Street	Omaha	68106	51982	303		Jerry Bartee 557-2200	1/30/2006
509	SE	South High School	4919 S. 24 th Street	Omaha	68107	71654	530		Jerry Bartee 557-2200	
510	SW	Central Middle School	12801 L Street	Omaha	68137	51981	475	260	Craig Whaley 504-2114	4/10/2006
511	SW	Millard South High School	14905 Q Street	Omaha	68135	26763	390	0	Craig Whaley 504-2114	0
512	SW	Ralston High School	8969 Park Drive	Ralston	68127	51986	469	480	Pat Flinn 331- 4700	9/6/2005
513	SW	Wegner School (Boys Town)	14124 Norton Drive	Boys Town	68010	26275	475		John Sing 498-1115	1/3/2005

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Evacuee Registration Form

Shelter Location:

Family Name (Last Name):

Total Family Members

Registered:

Sheltered:

Address:

Home Phone:

City, State Zip:

Cell Phone:

Information About Individual Family Members

Last Name, First Name	Age	Gender (M/F)	Arrival Date	Departure Date	Relocation address & phone

Are there members of your family requiring medical attention? No Yes
Who?

Special dietary needs:

Special accommodations required:

Who we should notify in a emergency (family, doctor):

Name:

Phone:

Do you have pets in an emergency shelter? No Yes
Where?

Notes:

Registration Taken by:

PET REGISTRY AT PUBLIC SHELTER

CONTROL NUMBER _____

Type of Pet:

Dog Breed: _____

Cat Breed: _____

Other _____

Special Needs:

Medication

Food Type

Other _____

Name of Owner: _____

Address: _____

Home Phone Number: _____

Person Registering Pet: _____

Date/Time Pet placed in Shelter: _____ / _____

Person Removing Pet from Shelter: _____

Date/Time Pet returned to Owner: _____ / _____

Shelter Location:

Shelter Phone Number:

Cage ID. _____

Shelter Contact/Intake Person:

NOTES:



PROTECTIVE SHELTER

**EMERGENCY MANAGEMENT SENIOR
ADVISORY TEAM (EMSAT)**

**DOUGLAS COUNTY
EMERGENCY MANAGEMENT
DIRECTOR**

**PUBLIC / PRIVATE PROPERTY
MANAGERS**

**STATE SUPPORT:
Emergency Support Function # 5
Emergency Management**

**Lead Agency:
Nebraska Emergency Management
Agency**

PROTECTIVE SHELTER

I. PURPOSE

The purpose of this Annex is to outline procedures necessary for the protective sheltering of Douglas County citizens and transients if severe weather, nuclear crisis, or other hazardous events make it necessary.

Douglas County does not have a public sheltering program and Nebraska Statutes do not require such a program. Building management should review legal requirements and liability issues associated with protective sheltering for tenants, employees, and the general public. Douglas County Emergency Management Agency will, if requested, assist in the identification of areas that have the best potential for a sheltered area.

II. SITUATION

- A. Tornadoes are the most likely and severe natural event impacting the county and its communities that may result in a need for sheltering.
- B. There are no known public buildings identified as public tornado shelters.
- C. Industrial and transportation accidents may release hazardous materials into the water or air. Such incidents may require localized sheltering or evacuation.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. There will be sufficient warning and time for most people to find shelter.
- B. Other public buildings, although not identified as shelters, may be open and offer protection to the public.
- C. Buildings identified as shelters should be ADA compliant.
- D. Severe weather protective actions will be short term, spontaneous, and consist primarily of a relatively small sector of the county residents seeking immediate shelter. Some governmental action may be required.
- E. During severe weather, some segments of the population may require transportation to the shelters.
- F. Citizens in areas where hazardous materials are released will follow evacuation or shelter-in-place directives.

IV. ORGANIZATION / RESPONSIBILITIES

A. Organization:

Douglas County does not have an official severe weather public shelter program beyond the support provided by the Heartland Chapter of the American Red Cross and the various faith-based sheltering abilities of the community.

B. Responsibilities:

On-going shelter preparations activities include the:

1. Inspection and selection of potential shelter sites and assuring that the facilities can support special needs individuals, including non-English speaking persons.
2. Maintaining the current listing and usage agreements for shelter facilities,
3. Maintain current listings of needed shelter resources (i.e., supplies, equipment, material, staff).

V. CONCEPT OF OPERATIONS

A. Tornado Policy / Procedures:

This policy is to provide timely notification of a tornado watch or warning.

1. When the National Weather service issues a tornado WATCH that includes any portion of Douglas County, that information will be transmitted to the public by both radio and television. During a tornado WATCH condition, people should be attentive to their situation and heighten their awareness.
2. If a tornado is indicated by radar or actually sighted a tornado WARNING will be issued. People in the threatened area should immediately seek shelter and remain sheltered until the WARNING period has expired.
3. Prior to and during the event, the Douglas County Emergency Management Agency in coordination with the Douglas County Public Information Officer, will promulgate to the public basic details and descriptions of siren activation and severe weather protection protocols.

4. Special Populations:

- a. Schools: When schools are in session, students, teachers, staff and visitors should respond as directed by their existing school disaster / tornado plan. Generally, teachers will gather the students in the most feasible and protective area of the school structure such as rest rooms or interior corridors without exterior openings. Large span rooms such as auditoriums, gymnasiums, or corridors that have exterior openings and rooms with windows should not be used. If the school structure does not have protective capability and if time permits, all should move to the nearest structure that would provide protection.
- b. Hospitals and Nursing homes: Staff, patients, residents and visitors should follow the facilities protection plan. In general, such plans include moving ambulatory patients to areas of the building providing the best protection such as the basement or small span, interior rooms and hallways and using the best methods available to protect patients who cannot be moved.
- c. Recreation Areas: Visitors to areas within Douglas County should respond to a tornado warning in accordance with the current safety plan for that area.

B. Extreme Temperatures

During winter storms or severe summer heat and humidity, prolonged excessive cold, heat and power outages may take place and residents may be advised that temperate shelters are available. These shelters usually operate for the short term. Persons using warming or cooling shelters may require specialized medical care or behavioral management; shelter managers should arrange for local medical support and mental health / behavioral assistance if needed.

C. Hazardous Materials Incident

1. The responsibilities for hazardous materials incidents are detailed in Annex F. In general, during incidents with immediate life safety issues, the Incident Commander may order an evacuation or shelter in place. In situations affording more time the Incident Commander will request that the chief elected official will issue such orders.
2. Evacuations will follow the appropriate sections of the jurisdiction's primary evacuation plan.
3. In the event of a HazMat spill or accident, it may be safer to keep affected citizens inside with doors and windows closed. Instructions should be given to:

- a. Move inside,
- b. Close all doors, windows, dampers, fans, shut off all ventilation, heating and air conditioner systems,
- c. Move to a small room and seal the door and windows with plastic and tape, and
- d. Tune the radio to the EAS station.

VI. ADMINISTRATION and LOGISTICS

A. Administration:

1. Public Tornado Shelters:

Douglas County has no public protective shelter facilities.

2. Other Facilities:

The Douglas County Emergency Management Agency may assist school officials, administrators of hospitals and nursing homes, and directors of other special institutions in determining the safest area in their facility or of the nearest protective facility. The Douglas County Emergency Management Agency may also aid in the development of a disaster plan for their facility.

B. Logistics:

Records of supplies, materials, and equipment that is used will be maintained to assist the Resources Coordinator in making a determination of resources to support requests for outside assistance (Annex L).

C. Public Education:

The Douglas County Emergency Management Agency will work directly with the Public Information Officer to provide to the public:

- 1. Periodic spot announcements on pertinent aspects of the protective shelter program.
- 2. Useful and current information should a protective shelter situation arise.

VII. TRAINING and EXERCISING

A. Training:

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

B. Exercising:

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

LIST of ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Tornado and Extreme Temperature Shelters	J-7

PROTECTIVE SHELTERS

TORNADO SHELTERS:

City/Village

Name of Facility

Address/Location

Contact/Owner & Phone#

Public tornado shelters are not established in Douglas County. It should be the responsibility of all building owners who conduct private/public business in Douglas County to identify locations within their facilities as designated shelter areas.

The employees of all facilities (public, private, governmental, schools, care facilities, etc.) should be briefed on the internal emergency sheltering procedures. Signs should be posted to direct persons to the shelter areas within the facility.

EXTREME TEMPERATURE (Warming / Cooling) SHELTERS

City/Village

Type

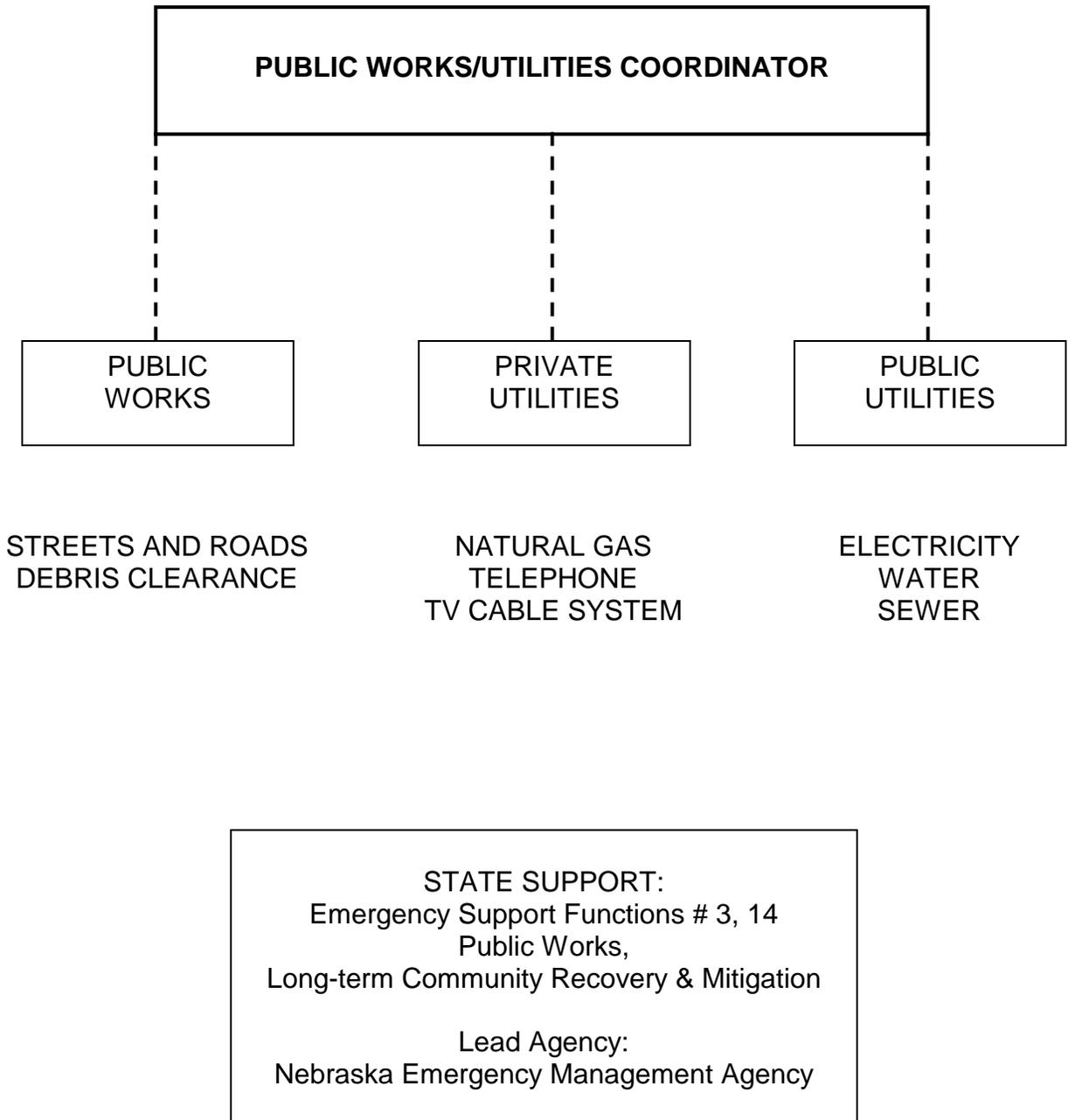
Name of Facility

Address/Location

Contact/Owner & Phone#

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PUBLIC WORKS / COUNTY ENGINEER / UTILITIES



PUBLIC WORKS/UTILITIES

I. PURPOSE

The purpose of this Annex is to provide plans and procedures for:

- A. The continuation or restoration of those public services essential for basic human needs.
- B. Debris removal (see Annex C, Appendix 1) and restoration of public access.

II. SITUATION

Douglas County and its communities are subject to community emergencies and natural disasters resulting in the disruption of public works / utility services, limiting the movement of people and equipment as well as having an adverse effect on the safety and welfare of the population.

III. ASSUMPTIONS and PLANNING FACTORS

- A. The continued operation of public works and utility services is essential for effective and efficient response and recovery actions.
- B. The primary responsibilities of the county engineer and urban public works departments are the restoration and maintenance of essential public services.
- C. Private utility companies will cooperate with government services. The list of utility service providers is found in Annex A, Attachments 1 and 2.
- D. The County Engineer Department and each town's public works / street department will restore and maintain roads/streets to facilitate traffic movement.
- E. Assistance from outside the county will be available through mutual aid and other existing agreements.

IV. ORGANIZATION / RESPONSIBILITIES

- A. The Douglas County Engineer or Omaha Public Works designee will serve as the Public Works / Utilities Coordinator. This Coordinator will be a member of the EOC staff for the purpose of collecting information and ensuring coordination among the Emergency Management Senior Advisory Team (EMSAT), various department heads, and government/private utilities.

- B. Each of the individual departments within the Public Works / Utilities function will be responsible for emergency / disaster operations within their normal operational areas. Specific disaster procedures will be outlined in departmental Standard Operating Procedures (SOPs).
- C. Each department will coordinate and manage their mutual aid support.
- D. Private utilities are responsible for restoration of their services. The list of utility service providers is found in Annex A, Attachment 1.

V. CONCEPT of OPERATIONS

Generally, department heads will continue to operate from their normal locations, but their primary actions during CEND event operations will be to assess damage, then prioritize and restore interrupted services. The Public Works / Utilities Coordinator may work with each affected department head in coordinating recovery from the disaster.

- A. Specific actions of the Public Works / Utilities Coordinator may include, but are not limited to:
 - 1. Coordinating with the head of affected organizations, both public and private.
 - 2. Assisting departments in determining staging areas for incoming assistance and coordinating mutual aid support.
 - 3. Gathering damage information of public works and utilities:
 - a. Assessing general damage to public works and utilities by obtaining damage reports from affected departments and presenting a summary to the EMSAT or EOC Operations Manager.
 - b. Ensuring departments are documenting actual damage with photographs that can later be used for disaster assistance requests. Pictures of debris piles should also be taken before disposal of the debris; dimensions need to be included with or accompany the photographs.
 - c. Alerting departments to track disaster operation expenses. Examples of fiscal expenditures that should be recorded, fully detailed, and maintained are:
 - 1) Personnel costs, including:
 - a) Department employee overtime,

- b) Additional help hired for disaster-related work including contractor services.
 - 2) Equipment:
 - a) Hours of actual use of department equipment in disaster operations,
 - b) Rented or leased equipment.
 - 3) Materials and supplies, from stock or purchased, that are used in direct support of emergency operations and recovery actions.
 - 4) Ad hoc contracts entered into for emergency operations and recovery actions.
 - 5) Expenses incurred with the removal, transport, management, storage and disposal of debris.
 - 4. Working with department heads and the EOC in prioritizing the restoration of services for each affected community. Annex A, Attachment 1 and 2 lists the providers of public works and utilities services for each community in the county.
 - 5. Coordinating with the damage assessment teams ensuring that all affected structures, public/private, are inspected for safety and habitability.
 - 6. Attending EOC briefings.
 - 7. Coordinating with other public works / utility departments, not directly involved in disaster operations, to obtain their support in the restoration / recovery activities.
 - 8. Coordinating with law enforcement and fire officials to protect suspected crime scenes.
- B. Restoration of Services:

The Public Works / Utilities Coordinator will ensure that the following are completed when applicable to the disaster recovery:

- 1. Public Works:
 - a. Roads and Streets
 - 1) Assesses the damage to streets and roads.

- 2) Assists as needed in establishing detour routings; provide barricades for traffic control.
- 3) Provides priority service / repair to roads and streets designated as primary evacuation routes or to those needed for emergency vehicle traffic for initial disaster response.
- 4) Makes emergency and subsequent permanent repairs on roads / streets, bridges and other structures.
- 5) If weather conditions dictate, starts the early implementation of the existing snow removal plans. The Plans for snow removal will include expanding snow removal activities to facilitate the movement of vehicles supporting emergency operations.
- 6) Assists law enforcement and fire officials in protecting suspected crime scenes.

b. Debris Clearance and Trash Removal

- 1) Clears fallen debris from streets and roads.
- 2) Removes debris from public and private property (as established by jurisdiction's policy) and transport to selected sites for disposal.
- 3) Separates debris into hazardous materials, special and common waste piles. Douglas County Environmental Services and the Nebraska Department of Environmental Quality can advise on separation and disposal methods.

2. Utilities:

The Public Works / Utilities Coordinator ensures the timely restoration of interrupted community power, natural gas, water / sewer, and telephone service. This may include, but is not limited to, the following:

- a. Ensures that utility repairs are made and prioritized to key facilities necessary for disaster operations.
- b. Provides emergency power. Existing emergency power systems will be checked and refueled as needed during any disaster. Action will be taken to ensure that emergency power is available for the key facilities if electricity cannot be restored to all of the community.
- c. Provides adequate supplies of potable water and identifies sources of additional supplies, if needed.

3. Radioactive Material Incident/Accident:

If trained in both radiological monitoring equipment operation and emergency response procedures, the Public Works / Utilities Coordinator may provide support to the fire department during containment or decontamination activity in the event of a radiological accident/incident.

VI. ADMINISTRATION, LOGISTICS

A. Administration:

A record of costs and expenses incurred in direct support of a community emergency or natural disaster will be maintained to support subsequent reimbursement claims to State and Federal government.

B. Plan Maintenance:

1. The Public Works / Utilities Coordinator will be responsible for annually reviewing this Annex; this review may include input from each public works / utility department head. Revisions to this Annex will be submitted to the Douglas County Emergency Management Agency for inclusion in LEOP updates / revisions, Annex A Attachments 1 and 2.
2. The Public Works / Utilities Department supervisors will also be responsible for preparing and maintaining Standard Operating Guidelines (SOGs) for disaster operations within their respective department.

VII. TRAINING and EXERCISING

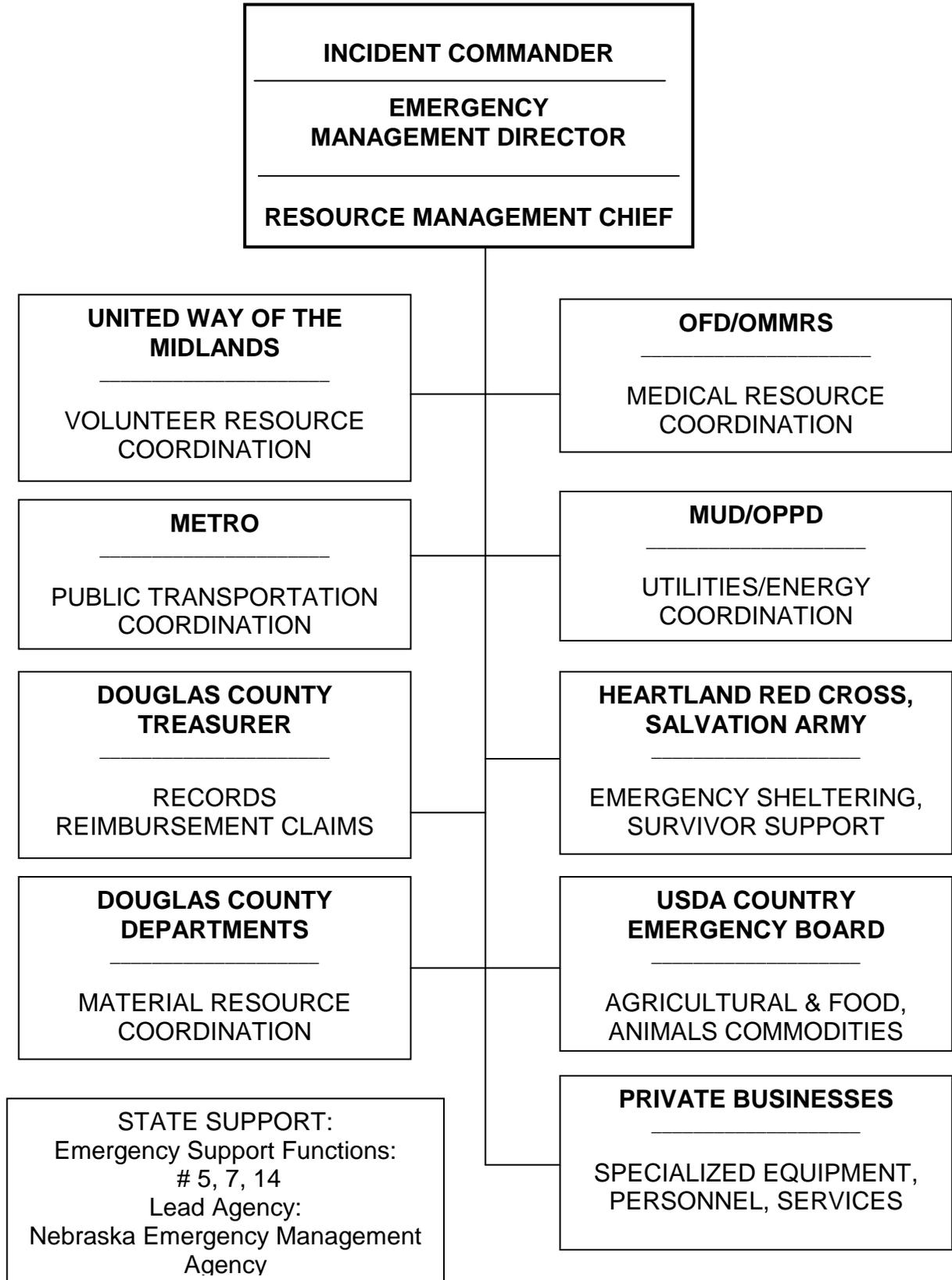
A. Training:

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

B. Exercising:

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

RESOURCE MANAGEMENT



RESOURCE MANAGEMENT

I. PURPOSE

This Annex provides guidelines for the procurement, storage, control, allocation and financial recording and accountability of labor, materials, equipment; and contracted services; for the coordination of a volunteer labor force; and the donation of goods, services and money which are required to provide incident managers with timely and appropriate resources in the event of a community emergency or natural disaster within Douglas County.

II. SITUATION

- A. The most recent Douglas County Hazard Analysis has identified a number of scenarios in which the County, Cities, and Villages could be vulnerable to extensive damage to both public and private property, requiring a coordinated management of resources within the County
- B. Douglas County, its communities, agencies, and businesses have sufficient resources to support activities associated with most emergency or disaster operations. The Douglas County Purchasing Department maintains the resources lists.
- C. Resource Management starts with the Incident Commander. The initial need for additional resources is at the IC's request. If the incident expands to where Multi-Agency coordination is needed, the EOC will be activated in support of the Incident Commander. At that time, resource management, procurement, distribution and tracking, replacement and restoration will transition from the IC and the dispatcher to the Resource Management Chief or Administrative section within the EOC.
- D. During an event, Multi-Agency Coordination and resource management coordination activities generally take place within the EOC. When multi-agency coordination entities are established, the EMSAT may also prioritize and coordinate resource allocation and distribution of resources.
- E. The Nebraska Emergency Management Act, section 81-829.31, sections 81-829.36 to 81-829.75, July 1996, describes the emergency powers of governments to supersede existing procurement procedures or expedite resource coordination, procurement and management.

III. ASSUMPTIONS and PLANNING FACTORS

- A. Resources include: personnel, teams, equipment, supplies, facilities, and services that are available or potentially available for assignment, deployment or allocation in support of incident management and emergency response and recovery activities.
- B. The affected jurisdiction must effectively complete these primary tasks:
 - 1. Establish systems for describing, inventorying, requesting and tracking resources,
 - 2. Activate those systems prior to, during and after an incident,
 - 3. Dispatch resources prior to, during and after an incident,
 - 4. Demobilize, recall, dispose, restore or replace resources during or after incidents.
- C. Local resources will be activated and used at the onset of the incident. Should these resources become unavailable or exhausted; the local jurisdiction will request additional resources according to their local, county or regional plan which may include Mutual Aid Agreements or Memoranda of Understanding (MOU) concerning shared or available resources.
- D. The impacted jurisdiction may have to provide its own sustainability for up to 48 hours or more before additional help can arrive.
- E. If the need arises, local government will assume control of and ensure appropriate and equitable distribution and use of existing resources. Rationing may be implemented, if necessary.
- F. County, cities, and villages will support requests for resources per agreements or as they have the ability to respond to the requesting jurisdiction.
- G. Para-professional and volunteer agencies will provide resource support, equipment, personnel, and services within their capabilities.
- H. Each facility that reports under Title III requirements has an emergency response plan that lists their available emergency resources. This list may also be available at local fire departments, the NDEQ website and via Annex F, Appendix 1, Attachment 1.
- I. Assistance will be available from other counties through mutual aid agreements. Pre-incident agreements among all parties providing or requesting resources are necessary to enable effective and efficient

resource management. Pre-incident agreements may be established with governmental, non-governmental, private and non-profit entities to provide response and recovery support.

- J. Citizens within Douglas County and neighboring areas will volunteer to support the recovery efforts following a disaster. Coordination of these volunteers will be assigned to a Volunteer Coordinator who will work with the incident Logistics Chief and the Resource Management Chief in the EOC.
- K. Following a local declaration of emergency, support may be available through state emergency resources such as those available through the State Administrative Services, www.das.state.ne.us/materiel/, to supplement local deficiencies, meet critical requirements, and replace expended emergency resources.
- L. Spontaneous and un-solicited donations of food, water, personnel, equipment and supplies may interfere with priority response and recovery activities.
- M. Some local resources will not be available for use. Cataclysmic disruption of government services (pandemic influenza) or physical destruction of a city or village will require outside resources and assistance.

IV. ORGANIZATION and RESPONSIBILITIES

A. First Response and other local support agencies will:

1. Provide to the Emergency manager, prior to an incident and periodically as requested for planning purposes, lists of resources available for deployment during an incident. See various Annexes in this Plan.
2. Certify that responding personnel meet professional standards of training, experience and performance required for the incident.
3. Manage and maintain specialized equipment (such as decontamination systems) and inventories with special shelf life (medications, respirator filters, PPE, batteries and the like) in a state of readiness.

B. Incident Commander and Command Staff

The Incident Commander will follow NIMS, the LEOP and approved local procedures that include the procedure for requesting resources and the development of staging areas as needed for efficient field deployment.

C. EOC Operations Manager

The EOC Operations Manager responsibilities are defined in other parts of this Plan, specifically in the Basic Plan and Annex A. Additional specific responsibilities required prior to, during and after a disaster may include:

1. Development, coordination, distribution of specific response plans, Memorandum of Agreement documents and available resource lists prior to potential events.
2. During an event, the EOC Operations Manager may serve as the Manager in the EOC and maintain communication with the IC, the EMSAT, and supporting organizations.
3. Advise and assist the Resource Management Chief and Volunteer Coordinator as needed.

D. EMSAT, elected and appointed officials

The EMSAT will support the incident according to the Nebraska Emergency Management Act and this Plan as described in the LEOP Basic Plan and Annexes. Responsibilities include establishing response and recovery priorities, providing resources to the Incident Commander, providing information to the public, and making financial decisions.

E. The Logistics Function (NIMS) – Resource Management Chief

1. When the incident expands beyond normal day-to-day mutual aid support or the Incident Commander requests additional resources from the EOC, and the EOC Operations Manager determines that additional personnel are required, the Resource Management Chief will be notified or activated.
2. For any given incident, Douglas County Emergency Management will recognize or designate a qualified individual as the Resource Management Chief. The Resource Management Chief is responsible for the overall logistics and resource management activities within the affected jurisdiction and is a member of the Emergency Operating Center (EOC) Staff.
3. Prior to an incident, in cooperation and coordination with the Emergency Management Agency and others as needed, the Resource Management Chief will have:
 - a. Obtained, reviewed, maintained and distributed to first response agencies, county and local resource lists. These lists are contained in various Annexes of the LEOP: A, F, G, H, I, K, L.

- b. Developed a plan to screen and keep un-needed, unsolicited contractors, vendors and volunteers away from the disaster scene, EOC and municipal offices. This plan should include the coordination system with law enforcement and information being released by the PIO.
- c. Developed a plan for storage or disposal of surplus equipment or supplies.
- d. Developed a plan for the rehabilitation, replenishment, disposal and return of equipment and personnel.
- e. Developed plans and agreements to have non-expendable resources fully functional and ready for mobilization. The organization with invoicing responsibility for the incident, or as defined in pre-incident agreements, replaces broken or lost items.
- f.. In the case of human resources, pre-incident plans should include:
 - 1) Processes to supply crews with food, sanitation, medical support, rest and recuperation time and facilities for the same,
 - 2) Notification and mobilization guidelines,
 - 3) Process to monitor the occupational health and mental health issues and their impact on responders. See Annex G, reference Critical Incident Stress Management, and support by non-profits such as the Red Cross and Salvation Army.
 - 4) Expendable resources are re-stocked at the point at which the resources were issued. The incident management organization bears the cost of expendable resources, as authorized by jurisdictional procedures or in preplanned financial agreements concluded by the preparedness organizations.
- g. Developed a process or learn how the jurisdiction's financial management system will operate during a disaster so that documentation can be kept, bills paid, emergency contracts issued, and reimbursements can be requested.
- h. Understood and will perform resource management tasks either at the Incident Commander's request or in accordance with jurisdictional planning requirements.
- i. At the direction of the EMSAT, assumes direct control of resources identified as critical items, to assure most efficient utilization.

- j. Implement and modify the pre-incident resource management operations plans above to accommodate the incident.
 - k. Advise the EMSAT on current status and recommend actions to be taken (i.e., implementing emergency ordinances required for price controls, procuring equipment, rationing, etc.).
 - l. Initiate and control actions needed to comply with the desires and decision of the EMSAT. The NIMS protocols under the Logistics, Administration and Finance organization will be the model for operations.
 - m. Coordinate the actions of the various agencies, offices, groups, and individuals involved with the procurement, temporary storage, distribution, utilization and control of local resources.
 - n. During the event maintain an inventory of available resources and recommend to the EMSAT the most efficient use of existing / remaining resources.
- 4. Because of the potential magnitude and complexity of the resource program, the Resource Management Chief may select a supporting staff.
 - 5. In the event that there is no pre-designated Resource Coordinator, one will be appointed by the EMSAT or the Chief Executive Officer of the jurisdiction will assume the responsibilities above.

F. The Volunteer Coordinators

- 1. Overall coordination of volunteers is the responsibility of the Douglas County Emergency Management Agency and upon request may designate an Affiliated Volunteer Coordinator and a Spontaneous Volunteer Coordinator to work with the Resource Management Chief and the EOC Operations Manager. The Volunteer Coordinators will coordinate the work requirements from the disaster with the volunteer assets which include people and donations. Additional Guidelines are in Attachment 3 of this Annex.
- 2. Additional responsibilities may include but be limited to the following:
 - a. Implement pre-incident agreements or develop agreements with area VOAD organizations to assist in the coordination of donations and volunteers.
 - b. Consider using trained, credentialed and previously identified Community Emergency Response Teams (CERT) or United Way volunteers to assist with donations and volunteers.

- c. Coordinate with the PIO and the EM to develop and implement media releases that provide direction to those wishing to donate or volunteer.
3. As necessary, develop prior to the incident, volunteer registration / information forms to receive, catalog skills, track on-the job training and safety briefing including the volunteers medications or physical limitations, deployment location and duration, assigned supervisor and after work assessment. See Attachment 4.
 4. Volunteer mobilization plans should include considerations for:
 - a. Security of the scene and the check-in center
 - b. Traffic control, parking and security of volunteers' property
 - c. Utilities, sanitation, first aid, protected rest facilities for volunteers
 - d. Sanitation, janitorial and garbage service for the feeding centers, mass shelters, household animal shelters,
 - e. Staffing of trained mass care shelter or household animal shelters support personnel,
 - f. Means or system to prevent conflicting volunteer job assignments or assignments to tasks completed.

G. Douglas County Treasurer's Office

The Douglas County Treasurer's responsibilities are stated in the Basic Plan. This Office will assist the Resource Management Chief and the EOC Operations Manager in developing and implementing a system of records for evaluating status of resources and supplies, emergency procurement and contract letting, and completing reports and procedures to verify and obtain reimbursement claims from local, state, and federal governments.

H. The Douglas County Engineer, City/Village Streets and Public Works

These Department(s) will assist in the management and requisition of heavy equipment (trucks, earth moving equipment, etc.), dirt or sand, barricades, and in the coordination of debris removal. The Resource Management Chief and EOC Operations Manager will ensure that resource listings are prepared and maintained.

I. The USDA County Emergency Board (CEB)

The CEB maintains an inventory of agricultural products and food animal resources and will act in an advisory capacity regarding availability, use and protection of these resources. This board can assist the Resource Management Chief in the management and requisition of needed materials and supplies

J. Other support agencies/Departmental Heads of local government

These various support organizations in cooperation and coordination with the EOC Operations Manager, provide lists of resources that could be deployed during a disaster.

The various supervisors or department heads of local government agencies and private organizations will be responsible for managing and paying the expenses for the resources of their individual agencies/organizations when supporting overall disaster resource needs. Disaster relief funding will be sought to reimburse all or a portion of department/agency expenses, as eligible.

K. Metro will coordinate the requisition and management of needed public transportation resources (buses, handi-vans, etc.).

L. The Facility Emergency Coordinator (FEC) of each Title III facility (hazmat reporting facility) will coordinate the requisition and management of the facility- owned emergency resources.

M. The Heartland Chapter of the American Red Cross will assume the lead role in providing for persons displaced from their homes due to a CEND event. In accordance with established procedures, the Red Cross will procure the necessary food and personal care items needed.

N. The Salvation Army will assist in the Red Cross in meeting the needs of persons displaced from their homes and will provide food and hydration needs of responders and volunteers.

V. CONCEPT of OPERATIONS

A. The Resource Management Chief will implement the jurisdiction's resource management plan as directed by either the Incident Commander or the EOC operating as a Multi-agency Coordination Center, MACC, depending on the Resource Management Chief's assignment and the scope of the disaster.

- B. Efficient and effective resource management requires the full support of governmental, non-governmental, not-for profit and private sectors. Local resources used during the operational period of the disaster could include:
1. Food products from local food retail and wholesale sources.
 2. Manual labor materials and hardware items from local hardware stores and lumberyards.
 3. Transportation needs will primarily be obtained from Metro. The transportation resource listing is maintained by Metro, see Attachment 1.
- C. The first priority for transportation is to support the evacuation of citizens as coordinated through the EOC. This may include school children, citizens without private vehicles and other healthcare patients. Some specific transportation considerations are:
1. Specialized transportation to include alternate vehicles for use as ambulances or handi-buses.
 2. Public transportation to include buses to support an evacuation.
 3. Tractor-trailers (semi's), vans, pickups, other trucks and farm equipment that can be used to move supplies and materials.
 4. Confirmation of who will pay for such services.
- D. All vehicles designated as essential to emergency operations will be serviced by local government during the actual operational period. Disaster related costs should be documented.
- E. Labor requirements may be obtained through local government and private agency's utilization of their own personal resources, volunteer agencies, fraternal and social organizations, and job service sources. Normal work assignments may be re-assigned for the duration of the declared emergency.
- F. Heavy equipment resources will come primarily from government agencies such as the Douglas County Engineer's Office. Additional assistance may be requested from the State Department of Roads. Also, heavy equipment could be contracted from construction firms and private contractors. Attachment 2 contains a listing of heavy equipment resources.
- G. Unless otherwise determined, equipment provided by the various agencies and private organizations will be maintained and parked in the "yards", but preferably in the designated staging areas.

- H. All volunteers will register with a Volunteer Coordinator. Procedures for managing a volunteer work force are discussed in Attachment 3 to this Annex.
- I. Volunteers assigned to work on public facilities and grounds must be registered, identified, and have the work assignments tracked and in some incidents they must be security screened to:
 - 1. Assure the safety and security of the volunteers,
 - 2. Assure the safety and security of the victims and property,
 - 3. Assign the best qualified volunteers to appropriate tasks in a timely manner,
 - 4. Reduce the risk of liability to the jurisdiction,
 - 5. To document the hours of donated labor that may be used to off-set the non-Federal share of Category A (Debris management) and Category B (Emergency Protection) programs costs. See Annex C, Attachment 1, Debris Management
- J. All responding organizations and agencies will develop, maintain and provide upon request, records of appropriate materiel, equipment, professional services and financial donations. All resources such as used equipment, expendables, non-expendables, human resources including volunteers will be tracked and accounted for through the response and recovery phases.

VI. ADMINISTRATION and LOGISTICS

- A. The Douglas County Treasurer, City and Village Clerks / Treasurers will maintain official records and accounting of materials and supplies used and funds expended in support of emergency operations for possible reimbursements by local, state, or federal governments. All department heads will maintain appropriate records regarding specific contracts, contractual agreements, employee overtime, and equipment operating costs and make these available upon request..
- B. The Douglas County Emergency Management Agency and other appropriate local officials will review this Annex annually and modify as needed to reflect local operational capabilities and plans.

VII. TRAINING and EXERCISING

A. Training:

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

B. Exercising:

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

LIST of ATTACHMENTS

<u>Attachment #</u>	<u>Item</u>	<u>Page</u>
1	Transportation Resources	L-13
2	Heavy Equipment Resources	L-14
3	Procedures for Volunteer Coordination	L-15
4	Job Aids: Various Volunteer Registration, Work Assignment Forms	L-20

TRANSPORTATION RESOURCES

The following resources are available for emergency use in the Tri-County Region:

Organization Contact Name	Phone	Number of Buses	Number of Vans
Metro	341-0800	141, 2 wheelchair spaces per large bus	
MOBY			23 w/3-5 chair capacity 60 passenger vans
First Student* <i>*has additional resources it can draw from Beatrice and Crete</i>	341-6799	400 w/ capacity for 45 adults 35 w/ capacity for 20 adults 100 w/capacity for handicapped	
Bellevue Public Schools		72 w/ capacity for 50 adults (34 are handicapped accessible)	
Prince of the Road - Local			1 15-passenger van 4 wheelchair vans 35 6-7-passenger vans
Prince of the Road - Statewide			70-75 passenger vans 2 wheelchair vans 1 15-passenger step van
Happy Cab	333-taxi 333-8294	200 cabs	
Shared Mobility			7 wheelchair vans 2 15-passenger vans 3 6-7-passenger minivans
City of Papillion			2 15-passenger vans
Capital Express			100 cargo vans/cars

VOLUNTEER COORDINATION DURING DISASTER RESPONSE and RECOVERY

- I. The Emergency Operations Center Manager will appoint a Volunteer Resource Coordinator. The United Way of the Midlands will fill the position of Affiliated Volunteer Coordinator and the Community Emergency Response Team (CERT) will fill the position of Spontaneous Volunteer Coordinator and will coordinate the work requirements of the disaster with the volunteer assets. If there is no Volunteer Resource Coordinator, the Resource Management Chief will manage the volunteer program.
 - A. The Volunteer Resource Coordinator will work with the Resource Management Chief, the EOC Operations Manager, or the Douglas County Emergency Management Director and, as needed, the Incident Commander.
 - B. Dependent upon the situation, the Volunteer Resource Coordinator may establish a group to assist in carrying out the responsibilities of this function. This group, a part of the Resource Management or Administration section under NIMS, will constitute the Volunteer Processing Center (VPC).
 - C. The Eastern Nebraska CERT will assist the Volunteer Resource Coordinator in the management of spontaneous volunteers. CERT has trained Crew Leaders and communications assets.
 - D. Heartland REACT will provide additional communication support for the management of spontaneous volunteers.
- II. Procedures and responsibilities of volunteer coordination:
 - A. The Resource Management Chief will receive the requests for assistance from affected individuals or agencies and prioritize them in accordance with processes established by the EOC Operations Manager.
 - B. Volunteers will register at the Volunteer Processing Center (VPC) or another similar location designated by the Volunteer Resource Coordinator or the Emergency Operations Center Manager or designee. Information regarding volunteer opportunities and the registration process will be disseminated from the EOC to the public and potential volunteers by means of joint media releases from the lead PIO.
 - C. The Volunteer Resource Coordinator will work with the Public Information Officer to coordinate public announcements about the volunteer registration locations as well as other necessary information regarding this effort.
 - D. The PIO will prepare media releases asking for volunteers and/or providing information about the volunteer process. It is advisable to have prepared messages containing information about:

1. How and where to register for volunteer work,
 2. Jurisdictional guidance about those under 18 years old including their access to the site and whether parent/guardian must sign the registration,
 3. The need to have valid identification,
 4. The duration and types of volunteer work needed,
 5. The types of skills, equipment and number of volunteers needed,
 6. Limitations for volunteers such as medical conditions that may limit activities, allergies, tetanus shot information (i.e. date of last tetanus shot and/or location of where to receive tetanus shot),
 7. Appropriate clothing and protective clothing such as steel-toed shoes, waterproof boots, full length pants or jeans, full shirts preferable long sleeved, jacket, rain gear, gloves, hat or hard hat, protective eyewear, sunscreen, insect repellent,
 8. Appropriate tools to bring such as shovels, brooms, buckets, mops or hand tools and chain saws and their responsibility to use and track them appropriately,
 9. Parking areas and Staging areas for transportation to and from the work site(s), and
 10. Information about water, snacks, lunches and smoking.
- E. Registration of volunteers should include:
1. A registration card (pre-printed, if possible, see example) with:
 - a. Name,
 - b. Individual or organization represented,
 - c. Equipment assets available, special training or skills,
 - d. Name/phone number for notification if there is an emergency,
 - e. A reference for verification (screening) purposes for specialty or sensitive tasks,
 - f. Skills appropriate for the volunteer tasks.
 2. Groups or organizations donating time, labor, and materials and wishing to remain anonymous must have a designated point of contact (POC). The

POC is responsible for reporting the numbers of volunteers, kinds of work accomplished, donations, etc. to the EOC or Volunteer Resource Coordinator. The POC is also responsible for the safety and actions of the organization.

3. Long-term volunteers such as those working in the EOC, communications support volunteers, Volunteer Resource Coordinators, and mass care coordinators should have a written job description, the nature of the assignment, the expectations, prohibitions and consequences.
 4. Being assigned work appropriate to capability and possible equipment assets of the volunteer.
 5. Giving the volunteer a means of identification (e.g. wristband, cards, badges) that indicates that the wearer has been granted authorized access to the disaster area. Volunteers already affiliated with a response agency prior to the event may use their pre-issued agency identification for this purpose. All other volunteers will be considered spontaneous volunteers and will be issued a wristband or other form of temporary identification to be used during a single event. It is recommended that temporary forms of identification be reissued daily.
 6. Prior to deployment to the disaster area, volunteers should be given a safety briefing.
- F. The safety briefing should include statements or a handout indicating:
1. The jurisdiction's appreciation for their concern and a warning that their enthusiasm may lead to unsafe decisions,
 2. The worksite communications structure: who their immediate supervisor is, when they are to start/stop work and where, what their assignment is, how long the work period is, how to reach someone for help, how to obtain extra supplies, field condition safety issues, etc.,
 3. The kinds of hazards they may find at the work site and the need to listen to the crew leader and follow his/her guidance concerning the work site,
 4. The use of appropriate clothing for the season and community and the use of personal protection equipment such as boots, gloves, hats, long pants, sunscreen, insect repellent,
 5. Their responsibility for any of their own equipment they bring
 6. The limited availability of water in the work area and encouragement to bring a personal water container to stay hydrated,

7. The location of portable toilets and other means of meeting hygiene needs,
 8. That flood waters and storm debris should be considered as contaminated and containing bacteria; therefore, wash hands, face before eating, drinking;
 9. The need to seek immediate medical treatment for all injuries and insect bites,
 10. That stray pets or wild animals may be encountered and they should inform the crew leader and avoid the animal,
 11. How to retrieve and safely store personal items found such as pictures, clothing, electronics, other household items,
 12. That looting is a crime,
 13. That storm debris contains many heavy, sharp items, get help lifting, use heavy gloves or ask the crew leader to call for heavy equipment,
 14. That disasters often dislodge hazardous materials and they are to follow the instructions of trained Hazmat responders,
 15. Information about the possibility of encountering victims, in shock, injured or deceased, and injured or dead animals. They are to follow the instructions given at the work site, and
 16. Information about disaster stress and anxiety: that although they will be unable to undo the effects of the disaster; ; that each is helping - one step at a time to assist the victims; that if they recover one picture, lost toy, care for one disoriented victim, then they have helped ease the suffering and allowed that person to begin recovery.
- G. The Volunteer Resource Coordinator will establish and maintain a system of communicating with Crew Leaders to receive periodic updates on the volunteers, work accomplished, injuries, additional resources needed.
- H The Volunteer Resource Coordinator/Crew Leaders must ensure that volunteers return to the registration desk or official exit point after completing their work assignment and notify the Coordinator that the work has been completed or additional resources are needed. If volunteers wish to continue working, they will receive a new assignment.
- I. The Volunteer Resource Coordinator will update the Resource Management Chief frequently on:
1. Personnel and equipment being volunteered,

2. Work being accomplished in the disaster area, and
 3. Additional resources needed or unusual circumstances that are of concern.
- J. The Volunteer Resource Coordinator will complete a summary of all volunteer time, material, services and equipment provided during the event. This summary will be forwarded to the Resource Management Chief, the EOC and possibly the jurisdiction's Clerk's office.
- K. Sample volunteer registration and job assignment forms are available in Attachment 4 and in the Emergency Manager's Handbook

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JOB AIDS: VOLUNTEER COORDINATION

REGISTRATION FORMS, JOB REQUEST FORMS AND JOB ASSIGNMENTS

The following have been provided by Nebraska Emergency Managers and others in an effort to assist the Volunteer Coordination team during disaster response. The local Emergency Manager may use any of these as is or modify them to fit their situation.

Note that each serves a slightly different purpose.

VOLUNTEER REGISTRATION INFORMATION

This form is used for all volunteers: full-time, occasional or specific disasters.

**PLEASE PRINT CLEARLY, COMPLETE AS BEST YOU CAN, RETURN THIS TO A
COORDINATOR AT THE REGISTRATION CENTER/TABLE OR FAX TO _____**

I am willing to volunteer: for this disaster _____, or work in this county _____,
a neighboring county _____, anywhere in NE _____, anywhere in US _____
Mr. ___ Mrs. ___ Ms. ___ Name (first) _____ (last) _____ DOB ___/___/___

Home Address _____ E-Mail address _____

Day Phone _____ Evening phone _____ Today's date ___/___/___

Emergency contact _____ Relationship _____ Emergency phone _____

Occupation _____ Employer _____

Business address _____ City _____ ST _____ ZIP _____

Medical conditions that may limit activity _____ Allergic to _____

If under 18, a parent or guardian must sign here as approval to work: _____

I am a year-round Nebraska resident: yes ___ no ___; if not, which months available? _____

I am currently affiliated with the _____ disaster agency and have been trained in the following
special skills: _____

Skills; Please check all that apply that you are willing to use.

Medical

Doctor/Nurse/EMT
 First Aid
 Mental health counsel
 Veterinarian
 Veterinarian Tech

Communications

CB or HAM operator
 Hotline/rumor control
 Public relations
 Media: print, electronic
 Web page design/maint.
 Public speaking

Languages:

Spanish
 Vietnamese
 Ukrainian
 Bosnian
 Russian
 Chinese
 Arabic
 Other _____

Office Support

Clerical-filing, copying
 Data entry

Phone center
 Word processing
 Messenger
 Auditing/accounting
 Other _____

Service

Food; prep, serve, clean
 Elder/disabled care
 Child care
 Shelter management
 Spiritual counseling
 Social work
 Citizen Corps
 Search and rescue
 Traffic control
 Crime watch
 Animal rescue/care
 Waste Disposal

Structural

Damage assessment
 Metal construction
 Wood construction
 Masonry construct
 Plumbing
 Electrical
 Roofing

Transportation

(use A = available for use)
(use O= qualified operator)
 Car
 Van / station wagon
 Truck, capacity _____
 4WD/ATV
 Boat, capacity _____
 CDL- Class _____
 Maintenance/repair

Labor

Loading / shipping
 Sort/Inventory/packing
 Clean-up debris
 Supervisory experience

Equipment

(use A = available for use)
(use O= qualified operator)
 Backhoe
 Chainsaw
 Generator
 Skid loader
 Front-end loader
 Other _____

VOLUNTEER REGISTRATION INFORMATION

- Side 2 -

(Emergency Manager NOTE: This statements below are suggestions only. The following has not been reviewed by any legal representative for the state of Nebraska, nor shall it be construed to alter any law, executive order, rule, regulation, or local jurisdiction's resolution concerning liability for volunteers assisting in disaster work. EMs are advised to have their county attorney review and provide guidance on the following statement.)

The Volunteer Protection Act of 1997 provides legal immunity for registered volunteers working in disaster-related functions, who are working within the scope of their assigned responsibilities, are acting in good faith and are not guilty of gross negligence.

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless the Coordination Agency, Local Governments, State of Nebraska, disaster response and recovery supporting non-profit, non-government Agencies, the organizers, sponsors and supervisors of all disaster preparedness, response and recovery activities from all liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I choose to participate.

I likewise hold harmless from liability any person transporting me to or from any disaster relief activity.

In addition, disaster relief officials have permission to utilize any photographs, digital images, or videos taken of me for publicity or training purposes.

I will abide by all safety instructions and information provided to me during disaster relief efforts.

I expressly agree that this release, waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Nebraska, and that if any portion thereof is held invalid, it is agreed that the balance shall notwithstanding, continue in full force.

I have no know physical or mental conditions, except as indicated on the reverse side of this form, that would impair my capability to participate fully, as intended or expected of me.

I have carefully read this release and indemnification and understand the contents thereof and sign this release as my own free act.

Signature _____ Date _____

Parent/Guardian, if under 18 _____ Date _____

Please return this signed form to the registration desk or Volunteer Coordinator

COUNTY NAME/LOGO

REQUEST FOR VOLUNTEER HELP

REQUEST # _____

COMPLETE ONE REQUEST FOR EACH PROPERTY OWNER'S/AGENCY'S REQUEST FOR HELP

Date of request _____ Coordinator _____

Individual Agency Contact person _____ Phone(s) _____

Location of work site _____

Directions to site: _____

Type of work: _____

Special physical or hazardous conditions: _____

Special skills / equipment needed: _____

Estimated number needed: _____ Duration of job: (days/hours) _____

When work can begin: _____

CONTACT WITH REQUESTOR:

Date	Comments	Coordinator

VOLUNTEERS REFERRED

NAME	DATE	NAME	DATE

(USE ADDITIONAL PAGES AS NEEDED)

TASK COMPLETED ON ___/___/___ CANNOT FILL REQUEST _____

COORDINATOR: WHEN THE WORK HAS BEEN COMPLETED, RETURN THIS RECORD TO THE APPROPRIATE SECTION (Logistics or Administrative) AT THE EOC.

Volunteer Sign-in / Sign out and Assignment Sheet

Disaster _____ Coordinator _____ Date _____ Crew Leader _____ Page _____

NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	
NAME (PRINT)	Address	Phone	Assignment	Time In	Time Out
Equipment: Personal/supplied				Notes:	

Volunteer Sign-In / Sign-out and Assignment Sheet

_____ County Disaster _____ Coordinator _____ Date _____ Page _____

NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
NAME (PRINT)	Address	Phone	Work assigned	Crew leader	Time in	Time out	Total
Equipment brought/supplied				Notes			
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