

EMERGENCY OPERATIONS PLAN



**Lucas County
City of Toledo**



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Emergency Operations Base Plan
for
Lucas County and The City of Toledo

Large-scale emergencies and catastrophic events occur with little or no warning. Preparedness to cope with the effects of natural disasters, technological accidents, and man-made incidents necessitates an integrated system for emergency management. Many emergencies result in damage or loss of critical infrastructure and disruption of essential services. Sudden escalation in material needs of a community can overwhelm emergency responders and other services. The emergency planning process must be coordinated in order to save and protect lives and property, and to restore the community to a pre-disaster condition with the support of local, state, and federal entities. The Lucas County Emergency Management Agency (EMA) is charged with the responsibility for mitigating the impact of disasters, preparing for likely events, supporting responders with planning and resources, and supporting long-term recovery needs of citizens and communities.

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I. Base Plan

A. Purpose Statement

This Emergency Operations Plan (EOP) (or “Base Plan”) provides guidance to local jurisdictions and private-sector organizations for managing large-scale emergencies and catastrophic events. This Base Plan provides an assessment of historical threats and potential risks to Lucas County, as well as our capability to respond effectively to each. It explains the concept of operations for mitigation, preparedness, response, and recovery phases of emergency management. It serves as a guide to local jurisdictions in developing internal plans and procedures for emergency response and recovery operations. Tab A provides a Glossary of Terms and Acronyms used throughout this document.

B. Promulgation of the Base Plan

This Base Plan is a statement of policy regarding the function of Emergency Management for all political subdivisions within Lucas County. The Base Plan assigns or reaffirms roles and responsibilities of local officials, heads of departments and agencies, non-governmental and community service organizations, and certain entities of the private sector during, before, and after major incidents or disasters.

An Annual review and re-promulgation of this plan is recommended.

The Base Plan is developed pursuant to Sections 3750 and 5502.26 of the *Ohio Revised Code* (ORC); the National Incident Management System (NIMS) under Homeland Security Presidential Directive-5 (HSPD-5); and a resolution by the Board of Lucas County Commissioners, dated December 14, 1990; and is hereby promulgated for the benefit of the citizens of Lucas County.

President of the Board of County Commissioners

Date

Lucas County Commissioner

Date

Mayor of the City of Toledo

Date

(Note the original signature page will be maintained by Lucas County EMA with the master copy of this EOP)

C. Plan Distribution

Note that the original Plan Distribution list will be maintained by Lucas County EMA with the master copy of this EOP.

COPY NO.	JURISDICTION or ORGANIZATION	PLAN HOLDER	DATE
1*	Lucas County	Emergency Management Agency*	
2	Lucas County	Emergency Management Agency	
3	Lucas County	Emergency Management Agency	
4*	Lucas County	Emergency Operations Center*	
5*	Lucas County	Board of Commissioner's*	
6*	Lucas County	Sheriff's Office*	
7*	Lucas County	Engineer's Office*	
8*	Lucas County	Coroner's Office*	
9	Lucas County	Auditor's Office	
10	Lucas County	Treasurer's Office	
11	Lucas County	Prosecutor's Office	
12	Lucas County	Job and Family Services	
13	Lucas County	Dog Warden	
14	Metro Parks Rangers	Metro Parks Rangers	
15*	Toledo-Lucas County	Health Department*	
16	City of Toledo	Mayor	
17*	City of Toledo	Safety Director*	
18*	City of Toledo	Chief of Police*	
19*	City of Toledo	Chief of Fire*	
20	City of Toledo	Public Service Department	
21	City of Toledo	Environmental Services	
22*	City of Maumee	Mayor*	
23	City of Maumee	Chief of Police	
24	City of Maumee	Chief of Fire	
25	City of Maumee	Public Service Department	
26*	City of Oregon	Mayor*	
27	City of Oregon	Chief of Police	
28	City of Oregon	Chief of Fire	
29	City of Oregon	Public Service Department	
30*	City of Sylvania	Mayor*	
31	City of Sylvania	Chief of Police	
32	City of Sylvania	Public Service Department	
33	Village of Berkey	Chief of Police	
34*	Village of Harbor View	Mayor*	
35	Village of Holland	Chief of Police	
36	Village of Ottawa Hills	Chief of Fire	
37	Village of Ottawa Hills	Chief of Police	
38	Village of Waterville	Chief of Fire	
39	Village of Waterville	Chief of Police	
40	Village of Whitehouse	Chief of Fire	
41	Village of Whitehouse	Chief of Police	
42	Jerusalem Township	Chief of Fire	

COPY NO.	JURISDICTION or ORGANIZATION	PLAN HOLDER	DATE
43	Monclova Township	Chief of Fire	
44	Providence Township	Chief of Fire	
45	Richfield Township/Berkey Village	Chief of Fire	
46	Spencer Township	Chief of Fire	
47	Springfield Township	Chief of Fire	
48	Swanton Township	Chief of Fire	
49	Sylvania Township	Chief of Fire	
50	Sylvania Township	Chief of Police	
51	Washington Township	Chief of Fire	
52	Washington Township	Chief of Police	
53	Waterville Township	Chief of Fire	
54	Waterville Township	Chief of Police	
55	Lucas County LEPC	Executive Chair	
56*	State of Ohio	Emergency Management Agency*	
57	State of Ohio	Environmental Protection Agency, District Office	
58	State of Ohio	Department of Natural Resources, District Office	
59	State of Ohio	Department of Transportation, District 2	
60	State of Ohio	State Highway Patrol, Post 48	
61	State of Ohio	Department of Health	
62	State of Ohio	Department of Agriculture	
63*	U.S. Coast Guard	Marine Safety Office -Toledo*	
64*	American Red Cross	Executive Director	
65*	United Way	President*	
66	Northern Ohio/Michigan Mutual Aid	Executive Chair	
67*	Toledo Edison	Emergency Operations Center*	
68	Columbia Gas		
69*	Hospital Council of Northwest Ohio	Regional Coordinator	
70*	Lucas County Fire Chiefs Assn	Assn. Pres.*	

Note:

Controlled copies designated by an asterisk (*) will receive printed and digital copies of the Base Plan. All others will be provided with a digital copy only.

Public Access/Distribution of the EOP

The public may access selected portions of the Base Plan. The Base Plan for all hazards along with the Incident Specific Appendices is on file for public review in the Government Documents section of the Lucas County Library and, beginning in 2011 on the Lucas County Emergency Management Agency webpage.

D. Record of Changes and Revisions

Note that the original Record of Changes and Revisions will be maintained by Lucas County EMA with the master copy of this EOP.

CHANGE NO.	SECTION CHANGED	PAGE #	LAST REVIEW	LAST REVISED
	Base Plan	All		
	ESF 1 – Transportation	All		
	ESF 2 – Communications	All		
	ESF 3 – Public Works and Engineering	All		
	ESF 4 – Firefighting	All		
	ESF 5 – Emergency Management	All		
	ESF 6 – Mass Care, Housing & Human Services	All		
	ESF 7 – Logistics Management and Resource Support	All		
	ESF 8 – Public Health and Medical	All		
	ESF 9 – Search and Rescue	All		
	ESF 10 – Oil and Hazardous Materials Response	All		
	ESF 11 – Agriculture, Food, & Water	All		
	ESF 12 – Energy	All		
	ESF 13 – Public Safety and Security	All		
	ESF 14 – Long Term Recovery and Mitigation	All		
	ESF 15 – Public Information, Warning and Notification	All		
	Appendix 1 - Tornado	All		
	Appendix 2 - Flooding	All		
	Appendix 3 - Earthquake	All		
	Appendix 4 - Hazardous Material Release	All		
	Appendix 5 - Homeland Security	All		
	Appendix 6 - Severe Winter Storm	All		
	Appendix 7 - Animals in Disaster	All		

	Appendix 8 - Aviation Emergency	All		
	Appendix 9 - Radiological Incidents	All		
	Appendix 10 - Evacuation	All		
	Appendix 11 - Debris Management	All		
	Appendix 12 - Mass Casualty	All		
	Appendix 13 - Recovery Operations	All		
	Appendix 14 - Emergency Services COOP/GOG Plan	All		

E. Hazards and Vulnerability Assessments and Capability Assessments

Hazards and Vulnerability Assessments (HVA) and Capability Assessments (CA) are updated each year for Lucas County. Potential natural and man-made disaster events that could affect all or a portion of Lucas County are researched, evaluated, and ranked in order of their probability, historical record of occurrence, and vulnerability (impact) on the County or the region. The compilation provides a Disaster Risk Analysis that is used as the basis for developing a comprehensive EOP for disaster readiness. A Hazard Gradation Chart is included in Tab B, Hazard Vulnerability Assessment.

1. Situation and Assumptions

a) Geography and Environment

- (1) Lucas County is located in Northwest Ohio, encompassing an area of approximately 843.5 square miles. The adjacent political jurisdictions that surround Lucas County are Fulton, Henry, Wood, and Ottawa Counties in Ohio, and Monroe County, Michigan, directly to the north. Lucas County is situated at the southwestern basin of Lake Erie. The Maumee River runs the full length of the County's southern boundary, which creates its unique wedge shape. The Maumee River channel is navigable for approximately 10 miles by lake and ocean-going vessels, and for another 10 miles by smaller watercraft.
- (2) The topography of much of Lucas County is alluvial plain; however, the County has numerous rivers and smaller tributaries that run toward the northeast into Lake Erie. These waterways create numerous small valleys and ravines in the central region of the County. Lucas County is heavily forested over most of its residential areas. Smaller areas under cultivation are largely clear of natural vegetation.
- (3) The Climatic Region in the Midwest is temperate, with a maximum of 104 degrees Fahrenheit (°F) and a low to -20

°F. Mean annual precipitation is 32.9 inches. Mean annual snowfall is 38 inches.

- (4) Lucas County is a major urban region in Ohio, with approximately 70 percent of its area residentially or commercially developed.
- (5) Lucas County has a manufacturing, transportation, and service sector economic base. Major auto and glass industries maintain large facilities, and two corporations maintain their global headquarters within the region. Banking and finance industries are concentrated in the County alongside local, State Government, and Federal Government offices. Major centers for the arts and recreation are dispersed throughout the County's 22 subdivisions.

b) Population

- (1) Within Lucas County are 11 municipal jurisdictions and 11 Townships. The population of Lucas County is 441,815 (2010 Census estimate). The largest jurisdictions include the following (2010 Census estimate):

Toledo	287,208
Oregon	20,291
Sylvania	18,965
Maumee	14,286
Waterville	5,523
Ottawa Hills	4,517
Whitehouse	4,149
Holland	1,764

- (2) The present population demographic (2010 Census estimate) for Lucas County is 76.4% white, 17.8% African-American or Black, and 5.5% Hispanic. While the median age of residents is 36.2 years old, and 12.8% of the population is 65 years and more.
- (3) Lucas County continues to be a major center of employment and commerce for the surrounding region. This results in a swelling of the population during the work week by up to 22 per cent during peak periods according to local workforce projections.

c) Infrastructure

- (1) Lucas County has approximately 700 miles of public roadways. Four major interstate highways bisect the County: Interstates US-23, I-75, I-475 and I-280 running north and south; and Interstate 80/90 (The Ohio Turnpike) running east and west. Four interstate bridges and two

municipal bridges provide the principal means of crossing the Maumee River.

- (2) Two major railways, Norfolk and Southern and CSX, criss-cross Lucas County, with major rail terminals in and around its urban center.
- (3) The Toledo Seaport is a mid-sized port facility that receives cargo from all over the Great Lakes region, Europe, Asia, and the Middle East. The Port is a major shipper of grains and fuel.
- (4) Oil refinery facilities and pipelines transport petrochemical products between the Port and major urban centers.
- (5) The Toledo Express Airport handles both international air-cargo and continental passenger flights on its 13,000-foot runway that also provides access to National Guard (NG) flight operations.
- (6) Municipal water supply and wastewater treatment are provided by facilities in two jurisdictions. Electricity and natural gas services are provided by the private sector.

2. Threat and Hazard Assessment

- a) Tornadoes, severe lightening, large hail, heavy snow, and ice can accompany many severe storms. The impact of severe storms is usually widespread and can cause disruptions in electrical services, communications, travel, and other critical services. Injuries and fatalities may result from severe storm conditions; however, property and infrastructure damage is most common. Lucas County lies within the maximum frequency belt for formation of tornadoes.
- b) Flooding can occur anywhere throughout Lucas County, and eight sub-divisions have an elevated risk of major flooding. Flooding may result from above-average rainfall, rapid snow melt, frozen ground conditions that cause runoff, or an extended storm surge in the western Lake Erie basin.
- c) Energy emergencies due to reduction, disruption, or loss of electric power, natural gas, liquid petroleum gas (LPG), fuel oil, or gasoline may result in a crisis that could quickly rise to the level of a disaster. Loss of energy supplies may result from a large natural disaster, man-made incident/accident, or interruption of raw materials necessary for energy production. Any extended loss of electricity and home heating fuels would be of serious concern during extreme seasonal periods, exerting strong social and economic impacts.

- d) Lucas County has a significant risk of exposure to a hazardous materials release, fire, or explosion due to concentration of chemical industries and transportation infrastructure. The Lucas County Emergency Response Plan (for Hazardous Materials), Rev. 1993
- e) Lucas County has experienced seismic activity over the past 100 years but not with serious impact, given the region's history of low-intensity seismic activity (see Mercalli Scale) events. However, several earthquake faults lie beneath Lucas County. Northern Ohio is within an earthquake zone that extends from western Tennessee. While earthquakes in our region are rare and of low intensity, they pose greatest concern for pre-1930 structures, underground infrastructure, and buildings constructed on areas of unconsolidated refill next to rivers, former wetlands, and bay areas. A significant portion of the City of Toledo is built over the above regions. A moderate earthquake could result in damage and loss of life.
- f) Civil disorders resulting in both personal and property damage have impacted the County within isolated urban areas. Historical incidences have been the result of social/economic policies or racial/ethnic tensions or disputes.
- g) Viral epidemics and pandemics have occurred within the past 100 years, with smaller, less lethal outbreaks occurring in recent decades. Citizens are vulnerable to many existing viruses or bacterial infections. Newly evolving potentially lethal viruses pose a threat to urban populations that have little or no resistance.
- h) While we can never dismiss the possibility of a direct attack by a foreign nation, recent threats to public safety and security have taken the form of non-aligned terrorist actions. Most acts of terrorism are directed against people; however, social-economic targets such as centers of government and military facilities, communications and cyber networks, business, commercial, and religious centers, manufacturing and transportation infrastructure, agriculture, utilities, and other critical services are vulnerable to international or domestic terrorist attack.
- i) All of Lucas County falls within a 50-mile Ingestion Plume Pathway Zone (IPZ) of two nuclear power facilities, while a portion of eastern Jerusalem Township lies within a 10-mile radius designated as an Emergency Planning Zone (EPZ). An accidental air-borne release containing harmful radiation from either facility is possible. In addition, radiological materials are commonly transported, stored, and used throughout the County in industry and medicine. The Lucas County Emergency Response Plan (for Hazardous Materials), Rev. 1993
- j) Extended droughts have affected large regions of the State of Ohio, including Lucas County. Extended drought conditions could result in significant economic losses to both the public and private sectors in the future.

- k) One Class I Dam affecting Lucas County is located at Grand Rapids, Ohio. While loss of life is possible, a major dam failure is more likely to result in property damage, possible releases of hazardous materials (HAZMAT) into the environment, or hazards to downstream navigation. The location of this Class I Dam is depicted in Appendix 2 - Flooding.
- l) See Tab B Hazard Vulnerability Assessment.

3. Capability and Readiness Assessment

- a) Lucas County's 22 sub-divisions support 16 fire departments that maintain mutual aid compacts among one another and adjacent jurisdictions beyond County boundaries.
- b) The Toledo Fire Division Special Operations Branch coordinates planning, training, and exercising for potential weapons of mass destruction (WMD) incidents. The Toledo Police Department supports a Chemical, Ordnance, Biological, and Radiological (COBRA) team for response to incidents involving WMD materials. Several police departments support Special Weapons and Tactics (SWAT) team operations.
- c) Lucas County is home to a number of regional emergency response teams operated and maintained by the City of Toledo. Among them are the Toledo Fire Hazardous Materials, Radiological Response, Biological Response, Urban Search and Rescue (SAR), Region One Disaster Animal Response Teams, and Northwest Ohio Bomb Squad. These teams would form the backbone of any response requiring their specialized training and equipment capabilities.
- d) The Lucas County Emergency Medical Services (EMS) coordinates and supports training and logistics for each of the county fire services that staff Advanced Life Support units that are distributed throughout Lucas County in jurisdictional fire stations. The Lucas County EMS provides four mass casualty response trailers to be pre-positioned at fire stations. These trailers include equipment for treatment and triage of mass casualties. An emergency generator and emergency lighting system are included. The Lucas County EMS also provides coordination with private-sector basic life support suppliers and all local medical service providers.
- e) The Lucas County Sheriff is the chief law enforcement official with countywide jurisdiction. The Sheriff may contract with outlying subdivisions for law enforcement response. Fourteen jurisdictions support local law enforcement departments in line with their population and security requirements. Several law enforcement departments maintain mobile disaster command and control vehicles, to include the Buckeye State Sheriff's Association (BSSA) Communications Van with extensive interoperable communications capability.

- f) The Lucas County Department of Emergency Services maintains and supports a Joint Communications Center located at 2144 Monroe Street that houses the Public Safety Answering Points (PSAP) for the City of Toledo and the Lucas County Sheriff's Office (LCSO). The Cities of Oregon, Maumee, and Sylvania, and the Village of Ottawa Hills and Sylvania Township operate and maintain their own PSAP for emergency dispatch. All PSAP(s) are integrated through a county wide Computer Aided Dispatch (CAD) mobile data terminals and 800mhz system (MARCS).
- g) The Lucas County EMA supports emergency planning and readiness measures for all jurisdictions under a countywide Emergency Management Agreement. The Lucas County EMA conducts an annual threat risk capability assessment for all hazards, and facilitates development of a comprehensive, integrated Emergency Plan. The Plan provides for participation of most departments of local government and organizations in the private sector. The Lucas County EMA maintains public warning systems in each jurisdiction and trains those who would implement these. The Lucas County EMA provides facilities and equipment necessary to support operations of the Lucas County Emergency Operations Center (EOC) for use in major emergencies, catastrophic events, and declared disasters.
- h) Lucas County encourages and actively supports organized volunteer efforts under the national Citizen Corps initiative. The Toledo-Lucas County Department of Health and Lucas County EMA coordinate training of citizen volunteers under the Community Emergency Response Team (CERT) and Medical Reserve Corps (MRC) programs in support of local jurisdictions and community service organizations.

F. Concept of Operation

1. General

- a) The EOP is consistent with the policies and guidance contained within the National Response Framework (NRF) and NIMS.
- b) Organizations with primary or support responsibilities for emergency planning, preparedness, response, and recovery are involved in the development and maintenance of the EOP.

2. Mitigation and Preparedness

- a) The Lucas County Disaster Mitigation Program exists to identify strategies for eliminating or reducing impacts of catastrophic incidents. This Program provides for creation of detailed plans and procedures. It results in the adoption of preparedness measures in the form of training and commitment of resources.

- b) The Disaster Mitigation Program includes the following three components. Each of the plans is integral to the EOP for all-hazards
 - (1) The Lucas County Disaster Mitigation Plan, which address natural disasters.
 - (2) The Local Emergency Planning Committee (LEPC) Plan that address hazards associated with incidents involving release of HAZMAT from sources within the commercial/industrial private sector.
 - (3) The Lucas County Radiological Emergency Response Plan (RERP) that address measures to reduce the impact of an accidental radiological release. The Lucas County RERP provides detailed preparedness measures and standardized operating procedures to mitigate the impact of an accidental airborne release of radiological material. The RERP identifies responding organizations and assigns responsibilities for specific functions. Reference Lucas County RERP, Rev. 22, dated February 2010.
- c) Lucas County EMA provides informational brochures and maintains an internet web-page at (www.co.lucas.oh.us). In addition, the Lucas County EMA office coordinates with other organizations such as the American Red Cross (ARC) to provide critical information and education to families, senior citizens, and persons with special needs and the disabled.

3. Response

- a) The initial incident report or request for emergency response will come to the appropriate local response agency. 9-1-1 operators are on duty at all times to receive calls for assistance. Call takers collect information and forward to police fire and Lucas County EMS dispatchers who notify appropriate emergency responders of emergency calls or requests for assistance. Dispatchers maintain contact with responding units to monitor the incident status and provide additional support as needed. See Emergency Support Function (ESF) 2 - Communications.
- b) The first arriving emergency service unit will assume command of the incident scene and initiate an incident "size up." The Incident Commander will manage all aspects of the incident response utilizing the Incident Command System (ICS) and expand or contract the ICS based upon need. The Incident Commander will call for additional resources from within the impacted jurisdiction(s) or through local mutual aid compacts. The Incident Commander will notify local officials of the need to activate the existing EOP should the needs of the incident exceed the available resources of the jurisdiction(s). See ESF 13 - Public

Safety & Security, ESF 4 - Firefighting, ESF 10 - Oil and Hazardous Materials Response, and ESF 9 - Search and Rescue.

- c) Local officials, emergency responders, and the Lucas County EMA will coordinate local damage assessments to determine the initial impact of any disaster event and the capability of each jurisdiction to respond with all available resources. When the scope of an event causes a community or Lucas County to commit or exhaust all available local resources, and the initial assessment indicates that additional resources are necessary to meet the needs of the public and private sectors, or further harm seems likely, as determined by the initial assessment, the EOP shall be activated by the Lucas County EMA Director. (Reference ORC. 5502.25). Upon activation of the EOP, the Lucas County EMA Director shall notify and mobilize the appropriate members of the EOC staff to conduct multi-jurisdictional coordination operations in the Lucas County EOC.
- d) The Lucas County EOC shall be formally activated by the Board of Lucas County Commissioners or the County Sheriff. When activated, the operation of the Lucas County EOC will be managed by the Lucas County EMA Director. Each of the above officials may direct an EOC activation when multiple jurisdictions are impacted, when the area affected by a disaster encompasses an unincorporated sub-division, or at the request of a public safety officer of another jurisdiction. Officials may choose to open the Lucas County EOC without formal activation for the purpose of coordinating with public safety officials and executive managers to discuss assessments and options prior to making a decision to formally activate the EOC.
- e) A local Proclamation or Declaration of Emergency may result in mobilization of additional resources for response and recovery functions in support of the affected jurisdiction(s). The Lucas County EMA Director will complete and forward an EMA Incident Report Form and provide regular updates on the situation to the Ohio EMA upon activation of the EOP.
- f) Upon receipt of a request of a State Declaration of Emergency, the Lucas County EMA Director will complete an Initial Damage Report for the Ohio EMA within 12 hours. A Damage and Needs Assessment (AGN-0035) will be completed within 24-72 hours (or as soon as possible), and forwarded to the Ohio EMA for action.
- g) The Lucas County RERP, Rev. 22, specifies detailed planning and procedures for responding to a declared event resulting from an accident at the Davis-Besse Nuclear Power Station. The RERP provides for training, drills, and exercises under state and federal guidelines and regulations. Reference ORC Sections 5502.1 through 5502.99.
- h) The Region One (Northwest Ohio) Pandemic Response Plan was developed to address the need for strategic planning and coordination for health emergencies that generally have no

defined jurisdiction. Strategic planning and resource management may be assigned to an area command authority. Response operations will remain the responsibility of local Incident Commanders who will exercise tactical control to carry out regional strategies.

G. Organizations and Assignments

1. Chief executives and public safety officials of each jurisdiction have authority to provide for protection of citizens, with specific responsibilities identified within the ORC.
2. Public and private organizations have responsibility for specific emergency support functions identified within each ESF of the EOP. Primary authority for an ESF will usually fall to one agency, department, or organization; however, since this is a shared EOP between Lucas County and the City of Toledo, dual organizations may share some primary responsibility. Tab C, Organizations and Assignments, provides a table that displays the inter-relationships among ESFs primary and support agencies for all phases of emergency management.
3. The majority of organizations with responsibility for emergency management will serve in a support capacity for response and/or recovery operations. See Tab C, Organizations and Assignments.

H. Continuity of Government (COG)

1. ICS provides for transfer of command or authority from one Incident Commander to another during the emergency response. This transfer of responsibility can extend beyond the response through the disaster recovery phase of the emergency for a declared disaster. The Incident Commander can transfer authority for subsequent actions in the recovery to the Chief Executive of the jurisdiction or that jurisdiction's appointed official with pecuniary authority to direct actions by departments.
2. Local officials are responsible for pre-designating lines of succession or pre-delegating authorities for decision-making where and when provided for in law (ORC 161.01-161.29 – COG, and ORC 305.30 J.). The Lucas County EMA Director is responsible for the day to day and emergency management operations authorized by state and local statute. In his/her absence, next line of succession falls to the Assistant or interim EMA Director as authorized or designated by the jurisdictions chief elected officials or agency chief executive officer having authority.
3. In order to assure the continuity of essential services of government, all departments and organizations shall identify an alternate location for continuance of operations. The Lucas County Alternate EOC is located at the Lucas County Corrections Center 1622 Spielbusch Ave. Toledo. Tab D, Essential Functions of Local Government.
4. Organizations and departments will develop procedural documents to support relocation and sustainment of operations and essential services.

I. Administration and Logistics

1. Administration

- a) Lucas County is organized under ORC 5502.071, with all political subdivisions in Lucas County participating under a countywide agreement. The Lucas County EMA Director will administer policies and procedures necessary to fulfill the responsibilities identified in the Lucas County EOP.
- b) The Lucas County EMA is responsible for administration of a comprehensive Emergency Plan that addresses mitigation, preparedness, response, and recovery for hazards identified in the HVA.
- c) Lucas County EMA is responsible for management of the EOC that will serve as a Multi-agency Coordinating Center (MACC) to provide support for any large-scale emergency response.
- d) The Lucas County EOC will provide necessary materials, administrative supplies, and equipment for all ESF representatives and other EOC staff as needed.
- e) Representatives of local governments and other community service organizations may staff a Federal Emergency Management Agency (FEMA) Disaster Application Center to provide assistance to the public in the short-term disaster recovery period.
- f) Disaster Declarations, with accompanying requests for specific state/federal assistance, will be made according to Tabs E, F, and G of this Base Plan. Local jurisdictions shall support requests for disaster assistance with documentation as needed.
 - (1) A local Proclamation or Declaration of Emergency will result in mobilization of additional resources to support response and recovery functions in support of the affected jurisdiction(s). The Lucas County EMA Director will complete and forward an EMA Incident Report Form and provide regular updates on the situation to the Ohio EMA upon activation of the EOP.
 - (2) Upon receipt of a request for a State Declaration of Emergency, the Lucas County EMA Director will complete an Initial Damage Report for the Ohio EMA within 12 hours. A Damage and Needs Assessment (AGN-0035) will be completed within 24-72 hours (or as soon as possible), and forwarded to the Ohio EMA for action.
- g) Provisions for retention and preservation of records and documents of record will be in accordance with local records retention policies and schedules. Reference Lucas County Records Retention Plan dated November 17, 2000.

- h) Lucas County and its political jurisdictions will utilize the processes, guides, protocols, and procedures prescribed in NIMS. NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. The NIMS structure is based on ICS and the Unified Command System.

2. Logistics and Resource Management

- a) ESF 7 – Logistics and Resource Management will coordinate to support requests from the ICS Logistics Section Chief for additional or other resources when local resources and/or capabilities have been committed or exhausted.
- b) All fire departments (including adjacent jurisdictions) and most police departments in Lucas County have informal mutual aid agreements in place to augment personnel and equipment.
 - (1) The Lucas County Fire Chief's Association Mutual Aid Compact and the State Fire Marshall's Mutual Aid Compact provide the process of accessing personnel and equipment for local fire response.
 - (2) The Northwest Ohio Regional Law Enforcement Mutual Aid Agreement provides for the sharing of resources in times of emergency between local, regional and State law enforcement agencies and departments
- c) Lucas County is a member of the Intrastate Mutual Aid Compact (IMAC) that provides for regional and state assets through the Ohio EMA. The Emergency Management Assistance Compact (EMAC) provides for sharing of assets requested by member states through Ohio EMA.
- d) Logistical support will be available countywide on a priority basis until available resources are expended or committed. Every attempt will be made to locate and procure existing local resources before seeking authorization to purchase.
- e) Purchase requests for additional materials, equipment, or services in support of a disaster response will be forwarded through the EOC to the Lucas County Department of Support Services under existing rules governing emergency authorization for acquisitions and contracting.
- f) All assets employed in the emergency response and recovery will be assigned, maintained, and tracked to assure accountability. Any assets that have not been expended in the response will be demobilized through the ICS Logistics Section Chief and/or the ESF 7 Desk in the Lucas County EOC.

- (1) The ICS Logistics Section and/or ESF 7 Desk will develop procedures to acquire, maintain, deploy, and recover resources used in a disaster response.
- (2) Detailed records and documentation of committed resources will be maintained to support requests for reimbursement under a Public Assistance Declaration.

J. Plan Development and Maintenance

1. The Lucas County EMA is charged with development and maintenance of a comprehensive, integrated EOP that includes a Mitigation Plan addressing planning and preparedness, and an all-hazard EOP that addresses response and recovery operations. This EOP is developed in coordination with and support of representatives of local jurisdictions, community service organizations, and the private sector.
 - a) The Lucas County Mitigation Planning Committee (MPC) is organized from the public and private sectors to review policies and procedures that could reduce impacts of specific disasters and potentially eliminate some risks identified in the County Threat Risk and Needs Capability Assessment.
 - b) The MPC meets regularly to develop an overall mitigation strategy and make recommendations for local planning groups, emergency responders, and policy makers. See local Mitigation Plan.
 - c) The MPC reviews current threats, hazards, and capabilities identified in the Disaster Risk Analysis, to determine local needs. The MPC reports its findings to local and state officials in order to induce funding for specific mitigation projects and changes to existing plans and procedures.
 - d) The MPC seeks the support of the private sector for business continuity planning and preparedness measures, encourages inter-operable mutual assistance within business and industry, and elicits support for emergency response organizations and communities by businesses in times of disaster.
2. Organizations will review and comment on relevant sections of the Mitigation Plan based upon actual experience in emergencies, drills, and exercises. All jurisdictions and organizations referenced within the Mitigation Plan shall provide revisions upon completion of an annual review, or more often as needed.
3. The Lucas County EMA Director is responsible for ensuring that necessary changes and revisions to the EOP are completed, published, and distributed as necessary in accordance with Sections C and D of the Base Plan.
4. The EOP shall be submitted to Ohio EMA and FEMA upon each major revision (minimum every four years). This schedule will not preclude Lucas County EMA from conducting annual reviews of the EOP and its

ESF Annexes and Hazard/Common Appendices in order to revise specific sections.

5. Training will be conducted in accordance with cooperative agreements among the Lucas County EMA, county sub-divisions, and other private sector or non-profit organizations included within the EOP.
 - a) The Lucas County EMA supports and encourages local officials and emergency service officers within each jurisdiction to attend resident or non-resident courses related to emergency management.
 - b) The Lucas County EMA will provide information and schedules for training courses offered by other departments and agencies of State Government and the Federal Government.
 - c) The Lucas County EMA will promote and encourage enrollment in independent study program courses through FEMA's Emergency Management Institute.
6. The Lucas County EMA will develop a three-year All-Hazards Exercise Schedule that will include at least one full-scale exercise. An annual schedule of drills and exercises will be maintained and shared with the county sub-divisions and other participating organizations as needed.
 - a) The Lucas County EMA will plan, design, coordinate, and facilitate drills and exercises each year for public and private sectors, taking into account factors described in the annual Threat Risk and Needs Assessment.
 - b) Exercises will be conducted in order to test functions outlined in existing plans and procedures. The Lucas County EMA staff, along with participating organizations and individuals, will support development of tabletop, functional, and full-scale exercises.
 - c) The Lucas County EMA Staff will further provide for a "Hot-Wash," and a formal After-Action Review/Report (AAR) following each exercise. Shortfalls and deficiencies, identified in the evaluation process, will require development of a Corrective Action Plan that identifies revisions to plans and procedures and additional training needed within and among organizations.
7. The Lucas County EMA will provide support and conduct annual training sessions, workshops, and seminars on emergency preparedness issues for public and private organizations as needed or as specifically requested.

K. Authorities and References

1. Authorities
 - a) Federal

- (1) The Emergency Planning and Community Right-to-know Act of 1986 (Title III, Superfund Amendments and Re-authorization Act [SARA]) as amended.
- (2) Federal Emergency Management Rules, 44 *Code of Federal Regulations* (CFR), Part 302.
- (3) National Flood Insurance Act of 1968 as amended.
- (4) Robert T. Stafford Disaster Relief and Emergency Assistance Amendments of 1988 (PL 100-707) as amended.
- (5) Public Health Services Act of 1950 as amended.
- (6) 28 CFR, Part 65, Emergency Federal Law Enforcement Assistance, Final Rule.
- (7) Department of Defense (DOD) Directive 3025.1 – Use of Military Resources During Peacetime Civil Emergencies, May 23, 1980.
- (8) Homeland Security Act of 2002 (PL 107-296) as amended by the Department of Homeland Security Appropriations Act, 2007 (PL 109-295).
- (9) Post Katrina Emergency Management Reform Act (PKEMRA) (PL 109-295) October 4, 2006.
- (10) Homeland Security Grant Program PL110-53 9/11 Act, 2010
- (11) Urban Area Security Initiative UASI, PL110-53 9/11 Act, 2010

b) State

- (1) State of Ohio Constitution, Article II, Section 42.
- (2) ORC

(a) Title 1 State Government

(i) Section 125.023 Suspending purchasing and contracting requirements during an emergency

(ii) Section 121.404 Council cooperation in establishing system for emergency volunteers

(b) Title 3 Counties

(i) Section 305.30 County Administrator - powers and duties.

(ii) Section 311.07 General Powers of the County Sheriffs

(iii) Section 307 General Powers of the County Board of Commissioners

(c) Title 5 Townships

(d) Title 7 Municipal Corporations

(e) Title 15 Conservation of Natural Resources

(i) Section 1521.13 Floodplain management activities

(ii) Section 1521.18 Floodplain management ordinance or resolution

(f) Title 23 Courts, Common Pleas

(i) Section 2305.232 Immunity of person assisting in clean-up of hazardous material

(g) Title 37 Health/Safety/Morals

(i) Chapter 3709 Health Districts

(ii) Chapter 3710 Labeling of Hazardous Substances

(iii) Chapter 3727 Hospitals

(iv) Chapter 3734 Solid and Hazardous Waste

(v) Chapter 3737 Fire Marshall; Fire Safety

(vi) Chapter 3745 Environmental Protection Agency

(vii) Chapter 3747 Low-level Radiological Waste

(viii) Chapter 3750 Emergency Planning

(ix) Chapter 3751 Hazardous Substances

(x) Chapter 3761 Assemblies; Mobs

(h) Title 39 Insurance

(i) Section 3901.27-.30, Periods of Emergency

(i) Title 41 Labor & industry

(i) Chapter 4123 Workers Compensation (Sections 4123.03 - 4123.037)

(ii) Section 4163.07 Notice to executive director of the emergency management agency prior to shipment of nuclear materials into or through the state

(j) Title 47 Occupations/Professions

(i) Chapter 4765 Emergency Medical Services

(k) Title 49 Public Utilities

(i) Chapter 4901 Public Utilities Commission

(ii) Sections 4905.80-83 Transportation of Hazardous Materials

(iii) Section 4919.79 Rules applicable to highway transportation and offering for transportation of hazardous materials in interstate commerce.

(iv) Section 4921.04 Powers of public utilities commission

(v) Section 4923.03 Power vested with public utilities commission - rules and regulations

(vi) Section 4923.20 Transporting hazardous materials by not-for-hire carriers

(l) Title 51 Public Welfare

(i) Chapter 5101 Department of Human Services

(ii) Chapter 5119 & 5123 Department of Mental Health

(iii) Section 149.433 Infrastructure & Security Records

(m) Title 55 LV Roads - Highways - Bridges

(i) Section 5501.02 Department of Transportation

(ii) Section 5501.31 Director of transportation powers and duties

(iii) Section 5501.04 Department divisions - deputy directors

(iv) Chapter 5502 Department of Public Safety

(v) 5502.01 General duties of department.

- (vi) 5502.21 Emergency management definitions.
- (vii) 5502.22 Emergency management agency.
- (viii) 5502.24 Designation of temporary seats of state and local government in event of emergency.
- (ix) 5502.25 Rules for emergency management of state.
- (x) 5502.26 Countywide emergency management agency.
- (xi) 5502.261 Appropriation from general fund for agency functions.
- (xii) 5502.27 Regional authority for emergency management.
- (xiii) 5502.271 Program for emergency management.
- (xiv) 5502.28 Cooperation with governor and executive director.
- (xv) 5502.29 Political subdivisions may develop mutual aid arrangements.
- (xvi) 5502.291 Interstate arrangements - coordination of mutual aid plans.
- (xvii) 5502.30 Immunity from liability.
- (xviii) 5502.31 Appropriations for expenses.
- (xix) 5502.32 Acceptance of private offers of assistance for purposes of emergency management.
- (xx) 5502.33 Political activity prohibited.
- (xxi) 5502.34 Disqualification for subversive activities - registration and oath required.
- (xxii) 5502.35 Exercising emergency management powers outside jurisdiction.
- (xxiii) 5502.36 Judicial notice.
- (xxiv) 5502.37 Emergency management prohibitions.
- (xxv) 5502.38 Emergency response provisions not affected by emergency planning provisions.

(xxvi) 5502.39 Emergency management agency service and reimbursement fund.

(xxvii) 5502.40 Emergency management assistance compact.

(xxviii) 5502.41 Intrastate mutual aid compact.

(xxix) 5502.42 Civil defense certificate of necessity - application.

(xxx) 5502.43 Notice and hearing prior to issuance of certificate - revocation or modification.

(xxxi) 5502.44 Distribution of certificate.

(xxxii) 5502.45 Appeal.

(xxxiii) 5502.46 Revocation due to fraud - taxes and penalties.

(xxxiv) 5502.47 Exemption from real property tax.

(xxxv) 5502.48 Exemption from personal property tax.

(xxxvi) 5502.49 Exemption from corporate franchise tax.

(xxxvii) 5502.50 Cost of superior protection from attack does not increase tax value of structure.

(xxxviii) 5502.51 Rules and standards for issuance of certificates.

(xxxix) 5502.52 Statewide emergency alert program - abducted children - false report.

(xl) 5502.521 AMBER alert advisory committee.

(xli) 5502.522 Statewide emergency alert program.

(xlii) Chapter 5503 State Highway Patrol

(xliii) 5503.02 Duties & Powers

(n) Title 61 Water Supply/Sanitation/Ditches

(i) Chapter 6101 Conservancy Districts

(ii) Chapter 6109 Safe Drinking Water

c) Ohio Administrative Code

(1) 121:40-1-01 Registration of Volunteers

- (2) 4501:3 Emergency Management Agency
 - (a) Chapter 4501:3-1 General Provisions
 - (b) Chapter 4501:3-2 State Organization
 - (c) Chapter 4501:3-3 Local Organization
 - (d) Chapter 4501:3-4 Emergency Management Funding
 - (e) Chapter 4501:3-5 Training
 - (f) Chapter 4501:3-6 Emergency Operations Plans

d) Other Legal Authorities

The specific powers and duties of elected officials are contained within the following Sections of the ORC:

ORC	Description of Powers and Duties
107.01 et seq	Powers & Duties of the Governor
305.09	Filling Elected Vacancies
305.12	Commissioners, Powers/Duties
307.31	Engineers, Powers/Duties
311.07	Sheriffs, Powers/Duties
313.06	Coroners, Powers/Duties
315.08	Engineers, Powers/Duties
329.01	Human Services, Powers/Duties
733.03	City Mayors, Powers/Duties
733.23	Village Mayors, Powers/Duties

Resolution No. 90-1429, for Countywide Agreement

2. References

a) Plans

- (1) State of Ohio Hazardous Materials Emergency Plan, December 1990.
- (2) Ohio Plan for Response to Radiation Emergencies at Licensed Nuclear Facilities, May 1990.
- (3) National Response Framework (NRF), 2005.
- (4) Lucas County Radiological Emergency Response Plan, (Rev 10, January 1997).
- (5) Lucas County Emergency Response Plan (for Hazardous Material Response), (Rev 001, June, 1993).
- (6) Oil Pollution Act of 1990/OPA90/ US Coast Guard & USEPA

(7) U.S. Coast Guard Western Lake Erie Area Contingency Plan, March 2005.

(8) U.S. Coast Guard Maritime Security Plan, 2006.

b) Guidance Documents

(1) Civil Preparedness Guide for Emergency Operations Planning (FEMA, CPG-101).

(2) Site Emergency Planning Workbook, June 1995.

(3) Ohio Attorney General's Opinion; 97-015, Snow Emergency.

(4) Ohio Attorney General's Opinion; 64-1532, Compulsory Evacuation.

(5) Plan Development and Review Guidance For Local Emergency Operations Plans 2009

c) FEMA Materials

(1) In Time of Emergency, H-14, a citizen's handbook.

(2) Webpage: www.ready.gov

L. Base Plan Addendums

TAB A – Glossary of Terms and Acronyms

TAB B – Hazard Vulnerability Assessment (HVA)

TAB C – Organizations and Assignments

TAB D – Essential Functions of Local Government

TAB E – Requesting State/Federal Disaster Assistance GTA-100

TAB F – Requesting Assistance for Civil Disorder

TAB G – Disaster Declaration Resolution Template

M. Authentication & Authorization

The following pages 33 and 35 with original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Jurisdiction/Agency/Office	Chief Executive	Print Name	Signature	Date
Lucas County Sheriff's Office	Sheriff			
Lucas County Engineer's Office	Engineer			
Lucas County Coroner's Office	Coroner			
Lucas County Auditor's Office	Auditor			
Lucas County Treasurer's Office	Treasurer			
City of Toledo	Mayor			
City of Maumee	Mayor			
City of Oregon	Mayor			
City of Sylvania	Mayor			
Village of Berkey	Mayor			
Village of Harbor View	Mayor			
Village of Holland	Mayor			
Village of Ottawa Hills	Mayor			
Village of Waterville	Mayor			
Village of Whitehouse	Mayor			
Harding Township	Trustee			

Note - the pages with original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

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Jurisdiction/Agency/Office	Chief Executive	Print Name	Signature	Date
Jerusalem Township	Trustee			
Monclova Township	Trustee			
Providence Township	Trustee			
Richfield Township	Trustee			
Spenser Township	Trustee			
Springfield Township	Trustee			
Swanton Township	Trustee			
Sylvania Township	Trustee			
Washington Township	Trustee			
Waterville Township	Trustee			
American Red Cross	Executive Director			
United Way of Greater Toledo	Executive Director			
NW Ohio Hospital Council	Director			
Amateur Radio Emergency Services	Director			
Toledo-Lucas County Health Department	Commissioner			
Local Emergency Planning Committee	Chair			

Note - the pages with original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

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Tab A - Glossary of Terms and Acronyms

The National Incident Management System (NIMS) establishes parameters for uniformity in the manner in which site-specific emergency response operations are conducted and coordinated with emphasis on uniformity in organization, terminology, and incident management. This Emergency Operations Plan (EOP) provides insights and guidance on the methodologies to integrate or establish new elements in emergency response plans that comply with NIMS and the elements of the Incident Command System (ICS). This EOP identifies the methods, systems, and organizational parameters that establish effective and NIMS-compliant response plans, and identifies the elements of ICS for site-specific internal operations or activities requiring off-site municipal resources and agency responses. Terms and acronyms used within NIMS are as follows:

Air Burst: The explosion of a nuclear weapon at such a height that the expanding fireball does not touch the earth's surface, resulting in little or no fallout.

Allocation (General): (Community Shelter Planning) The process of allocating areas of population to areas of shelter concentration.

Allocation (Special): (Community Shelter Planning) The process of allocating geographically defined areas of population to a specific shelter facility or group of shelter facilities.

American Red Cross (ARC): A quasi-governmental agency largely for relief of suffering and welfare activities during war, local emergencies, and disasters. The ARC operates under a Congressional charter and is supported by citizens and volunteers. Internationally, it operates in accordance with the Treaty of Geneva.

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

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

Annex: As used in this plan, an Annex is an element that is specific to one function of emergency operations and describes Lucas County's approach to conducting that activity in response to emergencies.

Appendix: Stand-alone attachment to the Basic Emergency Plan providing technical information, detailed methods, and/or hazard-specific procedures.

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

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

Assistant: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

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

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

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

Attack Warning: A civil defense warning that an actual attack against this country has been detected.

Blast Wave: A sharply defined but invisible ridge of increased air pressure that moves rapidly through the surrounding air from the center of a detonation or similar disturbance (i.e., Volcanic Blast Wave). This is similar to the Pressure Wave phenomenon of Tsunamis caused by underwater earthquakes.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Census Tract: A geographical subdivision of no standard size within a political jurisdiction; it is used by the U.S. Bureau of Census as a convenient and flexible unit for surveying and aggregating population, housing, and other demographic or economic statistics.

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

Check-In: The process through which resources first report to an incident. Check-in locations include the Incident Command Post (ICP), Resources Unit, incident base, camps, staging areas, or directly on the site.

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

Code of Federal Regulations (CFR): CFR Title 44 refers to Emergency Management and Assistance funding through a Federal Grant Program entitled Participating Partnership Agreement. The grant is administered by the State and requires regular activity and financial

reports on local Comprehensive Cooperative Agreements that identify specific goals and objectives for each fiscal year.

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

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

Common Operating Picture: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.

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

Comprehensive Emergency Management: A functional planning approach for any potential hazard that addresses the four phases of emergency management, which are (1) Mitigation: those activities which eliminate or reduce the probability of disaster; (2) Preparedness: those activities which governments, organizations, and individuals develop to save lives and minimize damage; (3) Response: To prevent loss of lives and property and provide emergency assistance; and (4) Recovery: Short- and long-term activities which return all systems to normal or improved standards.

Congregate Care Facilities: Public or private buildings in the host areas that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as "fallout shelter."

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

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

Damage Assessment: The appraisal or determination of the actual effects resulting from conventional or nuclear bombs and missiles.

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

Disaster: Any large-scale event that causes or threatens to cause loss of life, human suffering, property damage, or economic and social disruption. Disaster events may occur suddenly or gradually become apparent over a period of days, weeks, or months.

Disaster Application Center: A local facility established following a major disaster, staffed by various state and federal agencies to provide a one-stop location to process assistance to individuals.

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

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

Dose: A quantity (total or accumulated) of ionizing (or nuclear) radiation, experienced by a person or animal.

Dose Rate: As a general rule, the amount of ionizing (or nuclear) radiation to which an individual would be exposed, or which he would receive per unit of time.

Dosimetry: An instrument for measuring and registering total accumulated exposure to ionizing radiations.

Dosimeter Charger. An instrument used to reset a dosimeter to a beginning or zero reading.

Electromagnetic Pulse (EMP): Energy radiated by nuclear detonation which may affect or damage electronic components and equipment.

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

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

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

Emergency Alert System (EAS): Consists of a network of commercial broadcasters and interconnecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during war-time, a state of public peril or disaster, or other national emergency as provided by the Emergency Alert System Plan.

Emergency Management Grant Program (EMPG): Federal Grant funding to state and local agencies for personnel and administrative expenses necessary to provide for emergency planning and preparedness activities.

Emergency Management Director: The individual at the local jurisdiction who is directly responsible on a day-to-day basis for that jurisdiction's efforts to develop and implement an Integrated Comprehensive Emergency Plan to mitigate and prepare for, respond to, and recover from potential large-scale disasters.

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

Emergency Operations Plan (EOP): The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards. The EOP identifies potential hazards and capabilities, the Concept of Operations for coordinated actions to be taken by individuals and government services before, during, and after the occurrence of natural, man-made, or technological disasters. The Base Plan is supported by Emergency Support Function Annexes and Hazard/Common Appendices.

Emergency Support Function (ESF): Emergency Support Functions refer to the 15 major activities that must be addressed by ICS and local officials when responding to large-scale emergencies to meet incident management needs.

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

Evacuee(s): An individual or group who voluntarily or as compelled moves to a less hazardous area. Also, may be referred to as a relocated person or group of people.

Executive order (EO): A rule or order having the force of law, issued by an executive authority of a government.

Event: An incident that may require emergency response. Also a Special Event that may require an Incident Action Plan (IAP) and/or an established ICS organization that can be used as the management system for a wide range of events, such as, parades, concerts, or sporting activities.

Fallout: Particles of radioactive dust that descend to earth following ground-level detonation of a nuclear warhead.

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

Functions of Emergency Management: Basic functions that serve the emergency management system: Direction and Control, Communications, Warning and Notifications, Public Information, Evacuation, Mass Care and Sheltering, Emergency Medical System and Health, Law Enforcement, Public Works, Fire and Rescue, Radiological Protection, Resource Management, Damage Assessment, and Disaster Assistance.

Greenwich Mean Time (GMT or Zulu): The standard reference time used throughout the world based on the time at the Royal Observatory in Greenwich, England. GMT, also called "ZULU" Time for Zero Meridian, uses the 24 hour system. To convert other time zones to Greenwich Time:

Add 5 hours to Eastern Standard Time (EST).

Add 6 hours to Central Standard Time (CST).

Add 7 hours to Mountain Standard Time (MST).

Add 8 hours to Pacific Standard Time (PST).

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

Ground Zero (GZ): The point on the surface of land or water vertically above or below the center of a burst of a nuclear or conventional weapon.

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

Hazard: A natural, technological, or man-made event or situation that presents a threat to lives and property.

Hazardous Material (HAZMAT): Any substance or material which may be toxic or otherwise harmful to living organisms when released into the environment. Hazardous materials are classified as chemical, biological, or radiological, and may exist as a solid, liquid, or gaseous vapor.

Hazardous Chemical: Toxic, corrosive, or injurious substance because of inherent chemical properties; these chemicals include but are not limited to petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, and mineral fibers (asbestos).

Hazardous Biological Agents: Microorganisms such as germs or bacteria or their associated products which may cause harm to humans, animals, or economic crops. Bio Agents include pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and research laboratories.

Hazardous Radiological: Any radioactive substance emitting ionizing radiation at a level to produce a chronic or acute health hazard in humans, animals, or the environment.

Hazard-Specific Appendix: A stand-alone document that supports the Base EOP. Appendices are specific to a potential hazard and contain information on procedures to be followed in any response and recovery effort.

High-Altitude Burst: A nuclear detonation at an altitude over 100,000 feet.

Host Area: A specified area relatively unlikely to experience direct weapons effects (blast of 2 psi or more, heat and initial nuclear radiation) from a nuclear attack, and designated for reception and care of Risk Area evacuees.

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

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

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

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

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

Incident Management Team (IMT): The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

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

Initial Action: Action by responders first to arrive at an incident site.

Initial Incident Report: A standardized report form for local jurisdictions to use in transmitting critical information regarding the occurrence of an event that poses a threat to the health and safety of residents or has resulted in physical damage to properties and facilities. In addition, this form provides for regular updates.

Initial Response: Resources initially committed to an incident.

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

Ion: An atom which bears an electrical charge, either positive or negative.

Ionization: The process by which ions are produced.

Isotope: Atoms which have the same atomic number of protons, but different atomic mass or mass number. Isotopes of a particular element have almost identical properties.

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

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

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

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

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

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska, a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. (See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Local Warning Point: A facility in a city, town, or community which receives warnings and

activates the public warning system in its area of responsibility.

Logistics: Provision of resources and other services to support incident management.

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

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant disaster assistance under this Act to supplement the efforts and available resources of states, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby. Public Law 93-288, as amended, provides for any flood, drought, fire, hurricane, earthquake, storm, or other catastrophe in any part of the United States which, in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of state and local governments in alleviating the damage, hardship, or suffering caused thereby.

Management by Objective: A management approach that involves a four-step process for achieving the incident goal. The Management by Objective approach includes the following: 1) established overarching objectives; 2) developing and issuing assignments, plans, procedures, and protocols; 3) establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and 4) documenting results to measure performance and facilitate corrective action.

Megaton Energy (MT): The energy of a nuclear (or atomic) explosion which is equivalent to 1,000,000 tons (or 1,000 kilotons) of TNT.

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

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

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

Multi-agency Coordination Systems: Multi-agency coordination systems provide the

architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multi-agency coordination systems include facilities, equipment, EOCs, specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

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

Mutual-Aid Agreement: Written agreement among agencies and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

National: Of a nationwide character, including the federal, state, local, and tribal aspects of governance and polity.

National Disaster Medical System (NDMS): A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security (DHS), and the Department of Defense (DOD). NDMS provides resources for meeting the continuity of care and mental health services requirements of ESF-8 in the Federal Response Plan (FRP).

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

National Response Framework (NRF): The nationwide plan for Emergency Preparedness which sets forth the basic principles, policies, responsibilities, preparations, and response of civil government to meet any kind of national emergency. The NRF, mandated by HSPD-5, integrates federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

National Warning Center (NWC): The facility staffed by Attack Warning Officers situated within the combat operations center at North American Air Defense Command (NORAD) Headquarters. Controls the National Warning System (NAWAS) when the Regional Warning Circuits are tied together.

National Warning System (NAWAS): The federal portion of the Civil Defense Warning System, used for dissemination of warning and other emergency information from the Warning Centers or Regions to Warning Points in each state.

Non-governmental Organization (NGO): An entity with an association that is based on interests of its members, individuals, or institutions, and that is not created by a government, but may

work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross (ARC).

Nuclear Radiation: Particulate and electromagnetic radiation emitted from atomic nuclei in various nuclear processes. The important nuclear radiations, from the weapons standpoint, are alpha and beta particles, gamma rays, and neutrons.

Nuclear Weapon (or Bomb): A general name given to any weapon in which the explosion results from the energy released by reactions involving atomic nuclei, either fission or fusion, or both. Thus, the A-(or atomic) bomb and the H-(or hydrogen) bomb are both nuclear weapons.

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

Operations Planning: The process of determining the need for application of resources and determining the method of obtaining and committing these resources to the operations plan.

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

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

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

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

Political Subdivisions: Local governments including but not limited to cities, towns, incorporated communities, counties, parishes, and townships.

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

Preparedness Organizations: The groups and forums that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention,

preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

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

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

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

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

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

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

Radiation: The emission and propagation of energy through space or through a material medium in the form of waves; as electromagnetic, sound, or elastic waves.

Radiation Exposure Record: The card issued to individuals for recording their personal radiation exposure doses.

Radioactivity: The liberation of energy by spontaneous disintegration of nuclei.

Radio Amateur Civil Emergency Services (RACES): An emergency service designated to make efficient use of the vast reservoir of skilled radio amateurs throughout the nation in accordance with approved communications plans. Many states and local governments have federally approved RACES communications plans whereby radio amateurs participating in these plans are permitted to operate during an emergency or emergency condition.

Radiological Monitor: An individual trained to measure, record, and report radiation doses and dose rates; provide limited field guidance on radiation hazards associated with operations to which he/she is assigned; and perform operator's maintenance of radiological instruments.

Radiological Monitoring: The procedure or operation of locating and measuring radioactive contamination by means of survey instruments which can detect and measure (as dose rates) ionizing radiations. The individual performing the operation is called a monitor.

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

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

Recovery Plan: A plan developed by a state, local, or tribal jurisdiction with assistance from responding federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations, and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

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

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

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

Risk: Risk is the result of the combined assessments for threats, hazards, vulnerability, and

capabilities.

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

Secondary Effects: A chain of catastrophic events that can develop as a reaction to an initiating emergency, often referred to as the “Disaster Cascade.”

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

Shelter, Expedient: A group fallout shelter constructed of available materials in a period of crisis.

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

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

Standard Operating Procedure (SOP): Directives or guidance documents developed by response and support organizations that detail responsible individuals by name and phone number, and delineate in detail specific organizational emergency activities. SOPs should support the concept of operation expressed in the countywide Basic Plan and its ESF Annexes and Hazard/Common Appendices.

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

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

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

Strategy: The general direction selected to accomplish incident objectives set by the Incident Commander.

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

Surface Burst: The explosion of a nuclear weapon at the surface of the land or water or at a height above the surface less than the radius of the fireball at maximum luminosity (in the

second thermal pulse). An explosion in which the weapon is detonated actually on the surface is called a contact surface burst, or true surface burst resulting in fallout.

Tabs: Maps, charts, checklists, resources, inventories, sample forms, and diagrams all used to support the Basic Plan, its ESF Annexes, and Hazard/Common Appendices.

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

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

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

Threat: An indication of possible violence, harm, or danger.

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

Traffic Control Points (TCP): Key locations along roadways that are manned by law enforcement personnel to direct and control movement to and from the area.

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

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

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

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

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

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

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

ACRONYMS (NIMS) COMPLIANT

Emergency Management Acronyms

AAR	-	After-action Review
ADC	-	Aid to Dependent Children
ALS	-	Advanced Life Support
ANG	-	Air National Guard
AOA	-	Area Office on Aging
ARC	-	American Red Cross
ARES	-	Amateur Radio Emergency Service
ARNG	-	Army National Guard
ASCS	-	Agricultural Stabilization and Conservation Service (USDA)
BSSA	-	Buckeye State Sheriff's Association
BW	-	Block/Neighborhood Watch
CA	-	Capability Assessment
CAP	-	Civil Air Patrol
CB	-	Citizen's Band
CBRNE	-	Chemical, Biological, Radiological, Nuclear, and Explosive
CEO	-	Chief Executive (Elected) Officer (Official)
CERT	-	Community Emergency Response Team
CFR	-	<i>Code of Federal Regulations</i>
CHEMTREC	-	Chemical Transportation Emergency Center
ci	-	Curie
COBRA	-	Chemical, Ordnance, Biological, and Radiological (Response Team)
COG	-	Continuity of Government
CONUS	-	Continental United States
COOP	-	Continuity of Operations
CP	-	Command Post
CSP	-	Community Shelter Plan
°F	-	Degrees Fahrenheit
DA	-	Damage Assessment
DAC	-	Disaster Assistance Center
DAP	-	Disaster Assistance Program
DAS	-	Damage Assessment Section
D&C	-	Direction and Control
DCPA	-	Defense Civil Preparedness Agency
DHEW	-	Department of Health, Education, and Welfare
DHS	-	Department of Homeland Security

DFO	-	Disaster Field Office
DOC	-	Department Operations Center
DOD	-	Department of Defense
DOE	-	Department of Energy
DOI	-	Department of Interior
DOJ	-	Department of Justice
DOT	-	Department of Transportation
EBS	-	Emergency Broadcast System
ECC	-	Emergency Communication Center
EMA	-	Emergency Management Agency
EMAC	-	Emergency Management Assistance Compact
EMC	-	Emergency Management Coordinator
EMI	-	Emergency Management Institute
EMP	-	Electromagnetic Pulse
EMS	-	Emergency Medical Services
EMT	-	Emergency Medical Technician
EOC	-	Emergency Operations Center
EOP	-	Emergency Operations Plan
EPI	-	Emergency Public Information/Instructions
EPA	-	Environmental Protection Agency
EPZ	-	Emergency Planning Zone
ESF	-	Emergency Support Function
FAA	-	Federal Aviation Administration
FCC	-	Federal Communications Commission
FEMA	-	Federal Emergency Management Agency
FIRM	-	Flood Insurance Rate Map
FM	-	Frequency Modulation
FOG	-	Field Operations Guide
GIS	-	Geographic Information System
GSA	-	General Services Administration
GZ	-	Ground Zero
HAZMAT	-	Hazardous Material
HSPD-5	-	Homeland Security Presidential Directive-5
HVA	-	Hazards and Vulnerability Assessment
IA	-	Individual Assistance
IAP	-	Incident Action Plan
IAO	-	Individual Assistance Officer
IC	-	Incident Command
ICP	-	Incident Command Post
ICS	-	Incident Command System
IEMS	-	Integrated Emergency Management System
IMAC	-	Intrastate Mutual Aid Compact
IMT	-	Incident Management Team
IPZ	-	Ingestion Plume Pathway Zone
JFS	-	Job and Family Services
JIC	-	Joint Information Center
JPIC	-	Joint Public Information Center
KT	-	Kiloton
LCSO	-	Lucas County Sheriff's Office
LEADS	-	Law Enforcement Automated Data System
LEERN	-	Law Enforcement Emergency Radio Net

LEPC	-	Lucas County Emergency Planning Committee (HAZMAT)
LNO	-	Liaison Officer
LPG	-	Liquid petroleum gas
LZ	-	Landing Zone (Aircraft)
MACC	-	Multi-agency Coordinating Center
MPC	-	Mitigation Planning Committee
MSO	-	Marine Safety Office
MR/HR	-	Milliroentgens per hour
MRC	-	Medical Reserve Corps
MT	-	Megaton
MYDP	-	Multi-Year Development Program
NAWAS	-	National Warning System
NEMA	-	National Emergency Management Association
NEST	-	Nuclear Emergency Support Team
NFA	-	National Fire Academy
NFS	-	National Fallout Survey
NDMS	-	National Disaster Medical System
NG	-	National Guard(s)
NGO	-	Non-governmental Organization
NIMS	-	National Incident Management System
NOAA	-	National Oceanic and Atmospheric Administration
NOMMAD	-	Northern Ohio / Michigan Mutual Aid
NORAD	-	North American Air Defense Command
NRC	-	Nuclear Regulatory Commission
NRF	-	National Response Framework (Formerly National Response Plan)
NRP	-	National Response Plan
NWC	-	National Weather Center
NWS	-	National Weather Service
POLREP	-	Pollution Report
PIO	-	Public Information Officer
ODH	-	Ohio Department of Health
ODNR	-	Ohio Department of Natural Resources
OHP	-	Ohio Highway Patrol
ORC	-	<i>Ohio Revised Code</i>
PAD	-	Protective Action Decision
PAG	-	Protective Action Guide
PAO	-	Public Assistance Officer
PDA	-	Preliminary Damage Assessment
PF	-	Protection Factor
PIO	-	Public Information Officer
PIS	-	Public Information System
PPA	-	Participating Partnership Agreement
PSAP	-	Public Safety Answering Point (9-1-1 System)
PUCO	-	Public Utilities Commission of Ohio
R	-	Roentgen (Ex. 1.5R/hour)
R&D	-	Research and Development
R/HR	-	Roentgens per hour (Radiation Dose Equivalent in Humans)
RCRA	-	Resource Conservation and Recovery Act (U.S. EPA 1976)
REACT	-	Radio Emergency Associated Communications Team
REP	-	Radiological Emergency Plan(s)
RERP	-	Radiological Emergency Response Plan (for Davis-Besse NPS)

RMRS - Regional Medical Response System (MMRS)
 RO - Radiological Officer
 ROSS - Resource Ordering and Status System
 RP - Radiological Protection
 RPP - Radiological Protection Program
 RRT - Radiation Response Team
 RZ - Restricted Zone
 SAC - Strategic Air Command
 SAR - Search and Rescue
 SARA - Super-fund Amendments and Reauthorization Act
 SBA - Small Business Administration
 SCBA - Self-Contained Breathing Apparatus
 SITREP - Situation Report
 SO - Safety Officer
 SOP - Standard Operating Procedure
 SWAT - Special Weapons and Tactics
 TARTA - Toledo Area Regional Transit Authority
 TMACOG - Toledo Metropolitan Area Council of Governments
 UIC - Unified Incident Command
 UHF - Ultrahigh frequency
 USCG - U.S. Coast Guard
 USDA - U.S. Department of Agriculture
 USGS - U.S. Geological Survey
 UTM - Universal Transverse Mercator
 VHF - Very high frequency
 VLF - Very low frequency
 VOAD - Volunteer Organizations Assisting in Disaster
 WMD - Weapons of mass destruction
 (ZULU) Time - Mean solar time (GMT) at the zero meridian at Greenwich, England.

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Tab B - Hazard Vulnerability Assessment

Hazard Vulnerability Assessment (HVA)							
EVENT	PROBABILITY	SEVERITY = (MAGNITUDE - MITIGATION)			PREPARED- NESS	RESPONSE	RECOVERY
	<i>Likelihood this will occur</i>	<i>HUMAN IMPACT</i>	<i>INFRASTRUCTURE IMPACT</i>	<i>COG/COOP IMPACT</i>			
SCORE	<i>0 = N/A 1 = Low 5 = High</i>	<i>0 = N/A 1 = Trained 5 = Low or none</i>	<i>0 = N/A 1 = Effective 5 = Limited to Cap</i>	<i>0 = N/A 1 = Long 5 = Short to Med</i>			
Severe Thunderstorm	5	1	2	2	1	2	2
Flood, Declared	3	1	4	2	4	2	3
Snow Level 3 Emergency	2	4	3	4	3	4	2
Energy Disruption	3	0	2	2	1	3	3
Ice Storm >1/4 Inch	2	1	3	3	1	2	3
Tornado F2-F3	2	1	2	2	4	2	1
Tornado F1	2	0	1	2	3	1	2
HAZMAT /EHS Roadway	2	3	2	1	1	1	1
Tornado F4 -F5	1	2	5	5	4	1	1
Earthquake Moderate	1	1	3	3	5	2	3
Blizzard Conditions	1	1	2	3	2	4	3
Epidemic >5% Mortality	1	2	0	4	1	2	3
Cyber Disruption	1	0	1	4	3	3	1
HAZMAT Railway	1	2	3	3	1	1	1
HAZMAT Lvl 3 Fixed	1	1	2	2	1	1	1
Temperature Extremes	1	2	0	1	2	1	2
HAZMAT Radiological	1	0	0	3	1	1	1
HAZMAT Waterway	1	0	0	0	2	1	3
Nuclear Pwr Accident	1	0	1	2	1	1	1
AVERAGE SCORE	1.72	1.22	1.94	2.56	2.22	1.89	2

**Threat increases with percentage.*

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Tab C - Organization and Assignments

Organizations and Assignment of Responsibilities	Incident Response	Multi-Agency Coordination	Emergency Support Functions														
			Transportation	Communication	Public Works	Fire & Rescue	Emergency Management	Mass Care & Sheltering	Logistics	Public Health & Medical	Search & Rescue	Hazardous Materials	Food & Water Safety	Energy	Public Safety	Recovery	External Affairs
Sheriff's Office	P			S			S									P*	P*
Fire and Rescue	P			S		P			S	P	P					P*	P*
Municipal Law Enforcement	P		P	P		S		S		S	S	P*				P*	P*
Coroner	P					S			S							P*	
Public Health	P*					S		S	P*	P		S	P			P*	S
Port Authority – Airport / Seaport	P	S	S						S							P*	
9-1-1 Communications	P			P		S			S	S	S					S	
Emergency Management	S	P		S			P	S	P							S	P
County Emergency Medical Service	S							S		P						S	
County Engineer		S			P*		S		S			S				S	
Public Works		S	S		P*	S			S			S				S	
American Red Cross	S		S			S	S	P	S	S	S		S			S	S
United Way		S					S	S	S								P
First Energy / Toledo Edison		S											P*			S	
Columbia Gas		S											P*			S	
Job & Family Services	S	S				S	S									S	S
Environmental Services	S	S				S			S	S		S				S	
Hospital Council		S							S	S	S						S
Public Transportation (TARTA/TARPS)	S	S	S			S		S								S	
County Educational Services		S					S										
School Districts	S	S	S			S		S		S						S	S
Solid Waste Division		S			S	S			S			S					S
Building Regulations / Inspection	S	S			S	S											S
Salvation Army	S	S	S			S		S	S							S	S
Toledo Area Ministries		S	S					S	S								S
Area Office on Aging		S	S					S	S								S
Volunteer Ag. Asst. Disasters		S	S					S	S								
Amateur Radio Emergency Services (A.R.E.S.)	S	S		S		S	S			S	S					S	
NW Emergency Alert System		S		S			S										S
Dog Warden		S						S	S				S			S	S
Humane Society (DART)		S							S		S					S	S
NWO Disaster Animal Response Team		S															
LEPC		S					S		S			S					
NOMMAD		S							S			S					
Parks and Forestry		S							S								S
Goodwill Industries		S							S								S
Salvation Army		S				S			S								S
County Agriculture Extension		S							S								S
County Facilities Maintenance Services		S					S		S								S
County Support Services, Vehicle Maint.		S	S				S		S								S
County Mental Health Services		S															S
Community Emergency Response Team		S					S	S									S
Medical Reserve Corps		S						S	S								

*- Denotes Primary responsibility for a specific incident category, i.e. Public Health and Epidemics.

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Tab D - Essential Functions of Local Government

There are critical essential functions that government organizations must be able to perform, either continuously or without significant disruption, during and following a crisis, if required, in the assurance of COG/COOP. Though it may not be necessary for every function to be performed during every emergency, procedures must be in place to enable each function to be performed regardless of the disruption that is occurring, or has occurred.

Further, local governmental organizations must ensure that its agencies, departments and facilities, throughout the jurisdiction, can support performance of their essential functions, as required.

The Homeland Security Council has approved eight National Essential Functions (NEFs) that must be performed by the Federal government during an emergency. Guidance was provided to local governments on the development of plans and policies to support these national functions.

National Essential Functions (NEFs) are functions that represent the overarching responsibilities of the Executive Branch to lead and sustain the country and will generally be the primary focus of the President.

Mission Essential Functions (MEFs) are those Department specific mission essential functions that support the NEFs and flow directly up from supporting activities or capabilities within Departments or Agency COOP Plans.

The following are the local Mission Essential Functions:

- 1. Preserve our Constitutional Form of Government.** Ensure the continued functioning of our duly elected representative form of government. This includes policies related to session of authority for elected as well as senior departmental officials.
- 2. Provide visible leadership to the local Jurisdiction;** This MEF includes Department and Agency functions to demonstrate that local governments are viable, functioning, and effectively addressing the emergency in order to maintain the trust and confidence of the public. This includes the interface between government organizations and private sector media.
- 3. Provide for Public Safety and Security of citizens in their homes, at work, school and travel.** This MEF includes departmental and agency functions to protect local communities and to maintain readiness and preparedness for natural, technological and human engineered disasters. In addition, this MEF requires that local jurisdictions protect against threats to the broader homeland for crimes or attacks against the nation, its citizens or interests. In order to assure the effective response to emergencies of all types it is essential that the means to communicate within and between public safety organizations be protected and preserved.
- 4. Provide for critical government services that address the health and welfare needs of each Community.** This MEF includes Department and Agency functions that ensure that the critical needs of each jurisdiction are met during an emergency with regard to food and water safety and insure that the environment is free of harmful pollutants. This MEF requires that In addition, this MEF provides for a system to deliver critical medical and economic support to individuals and families that are affected by disasters.

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Tab E - Requesting State/Federal Disaster Assistance GTA-100

STATE OF OHIO

PROCEDURES FOR REQUESTING STATE DISASTER ASSISTANCE

ALL AVAILABLE LOCAL RESOURCES MUST BE COMMITTED PRIOR TO DETERMINING IF STATE ASSISTANCE IS REQUIRED.

--1--

- a. COORDINATE WITH THE LUCAS COUNTY EMA*
Office: (419) 213-6503: Alternate 24hr Sheriffs Dispatch: 419-213-6546

- b. ISSUE LOCAL/COUNTY DECLARATION OF EMERGENCY

--2--

- a. THROUGH LUCAS COUNTY EMA*, PROVIDE THE FOLLOWING INFORMATION TO:

OHIO EMERGENCY MANAGEMENT AGENCY
(614) 889-7150 (24 HOURS A DAY)

IN NATURAL OR MAN-MADE DISASTERS	IN CIVIL DISTURBANCES
<ul style="list-style-type: none"> ❖ Name and title of person making request ❖ Description of disaster ❖ Statement of actions taken ❖ Specific help needed ❖ Estimate of number of persons affected ❖ Estimate of damage to public and private property 	<ul style="list-style-type: none"> ❖ Name and title of person making request ❖ Description of disaster ❖ Statement of actions taken ❖ Estimate number of persons involved ❖ Statement of number of law enforcement officers available and committed ❖ Explanation why force is inadequate

--3--

- b. CONFIRM YOUR REQUEST BY FAX (614) 889-7183

FROM: LOCAL HEAD OF GOVERNMENT (NAME AND TITLE)

TO: GOVERNOR, STATE OF OHIO
ATTN: EXECUTIVE DIRECTOR, EMA
2855 W. DUBLIN GRANVILLE ROAD
COLUMBUS, OH 43235-2206

*If the Lucas County EMA cannot be reached immediately and STATE assistance is critical, proceed with steps 2 and 3.

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Tab F - Requesting Assistance for Civil Disorder

STATE OF OHIO REQUESTING STATE DISASTER ASSISTANCE FOR CIVIL DISORDER/DISTURBANCE

Provide the following information to the Ohio State Highway Patrol Communications Center at the following numbers:

(614) 466-2660 OSP Duty Officer

(614) 799-9249 OSP Fax

1. Name and title of requesting official.
2. Description of the disorder.
3. Statement of action(s) taken.
4. Estimate of number of persons involved.
5. Statement of number of law enforcement officers available and committed,
6. Explanation of why committed force is inadequate.

Note: In accordance with ORC 5503.02 (b), this type of request can be made only by the county sheriff or the mayor or other chief executive of the municipality involved.

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Tab G - Disaster Declaration Resolution Templates

LUCAS COUNTY

Date: _____ **Resolution No.** _____

Title: Declaration of a Disaster for all or a portion of Lucas County.

Department/Agency: Lucas County Emergency Management Agency

Contact: Director, Lucas County Emergency Management Agency

Summary/Background: In the event of a natural, technological, or man-made incident or event resulting in widespread injury, loss of life, or property damage, the Board of Lucas County Commissioners is authorized to proclaim a Declaration of Disaster in order to grant emergency powers or authorities to local officials, restore public safety, maintain essential services, and seek disaster aid and assistance as provided for by the Constitution of the State of Ohio and federal statutes.

Budget Impact: All available local resources have been exhausted or committed.

Statutory Authority/ORC: O.R.C. 5502.21, para. (e.) and (f.).

Commissioner _____ **offered the following resolution:**

WHEREAS, in consideration of the above, NOW, THEREFORE, BE IT RESOLVED, that The Board of Lucas County Commissioners do hereby declare that a State of Emergency exists in Lucas County Ohio, effective at _____ on _____, 20____, as a result of _____ (description of the incident/event) _____.

Section 1 - The Board directs that the Lucas County Emergency Management Agency activate the Lucas County Emergency Operations Plan, under ORC 5502.26, and communicate the above declaration to the State of Ohio with a request for specific assistance based upon an Initial Damage Assessment.

Section 2 - The Board directs that the Lucas County Emergency Management Agency coordinate with heads of departments, officials of affected jurisdictions, and community service organizations for support in accordance with local emergency response and recovery plans and procedures.

Section 3 - The Board directs that all department heads provide support to the Emergency Management Agency for staffing the County Emergency Operations Center, Joint Information Center, and other locations as provided for in existing plans and procedures to restore and maintain public safety and security.

Section 4 - The Board authorizes purchase of materials and contract services in accordance with existing emergency procedures and rules governing such polices.

Section 5 - This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that

all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 6 - This resolution shall be in full force and effect immediately upon its adoption.

Action Taken:

Commissioner _____ voted ____

Commissioner _____ voted ____

Commissioner _____ voted ____

(PLACE ON CITY OR TOWN LETTERHEAD)

LOCAL EMERGENCY DECLARATION

WHEREAS, a sudden, generally unexpected catastrophic event or occurrence of circumstances demanding public action has arisen within the CITY/TOWN; and

WHEREAS, The TITLE of the CITY/TOWN, in Lucas County, Ohio, upon advice from the Chiefs of Public Safety, or their designees, have determined that the incident poses a present, reasonable and imminent danger to public health, safety, or general welfare of the people of CITY/TOWN or their property so that it has become necessary for the Chiefs of Public Safety to utilize and coordinate the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the affected community or Lucas County for the purposes of emergency management and emergency functions; and

WHEREAS, the Chiefs of Public Safety, or their designees, have determined that the incident requires the implementation of emergency policies, mutual aid agreements, regulations and/or restrictions needed to mitigate the impact(s) of an event to aid in emergency response and recovery operations; and

WHEREAS, the assessment of Public Safety Officials has determined that the immediate public action is needed to prevent, minimize, or mitigate damage to public health, safety, or general welfare of the people of CITY/TOWN or the property which may otherwise result from the above described incident and that taking the time required to comply with the various state and local procurement laws would endanger the health or safety of the people or their property; and procurement laws would endanger the health and safety of the people and their property; and

WHEREAS, the people of the community of CITY/TOWN should be able to depend upon guidance from their Chief Municipal and Public Safety Officials;

NOW THEREFORE, I, NAME CHIEF MUNICIPAL OFFICIAL, TITLE of the community of CITY/TOWN, Lucas County, Ohio, hereby declare that as of TIME, DAY, YEAR a State of Emergency exists in the community of CITY/TOWN. This Declaration of Emergency shall remain in effect until notice is given, pursuant to the assessment of public safety officials, that the State of Emergency is no longer required.

Date: _____

TITLE of CITY/TOWN

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II. EMERGENCY SUPPORT FUNCTION (ESF) ANNEXES

**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 1
TRANSPORTATION**

PRIMARY AGENCY: Lucas County Engineer
City of Toledo Department of Public Service

SUPPORT AGENCIES: Lucas County Commissioners and Municipal Mayors
Jurisdiction Public Works and Engineering
Jurisdiction Public Safety and Security/Law Enforcement
Lucas County Emergency Management
City of Toledo Department of Public Utilities
Toledo Area Regional Transit Authority
City and County School Transportation Resources
Toledo Lucas County Port Authority

RESOURCE AGENCIES: Ohio Department of Transportation (District 2)
United States Coast Guard
Ohio Emergency Management Agency (OEMA)
CSX
Amtrak
Norfolk & Southern

I. INTRODUCTION

A. Purpose

Emergency Support Function 1 (ESF 1) – Transportation provides for the coordination of county and city transportation resources in support of emergency/disaster response operations. It focuses on the extraordinary transportation resources necessary to: (1) support incident command in transporting response personnel, equipment, and supplies; (2) conduct evacuation, shelter, return, and re-entry operations; and (3) perform damage assessment, maintenance, and management of the multi-modal transportation infrastructure vital to rapid recovery.

B. Scope

ESF 1 requires considerable inter-modal expertise and public and private sector stakeholder relationships. Emergency Transportation includes, but is not limited to:

1. Coordinating transportation requests in support of the Emergency Operations Plan (EOP).

2. Reporting damage to transportation infrastructure and coordinating with support agencies to manage transportation flow in and out of stricken areas.
3. Coordinating alternate transportation services to temporarily replace system capacity lost to disaster damage.
4. Coordinating and/or assisting in the restoration and recovery of the transportation systems and/or infrastructure.
5. Coordinating and supporting preparedness/prevention/mitigation among transportation infrastructure stakeholders.
6. Supporting casualty/patient and evacuee movement and potential contra-flow operations for mass evacuation.

II. POLICIES

A. Lucas County Engineer and Toledo Department of Public Service

The Lucas County Engineer and the City of Toledo Department of Public Service has responsibilities in the County and City of Toledo related to transportation. Each organizational structure has resources assigned to coordinate and manage the daily transportation requirements in its communities. In the event of an emergency/disaster, these responsibilities would increase in complexity, and would require representation of one or both agencies at the Lucas County Emergency Operations Center (EOC) to manage ESF 1 activities. This does not preclude representation of other political subdivisions at the Lucas County EOC.

B. Incident/Unified Command

Incident Management and Lucas County EOC activities shall be guided by National Incident Management System (NIMS), Incident Command System (ICS), and Multi-Agency Coordination (MAC) System protocols.

C. The LCEOC and Multi-Agency Coordination

The Lucas County EOC should be activated for complex incidents. The Lucas County Engineer and City of Toledo Department of Public Service each shall provide a representative to the Lucas County EOC upon activation. The Lucas County EOC will serve as the hub for local Multi Agency Coordination (MAC), and will facilitate allocations of scarce resources from state agencies (e.g., Ohio Department of Transportation District 2). Ohio Emergency Management Agency (OEMA) will make formal federal resource requests.

D. Primary and Supporting Agency Coordination and Usurpation of Policy

The two primary agencies facilitate coordination among support agencies to ensure that communication and coordination processes are consistent with incident management missions and objectives without usurpation of any individual agency policy or procedure.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. The Lucas County and City of Toledo transportation system consists of robust federal, state, and local highway systems at the crossroads of two major interstate highway routes; and substantial air, rail, and marine transportation systems.
2. Hazards that affect Lucas County and the City of Toledo can damage transportation infrastructure, hamper movement of emergency personnel, and delay delivery of vital resources.
3. Lucas County, the City of Toledo, and other political subdivisions have resources that can be mobilized and plans activated to meet transportation requirements in an emergency/disaster. (See Tab A - Primary, Support, and Resource Agency Contact Information attached at end of the ESF Section of EOP)
4. Emergency evacuation activities may necessarily occur in an affected area, and local response organizations will have initial responsibilities for these activities.
5. The Toledo Area Regional Transit Authority can provide buses and operators in an emergency/disaster to assist in evacuation, mass transportation, and temporary shelter operations.
6. Appendix 10 (Evacuation) of this EOP can and should be used as guidance for evacuation, return, and re-entry operations.
7. Disasters will reduce the availability of many local resources and require transportation of additional resources to the affected area. Most state and federal transportation resources cannot be committed without a declaration of emergency by the Governor and/or President.
8. The Ohio Department of Transportation (ODOT) is designated as the primary state agency for ESF 1 in the State of Ohio EOP.

9. ODOT District 2 operates a Freeway Incident Response Service Team (FIRST) in Northwest Ohio to assist in transportation incidents.
10. The United States Department of Transportation has been designated the primary federal agency for ESF 1 in the National Response Framework (NRF).

B. Assumptions

1. Disaster responses addressing transportation systems can be difficult to coordinate immediately following an emergency because routes may be blocked by traffic, debris, and/or damage.
2. Repairs to transportation systems will be prioritized based upon benefit to disaster victims and the disaster's effect on communities.
3. Repair of access routes will permit a sustained flow of emergency relief even though localized distribution patterns might be disrupted for a significant period.
4. Requirement for transportation capacity during the immediate lifesaving response phase at the site of the disaster might exceed the availability of assets.
5. Mass evacuation requires complex planning, potential contra-flow operations, and availability of mass transit. The Toledo Area Regional Transportation Authority (TARTA) and School Systems have large fleets of buses that may be called upon in an emergency/disaster.
6. The availability of state and federal transportation assistance would accord with the State of Ohio EOP and the NRF.

IV. CONCEPT OF OPERATIONS

A. General

1. The Lucas County Engineer and the City of Toledo Department of Public Service will serve collectively as the Primary Agencies for transportation needs in an emergency/disaster. They may request the assistance of any and all support agencies.

2. Primary Agency representatives may be assigned to the Incident Command Post but shall be assigned to the Lucas County EOC upon activation to address transportation-related needs of the community. Some requirements may also be related to ESF 3 - Public Works and Engineering, and should be coordinated correspondingly. These needs may include the following:
 - a. Damage assessment of transportation infrastructure.
 - b. Transportation systems, route, bridge, culvert, slip and landside repair activities.
 - c. Technical assistance to local responders.
 - d. Hauling materials.
 - e. Clearance of debris from transportation routes.
 - f. Provision of rental equipment and materials.
 - g. Interface with railroads, airports, port authorities, and related transportation providers/facilitators.
 - h. Support of local evacuation activities.
 - i. Sustain and monitor flow of traffic
 - j. Identifying and acquiring additional fleet transportation resources
3. During a disaster, the EOC Manager and/or the Incident Commander (IC) and/or his designee may call upon Departments within Lucas County and the City of Toledo to assist with clearing obstructed routes and barricading other routes.
4. To respond and provide support during a disaster, Primary and Support Agencies will effectively and efficiently utilize their vehicle fleet and operator expertise, including use of technologies such as Geographic Information System (GIS).
5. The Primary Agencies shall coordinate with all ESFs within the incident area and participate in decisions regarding movement restrictions, critical facility closures, and evacuations.
6. The Primary Agencies will work with the ODOT and United States Department of Transportation during complex incidents where transportation needs exceed the capabilities of the county, and city, state, and/or federal assets are mobilized.

B. Phases of Emergency Management

1. Mitigation
 - a. Promote mitigation measures to reduce vulnerability of critical transportation facilities.
 - b. Identify and map critical supply routes.
 - c. Upgrade communications.

- d. Obtain and analyze incident-related data for after-action review to identify lessons learned.
- e. Encourage public information programs to address potential vulnerabilities, notification, and warning.

2. Preparedness

- a. Review and revise transportation-specific components of the EOP and ESF 1.
- b. Update emergency contact list and resource and reference list on a regular basis and distribute appropriately (see Tab A - Primary, Support, and Resource Agency Contact Information attached at end of the ESF Section of EOP).
- c. Revise any mutual agreements pertinent to the transportation function as needed.
- d. Determine capabilities of multi-modal transportation entities in the area (air, rail, and water).
- e. Engage in continuous cycle of planning, and provide input to, attend, and participate in training and exercise components of the preparedness cycle.
- f. Review and analyze disaster responses in other communities for their impacts on local government and respective responses of municipalities.
- g. Maintain ongoing communication with all ESFs.

3. Response

- a. Make notifications as required to personnel, mutual aid partners, and suppliers of potential transportation response resources.
- b. Support incident assessment in reference to scope and magnitude of incident, and extent of remaining hazards.
- c. Establish contact and communication with the IC in order to coordinate and support incident transportation requirements.
- d. Provide support for possible complex traffic control, evacuation, re-entry, and return operations.
- e. Engage in MAC to include staffing ESF 1 at the Lucas County EOC if activated.
- f. Determine operational capacity of the streets, roads, and bridges.
- g. Maintain an ongoing information exchange with all ESFs—especially ESF 5 - Emergency Management.
- h. Make contact with appropriate transportation partners (ODOT, air, rail, water) to capture full picture of the transportation issues.

- i. Begin documentation stream of all related costs, actions, decisions, and communications.
 - j. Establish refuel and maintenance schedules.
 - k. Assist Logistics Section in support of ascertaining needs related to non-stop operations.
 - l. Examine scheduling requirements for multiple operational periods.
 - m. Consider staging and re-entry issues.
4. Recovery
- a. Support demobilization and return of personnel to regular schedules.
 - b. Survey vehicles, equipment and supplies; report damage and return to state of preparedness.
 - c. Support clearing and recovery operations and assist in damage assessments.
 - d. Encourage interested personnel to attend as many available critical incident stress de-briefings as necessary.
 - e. Prepare and/or provide reports and records as necessary.
 - f. Assist as appropriate in governmental public assistance activities.
 - g. Participate in and/or facilitate after-action review.

C. Transportation Planning Considerations

- 1. Personnel
 - a. Identify and continuously monitor transportation personnel needs for an emergency/disaster.
 - b. Consider plans for emergency recall and mutual aid.
 - c. Ensure appropriate integration of personnel into Incident Command structure.
- 2. Facilities and Equipment
 - a. Identify, open, and staff ESF 1 specific facilities (i.e., staging, fuel, and maintenance depots).
 - b. Identify the equipment that may become scarce during an emergency/disaster, and determine potential options for allocation.
- 3. Operations
 - a. The IC should consider activation of ESF 1 as soon as practical during an emergency/disaster.

- b. Primary and Support Agencies should regularly evaluate their emergency/disaster guidelines to ensure their ability to adapt to demands of emergency/disaster operations.
 - c. Traffic Control and Evacuation Operations will pose special problems for ESF 1, and will require significant planning and coordination with ESF 5 (Emergency Management), ESF 6 (Mass Care, Housing, and Human Services), and ESF 13 (Public Safety and Security).
4. Specialized Transportation Resources
- a. ODOT District 2 Freeway Incident Response Team.
 - b. ODOT is in the process of activating an Intelligent Transportation System (ITS) that combines technology and advanced operational concepts to improve transportation decision-making.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

1. The Lucas County Engineer and the City of Toledo Department of Public Services will have primary responsibility for ESF 1.
2. ESF 1 will manage and respond to related resource requests coming into the EOC.
3. ESF 1 will respond to requests for:
 - a. Damage assessment of transportation infrastructure. transportation systems
 - b. Route, bridge, culvert, slip and landside repair activities. Technical assistance to local responders.
 - c. Hauling materials.
 - d. Clearance of debris from transportation routes.
 - e. Provision of rental equipment and materials.
 - f. Interface with railroads, airports, port authorities, and related transportation providers/facilitators.
 - g. Support of local evacuation activities.
 - h. Sustain and monitor flow of traffic
4. Other political sub-divisions may provide a transportation liaison to the Lucas County EOC when their communities are impacted by an emergency/disaster.
5. Primary Agencies for the transportation function will coordinate with each other at the Incident Command Post (ICP) and/or Lucas County EOC to ensure the most effective use of personnel and

equipment to avoid redundant activities, and to cooperate on emergency transportation missions.

6. Primary Agencies will manage activities related to ESF 1 during an emergency/disaster following NIMS and ICS protocols.
7. Primary agencies in conjunction with Lucas County EMA are tasked with “all hazards” emergency operations planning, and will serve as the primary points of contact for modifications to this ESF 1 document.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. The **Lucas County Commissioners and Municipal Mayors, Chief Executives of the County and Municipal jurisdiction** or their designees serve as members of the Executive Policy Group (EPG) at the Lucas County EOC in emergency/disaster operations. They should ensure that support for ESF 1 activities by agencies under their umbrella of responsibility are provided as necessary (i.e. Public Works, Public Safety, Legal).
2. **The Lucas County EMA (ESF 5)** will support emergency transportation activities by opening the EOC, activating ESF-1 and manage the EOC based on Standard Operating Procedures. ESF 1 will be activated for response, and recovery operations based on the needs of the emergency to assist in coordination of countywide activities. Lucas County EMA will act as the liaison for state and federal response if necessary.
3. **Public Work and Engineering (ESF 3)** – County and Municipal Governments have public works/engineering (ESF 3) resources/expertise to provide support for ESF 1 activities.
4. **Public Safety and Security (ESF 13)** – Law Enforcement will provide a variety of traffic control, traffic enforcement, and other related services in the County, and coordinate in developing and implementing emergency traffic control measures to include evacuation, relocation, return, and reentry operations.
5. **The City of Toledo Department of Public Utilities** – This sister agency to the **City of Toledo Department of Public Services** will be engaged in similar assessments and will assist in resource management activities.

6. **The Toledo Area Regional Transit Authority** – Operating its fleet of buses, will (based on resource availability) provide mass transit resources in the event of an emergency.
7. **Lucas County School Systems** – Many school systems operate a fleet of buses that may be able to provide mass transit resources in the event of an emergency.

C. Resource Support Agencies:

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **The Ohio Department of Transportation** – This is the primary agency for ESF 1 for the State of Ohio. District 2 is responsible for state highways in Northwest Ohio.
2. **The United States Coast Guard** – This plays a critical role in addressing a variety of marine transportation, security, and navigational issues within the Port of Toledo and the Western Basin of Lake Erie

VI. ADDENDUMS

ESF 1 - Transportation Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 1 - TRANSPORTATION CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Promote mitigation measures to reduce vulnerability of critical transportation facilities. <input type="checkbox"/> Identify and map critical supply routes. <input type="checkbox"/> Upgrade communications. <input type="checkbox"/> Collect and analyze incident-related data for after-action review to identify lessons learned. <input type="checkbox"/> Encourage public information programs to address potential vulnerabilities, notification, and warning. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review and revise transportation-specific components of the EOP and ESF-1. <input type="checkbox"/> Update emergency contact list and resource and reference list on a regular basis and distribute appropriately (see EOC Emergency Contact list and Resource List). <input type="checkbox"/> Revise any mutual agreements pertinent to the transportation function as needed. <input type="checkbox"/> Determine capabilities of multi-modal transportation entities in the area, (air, rail, and water). <input type="checkbox"/> Engage in continuous cycle of planning, and provide input to, attend, and participate in the training and exercise components of the preparedness cycle. <input type="checkbox"/> Review and analyze disaster responses in other communities for their impact on local government and on the respective responses of municipalities. <input type="checkbox"/> Maintain ongoing communication with all Emergency Support Functions.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Make notifications as required to personnel, mutual aid partners, and suppliers of potential transportation response resources. <input type="checkbox"/> Support incident assessment in reference to scope and magnitude of incident, and extent of remaining hazards. <input type="checkbox"/> Establish contact and communication with the Incident Commander in order to coordinate and support incident transportation requirements. <input type="checkbox"/> Provide support for possible complex traffic control, evacuation, re-entry, and return operations. <input type="checkbox"/> Engage in Multi-Agency Coordination to include staffing ESF-1 at the LCEOC if activated. <input type="checkbox"/> Determine operational capacity of the streets, roads, and bridges. <input type="checkbox"/> Maintain an ongoing information exchange with all Emergency Support Functions especially ESF-5, Emergency Management. <input type="checkbox"/> Make contact with appropriate transportation partners (ODOT, air, rail, water) to capture full picture of the transportation issues. <input type="checkbox"/> Begin documentation stream of all related costs, actions, decisions, and communications. <input type="checkbox"/> Establish refuel and maintenance schedules. <input type="checkbox"/> Assist Logistics Section in support of ascertaining needs related to non-stop operations. <input type="checkbox"/> Examine scheduling requirements for multiple operational periods. <input type="checkbox"/> Consider staging and re-entry issues. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support demobilization and return of personnel to regular schedules. <input type="checkbox"/> Survey vehicles, equipment and supplies; report damage and return to state of preparedness. <input type="checkbox"/> Support clearing and recovery operations and assist in damage assessments. <input type="checkbox"/> Encourage interested personnel to attend as many available critical incident stress de-briefings as necessary. <input type="checkbox"/> Prepare and/or provide reports and records as necessary. <input type="checkbox"/> Participate in any meetings and provide necessary reports for any governmental public assistance. <input type="checkbox"/> Participate in and/or facilitate after-action review process.

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**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 2
COMMUNICATIONS**

- PRIMARY AGENCIES:** Lucas County Sheriff's Office
City of Toledo Police Department
- SUPPORT AGENCIES:** Lucas County Emergency Management
Lucas County Department of Emergency Services
Jurisdictional Public Safety Answering Points (PSAP) and
Dispatch Centers
Amateur Radio Emergency Services
- RESOURCE AGENCIES:** Ohio Department of Administrative Services, Multi Agency
Radio Communications System Office (MARCS)
Ohio Emergency Management Agency (OEMA)
Ohio Department of Natural Resources
Buckeye State Sheriffs Association
Ohio National Guard

I. INTRODUCTION

A. Purpose

ESF 2 – Communications identifies emergency communication systems and capabilities available to support emergency service agencies within Lucas County; and mutual aid and other agencies supporting Lucas County emergency operations. ESF 2 describes how communications resources will be requested and allocated. It describes methods for communicating among the Incident Command (IC), Emergency Operations Center (EOC), mutual aid agencies, and state and federal resources.

B. Scope

ESF 2 supports emergency response and support agencies operating within Lucas County during emergency operations, disaster response, special operations, and special events. ESF 2 coordinates and embraces the Tactical Interoperable Communications Plan (TICP), Buckeye State Sheriff's Association (BSSA) Interoperability Vehicle Statewide Deployment Plan, State Interoperable Communications Plan, and mutual aid agreements.

II. POLICIES

A. Toledo TICP

1. The Toledo TICP documents all the interoperable communications resources available within the Toledo Urban Area, who controls each resource, and operational procedures for activation and deactivation of these resources.

B. National Incident Management System (NIMS) and Incident Command System (ICS)

1. NIMS and ICS will constitute the organizational framework for all aspects of communications.
2. ICS requires use of plain language by all public safety responders in all inter-departmental radio and telephone communication.

C. Lucas County Emergency Operations Center (EOC)

1. The Lucas County EOC should be activated as soon as practical for complex incidents. The Lucas County Sheriff's Office Department of Interoperable Communications, as well as any other agencies providing key resources to an incident, shall furnish a representative to the Lucas County EOC. The Lucas County EOC will serve as a Multi-Agency Coordination Center (MACC) coordinating all resource requests.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Lucas County maintains an 800 megahertz (MHz), P25-compliant, trunked Countywide Communications System (CCS) utilized by all public safety agencies under governmental jurisdictions (i.e., municipal police, fire, and emergency medical services [EMS]) in Lucas County, as well as several private service agencies that are companions to or support first response units (e.g., railroad police, private ambulance providers). All radios operating on the CCS are configured similarly for consistency of operations, and may be utilized via turn of a dial or push of a keypad to communicate with any other user on the system.
2. Lucas County shares a border with six counties (Henry, Fulton, Ottawa, Wood, Lenawee, and Monroe), none of which operate on Lucas County's CCS. However, selected agencies have been provided radio equipment able to operate on the CCS. Additional interoperability may be accomplished through gateways, dispatch console frequency patches, talkgroup hops, connection of

frequencies by means of an ACU1000 or other such device, or issuance of cache radios.

3. All Lucas County agencies or agencies operating in Lucas County may operate on shared channels/frequencies. In addition to the shared channels/frequencies provided on the CCS, statewide (MARCS) and national (NPSPAC) interoperable communications channels/frequencies are available. All of these channels/frequencies are programmed on the radios provided as a part of Lucas County's CCS.
4. The Lucas County Sheriff's Office hosts one of 11 multi-functional interoperable communications vehicles deployed throughout the State as regional interoperable communications resources. Lucas County – Unit 8 is equipped with a wide spectrum of voice and data communications, data, and cellular telephone capabilities.
5. Lucas County has seven public safety answering points (PSAP) through which 9-1-1 emergency calls are received and dispatched to first responders. These PSAPs are hosted by Lucas County, the City of Toledo, the City of Sylvania, Sylvania Township, the City of Oregon, the Village of Ottawa Hills, and the City of Maumee. In addition to these seven PSAPs are three secondary dispatch centers in Lucas County, which provide for specialized dispatch functionality. These secondary dispatch centers are hosted by Lucas County EMS, Toledo Fire and Rescue, and Springfield Township Fire.
6. All PSAPs and secondary dispatch centers in Lucas County share Computer Aided Dispatch (CAD) software, as well as mobile data capabilities drawn from the CAD. Mobile data are transmitted to emergency response vehicles via commercial wireless broadband data cards.

B. Assumptions

1. A large-scale incident or disaster and response to such an incident may damage key pieces of physical infrastructure that support systems considered essential for day-to-day operations including the electrical grid, cellular voice and data networks, landline telephone networks, the public internet, and the county's CCS. As a result, use of common forms of communication may not be available to citizens and first responders.
2. A reduced or eliminated communications capability will hinder government's ability to coordinate a response and recovery to large-scale incidents or disasters.

3. Communication equipment will become critical resources as local capabilities and availability is overwhelmed.
4. Interoperability between response agencies will become an issue during incidents of moderate or large scale

IV. CONCEPT OF OPERATIONS

A. General

1. Representatives from the Lucas County Sheriff's Office Department of Interoperable Communications, along with the City of Toledo Police Department and or primary affected agency and/or PSAP, will serve as the Primary ESF 2 Agencies in the Lucas County EOC.
2. The Lucas County Sheriff's Office will coordinate with the BSSA for utilization of BSSA - Unit 8, as well as other BSSA interoperable communications vehicles when necessary.
3. ESF 2 will support maintenance, operation, and restoration of mobile data capabilities. ESF 2 will coordinate use of the Government Emergency Telecommunications Service (GETS) and the Wireless Priority Service (WPS).
4. Primary Agency representatives will be assigned to the LCEOC upon activation of ESF 2 to address Communications related needs of the response and the community. These needs may include the following:
 - a. Monitoring that status of public safety communications networks
 - b. Plan for and respond to requests to problem solve and improve communications interoperability through coordination of shared channels/frequencies, gateways, dispatch console frequency patches, talk group hops, connection of frequencies by means of an ACU1000 or other such device
 - c. Plan for and respond to requests for issuance of cache radios and equipment when primary means are overwhelmed or unavailable
 - d. Liaison with Communications Unit Leaders (COM-L) on scene or in the command post to ensure that the COM-L and IC have all of the communications resources necessary to operate.
 - e. Maintaining, operating, and restoring emergency communications systems and infrastructure to include the CCS.

B. Phases of Emergency Management

1. Mitigation
 - a. Develop and maintain CCS and interoperable communications policies and procedures.
 - b. Maintain and test redundant forms of communications.
 - c. Collect and analyze incident and exercise after-action data, and incorporate lessons learned.
 - d. Update primary, secondary, and cache communications equipment.
 - e. Review and revise appropriate communications resource lists.
2. Preparedness
 - a. Review and revise the Toledo TICP, communications-specific components of the EOP, and any other relevant communications planning documents.
 - b. Routinely test primary, secondary, and cache communications equipment to ensure readiness.
 - c. Maintain communications standard operating procedures (SOP).
 - d. Maintain and update mutual aid agreements pertinent to the communications function.
 - e. Conduct and participate in communications training, drills, and exercises.
3. Response
 - a. Notify appropriate personnel, mutual aid partners, and non-governmental/private sector partners of potential response requirements.
 - b. Report to the EOC if requested and staff ESF 2.
 - c. Establish and maintain contact with the Incident Commander and COM-L for receipt of mission assignments as appropriate.
 - d. Assist in the determination of tactical interoperable communications and equipment requirements.
 - e. Coordinate provision of resource requirements.
 - f. Consider long-term logistical and resource needs.
 - g. Maintain an ongoing information exchange with ESF 5 – Emergency Management.
 - h. Document incident-related costs, actions, decisions, and communications.
 - i. Examine scheduling requirements for multiple operational periods.

4. Recovery
 - a. Demobilize communications personnel and equipment as appropriate.
 - b. Assemble and index all incident documentation.
 - c. Survey communications equipment and infrastructure for damages related to the incident.
 - d. Participate in after-action reviews of incident response.

C. Planning Considerations

1. Personnel
 - a. Communications Unit Leader (COM-L) – Lucas County has developed and trained a cadre of individuals to assume the role of COM-L during large-scale or complex incidents. The COM-L is a position that serves under the Logistics Section of the ICS, which develops plans for effectively using incident communications equipment and facilities, managing distribution of communications equipment to incident personnel, and coordinating installation and testing of communications equipment.
2. Facilities and Equipment
 - a. Countywide Communications System (CCS) – Lucas County maintains an 800 MHz, P25-compliant, trunked CCS utilized by all public safety agencies under governmental jurisdiction (i.e., municipal police, fire, and EMS) in Lucas County, as well as several private service agencies that are companions to or support first response units (e.g., railroad police, private ambulance providers).
 - b. Public Safety Answering Points (PSAP) and Secondary Dispatch Centers – Lucas County maintains seven PSAPs from which emergency calls for service are received and dispatched to first responders. Additionally, Lucas County has three Secondary Dispatch Centers that support specialized fire and EMS dispatching of first responders.
 - c. Mobile Data Terminals (MDT) – All jurisdictions operate MDTs installed in police, fire, and EMS vehicles that provide communications among dispatchers and responders.

- d. Emergency Operations Center (EOC) – When activated, the Lucas County EOC (located at 2144 Monroe Street) provides for multi-agency coordination and support for all forms of communications: including telecommunications capability, incoming and outgoing facsimile transmission, and electronic mail via the Lucas County Commissioner’s local area network.
3. Operations
- a. Lucas County is geographically located adjacent to the State of Michigan and the international border of Canada, which limits some communications capabilities and increases need to expand interoperable capabilities beyond our own jurisdiction.
 - b. A number of emergency response organizations with state and federal jurisdiction are located within Lucas County and may respond to incidents of national significance.
4. Specialized Resources/Units – Specialized units and teams augmenting and supporting responses to incidents and events are as follows:
- a. The Amateur Radio Emergency Service (A.R.E.S.) provides an additional resource of over 250 individuals who can be called upon to augment emergency communications with non-secure voice radio and Tele-communication. Radio Operators staff the A.R.E.S. and Sky-Warn Net Control Station in the Lucas County Emergency Services Building in the Emergency Services Building Communications Center. A.R.E.S. personnel operate a Mobile Radio Communications Van and its attached trailer. During large-scale emergencies and declared disasters, A.R.E.S. operators support local Non government Organizations (NGO), emergency departments within all county hospitals, and the Lucas County EOC. In addition, A.R.E.S. operates a “Gateway” device (ACU 1000) in its Communications Van and makes it available countywide for communications emergencies.
 - b. The Sheriff’s Office is assigned a mobile communications vehicle from the BSSA that contains a large variety of interoperable communications equipment, including gateways, satellite phone, repeaters, and more. This vehicle is dispatched and operated by the Sheriff’s Office and is available to go anywhere in Northwest Ohio. The vehicle and two operators are available 24-7, and can be set up and operational in an assigned area within 2 hours.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

1. The Lucas County Sheriff's Office will staff ESF 2 in the Lucas County EOC, maintain the Countywide Communications System, and coordinate emergency communications resource needs.
2. The City of Toledo Police Department will staff ESF 2 in the Lucas EOC and coordinate emergency communications resource needs.
3. ESF 2 will manage and respond to related resource requests coming into the EOC.
4. The Lucas County Sheriff's Office will coordinate with the BSSA for utilization of BSSA - Unit 8, as well as other BSSA interoperable communications vehicles as necessary
5. ESF 2 Primary Agencies will respond to requests for:
 - a. Monitoring that status of public safety communications networks
 - b. Problem solving and improve communications interoperability through coordination of shared channels/frequencies, gateways, dispatch console frequency patches, talkgroup hops, connection of frequencies by means of an ACU1000 or other such device
 - c. Issuance of cache radios and equipment when primary means are overwhelmed or unavailable
 - d. Liaison with Communications Unit Leaders (COM-L) on scene or in the command post to ensure that the COM-L and IC have all of the communications resources necessary to operate.
 - e. Maintaining, operating, and restoring emergency communications systems and infrastructure to include the CCS.
 - f. Maintenance, operation, and restoration of mobile data capabilities. ESF 2 will coordinate use of the Government Emergency Telecommunications Service (GETS) and the Wireless Priority Service (WPS).

B. Support Agencies

Each support agency maintains its authority and when possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested by the ESF 2 Primary Agency, if feasible.

1. Lucas County Emergency Management Agency will maintain and operate the Lucas County EOC and coordinate with the OEMA for additional capabilities as needed.
2. Lucas County Department of Emergency Services will provide technical support for emergency communications capabilities and the Lucas County EOC.
3. Jurisdictional PSAPs and Secondary Dispatch Centers will support incident command and control through coordination and load sharing.
4. Amateur Radio Emergency Services (ARES) will provide redundant radio communications in coordination with ESF 2. Through normal problem solved applications; ARES as directed by ESF 2 will;
 - a. Shadow existing communications networks
 - b. Provide shelter communications
 - c. Provide communications messaging for the public
 - d. Provide backup communications and messaging for responders
 - e. Provide continuity operations and continuity of government messaging and communications services

C. Resource Support Agencies:

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **Ohio Emergency Management Agency** manages resource requests from Lucas County EMA when disasters have been declared and during assessment activities. State ESF2 provides assistance when State Disasters are declared. OEMA has an interoperability vehicle that can be deployed to incidents
2. **Buckeye State Sheriffs Association (BSSA)** manages interoperability communications vehicles across the state of Ohio. BSSA supports the interoperability needs of jurisdictions in needs.
3. **ODNR** posses an interoperability communications van and command trailer assets. The asset is capable of linking to data systems and stand alone mobile repeater systems satellite, and protected networks.
4. **DAS MARCS** Office provides cache's of radios and on site programming support to augment response communications.

MARCS administers the MARCS radio architecture allowing timely modifications of Ohio MARCS system to benefit responders

5. **Ohio National Guard** operates its own radio network, which possesses interoperable communications with MARCS and other radio assets.

VI. ADDENDUMS

ESF 2 - Communications Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 2 - COMMUNICATIONS CHECKLIST

<p>I. MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities. <input type="checkbox"/> Recommend appropriate preparedness measures. <input type="checkbox"/> Continue to develop, review and revise policies, procedures, plans, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to State for review and acceptance. <input type="checkbox"/> Maintain an Emergency Dispatch Center. <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action reviews analysis sessions. 	<p>II. PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep EOC maintained in state of readiness. <input type="checkbox"/> Monitor Emergency Communications Systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using NIMS & Homeland Security Exercise and Evaluation Program (HSEEP) concepts. <input type="checkbox"/> Use special events to validate Plans and Training programs. <input type="checkbox"/> Develop Continuity of Government Plans for all Departments. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Distribute current contingency plans.
<p>III. RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to all requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Confirm emergency dispatch and official notifications. <input type="checkbox"/> Support the EOC and Staff ESF Positions as needed in support of established IC/Unified Command System. <input type="checkbox"/> Make notifications to local, regional, and state officials per the SOP. <input type="checkbox"/> Support incident IC interoperable communications capabilities as needed. <input type="checkbox"/> Coordinate additional emergency warning and notification per the SOP. <input type="checkbox"/> Maintain records or data files of all communications related to emergency operations. 	<p>IV. RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize Emergency Services when immediate threat is removed. <input type="checkbox"/> Demobilize and return committed resources, including augmentation or other volunteer forces. <input type="checkbox"/> Demobilize selected Staff when ESF is no longer needed. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in after-action review, and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

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**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 3
PUBLIC WORKS AND ENGINEERING**

PRIMARY AGENCIES: Lucas County Engineer
City of Toledo Department of Public Service

SUPPORT AGENCIES: Lucas County Sanitary Engineer
City of Toledo Department of Public Utilities
City of Oregon Department of Utilities
Municipal Public Works and Engineering
Lucas County Commissioners and Municipal Mayors
Public Safety and Security/Law Enforcement
Lucas County Emergency Management Agency

RESOURCE AGENCIES: Ohio Emergency Management Agency (OEMA)
Ohio Department of Natural Resources (ODNR)
Ohio National Guard (ONG)

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 3 – Public Works and Engineering assists the Emergency Operations Center (EOC) by coordinating and organizing the capabilities and resources for all of Lucas County to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prepare for, respond to and/or recover from a disaster or an incident requiring a coordinated County wide response.

B. Scope

ESF 3 is structured to provide public works and engineering-related support for the changing requirements of domestic incident management. Activities within the scope of this function include:

1. Pre- and post incident assessments of public works and infrastructure
2. Executing emergency contract support for life-saving or life-sustaining services
3. Providing technical assistance to include engineering expertise
4. Construction management
5. Contracting and real estate services

6. Provide emergency repair of damaged infrastructure and critical facilities
7. Implementation and management of emergency inspection, evaluation, construction, and repair activities
8. Debris clearance and disposal
9. Environmental mitigation

II. POLICIES

A. Lucas County Engineer and Toledo Department of Public Service

The Lucas County Engineer and the City of Toledo Department of Public Service each have responsibilities in the County and City of Toledo related to public works and engineering. Each organizational structure has resources assigned to coordinate and manage the daily public works and engineering requirements in their communities. In the event of an emergency/disaster these responsibilities will increase in complexity. This will require the representation of one or both agencies at the Lucas County Emergency Operations Center (EOC) to manage ESF 3 activities. This does not preclude other political subdivisions from providing like representation.

B. Incident/Unified Command

Incident Management and Lucas County EOC activities shall be guided by National Incident Management System (NIMS), Incident Command System (ICS), and Multi-Agency Coordination (MAC) System protocols.

C. The LCEOC and Multi-Agency Coordination

The Lucas County EOC should be activated as soon as practical for complex incidents. The Lucas County Engineer and City of Toledo Department of Public Service each shall provide a representative to the Lucas County EOC upon activation. The Lucas County EOC serves as the hub for local MAC and facilitates scarce resource allocation from State agencies (i.e. ESF 3 Ohio Department of Natural Resources). Ohio Emergency Management Agency (OEMA) will make formal federal resource requests.

D. Primary and Supporting Agency Coordination and Usurpation of Policy

The two primary agencies facilitate coordination among support agencies to ensure that communication and coordination processes are consistent with incident management missions and objectives without usurpation of any individual agency policy and procedure.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Lucas County consists of several city, village, and township governments each acting independently within the Lucas County to provide the needed services for the residents of the County. These services include but are not limited to sanitary sewer service, storm water management, water service for fire protection and drinking, and road maintenance.
2. Lucas County, the City of Toledo and other political subdivisions have emergency actions that can be activated, resources that can be mobilized, and GIS Mapping systems to reference to accomplish public works and engineering requirements in an emergency/disaster. (See EOC Contact list and Resource Listing).
3. The Lucas County Engineer and the City of Toledo shall designate personnel for front line ESF 3 activities. They will also staff the ESF 3 desk at the Lucas County EOC upon activation to provide support and coordination for those activities each agency maintains a line of command/succession internally.
4. The Lucas County EOC is located in the Lucas County Emergency Services building at 2144 Monroe St, Toledo, Ohio, 43604. Operational communications are directed from this building over an 800 MHz system (WNCE 682) (See ESF 2 Communications.)
5. The Lucas County EOC facility is normally activated at the authority of the Sheriff and managed by the Lucas County Emergency Management Agency (EMA). This does not preclude requests for activation from local jurisdictions directly to Lucas County EMA.
6. All public safety agencies within Lucas County have engaged in NIMS compliance activities and utilize both NIMS and ICS protocols for critical incident management and activation of mutual aid assistance.
7. The Primary Agency for ESF 3 activities at the State and Federal Level are the ODNR and the U.S. Army Corps of Engineers respectively.

B. Assumptions

1. Large-scale emergencies/disasters/events and incidents will necessitate the coordination of all Public Works agencies in order

to expedite assistance to agencies and departments of government in affected areas.

2. Lucas County Public Works Agencies maintain capabilities to effectively respond to a wide variety of emergencies/disasters/events and incidents and are able to identify when their resources are fully committed.
3. A requirement for tactical interoperable communications (ESF 2) that will include ESF 3 must be considered both by Incident Command and ESF 3 representative(s) at the Lucas County EOC.
4. In extended response operations, Public Works logistical support (vehicles and equipment) as well as personnel may be required to serve or be used in cases of excessive use, extended stress, and hazardous conditions.
5. Additional Public Works support may be needed for the maintenance, control and support of evacuation traffic control patterns, community reception and care facilities and for institutions such as hospitals.
6. During emergencies/disasters/events and incidents that exceed Lucas County Public Works/Engineering capabilities and current mutual aid agreements, provisions of the Ohio Revised Code may be exercised to obtain additional assistance through the State of Ohio Intra-State Mutual Aid Compact (IMAC) established by ORC 5502.41. National Emergency Mutual Aid Compact resources (EMAC) may be requested through the OEMA. ESF 3 coordinators at the Lucas County EOC should identify the type, quantity, and source of additional resources needed to sustain emergency Public Works operations.
7. NIMS and ICS protocols will be applicable to all activities which support the Lucas County/City of Toledo Emergency Operations Plan (EOP). They will be specifically applicable to major emergencies requiring the partial or full activation of the EOP and/or Lucas County EOC. Public Works agencies' chain of command should be prepared to integrate and coordinate activities within and between organizations during an emergency.

IV. CONCEPT OF OPERATIONS

A. General

1. **Lucas County Engineer and City of Toledo Department of Public Service** will serve as the Primary Agencies for ESF 3 Public Works and Engineering during an emergency/disaster

situation. They may request the assistance of any and all of the support agencies.

2. A representative of one or both agencies shall be assigned to the Lucas County EOC to respond to public works and engineering related needs of the community. These needs may include the following:
 - a. Damage assessment.
 - b. Technical assistance to local responders
 - c. Demolition and stabilization projects
 - d. Infrastructure inspection and evaluation
 - e. Repair and other response and recovery contracting
 - f. Temporary and permanent construction
 - g. Emergency repairs
 - h. Debris removal and disposal
 - i. Emergency power generation
 - j. Temporary flood levee construction
 - k. Public works/engineering emergency supply and support services
3. Initial actions for the primary agencies will be to coordinated and provide support for:
 - a. Assessing the emergency/disaster prioritizing and forecasting response and recovery needs
 - b. Respond to and coordinate resource requests from on scene incident command
 - c. Establishing communication with support agencies
4. Ongoing activities will include support for:
 - a. Ongoing assessment of the emergency/disaster to determine the adequacy of ESF 3 response and recovery efforts
 - b. Providing up to date comprehensive reporting to the Incident Command and Lucas County EOC
 - c. Anticipating and planning for future resource requirements
5. Primary agencies shall coordinate with all Emergency Support Functions within the incident area and participate in decisions relating to the accomplishment of ESF 3 activities
6. Primary agencies will work with the State ESF 3 ODNR and the Federal ESF 3 United States Army Corps of Engineers, when public works/engineering needs exceed their capabilities and State and/or Federal assets are mobilized.

B. Phases of Emergency Management

Identifies activities inherent in the public works and engineering mission that must be supported by this EOP and the Lucas County EOC.

1. Mitigation
 - a. Upgrade communications
 - b. Collect and analyze all incident related data for after-action review to identify lessons learned and successful practices.
 - c. Encourage public information programs to address potential vulnerabilities noted as a result of an incident.
 - d. Document level of effort, costs, and payments complying with City, State and Federal requirements
 - e. Conduct financial analysis and complete reporting requirements
 - f. Conduct regular review of standard operational procedures, emergency operations guidelines and annually review the City of Toledo Emergency Operations Plan, Emergency Support Functions, and Hazard/Common Appendices to ensure all are current with capabilities.

2. Preparedness
 - a. Review and revise public works/engineering specific components of the EOP and ESF 3.
 - b. Train response team in ESF 3 duties and responsibilities and the Incident Command System
 - c. Update equipment and resource listings on a regular basis and distribute appropriately.
 - d. Revise any mutual agreements pertinent to the public works/engineering function as needed.
 - e. Provide input, attend, and participate in the training and exercise components of the preparedness cycle.
 - f. Identify and inventory all public buildings and critical infrastructure
 - g. Identify staging and disposal sites for debris
 - h. Establish active liaison with all critical public service organizations
 - i. Pre-designate personnel to report to EOC
 - j. Review and analyze disaster response in other communities for their impact on local government and the respective response of municipalities.
 - k. Maintain on-going communication with all ESF.

3. Response
 - a. Make notification to personnel, mutual aid partners, and suppliers of potential response requirements

- b. Establish and maintain contact with the Incident Commander and EOC for receipt of mission assignments as appropriate.
 - c. Mobilize and conduct ESF 3 activities:
 - Pre- and post incident assessments of public works and infrastructure
 - Executing emergency contract support for life-saving or life-sustaining services
 - Providing technical assistance to include engineering expertise
 - Construction management
 - Contracting and real estate services
 - Provide emergency repair of damaged infrastructure and critical facilities
 - Implementation and management of emergency inspection, evaluation, construction, and repair activities
 - Debris clearance and disposal
 - Hazard and environmental mitigation
 - d. Maintain an on-going information exchange with ESF 5 (Emergency Management).
 - e. Contact all appropriate public works/engineering partners necessary to capture full picture of the public works/engineering issues.
 - f. Maintain log of ESF 3 activities and support agencies deployed and the time of their deployment
 - g. Collect and begin recording of all incident and infrastructure information
 - h. Begin clear documentation stream of all related costs, actions, decisions, and communications.
 - i. Maintain communication and liaison with the Logistics Section for needs related to non-stop operations.
 - j. Examine scheduling requirements for multiple operational periods.
4. Recovery
- a. Deploy necessary Lucas County/City of Toledo and support agency resources required for recovery efforts
 - b. Maintain contact with Lucas County EOC and provide regular reports and communication on all ESF 3 activities
 - c. Assess and report on critical damage to and timetable for restoration of public buildings, services, and other critical assets
 - d. Collect infrastructure update information
 - e. Collect and report on all hazard information

- f. Continue collection of all incident information until the Lucas County EOC is deactivated
- g. Inventory all ESF 3 assets and determine replacement needs
- h. Demobilize as appropriate and return equipment and personnel to regular schedules.
- i. Encourage interested personnel to attend any available critical incident stress de-briefings as necessary.
- j. Assemble and index all incident documentation.
- k. Solicit performance feedback from response constituents
- l. Participate in any meetings and provide necessary reports for any governmental public assistance.
- m. Maintain detailed records for audit purposes.

C. Public Works and Engineering Planning Considerations

- 1. Personnel
 - a. Identify and continuously monitor personnel needs for an emergency/disaster.
 - b. Consider plans for emergency recall, and mutual aid.
 - c. Ensure appropriate integration of personnel into Incident Command structure.
- 2. Facilities and Equipment
 - a. Identify, open and staff ESF 3 specific facilities (i.e. staging, fuel and maintenance depots).
 - b. Identify the equipment that may become scarce during an emergency/disaster and potential options for allocation.
- 3. Operations
 - a. The IC should consider activation of ESF 3 as soon as practical during an emergency/disaster.
 - b. Primary and Support Agencies should regularly evaluate their emergency/disaster guidelines to ensure their ability to adapt to demands of emergency/disaster operations.
 - c. Sustained flood response, debris management, and temporary power generation are three tasks that will pose special problems for ESF 3 and will require significant planning and coordination with ESF 5 (Emergency Management), and/or ESF 13 (Public Safety and Security).
- 4. Specialized Public Works and Engineering Resources
 - a. The City of Toledo Department of Public Service has specialized demolition crews available in an emergency/disaster situation

- b. The City of Toledo Department of Public Utilities has a specialized confined space entry team for unique emergency/disaster situations
- c. Both Lucas County and the City of Toledo may contract for specialized resources where ESF 3 requirements exceed the capability or expertise of local government.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

1. The Lucas County Engineer and the City of Toledo Department of Public Services will have primary responsibility for ESF 3 and will respond to requests for:
 - a. Damage assessment.
 - b. Technical assistance to local responders
 - c. Demolition and stabilization projects
 - d. Infrastructure inspection and evaluation
 - e. Repair and other response and recovery contracting
 - f. Temporary and permanent construction
 - g. Emergency repairs
 - h. Debris removal and disposal
 - i. Emergency power generation
 - j. Temporary flood levee construction
 - k. Public works/engineering emergency supply and support services
2. Other political sub-divisions are encouraged to provide a liaison to the Lucas County EOC if their community is impacted by an emergency/disaster requiring ESF 3 activation.
3. ESF 3 will be activated for assessment, response, recovery and resource ordering operations based on the needs of the emergency.
4. ESF 3 agencies will coordinate with each other at the Lucas County EOC to ensure the most effective use of personnel and equipment to avoid redundant activities and to cooperate on emergency transportation missions.
5. Primary Agencies will manage activities related to ESF 3 during an emergency/disaster following NIMS and ICS protocols.
6. The **Lucas County Engineer** and the **City of Toledo Department of Public Service** in conjunction with Lucas County EMA are all tasked with “all hazards” emergency operations planning, and will serve as the primary points of contact for modifications to this ESF 3 document.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. **The Lucas County Sanitary Engineer, the City of Toledo Department of Public Utilities, and the City of Oregon Department of Utilities** – Will provide support for public works and engineering infrastructure related to the provision of water, and concomitant sewer systems.
2. Other **Municipal Public Work and Engineering** – City, Village, and Township Governments will be called upon to support primary agencies and incident command through public works/engineering resources/expertise
3. **The Lucas County Commissioners and Municipal Mayors** – The Chief Executives of the County and Municipal Corporations or their designees serve as members of the Executive Policy Group (EPG) at the Lucas County EOC in emergency/disaster operations. They should ensure that support for ESF 3 activities by agencies under their umbrella of responsibility are provided as necessary (i.e. Transportation, Public Safety, and Legal).
4. **Public Safety and Security (ESF 13)** – Law Enforcement will provide traffic control, traffic enforcement, and other related law enforcement and security functions in the County and coordinate with ESF 1 in developing and implementing emergency traffic control measures .
5. **Lucas County Emergency Management (ESF 5)** – Lucas County EMA will support emergency transportation activities by opening the EOC and assisting in the coordination of Countywide activities and acting as the liaison for State and Federal response if necessary.
6. **Lucas County and City of Toledo Engineering and Public Works agencies** will provide resources and services to assist with damage assessment activities, debris removal and disposal.,
7. **Lucas County and City of Toledo Forestry, Parks, and Waste Disposal agencies** will provide resources and services to assist with damage assessment activities, debris removal, debris staging and debris disposal.
8. **ESF 15** will provide assistance with public notifications regarding needed citizen actions to mitigate the effects of incidents

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **The Ohio Department of Natural Resources** – The ODNR is assigned as the primary agency for ESF 3 activities in the State of Ohio EOP.
2. **Ohio National Guard** - The ONG possesses heavy equipment and personnel resources that may be acquired for ESF 3 activities. These resources will be made available through State Emergency Declarations and subsequent resource requests through the State EOC
3. **Ohio Emergency Management Agency OEMA** – Manages resource requests from Lucas County EMA when disasters have been declared and during assessment activities. State ESF3 ODNR provides assistance when State Disasters are declared.

VI. ADDENDUMS

ESF 3 - Public Works & Engineering Checklist
(attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 3 - PUBLIC WORKS AND ENGINEERING CHECKLIST

MITIGATION

- Upgrade communications
- Collect and analyze all incident related data for after-action review to identify lessons learned and successful practices.
- Encourage public information programs to address potential vulnerabilities noted as a result of an incident.
- Document level of effort, costs, and payments complying with City, State and Federal requirements
- Conduct financial analysis and complete reporting requirements
- Conduct regular review of standard operational procedures, emergency operations guidelines and annually review the City of Toledo Emergency Operations Plan, Emergency Support Functions, and Hazard/Common Appendices to ensure all are current with capabilities.

PREPAREDNESS

- Review and revise public works/engineering components of the EOP and ESF – 3.
- Train response team in ESF – 3 and the Incident Command System
- Update equipment and resource listings
- Revise mutual agreements pertinent to public works/engineering
- Provide input, attend, and participate in the training and exercise components of the preparedness cycle.
- Identify and inventory all public buildings and critical infrastructure
- Identify staging and disposal sites for debris
- Establish active liaison with all critical public service organizations
- Pre-designate personnel to report to EOC
- Review and analyze disaster response in other communities for their impact on local government and the respective response of municipalities.
- Maintain on-going communication with all Emergency Support Functions.

RESPONSE

- Make notification to personnel, mutual aid partners, and suppliers of potential response requirements
- Establish and maintain contact with the Incident Commander and EOC for receipt of mission assignments as appropriate.
- Mobilize and conduct ESF- 3 activities:
 - Pre- and post incident assessments of public works and infrastructure
 - Executing emergency contract support for life-saving or life-sustaining services
 - Providing technical assistance to include engineering expertise
 - Construction management
 - Contracting and real estate services
 - Provide emergency repair of damaged infrastructure and critical facilities
 - Implementation and management of emergency inspection, evaluation, construction, and repair activities
 - Debris clearance and disposal
 - Hazard and environmental mitigation
- Maintain an on-going information exchange with ESF-5 (Emergency Management).
- Contact all appropriate public works/engineering partners necessary to capture full picture of the public works/engineering issues.
- Maintain log of ESF – 3 activities and support agencies deployed and the time of their deployment
- Collect and begin recording of all incident and infrastructure information
- Begin clear documentation stream of all related costs, actions, decisions, and communications.
- Maintain communication and liaison with the Logistics Section for needs related to non-stop operations.
- Examine scheduling requirements for multiple operational periods.

RECOVERY

- Deploy necessary Lucas County/City of Toledo and support agency resources required for recovery efforts
- Maintain contact with EOC and provide regular reports and communication on all ESF – 3 activities
- Assess and report on critical damage to and timetable for restoration of public buildings, services, and other critical assets
- Collect infrastructure update information
- Collect and report on all hazard information
- Continue collection of all incident information until EOC is deactivated
- Inventory all ESF – 3 assets and determine replacement needs
- Demobilize as appropriate and return equipment and personnel to regular schedules.
- Encourage interested personnel to attend any available critical incident stress de-briefings as necessary.
- Assemble and index all incident documentation.
- Solicit performance feedback from response constituents
- Participate in any meetings and provide necessary reports for any governmental public assistance.
- Maintain detailed records for audit purposes.

**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 4
FIREFIGHTING**

- PRIMARY AGENCY:** Toledo Fire and Rescue Department
Lucas County Fire Chiefs Association
Jurisdiction of Response
- SUPPORT AGENCIES:** Jurisdictional Fire and Rescue Agencies
Lucas County Commissioners and Municipal Elected Officials
Lucas County Emergency Services Department
Lucas County Sheriff/Mutual Aid Police Agencies, ESF 13
Lucas County Emergency Management Agency, ESF 5
Department of Public Services & Public Works, ESF 3
- RESOURCE AGENCIES:** Ohio State Fire Marshall
Ohio Department of Natural Resources (ODNR)
US Coast Guard

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 4 – Firefighting provides for countywide support of fire prevention, suppression, and control within Lucas County. This ESF will also provide for coordinated use of fire department resources in handling urban, rural, and wild land fires and hazardous material emergencies (ESF 10), which could result from or occur concurrently with significant disasters, incidents, and events.

B. Scope

ESF 4 supports roles and responsibilities for responding agencies in Lucas County and its jurisdictions during emergency/disaster/incidents and events. The title of this ESF is “Firefighting” but it addresses the roles and responsibilities of the broader heading of “fire service.” For the purpose of this ESF, fire service is considered fire suppression and control, basic emergency medical care, and immediate life safety services as delivered by fire service agencies. The Lucas County Fire Chiefs Association is responsible for development, implementation, and participation in this function as related to unified firefighting operations during an emergency or disaster. The Toledo Fire & Rescue Department, under the direction of the Toledo Fire Chief, shall be the lead coordinating agency for firefighting and rescue operations during an emergency or disaster. Other functions performed by the fire services are emergency medical response, hazardous materials response, and search and

rescue. These functions are addressed in greater detail within their respective ESF Annexes.

II. POLICIES

A. National Guidance

This ESF provides coordination of fire and rescue activities to ensure safety of life and property during emergency situations. This ESF supports the National Response Framework (NRF), National Incident Management System (NIMS), Incident Command System (ICS), and local mutual aid agreements.

B. Large-Scale Emergencies/Disasters

The Lucas County Emergency Operations Center (EOC) should be activated as soon as practical for large-scale emergencies/disasters. The Lucas County EOC serves as a hub for local multi-agency coordination (MAC) and facilitates allocation of resources from state agencies. The Ohio Emergency Management Agency (OEMA) and the State Emergency Operations Center (EOC) would make formal federal resource requests. This does not preclude assistance from state and/or federal officials assigned locally.

C. Coordination

ESF 4 staff shall facilitate coordination of primary and supporting agencies, and provide resources to ensure that communication and coordination processes are consistent with the stated incident management missions and objectives. ESF 4 shall also coordinate with other ESF activities and objectives as needed.

D. Mutual aid in Lucas County

1. All Fire Departments within Lucas County and several adjacent jurisdictions in adjoining counties have entered into formal Mutual Aid Agreement to support fire and rescue operations.
2. All jurisdictions within Lucas County have agreed to participate in the Intra-State Mutual Aid Compact (IMAC) in the State of Ohio.
3. All jurisdictions have agreed to participate in the federal Emergency Mutual Aid Compact (EMAC) in order to share resources and capabilities throughout the United States and its territories as needed and available.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Fire prevention and control, and rescue operations are daily problems faced by fire service personnel. These problems become more significant during disaster situations. Numerous past, real-world incidents and scheduled inter-agency training opportunities have increased each department's working knowledge of its fellow agencies' capabilities, resources, and personnel. In the event of a disaster, this historical cooperation should lead to faster and more effective response.
2. Fourteen departments using over 150 pieces of apparatus provide fire and rescue services protection, as well as varying levels of emergency medical services (EMS), throughout the County and in support of ESF 8. See Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP).
3. All departments also utilize the Lucas County 800 megaHertz (MHz) radio system, which extends to a number of public safety agencies outside of Lucas County.
4. Potential for fires involving large commercial structures, high-rises, wildland and wildland interface, hazardous materials, and ships is referenced in the Lucas County Hazard Analysis and Vulnerability Assessment within the Base Plan for Emergency Operations.
5. A conflagration that could develop from natural or human-caused situation(s) could affect the response of fire resources in the County. Large-scale or multiple concurrent events could also affect the availability of fire resources.
6. Fire protection and rescue operations are challenges faced daily by local fire departments and rescue agencies. These occurrences may occasion need for specialized emergency firefighting, hazardous materials response, and rescue activities including provisions for extended mass care/triage operations, and extensive decontamination operations.
7. Any disaster may necessitate mobilization of fire service resources for preservation and protection of life and property from threats other than fire.
8. Fire service personnel trained as first responders, Emergency Medical Technicians (EMTs), or paramedics are primary first responders for medical emergencies and fires (see ESF 8).

9. The Ohio Fire Chiefs Emergency Response Plan is managed by the Ohio Fire Chiefs Association and can be activated if ESF 4 activities overwhelm local fire departments' mutual aid response. Activation is managed through the three central dispatch centers.

B. Assumptions

1. Local fire services' mutual aid agreements and other compacts will be activated as appropriate. Most fires are handled and suppressed by the local department of the affected area. However, this ESF may be activated when their resources and mutual aid agreements have been exhausted and state assistance is required.
2. Various types of fires will occur in Lucas County. Structural and rural fires will occur within Lucas County. Wildland and wildland interface fires may occur.
3. Fires can be the primary event or a consequence of an emergency or disaster such as an earthquake or a civil disturbance.
4. Larger scale or multiple concurrent incidents will impact the number of available fire and rescue resources, which may become scarce or damaged.
5. Some interface fires or fires resulting from civil disturbances will be of such a magnitude that all threatened structures cannot be saved. After evaluating the situation, IC may decide to cease firefighting efforts on one building in order to save another when the benefit of saving one building exceeds that of another, when continued efforts would likely not affect the outcome, or when firefighter safety concerns so dictate.
6. Damage to transportation infrastructure and to fire facilities may impact the ability of fire services to respond to the emergency or disaster.
7. Availability of fire service personnel may be limited due to injury, personal concerns/needs, or limited access to work locations; under these circumstances, these personnel may be assigned to initial first response for all emergencies.
8. Lucas County will request a declaration of emergency from the State of Ohio and/or the Federal Government when all available and necessary resources, including Mutual Aid, are expended.

IV. CONCEPT OF OPERATIONS

A. General

The **local jurisdiction fire department** has jurisdiction over an incident. When an incident escalates or disasters occur, the local government entity will request that the Lucas County EOC be opened and the Lucas County Emergency Operations Plan (EOP) be implemented.

The **Lucas County Fire Chiefs Association** will serve as the Primary Agency Representative to staff ESF 4 desk upon activation. The on-scene Incident Commander should assign a liaison for ESF 4 activities at the Lucas County EOC if it is activated. ESF 4 will support requests for the following needs:

1. Firefighting suppression and control activities
2. Basic emergency medical care
3. Immediate life safety services as delivered by fire service agencies.
4. Unified firefighting operations
5. Emergency medical response (ESF-8)
6. Hazardous materials response (ESF-10)
7. Search and rescue (ESF-9)
8. MOU Activation
9. Resource acquisition
10. Wildland fire/urban interface
11. Fires as a result of earthquake and civil disorder

B. Phases of Emergency Management

1. Mitigation
 - a. Conduct ongoing risk management activities with emphasis on threat and hazard assessment, critical community vulnerability, and consequences.
 - b. Maintain accurate, up-to-date fire pre-plan files.
 - c. Review, update, enforce, and recommend appropriate changes to local fire codes.
 - d. Fire prevention programs.
 - e. Maintain effective liaison and up-to-date agreements with mutual aid agencies.
 - f. Continue to develop and revise policies, procedures, doctrine, and training to maintain effective response and recovery capabilities.

- g. Provide for an accurate accounting of inventory for the Toledo Fire & Rescue Department's resources and all township and municipal agencies and capabilities— especially specialized vehicles, equipment, and teams available for emergency response.
- h. Have all departments conduct reviews of their standard operational procedures (SOP) and standard operational guidelines, and annually review the Lucas County EOP to include ESF Annexes and Hazard/Common Appendices.

2. Preparedness

- a. Maintain current inventories of fire service facilities, equipment, and personnel throughout Lucas County.
- b. Organize and train fire service emergency teams to rapidly respond to requests for assistance.
- c. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
- d. Engage in continuous improvement for “all hazards” emergency response and recovery to maintain proficiency in all aspects of fire and rescue operations.
- e. Provide accurate and timely dissemination of information regarding a pending emergency situation.
- f. Ensure that ongoing coordination and “all hazards” planning are conducted with multi-agency and multi-disciplinary emergency response partners.
- g. Assign duties and issue orders/notices to raise the operational capability of the Toledo Fire & Rescue Department and other fire and rescue agencies as applicable, based on the Department of Homeland Security Advisory System and/or local conditions.

3. Response

- a. Respond to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation.
- b. Utilize IC and Unified Command system protocols for incident management to include designation of an IC/Unified

Command structure, Incident Command Post (ICP), and staging area for emergency response.

- c. Coordinate issuance and supply of fire and rescue resources, including personnel to the area of the operation, IC facilities, and the Lucas County EOC.
- d. Furnish incident status reports on casualty and damage observations through the Incident Commander, and upon its activation, provide the Lucas County EOC with up-to-date reports in an accurate, timely manner.
- e. Notify other appropriate emergency responders and support agencies - including local mutual aid partners and state and federal agencies - as necessary or as required by law.
- f. Support fire and rescue emergency response in the area of the operation and at other locations as required:
 - i. Provide fire protection.
 - ii. Engage in EMS.
 - iii. Coordinate effective emergency medical aggress
 - iv. Engage in proactive search and rescue.
 - v. Protect key resources (persons, places, things).
- g. Support emergency evacuations, search and rescue, warning and notification, and tactical interoperable communication operations as appropriate.
- h. Support efforts to ensure those with special needs are cared for.
- i. Support relocation and temporary detention of persons confined to institutions.
- j. Maintain accurate records of all fire and rescue operations to include accurate accounting of all expenditures during the response for potential future reimbursement.

4. Recovery

- a. Demobilize and return committed resources to preparedness status at the direction of the Chief of Fire and Rescue and/or IC.
- b. Support clearing and recovery operations.
- c. Assist in damage assessment.
- d. Assist in returning evacuees to their homes and in the family reunification process.
- e. Prepare and/or provide reports and records as necessary.
- f. Participate in after-action review of emergency response.
- g. Return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

1. Personnel

- a. Fire services respond routinely to fire and rescue incidents, but most fire services will need to augment existing resources in response to larger or more complex incidents. In addition, IC may activate mutual aid agreements with adjoining jurisdictions. The primary focus of response by fire services will be as follows:
 - i. Emergency life saving measures.
 - ii. Fire suppression, explosion protection, and spill or release containment.
 - iii. Coordination with field responses by the State, the United States Environmental Protection Agency (USEPA), and/or the United States Coast Guard (USCG).
 - iv. Emergency search and rescue operations (ESF 9).
 - v. Post-incident investigations.
- b. EMS will respond to provide medical care to first responders and the general public (ESF 8)

2. Facilities and Equipment

- a. All emergency responders have personal protective equipment (PPE) with which to perform essential assigned tasks in an environment posing imminent danger to life and health (IDLH).
- b. Authorization for emergency procurement of equipment, materials, or services will be included in local declarations of emergency (ESF 5).
- c. With the support of the Lucas County EOC Resource Management Group, ESF 7 will coordinate re-supply of equipment needed for response and recovery operations.
- d. Emergency responders and support personnel may require material support for sustained operations. This support could include food, water, shelter, and rest. The ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and American Red Cross. For longer term needs of responders, the Lucas County EOC will coordinate with commercial vendors for identified sustainment support (ESF 6 and ESF 11).

3. Operations
 - a. Fire operations will be conducted in a professional manner consistent with each agency's SOP.
 - b. If communications are not already established satisfactorily, Incident Commanders should request activation of ESF 2 – Communication, in order to ensure tactical interoperable communications capability.
 - c. Agency Command Officers should regularly evaluate their operations and ICS protocols to ensure their agencies can adapt to the demands of emergency fire operations.
 - d. Generally, public information regarding hazards and threats is disseminated through the Public Information arm of IC. Additional guidance is in ESF 15 – External Affairs Public Notification and Warning. Fire department personnel in the field should refrain from providing other than general information to bystanders to ensure that they do not become victims. Officers should refer individuals with a legitimate need to know to the Public Information Officer (PIO).
4. Specialized Resources/Units – Specialized units and teams augmenting support when responding to incidents and events are as follows:
 - a. Toledo Fire and Rescue Hazardous Materials (HAZMAT) unit and Region 1 HAZMAT.
 - b. Toledo Fire and Rescue Technical Rescue Teams.
 - c. Toledo Environmental Services.
 - d. Ohio Fire Chiefs Association Emergency Response Plan.
 - e. Ohio EPA.
 - f. USEPA.
 - g. USCG.
 - h. Northern Ohio and Michigan Mutual Aid (NOMMAD).
 - i. Buckeye State Sheriff's Association (BSSA) Communication Vehicle and Operator.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

1. As the situation dictates the Lucas County Fire Chiefs Association, Toledo Fire and Rescue Department Chief or his/her designee or AHJ will be the ESF 4 Primary Agency.
2. The affected jurisdiction Fire Chief will be the On Scene Incident Commander in a fire or rescue incident. The jurisdictional Fire Department Chief or his/her designee will initiate the NIMS and

request and coordinate additional resources through the Lucas County EOC as necessary to mitigate the incident.

3. Any jurisdiction whose community is impacted should send a liaison to the ESF 4 desk at the Lucas County EOC to assist in primary responsibilities for that jurisdiction.
4. The ESF 4 Primary Agency is appointed by the Lucas County EMA Director and will assist in the Lucas County EOC. ESF 4 will respond to requests for the support of:
 - a. Firefighting suppression and control activities
 - b. Basic emergency medical care
 - c. Immediate life safety services as delivered by fire service agencies.
 - d. Unified firefighting operations
 - e. Emergency medical response (ESF-8)
 - f. Hazardous materials response (ESF-10)
 - g. Search and rescue (ESF-9)
 - h. MOU / Ohio Fire Response Plan Activation
 - i. Resource acquisition for on scene agencies
 - j. Wildland fire/urban interface
 - k. Fires as a result of earthquake and civil disorder

B. Support Agencies

Principal supporting organizations in an emergency/disaster for fire and rescue incident response will be the municipal fire agencies. See Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP).

Supporting agencies maintain their authority and are responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested. Support agencies include but are not limited to:

1. **Jurisdictional Fire and Rescue Agencies** – Fire and Rescue shall engage in support activities, most of which will relate to their primary functions in ESF 4 – Firefighting, and support to ESF 8 – Public Health and Medical, ESF-9 – Search and Rescue, and ESF 10 – Hazardous Materials.
2. **Lucas County Commissioners and Municipal Elected Officials** – The Chief Executives of the County and Municipal Corporations or their designees serve as members of the policy group at the Lucas County EOC in emergency/disaster operations. They should ensure that support for ESF 4 activities by agencies under their umbrella of responsibility are provided as necessary (i.e., legal, fiscal, information technology [IT]).

3. **Emergency Medical Services Department** – Provides support for expanded public health services and emergency medical care which is detailed under ESF 8.
4. **Jurisdictional Law Enforcement** – Fifteen police agencies operate independently in Lucas County. Most are signatories to the Northwest Ohio Law Enforcement Mutual Aid Agreement. Mutual aid likely would be activated in response to an emergency/disaster prior to activation of ESF 13 and the LCEOC.
5. These agencies may be requested to provide resources as necessary and available for public safety and security.
6. **Lucas County EMA** – Provides for activation and management of the Lucas County EOC, the Lucas County EOP, and MAC activities through ESF 5 – Emergency Management.
7. **Jurisdictional Public Works/Service** – Specific support functions available are detailed under ESF 1 – Transportation and ESF 3 – Engineering and Public Works.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **Ohio State Fire Marshall** – The State Fire Marshall’s Office is designated as the primary agency for ESF 4 in the State of Ohio EOP. This Office will coordinate State of Ohio ESF 4 activities with those at the local emergency disaster locations.
2. **Ohio Department of Natural Resources** – Provides support for wildland urban interface fire
3. **US Coast Guard** – Provides support for marine fire operations

VI. ADDENDUMS

Plans for Reference (attached at the end of this ESF)

ESF 4 - Firefighting Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Plans for Reference

<u>Plan Name</u>	<u>Location/Holder</u>
NW Ohio LE Mutual Aid Agreement	Toledo Police Emergency Services
Buckeye State Sheriff's Mutual Aid Agreement	Lucas County Sheriff's Office
Ohio Fire Chiefs Emergency Response Plan	Contact Information Management System
Intrastate Mutual Aid Compact	Ohio Emergency Management
Ohio Emergency Operations Plan	Ohio Emergency Management
OPLAN Ready TAG OH	Ohio National Guard
National Response Framework	Jurisdictional Fire Department
National Incident Management System	Jurisdictional Fire Department
Lucas County/City of Toledo EOP Base Plan	Lucas County Emergency Management
Homeland Security Appendix	Toledo Police Emergency Services

ESF 4 - FIREFIGHTING CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Engage in ongoing risk management activities. <input type="checkbox"/> Maintain accurate fire pre-plan files. <input type="checkbox"/> Maintain up-to-date mutual aid agreements. <input type="checkbox"/> Continue to develop and revise policies, procedures, doctrines, and training. <input type="checkbox"/> Provide for an accurate accounting of inventory for all county fire agencies. <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Conduct regular review of emergency operations policies, procedures, plans, and Emergency Support Functions (ESF). 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep the Emergency Operations Center (EOC) maintained in a state of readiness. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising. <input type="checkbox"/> Maintain and update resource inventories and personnel listings. <input type="checkbox"/> Review mutual aid agreements annually. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Ensure that ongoing coordination and “all hazards” planning are conducted with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Monitor Homeland Security Advisory System to determine level of operational capability based on threat and/or local conditions.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support response to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation. <input type="checkbox"/> Support incident size up/assessment. <input type="checkbox"/> Support establishment of Incident Command (IC)/Unified Command. <input type="checkbox"/> Staff Lucas County Emergency Operations Center (LCEOC) ESF-4 Desk to support multi-agency coordination. <input type="checkbox"/> Coordinate issuance and supply of law enforcement resources. <input type="checkbox"/> Furnish incident status reports. <input type="checkbox"/> Notify appropriate emergency responders. <input type="checkbox"/> Support fire and rescue response in the area of operations. <input type="checkbox"/> Coordinate effective emergency medical ingress and egress. <input type="checkbox"/> Support emergency evacuations, search and rescue, warning and notification, and tactical interoperable communication operations as appropriate. <input type="checkbox"/> Support efforts for those with special needs. <input type="checkbox"/> Support relocation and temporary detention of persons confined to institutions. <input type="checkbox"/> Maintain accurate records of all emergency law enforcement operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support demobilization activities. <input type="checkbox"/> Support clearing and recovery operations. <input type="checkbox"/> Assist in damage assessments. <input type="checkbox"/> Support return and re-entry of evacuees to their homes and the family reunification process. <input type="checkbox"/> Prepare and/or provide reports and records as necessary. <input type="checkbox"/> Participate in and/or facilitate after-action review of emergency response. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

LUCAS COUNTY/CITY OF TOLEDO EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION (ESF) 5 EMERGENCY MANAGEMENT

- PRIMARY AGENCIES:** Lucas County Emergency Management Agency (EMA)
City of Toledo Safety Director
- SUPPORT AGENCIES:** All ESF Agencies (Primary and Support)
- RESOURCE AGENCIES:** State and Federal Agencies and Departments
Ohio Emergency Management Agency

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 5 – Emergency Management provides support to local officials and emergency services in response to large-scale incidents and recovery operations for natural, technological, and/or human engineered emergencies and disasters. ESF 5 coordinates acquisition of information to provide for situational awareness in support of local jurisdictions from a Multi-Agency Coordinating Center (MACC) located within the Lucas County Emergency Operations Center (EOC).

The ESF 5 coordinates the process for initial and Preliminary Damage Assessments (PDA). ESF 5 forwards requests for state and/or federal assistance and Declarations of Disaster to the Ohio Emergency Management Agency (OEMA) when local resources and capabilities are exceeded and other specific criteria under the Robert T. Stafford Act are met. ESF 5 coordinates with local organizations and jurisdictions for immediate disaster aid and supports delivery of state and federal disaster assistance. ESF 5 utilizes and fosters interagency relationships among local, state, and federal agencies; non-governmental organizations (NGO); and private-sector entities with primary and/or support responsibilities for disasters.

B. Scope

ESF 5 supports the function of Emergency Management consistent with existing applicable policies and regulations of local, state, and federal jurisdictions and the Lucas County Emergency Operations Plan (EOP). ESF 5 receives requests for support and distributes mission tasking to respective ESFs in accordance with the Lucas County EOC Standard Operation Guidelines (SOG). Principal ESF 5 tasks include maintenance and sharing of situational awareness, damage assessment, forwarding of requests for Emergency Declarations, coordination of disaster aid and

assistance, reports, documentation, and coordination of after-action review of response and recovery operations following critical incidents.

II. POLICIES

A. The Lucas County Emergency Management Agency

1. The Lucas County EMA and City of Toledo Department of Emergency Services will develop, distribute, and maintain plans and related documents for identified threats from natural, technological, and human-engineered incidents or events.
2. The Lucas County EMA will coordinate and maintain systems for warning and notification of the public and jurisdictions regarding imminent and ongoing incidents or events that threaten public safety and security.
3. The Lucas County EMA will respond to requests from local officials for declarations of disaster and forward such requests to the OEMA for action by the Governor or President of the United States.

B. Mutual Aid

Local jurisdictions are encouraged to adopt memoranda of understanding or enter into mutual aid agreements as an effective preparedness strategy. Additional resources should first be obtained through activation of mutual aid agreements with neighboring jurisdictions, with incident management guided by the Unified Command structure. When all local and regional assets are committed or exhausted, the jurisdiction will seek additional resources through the Intrastate Mutual Aid Compact (IMAC) or the Emergency Mutual Aid Compact (EMAC) for federally declared disasters.

C. Emergency Operations Center and Multi-Agency Coordination

The Lucas County EMA will maintain the primary EOC at 2144 Monroe Street to support emergency response and disaster recovery operations. The Lucas County EOC serves as a MACC. The Lucas County EOC is staffed by respective ESF managers who coordinate activities in support of local officials and the respective Incident Commander(s) as needed. For details on Lucas County EOC operations, see the Lucas County EOC SOG.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. The Lucas County EOC, located at 2144 Monroe Street in the City of Toledo, is in a constant state of readiness to support the operations of local jurisdictions in response to emergencies.
2. The Lucas County EMA Director, County Sheriff, or County Commissioner will activate the Lucas County EOC in support of response and recovery operations of local jurisdictions as needed.
3. Hazards and risks that could pose a threat to Lucas County citizens are identified in the Lucas County Emergency Base Plan, in which they are ranked according to probability and likely impacts.
4. Local jurisdictions may request activation of the Lucas County EOC as needed.
5. The Lucas County EMA Director will manage the Lucas County EOC under ESF 5. All other ESFs will coordinate and support their respective functions in support of local jurisdictions as needed.
6. Capability and procedures for communicating alerts, warnings, notifications, and information are available to emergency responders and managers at any time.
7. Memoranda of understanding, mutual aid compacts, or other agreements are in place to support emergency operations.
8. All agencies and departments listed in the Lucas County EOC Emergency Contact List and Resource List (provided in Tab A at the end of the ESF Section of the EOP), have internal lines of command/succession identified under Continuity of Operations (COOP)/Continuity of Government (COG) guidelines.

B. Assumptions

1. All political sub-divisions of Lucas County, their agencies and departments, and all non-governmental community service organizations will develop plans, protocols, and procedures in line with guidance provided in Lucas County's Base Plan for mitigation, preparedness, response, and recovery.
2. All public safety and supporting organizations will train personnel and maintain capabilities to effectively respond to a wide variety of emergency situations.

3. Capability to utilize systems for identifying and tracking resources is in place.
4. Jurisdictions and organizations that support the Lucas County EOP have developed COOP/COG and capabilities.
5. Lucas County EMA will respond to, support and manage the full breadth of emergency management activities under its responsibility based on current SOP and or guidance from the Executive Group.

IV. CONCEPT OF OPERATIONS

A. General

1. Lucas County EMA and the Toledo City Public Safety Director will serve as the Primary Agencies for ESF 5 & Emergency Management needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. ESF 5 is activated in the Lucas County EOC to support incident operations planning, response, recovery and mitigation for large-scale emergencies and disasters under SOGs established by the Lucas County EMA.
3. An emergency/disaster necessitating activation of ESF 5 will require mobilization of one or more ESFs to manage separate functions in support of the local jurisdiction.
4. ESF 5 will obtain, post, and assess information to provide for situational awareness of the incident for use by the Lucas County EOC staff and other support organizations and agencies involved in any emergency response.
5. Situational awareness shall be maintained in the Lucas County EOC
6. The Lucas County EOC will manage the activities of all ESFs.
7. The Lucas County EOC will become a focal point for Joint planning and executive decision making during and incident
8. Incident management shall be accomplished utilizing Incident Command System (ICS) principles under National Incident Management System (NIMS) standards.

B. Phases of Emergency Management

1. Mitigation

- a. Develop and revise policies, procedures, and training to maintain an effective response and recovery capability.
- b. Establish and maintain continuing partnerships with local, state, and federal law enforcement agencies to facilitate an effective transition from independent operation to a Unified Command structure during combined operations pursuant to ICS protocol during the response and recovery phases of an emergency.
- c. Lucas County EMA will maintain readiness of facilities, equipment, and material necessary to support local jurisdictions and public safety officials in support of response and recovery operations when local capabilities have been fully committed or exhausted.
- d. Maintain directories and references identifying local and regional resources and capabilities available from other departments, agencies, and jurisdictions.
- e. Document activities and experiences during actual operations to contribute to an after-action review that will lead to recommendations for revisions of existing plans and procedures for future preparedness, response, and recovery activities.
- f. Conduct regular reviews of standard operational procedures and emergency operations guidelines, and annually review the Lucas County EOP and the supporting ESF Annexes and Hazard/Common Appendices.

2. Preparedness

- a. Ensure that the Lucas County EOC, Joint Information Center (JIC), and countywide warning systems are maintained in state of readiness through routine scheduled tests, drills, and exercises.
- b. Engage in continuous cycle of planning, training, exercising, and performance improvement for “all hazards” emergency response and recovery to maintain proficiency in all aspects of emergency management.
- c. Assure sufficient resource inventories at highest practical response capability to sustain operations for up to 72 hours.

- d. Distribute current contingency plans for emergency response and recovery operations.
- e. Provide accurate and timely dissemination of information for a pending or actual incident when activated.
- f. Ensure that ongoing coordination and “all hazards” planning are conducted with multi-agency and multi-disciplinary emergency response partners.

3. Response

- a. Respond promptly to all requests for assistance from jurisdictions by activating the Lucas County EOC in support of response and recovery operations.
- b. Conduct initial incident assessment to determine the number of casualties, specific impacts, geographical scope, hazards present, and resources required; and provide notification to local and state officials per established SOPs.
- c. Submit PDA(s) to the OEMA to support any request for Disaster Declaration.
- d. Coordinate and mobilize the respective ESF desks to support any established IC/Unified Command.
- e. Conduct and support multi-agency coordination upon Lucas County EOC activation.
- f. Provide incident status reports for Lucas County EOC staff on casualty and damage assessments, issuing up-to-date reports in an accurate and timely manner.
- g. Make additional notifications to other appropriate support agencies to include local mutual aid partners and state and federal agencies as necessary or required by law.
- h. Support emergency evacuations, search and rescue, warning and notification, and other operations as appropriate or upon request.
- i. Coordinate and support mass care and sheltering operations, ensuring care for those with special needs.
- j. Coordinate with and support the JIC to provide timely and accurate information to the public.

- k. Maintain accurate records of all emergency operations to support briefings and the after-action review process.
4. Recovery
- a. Coordinate with local, state, and federal officials on the long-term needs of impacted communities.
 - b. Support community service and faith-based organizations in providing aid and assistance to individuals and families to assure long-term recovery.
 - c. Conduct ongoing damage assessments to support request for Disaster Declaration.
 - d. Coordinate with local, state, and federal officials on disaster mitigation project applications related to the Disaster Declaration.
 - e. Support operations of re-entry and return of evacuees to their homes, and the process of family reunification.
 - f. At the direction of the Incident Commander, demobilize equipment, Incident Management Teams (IMTs), and volunteers when missions are completed or normal services are restored.
 - g. Prepare and/or provide reports and records to include accurate accounting of all expenditures for future reimbursement.
 - h. Participate in after-action review of emergency response.
 - i. Return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

1. Personnel
- a. ESF 5 will mobilize the Lucas County EOC Staff and any support personnel in order to support and sustain response and recovery operations.
 - b. When activated, ESF 5 will identify and continuously monitor personnel needs of the Lucas County EOC.

2. Facilities and Equipment

- a. The primary Lucas County EOC is located on the first floor, 2144 Monroe Street, in the City of Toledo. ESF 5 will maintain the Lucas County EOC in a constant state of readiness and/or use in support of emergency response and recovery operations.
- b. ESF 5 will maintain the primary Lucas County JIC—located in the Lucas County Emergency Medical Services (EMS) Training Center, 2127 Jefferson Avenue, in the City of Toledo in a constant state of readiness and/or use in support of emergency response and recovery operations.
- c. All equipment and material needs of the EOC/JIC will be maintained in a constant state of readiness and/or use in support of emergency response and recovery operations. ESF 5 will coordinate with ESF 15 for JIC readiness and support.
- d. ESF 7 will coordinate individual equipment and material provided under mutual aid or other agreements.
- e. ESF 7 and supporting staff shall maintain accurate records and strict accountability regarding loan, use, and return of equipment.

3. Operations

- a. ESF 5 will activate the Lucas County EOC and mobilize the necessary staff and resources to support the Incident Commander.
- b. ESF 5 will obtain information and coordinate the PDA to provide situational awareness for local officials, responders, and supporting personnel and organizations.
- c. ESF 5 will coordinate notifications per established procedure.
- d. ESF 5 will coordinate ongoing emergency warnings to the public as needed.
- e. ESF 5 will receive requests for support and distribute mission tasking to respective ESFs in accordance with the Lucas County EOC SOGs.
- f. In the event of a formal Declaration of Emergency or Disaster, ESF 5 will evaluate the initial assessment and coordinate a formal PDA to support any requests for aid or assistance from state and federal agencies and departments.

- g. ESF 5 will support population-protective measures such as sheltering and evacuation to include re-entry and return.
 - h. ESF 5 will coordinate with ESF 14 for mobilization of emergency worker volunteers. Self-deployment or individual actions are prohibited without authorization.
 - i. ESF 5 will coordinate with ESF 14 in organizing activities of volunteers with NGOs serving in the response and recovery.
 - j. ESF 5 will coordinate and facilitate initial briefing and post mobilization de-briefing of personnel to assure COOP and identify potential critical incident stress management (CISM) issues.
4. Specialized Resources/Units – Specialized units and teams will augment and support responses to incidents and events.
- a. ESF 5 will call upon the Lucas County Department of Building Regulation along with municipal Departments of Building Inspection to support the process of damage assessment.
 - b. The Lucas County Community Emergency Response Team (CERT) may provide additional resources to support the “windshield” and preliminary damage assessments.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

1. **Lucas County EMA** – The Lucas County EMA is responsible for identifying, supporting, coordinating, managing:
 - a. Potential risks to the County from natural disasters, technological accidents, and human-engineered incidents.
 - b. Development of a countywide EOP that outlines the concept of operation for emergency response and recovery operations.
 - c. Support of local jurisdictions through activation of an Lucas County EOC to serve as a MACC in support of local officials and IC organizations.
 - d. Support to local officials and emergency services in response to large-scale incidents.
 - e. Recovery operations for natural, technological, and/or human engineered emergencies and disasters.

- f. Acquisition of information to provide for situational awareness in support of local jurisdictions.
 - g. Initial and PDA.
 - h. Requests for state and/or federal assistance and Declarations of Disaster to the OEMA.
 - i. Local organizations and jurisdictions for immediate disaster aid and support delivery of state and federal disaster assistance.
 - j. Utilizes and fosters interagency relationships among local, state, and federal agencies; non-governmental organizations (NGO); and private-sector entities with primary and/or support responsibilities for disasters.
 - k. The function of Emergency Management consistent with existing applicable policies and regulations of local, state, and federal jurisdictions and the Lucas County EOP.
 - l. Requests for support and distributes mission tasking to respective ESFs in accordance with the Lucas County EOC SOG.
 - m. Incident documentation, fiscal tracking, reimbursement and after-action review of response and recovery operations following critical incidents.
 - n. Facilitates Joint planning and executive decision making.
2. **City of Toledo Safety Director** – The Safety Director of the City of Toledo:
- a. Administers all public safety departments in the jurisdiction
 - b. Develops and promulgates policies related to public safety
 - c. Oversees emergency response and recovery operations
 - d. Supports development and promulgation of the Lucas County EOP
 - e. Provides staffing for emergency support functions within the Lucas County EOC as needed.
 - f. Supports the activities listed under “**1. Lucas County Emergency Management Agency**”, when serving as the ESF 5 Primary Agency

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. **The Lucas County Commissioners and Municipal Mayors** – The Chief Executives of the County and Municipal Corporations or their designees serve as members of the Executive Group in the Lucas County EOC during emergency/disaster operations. They ensure that agencies and departments under their administrative responsibility provide support for ESF 5 activities as necessary (i.e., legal, fiscal, information technology [IT]). Additionally, they shall authorize representation to the Lucas County EOC for the duration of its activation in a manner that they deem appropriate to the situation.
2. **All EOC ESF(s) 1-15** under the guidance of **Lucas County EMA** will respond to:
 - a. Resource acquisition requests
 - b. Critical resource planning
 - c. Resource tracking
 - d. Joint Resource planning
 - e. Joint ESF related planning
 - f. And other activities to support the response objectives of On Scene Command and the Lucas County EOC.
3. **Jurisdictional Fire and Rescue** – Fire and Rescue shall engage in a myriad of support activities most of which will relate to their primary functions: ESF 4 – Firefighting, ESF 8 – Public Health and Medical, ESF 9 – Search and Rescue, and ESF 10 – Oil and Hazardous Materials Response.
4. **Jurisdictional Public Works/Service** – Specific support functions available are detailed under ESF 1 – Transportation and ESF 3 –Public Works and Engineering.
5. **Lucas County EMS** - Lucas County EMS provides emergency medical system support to local jurisdictions, promulgation of EMS protocols, EMS certifications, and support to the Lucas County EOP, and multi-agency coordination activities through ESF 5 – Emergency Management.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **Ohio State Patrol and Ohio National Guard** – The Ohio State Highway Patrol has responsibilities for certain assigned facilities located in the County and the enforcement of traffic laws throughout the state.
2. **United States Coast Guard (USCG)** – The USCG staffs a Marine Safety Unit and a Coast Guard Station in Lucas County. They have marine patrol assets that have direct responsibility for hazardous materials incidents within the Port of Toledo and Lake Erie coastal region, and may assist in other emergency/disasters. The Governor has the authority to aid civil authority in emergency/disaster situations through activation of the Ohio National Guard. Missions and capabilities are fully documented in “OPLAN READY TAG OH.”
3. **State and Federal Emergency Management Agencies** – The OEMA and Federal Emergency Management Agency (FEMA) provide administrative and fiscal support to local EMAs. They provide guidance for development and maintenance of emergency plans. They provide for training, drills, and exercises designed to test plans and procedures. They support local disaster response and recovery operations for Declared Disasters and provide financial aid to individuals, families, businesses, non-profit organizations, and local governments.

VI. ADDENDUMS

ESF 5 - Emergency Management Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 5 - EMERGENCY MANAGEMENT CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities. <input type="checkbox"/> Recommend appropriate preparedness measures. <input type="checkbox"/> Continue to develop, review, and revise policies, procedures, plans, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to State for review and acceptance. <input type="checkbox"/> Maintain an Emergency Operations Center (EOC). <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action review analysis sessions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep EOC maintained in state of readiness. <input type="checkbox"/> Monitor emergency communications systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using the National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP) concepts. <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Develop Continuity of Government (COG) plans for all departments. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Distribute current contingency plans.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to all requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Conduct initial and preliminary damage assessments. <input type="checkbox"/> Activate the EOC and staff ESF positions as needed in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Make notifications to local, regional, and state officials per standard operating procedures (SOP). <input type="checkbox"/> Furnish incident status reports to local and state officials. <input type="checkbox"/> Coordinate emergency warning and notification per SOP. <input type="checkbox"/> Support emergency evacuations operations as appropriate. <input type="checkbox"/> Coordinate with ESF-6 for Mass Care and Sheltering, including special needs populations. <input type="checkbox"/> Coordinate relocation, re-entry, and return of populations. <input type="checkbox"/> Maintain records of all emergency operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize Emergency Services when immediate threat is removed. <input type="checkbox"/> Demobilize and return committed resources, including augmentation or other volunteer forces. <input type="checkbox"/> Demobilize selected EOC Staff when ESF is no longer needed. <input type="checkbox"/> Coordinate disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Demobilize EOC when final ESF recovery missions are closed. <input type="checkbox"/> Coordinate detailed damage assessments for each jurisdiction. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in after-action review and document this for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

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LUCAS COUNTY/CITY OF TOLEDO EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION (ESF) 6 MASS CARE, HOUSING AND HUMAN SERVICES

PRIMARY AGENCY: Greater Toledo Area Chapter, American Red Cross

SUPPORT AGENCIES: Area Office on Aging of Northwestern Ohio, Inc.
Goodwill Industries of Northwest Ohio
Lucas County Children's Services Board
Lucas County Department of Job and Family Services
Lucas County Emergency Services
Lucas County Mental Health and Recovery Services Board
Jurisdictional law enforcement
Salvation Army of Northwest Ohio
Toledo Area Regional Transit Authority (TARTA)
Toledo/Lucas County Health Department
United Way of Greater Toledo / 2-1-1

RESOURCE AGENCIES: Ohio Department of Health

I. INTRODUCTION

A. Purpose

1. Emergency Support Function (ESF) 6 - Mass Care, Housing, and Human Services supports efforts to address the non-medical requirements of individuals and families impacted by disasters. These needs may include sheltering, feeding, bulk distribution of needed supplies, counseling, and related social services and welfare related activities including referrals to governmental and Non-governmental organizations (NGO) partners listed in ESF 6.
2. The ESF liaison will coordinate information sharing and direction of resources to achieve assigned mission objectives consistent with this function on behalf of the Lucas County Emergency Operations Center (EOC).

B. Scope

ESF 6 has three primary functions: Mass Care, Housing, and Human Services.

1. Mass Care function
 - a. Coordinates resources to support non-medical mass care services to victims, as well as gathering information related to sheltering and feeding operations in the impacted area.

- b. Coordinates emergency shelter for victims including the use of pre-identified shelter sites in existing structures, creation of temporary facilities; and the use of similar facilities outside the incident area, should evacuation become necessary.
 - c. Coordinates feeding to victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk distribution.
 - d. Coordinates emergency first aid consisting of basic first aid and referral to appropriate medical personnel and facilities and at designated sites. Reference ESF 8.
 - e. Collects and provides information regarding individuals residing within the area through a Disaster Welfare Information (DWI) system to aid in reunification of family members within the affected areas who were separated at the time of the disaster. Provides access to an electronic database for individuals affected by disaster to voluntarily register with an on-line portal to aid in reunification and information sharing with family outside the affected area on large-scale incidents.
 - f. Coordinates the establishment of sites within or in proximity to the affected area for bulk distribution of emergency relief items such as ice and water to meet urgent needs of victims.
2. Housing Function
- a. Provides assistance for the short and long-term housing needs of victims.
 - b. Maintains updated shelter location and census information via the National Shelter System (NSS) database.
 - c. Identifies the various factors that could impact the incident-related housing needs and provides assistance to develop a plan of action to provide housing assistance in the most effective, expedited, and efficient manner available at the time.
3. Human Services Function
- a. Coordinates and assesses the situation and implements an appropriate plan based on the resources available to assist all victims.

- b. Supports various services impacting individuals and households, including a coordinated system to address the victim's incident related recovery efforts through crisis counseling, mental health and other supportive services provided in coordination with other providers.
- c. Ensures water, ice, and other associated emergency commodities and services are addressed as needed.
- d. The ESF liaison will coordinate information sharing and direction of resources to achieve assigned mission objectives consistent with this function on behalf of the Lucas County EOC.

II. POLICIES

The policies and concepts of ESF 6 apply to all agencies assigned as a primary or support agency for Mass Care, Housing and Human Services. The underlying principles of all agencies include:

- A.** The type and focus of ESF 6 support may vary depending on an assessment of incident impact(s), the magnitude and type of event, and the stage of the response and recovery efforts.
- B.** Activating as needed, in anticipation of, or immediately following, a disaster or emergency or an incident of mass criminal violence.
- C.** Supporting mass care activities and services without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- D.** Assigning staff to ESF 6 to work in accordance with their parent agency rules and regulations.
- E.** Working toward reducing duplication of effort and benefits.
- F.** First aid will be supplemental to emergency health and medical services established to meet the needs of victims.
- G.** Conflicts between agencies involved with ESF 6 will be reconciled by Unified Command or Multi-agency Coordinating Center (MACC) protocols.

III. SITUATION AND ASSUMPTIONS

A. Situation

- 1. Emergencies/disasters can occur without warning and may require the provision of mass care, housing, and other human services with little or no advance notice.

2. Slowly developing emergencies/disasters, such as a slowly rising flood, may result in warning and evacuation time, but may cause the displacement of a large population and may necessitate the opening of shelters and conducting mass care activities in a wide area.
3. Sheltering-in-place, restriction of movement, and non-congregate sheltering are required to prevent the spread of contagious diseases during a pandemic incident which may occur concurrent to another natural or man-made disaster.
4. Some people may be reluctant to evacuate their homes because of their pets. It will be necessary for private citizens to plan ahead for the rescue, evacuation, shelter and feeding of a portion of the pet population. Other agencies may be called in to provide support consistent with their mission and capacity.
5. It may be necessary to convince some people to evacuate from an unsafe condition. These people may be elderly, physically challenged or have functional needs that may not be able to be adequately addressed in a sheltering situation.
6. There is a large population of persons with functional needs that will require special services and considerations in a sheltering or evacuation situation.
7. Institutionalized populations will need special consideration in sheltering and evacuation situations. These considerations may include security, special housing needs, and other special needs.
8. Although the risk of an in-state catastrophic event in Ohio is relatively low, there are in-state risks that could result in catastrophic damage and that could necessitate the evacuation, movement and sheltering of a large population, possibly for an extended period.
9. Medical sheltering is covered to some extent through agreements with local hospitals to set aside beds and other resources during an emergency that causes a medical surge. In addition, resources may need to be identified to respond to the requirements of those who seek emergency shelter and depend on mechanical medical devices to maintain life.
10. Lucas County is served by Northwest Ohio Special Needs Referrals Committee that is supported by the agencies listed in ESF 6.

B. Assumptions

1. The Greater Toledo Area Chapter of the American Red Cross (ARC) is the primary local agency responsible for ESF 6.
2. People may evacuate an area prior to evacuation orders being given causing locations to be open and set-up while evacuees are arriving.
3. Some people will resist or ignore evacuation orders.
4. Based on prior experience, 80% to 90% of persons impacted by a disaster will select options other than going to established mass care/shelter sites. The percentage of persons utilizing ESF 6 services will vary based on demographics, suddenness of the disaster, time of day, and other factors.
5. ARC can be expected to mobilize and initiate appropriate ESF 6 services as quickly as possible. After utilization of local resources the local Red Cross can call upon the National Red Cross to augment those locally depending on the breadth, scope, and complexity of the emergency/disaster.
6. Every effort will be made to provide reasonable accommodations for people with functional needs. In the event that needed accommodations cannot be adequately addressed the Northwest Ohio Special Needs Referral Committee will help to connect affected persons to appropriate care and resources. Assistance is available from ESF 8.
7. An influx of response personnel from outside the area may strain resources in the impacted area. Shelters and respite centers may need to be established for disaster relief workers in addition to residents impacted by an incident.
8. Agencies identified in ESF 6 will coordinate closely with ARC to ensure coordinated and consistent service delivery to the affected population as a response scales up and scales down.
9. Agencies responding under ESF 6 will have adequate procedures, checklists, and guidelines that correspond to the responsibilities assigned to them under this Plan.
10. Local law enforcement agencies will be able to support requests for services such as crowd control and facility security for at least 72 hours. Law enforcement agencies may need to activate appropriate mutual aid agreements to provide these services. Referral will be made to ESF 13.

IV. CONCEPT OF OPERATIONS

A. General

1. The Greater Toledo Area Chapter of the American Red Cross is the ESF 6 Primary Agency for managing and coordinating mass care, housing, and human services under ESF 6. Its responsibilities include:
 - a. Planning for and managing evacuations.
 - b. Shelter on site activities.
 - c. Obtaining additional resources.
 - d. Working with National Red Cross to obtain resources.
 - e. Planning for reasonable accommodations for people with functional needs.
 - f. Planning for surge effects on local lifelines.
 - g. Support of shelters and respite centers.
 - h. Coordination with support agencies and jurisdictions to ensure coordinated and consistent service delivery to the affected population.
 - i. Disseminate Mass Care public information through notification and warning channels.
 - j. Planning for Shelter Pre-Screening activities.
2. In large scale emergencies/disasters that require ESF 6 activities, requests for assistance should be forwarded upward through the ICS chain of command and/or Emergency Operations Center. ESF 6. Primary and support agencies shall be represented appropriately at these facilities.
3. Generally, the Greater Toledo Chapter of the American Red Cross will direct, coordinate, and control emergency shelter and mass care operations.
4. The American Red Cross and other volunteer organizations will rely on ESF 10 agencies to identify contaminated individuals and direct them to appropriate decontamination/medical facilities.
5. The assistance of other governmental and non-governmental agencies may be requested to provide ESF 6 activities.

6. The State of Ohio EOP and the National Response Framework both have ESF 6 guidelines that should be consulted in the event that resource requirements exceed local capabilities.

B. Phases of Emergency Management

1. Mitigation
 - a. Maintain effective liaison with response partners.
 - b. Recommend legislation or other regulatory programs which enhance the area's ability to provide for the health, shelter and mass care of its citizens during an emergency/disaster.
 - c. Maintain adequate communications.
 - d. Collect and analyze all incident related data for after-action review to identify lessons learned.
 - e. Conduct regular review of standard operational procedures, emergency operations guidelines and annually review the Toledo / Lucas County Emergency Operations Plan (EOP) to include ESF Annexes and Hazard/Common Appendices.
2. Preparedness
 - a. Conduct on-going public education efforts about disaster preparedness to local schools, businesses, service groups etc.
 - b. Prepare and/or update as necessary plans, rosters, resource inventory listings, and mutual aid agreements for potential ESF 6 activation.
 - c. Engage in continuous cycle of planning, training and exercising to validate and improve existing plans.
 - d. Identify and survey suitable facilities to use as shelters/mass feeding sites and enter into pre-established agreements with those locations in the event of an emergency/disaster.
 - e. Develop other agreements where appropriate with other governmental offices, non-profit groups and/or facilities which can provide support in an emergency/disaster.
 - f. Recruit and train disaster personnel and maintain rosters of available volunteers.
 - g. Maintain on-going communication with all ESFs.

3. Response
 - a. Activate emergency services related to ESF 6 as warranted and verify proper notifications to key staff members.
 - b. Participate in alert, notification & warning efforts.
 - c. Verify communication procedures.
 - d. Ensure agency representative is assigned to Incident Command Post and/or Lucas County EOC.
 - e. Begin complete documentation stream to include phone, fax, and radio logs, as well as costs for overtime, materials, and supplies.
 - f. Maintain contact/coordination with all emergency support functions especially public safety.
4. Recovery
 - a. Demobilize as appropriate and return facilities and equipment to pre-emergency state of readiness. Continue to oversee and maintain documentation stream.
 - b. Prepare and/or review required reports on damage assessment and health/environmental impacts.
 - c. Participate in after-action review.
 - d. Assist as appropriate in public assistance activities.
 - e. Return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

1. Personnel
 - a. The Greater Toledo Area Chapter of the American Red Cross has sufficient human resources to manage a 150 family urban disaster without requesting outside resources.
 - b. The Red Cross chapter has 132 paid and volunteer staff available for mass care activities.
 - c. Partner agency resources provide an additional 125 staff for mass care activities.

- d. The Red Cross has 139 additional staff to support casework activities.
 - e. Partner agencies listed in ESF 6 have the capacity to provide 1,162 additional staff to support casework, health and mental health support activities to affected residents.
2. Equipment
- a. Equipment inventory is maintained in the Greater Toledo Regional Chapter Disaster Plan.
3. Facilities
- a. The Red Cross has agreements with 149 facilities in three counties sufficient to shelter 14,117 people.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

1. The Greater Toledo Chapter of the American Red Cross will serve as the ESF 6 Primary Agency for Mass Care activities which includes:
- a. Provides leadership in coordinating and integrating overall efforts associated with mass care, housing and human services.
 - b. Identifies facilities suitable for emergency shelters, respite centers, reception areas and mass feeding operations.
 - c. Conduct mobile feeding operations to assist emergency workers and victims at the site of the incident.
 - d. Provide financial assistance to victims.
 - e. Provide bulk relief supplies for emergency workers and victims.
 - f. Provide clothing for victims. This will be immediately necessary if mass decontamination is needed.
 - g. Maintain an inventory of sources of food and feeding supplies.
 - h. Establish and operate emergency shelters and enter location and census information into National Shelter System. Referral to ESF 8 will be necessary to secure approval of Toledo/Lucas County Health Department.

- i. Maintain an inventory of shelters, shelter supplies, equipment and forms.
- j. Establish and operate ARC Service Centers near the impacted area to provide clothing, household items, emergency medicinal needs, temporary housing needs and referrals to other available resources.
- k. Provide ARC Health Services and Mental Health Services to assist with minor injuries and other medical concerns, and to provide counseling for traumatized victims and emergency workers. Additional support may be requested from ESF 8.
- l. Provide communication in the field to supporting disaster workers. Referral to ESF 2 may be necessary to activate Lucas County Amateur Radio Emergency Services.
- m. Facilitates collection of client well-being information and use of "Safe and Well" website based on incident magnitude.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested. All ESF 6 support agencies must ensure that the primary agency or EOC Liaison is aware of the functions and activities of all respective participating entities

- 1. Lucas County Emergency Management Agency (EMA)
 - a. Activates primary agency.
 - b. Provides guidance on location and type of operation needed.
 - c. Plans and supports regular meetings with and between the primary and support agencies related to preparedness, response and recovery activities.
 - d. Ensures primary and support agencies are informed and involved in all meetings related to ESF 6 activities.
 - e. Provides damage assessment reporting to any ESF 6 requesting agency.
 - f. Activates Lucas County Amateur Radio Emergency Services as needed through a resource request to ESF 2.

2. Area Office on Aging of Northwestern Ohio
 - a. Provide referrals and support to residents over 60 consistent with their current program offerings
3. Goodwill Industries of Northwest Ohio
 - a. Support clothing needs at shelters.
 - b. Act as recipient site for spontaneous in-kind donations.
 - c. Serve as a vendor for client use for additional clothing and furniture assistance.
4. Lucas County Children's Services Board
 - a. Assume responsibility for unaccompanied minors until parental or guardian reunification is made
5. Lucas County Dept. of Job and Family Services (JFS)
 - a. Provide additional financial assistance and referrals as available resources and current state and county JFS plans allow based on client criteria
6. Toledo/Lucas County Health Department
 - a. Provide technical assistance to shelter operations related to food, infection control, water supply and water disposal.
 - b. Provide priority inspection of facilities being utilized for mass shelters and mass feeding operations.
 - c. Assist in the provision of medical supplies and services.
 - d. Mobilize additional Resources through Medical Reserve Corps (MRC) as needed to achieve mission goals.
7. Lucas County Mental Health and Recovery Services Board
 - a. Provide assistance to help rebuild adaptive capacities, decrease stressors, reduce symptoms of trauma, and restore the victim's sense of equilibrium immediately following a disaster.
 - b. Provide long term mental health counseling for traumatized victims and emergency workers.

8. The Salvation Army
 - a. Conduct mobile feeding operations to assist emergency workers and victims at the site of the incidents.
 - b. Provide financial assistance to victims as resources allow.
 - c. Maintain an inventory of sources of food and feeding supplies.
 - d. Establish and operate emergency shelters.
9. Toledo Area Regional Transit Authority (TARTA)
 - a. Provide temporary, on-scene sheltering for incidents in a specific area.
 - b. Provide transportation from a contained incident scene to a shelter or reception center as needed.
10. United Way / 2-1-1
 - a. Provide emergency referral services via 2-1-1- system and serves as intake for in-bound service requests for large scale disasters.
 - b. Coordinate recruitment of spontaneous volunteers and manage volunteer reception centers.
 - c. Support Long-term recovery activities.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. Ohio Department of Health provides assistance through local Health departments to augment resources and assistance
2. The American Red Cross provides assistance to augment the needs of local chapters when their resources are exceeded.

VI. ADDENDUMS

ESF 6 - Mass Care, Housing and Human Services Checklist (attached at the end of this ESF)

American Red Cross Notification process (attached at the end of this ESF)

ESF 6 - References (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 6 - MASS CARE, HOUSING AND HUMAN SERVICES CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain effective liaison with response partners <input type="checkbox"/> Recommend legislation or other regulatory programs which enhance the City's ability to provide for the health, shelter and mass care of its citizens during an emergency/disaster. <input type="checkbox"/> Continue to develop and revise policies, procedure, doctrine, and training <input type="checkbox"/> Establish and maintain continuing partnerships <input type="checkbox"/> Provide for an accurate accounting of material and human resources <input type="checkbox"/> Maintain directories and other references <input type="checkbox"/> Conduct regular review of standard operational procedures, emergency operations guidelines and annually review the City of Toledo Emergency Operations Plan to include ESF Annexes and Hazard/Common Appendices. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep EOC maintained in state of readiness <input type="checkbox"/> Conduct regular program of community disaster education to local schools, businesses, and community groups <input type="checkbox"/> Ensure that all shelters are properly entered into National Shelter System database and that contact information is maintained and accurate <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising <input type="checkbox"/> Recruit and train disaster personnel and maintain rosters of available volunteers. <input type="checkbox"/> Maintain and update resource and facilities inventories, personnel listings and mutual aid agreements annually <input type="checkbox"/> Provide accurate and timely dissemination of information <input type="checkbox"/> Ensure that ongoing coordination and "all hazards" planning are conducted with multi-agency and multi-disciplinary emergency response partners <input type="checkbox"/> Develop other agreements where appropriate with other governmental offices, non-profit groups and/or facilities which can provide support in an emergency/disaster.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Activate emergency services related to ESF – 6 as warranted and verify proper notifications to key staff members. <input type="checkbox"/> Participate in alert, notification & warning efforts <input type="checkbox"/> Make notification to appropriate emergency responders <input type="checkbox"/> Support establishment of Incident/Unified Command <input type="checkbox"/> Staff LCEOC ESF-6 Desk to support Multi-Agency Coordination <input type="checkbox"/> Furnish incident status reports <input type="checkbox"/> Coordinate the deployment of feeding, housing, and casework resources through direct services and appropriate referrals <input type="checkbox"/> Provide regular updates on sheltering operations through data entry to the National Shelter System database <input type="checkbox"/> Ensure the provision of appropriate mental health support to persons and families affected by the disaster <input type="checkbox"/> Support bulk distribution of supplies as needed <input type="checkbox"/> Assist in implementation of proactive casework response to meet emergency, disaster-caused needs <input type="checkbox"/> Support efforts for those with special needs. <input type="checkbox"/> Maintain accurate records of all functional partners' operations 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize as appropriate and return facilities and equipment to pre-emergency state of readiness <input type="checkbox"/> Support transition activities to long-term recovery efforts <input type="checkbox"/> Continue to oversee and maintain documentation stream. <input type="checkbox"/> Support return and re-entry of evacuees to their homes and family reunification process. <input type="checkbox"/> Prepare and or provide reports and records as necessary. <input type="checkbox"/> Participate in and/or facilitate after action review of emergency response <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

AMERICAN RED CROSS NOTIFICATION PROCESS

Contact List for Disaster Calls
Greater Toledo Area Chapter - American Red Cross

During regular business hours

419-329-6060

After-hours Contacts

Disaster Action Team 1

Pager 419-327-1033 Cell 419-261-4512

Disaster Action Team 2 (call if DAT 1 can not be reached)

Pager 419-327-1036 Cell 419-276-5705

Louisville After-Hours Call Center – 1-800-696-3873

If contacts above are unreachable, please call the Back-up numbers below

Back-up Contacts

Gary Loboschewski, Emergency Services Manager

Cell 419-277-8087

Pager 419-327-1017

Home 419-875-6658

Office 419-329-2166

Kenneth Robinson, Programs and Services Director

Cell 419-345-8169

Home 419-874-7697

Office 419-329-2630

ESF 6 - REFERENCES

American Red Cross Congressional Charter 36 U.S.C. §300102

Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, Sec. 302(b)
(3)

National Response Framework and Federal ESF 6 Annex, January 2008

State of Ohio Emergency Operations Plan and State of Ohio ESF 6 Annex, January
2009

National Shelter System - The National Shelter System is the system of record for tracking sheltering facilities on stand-by and for active shelters. Census information is entered into the NSS twice daily. All reporting will be accessible from the National Shelter System database. <http://www.disastershelter.us>

Greater Toledo Regional Chapter Disaster Plan and Greater Toledo Area Chapter Continuity of Operations Plan. On File at Greater Toledo Area Chapter, American Red Cross

LUCAS COUNTY/CITY OF TOLEDO EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION (ESF) 7 LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

- PRIMARY AGENCY:** Lucas County Emergency Management Agency
- SUPPORT AGENCIES:** Lucas County Department of Emergency Services
Lucas County Department of Support Services
Lucas County Office of Management & Budget
Lucas County Facilities Management
City of Toledo Finance Department Jurisdictional Fiscal Agent
- RESOURCE AGENCIES:** Ohio Emergency Management Agency
(Intra-state Mutual Aid Compact)

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 7 – Logistics Management and Resource Support is responsible for coordinating logistical support for response agencies during large-scale emergencies and catastrophic events. ESF 7 augments the capabilities of the other ESFs in the Lucas County Emergency Operations Center (EOC) by handling resource requests that other ESFs cannot. ESF 7 supports requests from local jurisdictions to locate, acquire, direct, and demobilize resources including equipment, supplies, personnel, and services required by emergency responders and other supporting organizations. ESF 7 coordinates contingency plans for Continuity of Government (COG). ESF 7 coordinates with local, state, and federal agencies as needed.

B. Scope

ESF 7 provides support for the changing requirements of response, recovery, and mitigation actions in Lucas County and other jurisdictions as needed. ESF 7 furnishes resource support for response and relief efforts during and after a large-scale emergency or Incident of National Significance. ESF 7 supports on-scene Incident Command (IC) and other ESF desks within the Lucas County EOC when necessary. Activities that fall within the scope of this function include: materials and equipment, manpower, asset tracking, emergency responders and volunteer worker accountability, vendor distribution lists, mutual aid agreements, terms of contracts, and records maintenance and retention.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Local jurisdictions maintain sufficient assets and resources to meet the needs of routine emergency response requirements. Individual departments within each jurisdiction maintain critical resource inventories and listings of firms and contractors.
2. Initial resource needs will be addressed through the Incident Command System (ICS) Logistics Section Chief. When available resources are committed or exhausted, the Incident Commander may request support from ESF 7 to coordinate for or acquire specific assets, materials, or contract services.
3. A system for mutual aid exists among emergency response organizations at the local, intra-state and federal levels.
4. Most departmental and some intra-departmental procurement from existing inventories can be managed at the departmental level.
5. Departments operate under state and federal regulations and must document all transactions pursuant to State of Ohio, as well as Federal Emergency Management Agency (FEMA) audit requirements.
6. Donated and other resources obtained from outside sources (other than governmental entities or commercial suppliers) will be documented through ESF 7.
7. The Ohio State Department of Administration Services is designated as the primary state agency for ESF 7 in the State of Ohio Emergency Operations Plan (EOP).
8. The United States General Accounting Office has been designated the primary federal agency for ESF 7 in the National Response Framework (NRF).

B. Assumptions

1. Disasters have an immediate impact on many resources, resulting in shortages in some while other critical resources are completely exhausted.
2. Specialized local and regional technical teams and services may be required. Expedient identification, procurement, and

allocation of resources are vital to ensure effective state emergency operations.

3. Resources outside of the affected area will be directed to fulfill the unmet needs of citizens and local governments.
4. Designated facilities may be required in order to expedite receipt and delivery of assets prior to use at the site of the emergency.
5. In major disasters, activation of the Lucas County EOC and a Declaration of Emergency may be required before state and federal assets can be provided.
6. Required resources and assets may be delayed due to need for debris removal, damage to and destruction of facilities and infrastructure, and the process of acquisition and transportation.

III. POLICIES

A. General

1. The Lucas County Emergency Management Agency (EMA) is authorized under the *Ohio Revised Code* (ORC) 5502.26 as a countywide organization under the Board of Lucas County Commissioner's with an advisory body made up of representatives of each political jurisdiction.
2. The City of Toledo supports planning and support for emergencies and disasters under local Ordinance 307.86 and related municipal codes and ordinances as may apply. All fire departments within Lucas County participate in the Ohio Fire Chief's Association State Fire Emergency Plan that provides for logistical, as well as operational support for declared or undeclared incidents.
3. Lucas County EMA has entered into a countywide agreement with each political subdivision for delivery of emergency management services.
4. Lucas County is a signatory to the Intra-State Mutual Aid Compact (IMAC) for Ohio that is intended to provide emergency logistical support to affected areas of the State. In addition, the State of Ohio participates in the national Emergency Mutual Aid Compact (EMAC) that provides support to affected states and local jurisdictions during federally declared disasters.

IV. CONCEPT OF OPERATIONS

A. General

1. The Lucas County EMA will serve as the Primary Agency for logistics needs that ESF's are not able to provide during an emergency/disaster. They may request the assistance of any and all ESF's and support agencies.
2. The Primary Agency representatives will be assigned to the EOC upon activation to address Logistics needs of the community. These needs may include the following:
 - a. Coordinates timely acquisition and distribution of resources to support the Incident Commander and affected jurisdiction.
 - b. Coordinates with the Lucas County Department of Support Services and other municipal departments to support requests for materials, equipment, personnel, and services.
 - c. Upon the declaration of a State of Emergency by the Board of Lucas County Commissioners, rules governing purchasing and acquisition of materials and services are relaxed. Ref. ORC Section 307.86 Competitive Bidding Required – Exceptions; as amended by 128th General Assembly ch. 7, SB 79, § 1, effective 10/6/2009.
 - d. Provides for tracking, record keeping, and demobilization support as necessary.
 - e. Coordinates procurement of properties to include leasing of additional buildings, facilities, warehouses, or other property that may be necessary following a disaster.
 - f. Emergency infrastructure repairs are coordinated by ESF 7 through the Department of Support Services for each jurisdiction.
 - g. Response to an incident and during the recovery phase, ESF 7 coordinates with supporting agencies for acquisition of materials, facilities, property, and personnel as requested.
 - h. Coordinates with state and federal agencies to identify reimbursable expenditures.
 - i. Follow State of Ohio EOP and the NRF ESF 7 guidelines that should be consulted if resource requirements exceed capabilities of local jurisdictions.

B. Phases of Emergency Management

1. Mitigation
 - a. Maintain effective liaison with response partners.
 - b. Obtain and analyze all incident-related data for after-action review (AAR) to identify lessons learned.
 - c. Conduct regular review of standard operational procedures (SOP) and emergency operations guidelines, and annually review the Lucas County EOP to include ESF Annexes and Hazard/Common Appendices.
2. Preparedness
 - a. Review and update, as necessary, plans, rosters, resource inventory listings, and mutual aid agreements.
 - b. Engage in continuous cycle of homeland security planning, training, and exercising to validate and improve existing plans.
 - c. Facilitate other formal and informal agreements as appropriate with other governmental offices, non-profit groups, and/or facilities that can provide support in an emergency/disaster.
 - d. Maintain inventory of essential materials and equipment to support sustained operations in the Lucas County EOC.
3. Response
 - a. Activate emergency services related to ESF 7 as warranted and verify proper notifications to key staff members.
 - b. Verify status of any formal Declaration of Emergency or Disaster. Confirm the status of state and federal disaster declarations.
 - c. Ensure agency representative is assigned to Incident Command Post (ICP) and/or EOC.
 - d. Begin complete documentation stream to include phone, fax, and radio logs, as well as costs for overtime, materials, and supplies. Ref. ICS 214, Incident Log.
 - e. Log incoming resource requests and review ICS 209, Incident Status Summary. Assure that all assets coordinated through the EOC are tracked.

- f. Maintain resource situational awareness through contact/coordination with all ESFs, especially public safety.
 - g. Coordinate intra-state and/or federal mutual aid (IMAC/EMAC) asset requests and distributions.
4. Recovery
- a. Continue to coordinate with supporting organizations for resources they request. Verify that organizations are sharing unmet needs case files.
 - b. Continue to oversee and maintain documentation stream.
 - c. Demobilize as appropriate and return facilities and equipment to pre-emergency state of readiness.
 - d. Participate in after-action review.
 - e. Assist ESF 15 as appropriate in public assistance activities.
 - f. Return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

- 1. Personnel
 - a. Lucas County EMA will staff the ESF 7 position in the EOC supported by other Lucas County general staff.
 - b. The City of Toledo Department of Finance will support ESF 7 as needed during response and recovery operations.
- 2. Facilities and Equipment
 - a. Lucas County EMA will designate locations or facilities for material staging and operations as needed.
 - b. ESF 7 will coordinate for delivery of materials and equipment pending assignment by IC or requesting jurisdiction.
 - c. ESF 7 will support and facilitate equipment and material tracking and demobilization.
- 3. Operations
 - a. ESF 7 will coordinate logistics support and resource management from the Lucas County EOC.

- b. ESF 7 will coordinate with IC in use of Fire Trax software to identify personnel and material resources as these are committed to the incident, expended, or demobilized.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

- 1. **The Lucas County EMA** will serve as the primary agencies responsible for ESF 7 activities if an emergency or disaster occurs that requires a wide range of resource support.

ESF 7 will coordinate with the other emergency support functions within the EOC to manage ESF 7 missions established by the Incident Commander or affected jurisdiction. The Lucas County EMA will provide leadership in coordinating and integrating overall efforts associated with resource management along with local jurisdictions. The Lucas County EMA will coordinate with the Incident Commander to utilize those resources available to effect emergency actions and accomplish a myriad of tasks to include:

- a. Respond to resource requests that exceed the capability of the EOC ESF
- b. Review daily worker accountability checklist to identify employees who reported to office.
- c. Identify staff to report to designated resource reception area(s) or designated material support locations.
- d. Identify office supplies, telephone lists, and other materials needed to conduct emergency operations.
- e. Provide fiscal guidance, technical support, and funding options to the Resource Support Center.
- f. Identify expedited approval procedures and quorum reduction requirements from Boards and local jurisdictions.
- g. Identify primary and back-up systems for digitized records and reports.
- h. Determine how salary continuation can be managed.
- i. Obtain vendor lists from Purchasing to ensure emergency needs are met.
- j. Coordinate and assure maintenance of chain of command and authority levels for spending.

- k. Coordinate confidential records safety and prepare documentation for requests from outside agencies, city departments, independent authorities, and other agencies.
- l. Represent the affected jurisdictions in all OEMA and FEMA documentation requirements. Provide FEMA documentation forms and procedures to departments and agencies as needed. Coordinate reporting of initial damage information and cost estimates to the FEMA representative.
- m. Develop and distribute emergency procurement guidance, complete with a copy of telephone and fax numbers for vendors that have been identified as sole source or approved under State Term Pricing guidelines.
- n. Identify any private commercial vendors to be on stand-by for receiving orders for equipment or materials.
- o. Before contracting for a service, coordinate with ESF 14 for volunteers and donations or availability of volunteer groups that may supplement local resources.
- p. Upon activation of the EOC, ESF 7 will identify a representative to act as a liaison for the Incident Commander as needed.
- q. Maintain inventory of procedures and points of contact for obtaining specialized equipment and labor, fuel and transportation, and other resources.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. **The Board of County Commissioners and chief elected officials of each local jurisdiction** – These provide policy and guidance for direction and control of emergency operations and ESF 7 consistent with National Incident Management System (NIMS) and ICS protocols, through activities of the Policy Group at the EOC.
2. **Lucas County Fiscal Department(s)** – These departments support ESF 7 activities through aiding in the implementation of purchasing policies and procedures to include temporary spending authority changes and guidance.
3. **The City of Toledo Finance Department** – This Department supports ESF 7 activities. Fiscal officers can review procedures to

ensure resource management support for procurement and contracting services. The Department provides for liaison to ESF 7 as needed for support of response and recovery operations.

4. **City of Toledo Departments** – These provide ESF 7 support consistent with their primary emergency support functions and incident priorities including Geographic Information System (GIS) functions necessary to develop maps for damage assessment teams in order to expedite completion of their functions, and for use of FEMA in its capacity.
5. **The Lucas County Department of Emergency Services** – This Department supports a wide range of emergency management and coordination activities related to ESF 7 and other activities necessary in an emergency/disaster.
6. **Other governmental and non-governmental support agencies** –Those articulated herein do not constitute an all-inclusive list but may be called upon if available and not otherwise occupied with their own functions to assist with resource support requirements during an emergency. The Incident Commander should work through the Department of Finance representative at the Lucas County EOC and/or the ICP to ensure consideration of these agencies as providers of support.

C. Resource Support Agencies

1. **Ohio Emergency Management Agency (OEMA)** – OEMA provides for enhanced resource augmentation when local resources are exceeded. Usually, disaster declaration must precede resource assistance from OEMA. OEMA Serves as the official liaison to the FEMA regional liaison.

VI. ADDENDUMS

ESF 1 - Transportation Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 7 - LOGISTICS AND RESOURCE MANAGEMENT CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review current risk assessment. <input type="checkbox"/> Recommend appropriate preparedness measures. <input type="checkbox"/> Continue to develop and review policies, procedures, plans, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to local officials for review and acceptance. <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action review (AAR) analysis sessions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep EOC maintained in state of readiness. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP) concepts. <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Maintain equipment inventories and listings of vendors for materials and contract services as needed.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Review initial and preliminary damage assessments <input type="checkbox"/> Provide resource support as needed in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Furnish incident status reports to local and state officials. <input type="checkbox"/> Coordinate contract services per standard operating procedures (SOP). <input type="checkbox"/> Maintain records of all emergency operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize and return committed resources including augmentation or other volunteer forces. <input type="checkbox"/> Coordinate disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Monitor short- and long-term recovery operations. <input type="checkbox"/> Coordinate detailed labor and equipment force accounting for each jurisdiction. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in AAR and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 8
PUBLIC HEALTH AND MEDICAL**

PRIMARY AGENCY: Toledo-Lucas County Health Department
Lucas County Emergency Medical System
Hospital Council of Northwest Ohio

SUPPORT AGENCIES: All Lucas County Hospitals
Lucas County Coroner
Lucas County Mental Health Board
Greater Toledo Chapter of the American Red Cross (ARC)
Community Emergency Response Team Volunteers
(CERT)
Toledo/Lucas County Emergency Services Department
Lucas County Emergency Management Agency (EMA)
Jurisdictional Fire and Rescue
Medical Reserve Corps-Volunteers

RESOURCE AGENCIES: Ohio Department of Health (ODH)
Ohio Emergency Management Agency
Ohio State Highway Patrol
Ohio Department of Natural Resources
Ohio National Guard

I. INTRODUCTION

A. Purpose

The Public Health and Medical Emergency Support Function (ESF) 8 provides the mechanism to coordinate the expanded need for local public health, medical care, and mortuary services during a natural and/or man-made incident of significance.

B. Scope

ESF 8 identifies how emergency medical and related services will assess, monitor, and coordinate response activities provided to victims of an emergency or disaster that exceeds the capacity and scope of the daily county medical response system. These activities will include:

1. Organization, mobilization, and coordination of health and medical resources in an emergency or disaster.
2. Coordination of pre-hospital and emergency hospital services.

3. Coordination of care for sick, injured, and dead resulting from an emergency or disaster.
4. Coordinated use of medical personnel and supplies.
5. Coordination of crisis response with spiritual and mental health services for individuals suffering from reactions to an emergency or disaster.
6. Coordination of critical incident stress management services for emergency workers.
7. Coordination of systems and methods required for prevention and control of disease.
8. Coordination of veterinary medical.

II. POLICIES

A. The Toledo-Lucas County Health Department & Primary Agencies

1. The Toledo-Lucas County Health Department, Lucas County hospital representatives, and/or the regional health care system coordinator will staff the ESF 8 desk at the Lucas County Emergency Operations Center (EOC) upon activation.
2. Primary agencies will maintain plans and related documents for identified threats from natural, technological, and human-engineered incidents or events.
3. The local public health department and primary agencies will coordinate public information and response actions according to the Northwest Ohio Regional Medical Coordination Plan.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Lucas County has eight hospitals including three Level-I and two Level-III trauma centers, two pediatric care facilities, and one burn treatment center.
2. Ten Advance Life Support (ALS) Life-squads are operated by local fire jurisdictions and supported by county Emergency Medical Services (EMS). Four private-sector ground transport companies and two air transport services provide advanced and basic life support transportation under existing protocols and agreements. Basic Life Support (BLS) transport units are operated by local fire departments.

3. Thirty-four hospitals and multiple non-hospital medical providers form the Northwest Ohio Regional Health Care System, which jointly plans, trains, and exercises for potential medical emergencies that may overwhelm local medical surge capabilities and capacities.
4. One combined health district services the City of Toledo and Lucas County.
5. Eighteen County Departments of Health form Region One in Northwest Ohio and jointly plan, train, and exercise for potential medical emergencies that may overwhelm local and regional capabilities.
6. The Ohio Department of Health (ODH) maintains a strategic stockpile of critical medical assets that can be delivered to local and regional healthcare organizations.
7. The Northwest Ohio Regional Healthcare System follows the state protocols for Strategic National Stockpile (SNS) and Chempack activation. Activation of Chempack resources is facilitated through the State Highway Patrol, while requests for SNS assets are made through the Lucas County EMA.

B. Assumptions

1. Natural, technological, and social emergencies or disasters can overwhelm local health and medical facilities and services, requiring emergency coordination of casualties. Day-to-day operations must continue.
2. Health and medical facilities may be severely damaged, destroyed, or rendered unusable.
3. Infrastructure (transportation, communication, utilities, etc.) may be damaged and impact effectiveness of local health and medical services.
4. Infrastructure damage and disruption may increase potential for disease and injury.
5. Disruption of sanitation services and facilities, loss of power, and massing of people in shelters may increase potential for disease and injury.
6. Availability of medical care personnel may be limited due to injury, personal concerns/needs, or limited access to work locations.

7. Medical care facilities still operational after the emergency or disaster will be overwhelmed by the “worried well, walking wounded” and seriously injured victims.
8. Some communicable diseases may need ongoing tracking and identification before and during medical intervention.
9. Hospitals, long-term care facilities, other inpatient and outpatient facilities, and pharmacies will rely on existing emergency service contracts with appropriate vendors for medical equipment, pharmaceuticals, linens, and day-to-day supplies. These facilities are expected to plan and stockpile enough for 96 hours of self sufficiency.
10. Damage and destruction caused by an emergency or disaster will produce urgent needs for mental health crisis counseling and spiritual support for disaster victims and emergency response personnel.
11. Publicly supported emergency medical, health, and related services will be restored to normal operations during the recovery period as soon as possible and within the limitations and capabilities allowable by city/county government following the emergency or disaster.
12. The response phase of ESF 8 could take months or years to provide continued health care for those affected by the incident.
13. Power outages may interrupt both potable water supply and sanitary disposal systems in rural areas.
14. Disease outbreaks, epidemics, and pandemics can quickly stress existing health and medical infrastructure in a highly mobile urban society. ODH coordinates with local hospitals and physicians for epidemiological surveys to quickly identify harmful pathogens.

IV. CONCEPT OF OPERATIONS

A. General

1. The **Toledo Lucas County Health Department**, the **Northwest Ohio Hospital Association**, and the **Lucas County Emergency Medical System** will serve collectively as the Primary Agencies for medical needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. ESF 8 primary and support agencies comply with the National Response Framework (NRF) and NIMS. NIMS guides the direction and control system adopted by the Lucas County EMA, which functions as the official disaster prevention, protection,

response, preparedness, recovery, and mitigation organization within Lucas County. Upon activation of the Lucas County EOC, ESF 8 will work with its support agency counterparts to seek and procure, plan, coordinate, and direct the use of any required assets.

3. Primary Agency representatives will be assigned to the Lucas County EOC upon activation to address Medical-related needs of the community. These needs and actions may include the following:
 - a. Mobilization and coordination of medical resources in an emergency or disaster.
 - b. Coordination of care for sick, injured, and dead resulting from an emergency or disaster.
 - c. Coordinated use of medical personnel and supplies.
 - d. Coordination of crisis response with spiritual, mental health and stress management services for individuals suffering from reactions to an emergency or disaster.
 - e. Coordination of systems and methods required for prevention and control of disease.
 - f. Coordination of veterinary medical support.
 - g. Assess the capability and capacity of health systems.
 - h. Assess the capability and capacity of patient transport.
 - i. Assess surge trends of injured and worried well.
 - j. Track outbreaks of disease and recommend protective measures.
4. Lucas County hospitals maintain medical surge capacity plans that include tiers of response actions to increase the capacity to provide medical treatment in response to mass casualty incidents.

5. ESF 8 will coordinate mitigation, preparedness, response, and recovery actions in accordance with The Lucas County Modular Emergency Medical System (MEMS) Committee's Transitional Medical Framework. This defines traditional medicine and transitional medicine for escalating phases of a pandemic (Phases 1, 2, 3, 4, the Catastrophic Phase, and the Recovery Phase), and specifies specific actions during each phase for hospitals, public health, and EMS.
6. Whenever a mass casualty incident has the potential to exceed the capacity of an individual hospital and/or the Lucas County hospital system, the hospitals utilize existing memorandums of understanding among regional health care system partners to increase medical surge capacities and capabilities.
7. Requests for additional resources are made through the Lucas County EMA director and/or Lucas County EOC and routed to ESF 8 for action. See Northwest Ohio Regional Medical Coordination Plan for a full list of current Assets.
8. When the scope of an event is a specific type or response mode (i.e., hospital evacuation, biological threat, hazardous materials release, pandemic disease, or radiological event), technical and subject matter expertise may be pertinent to that type of event. Subject matter experts (ISME) will advise and/or direct operations within the context of the IC structure.

B. Phases of Emergency Management

1. Mitigation
 - a. Collect and analyze all incident-related data for after-action review (AAR) to identify lessons learned.
 - b. Upgrade communications.
 - c. Maintain communication with other ESF 8 agencies.
 - d. Conduct regular review of standard operating procedures (SOP) and emergency operations guidelines.
 - e. Continue ongoing support of outlined preparedness actions..
2. Preparedness
 - a. Develop and maintain emergency call-out lists of personnel.
 - b. Maintain and update listings of local private contractors who can provide support during emergencies.

- c. Participate in the development and exercise of the Lucas County Emergency Operations Plan (EOP) for major emergencies and disasters.
 - d. Develop mutual aid agreements among agencies, as appropriate.
 - e. Identify agency succession of leadership.
 - f. Prioritize and plan to provide critical agency mission functions to the community.
 - g. Assist the Lucas County EMA in updating the Lucas County Resource Manual by identifying sources, locations, and availability of equipment that could be used to support disaster response and recovery.
 - h. Provide appropriate training to personnel on disaster response, self-preservation techniques, NIMS, and ICS in disaster response.
 - i. Ensure personnel within all agencies are trained and certified in safety and health practices, including use of Personal Protective Equipment (PPE) for designated personnel.
 - j. Participate in hazard and risk assessments for Lucas County.
3. Response
- a. Activate emergency operation plans as warranted and verify proper notifications to key staff members and appropriate agencies.
 - b. Participate in alert, notification, and warning efforts.
 - c. Verify communication procedures.
 - d. Ensure appropriate agency representatives are assigned to the Incident Command Post (ICP) and/or Lucas County EOC.
 - e. Begin complete documentation stream to include phone, fax, and radio logs, as well as costs for overtime, materials, and supplies.
 - f. Provide pertinent information to the Public Information Officer (PIO).
 - g. Coordinate locations, procurement, screening, and allocations of health and medical supplies and resources.

4. Recovery
 - a. Assist as appropriate in public assistance activities.
 - b. Demobilize staff and supplies as appropriate and return facilities and equipment to pre-emergency state of readiness.
 - c. Initiate financial reimbursement process when such support is available.
 - d. Re-stock supplies.
 - e. Continue to oversee and maintain documentation stream.
 - f. Prepare and/or review required reports on damage assessment and health/environmental impacts.
 - g. Participate in AAR.
 - h. Return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

1. Personnel
 - a. Many disasters will put a strain on the public health and medical workforce demand. Volunteers may be utilized to maintain daily activities, as well as supplement expanded medical needs.
 - b. Mental health professionals may be called upon to provide counseling and related services to emergency responders and the affected community. The ARC may be called upon to provide mass care and family services as well as coordinate Volunteer Organizations Active in Disaster (VOAD) operations. Representatives of each may be requested to support the Incident Commander, EMS command, local hospitals, and/or the Lucas County EOC.
2. Facilities and Equipment
 - a. ICS logistics section will coordinate resource management including resource requests. Support agencies should first attempt to secure resources through usual vendors, as well as atypical vendors. If resources cannot be obtained through vendors, agencies should attempt to utilize memorandums of understanding (MOU) with other agencies. If resource requests remain unfulfilled through vendors and MOUs, requests should be sent to Lucas County EMA. Lucas County

EMA will send the request through the appropriate channels until the request is fulfilled.

- b. Transportation needs are supported by 10 operational Advanced Life Support Life-squads supplied and supported by Lucas County EMS. Four private-sector ambulance services provide basic and some advanced life support emergency and non-emergency transportation. Two air ambulance services serve the region, with additional aviation resources located in Ann Arbor, Michigan.
 - c. Local aero-medical units may be dispatched by specific hospitals that will support ICS command as needed or requested. Additional aviation assets may be requested from the surrounding geographic area in accordance with existing procedures.
 - d. All participating organizations must provide for a system to account for man-hours, equipment time, materials, contract services, or rentals that can be directly charged against the disaster response. These documents may be requested by state or federal agencies when processing requests for assistance and reimbursement of cost.
 - e. The Lucas County Health Department provides for the receipt, safe storage, and distribution of the Strategic National Stockpile (SNS) that contains pharmaceutical supplies necessary to any disaster response or widespread medical emergency.
 - f. Local hospitals have prepared to acquire additional medical supplies and medicines within their medical organization or from private distributors. In coordination with the Lucas County EOC, the Lucas County Health Department can call upon the ODH to meet shortfalls for specific needs.
3. Operations
- a. The individual ESF 8 agency plans outline the response actions according to the incident type.
4. Specialized Transportation Resources
- a. The Epi response team (health department) is comprised of individuals who are from varying public health specialties including nursing, epidemiologists, sanitarians, and administration; these people are trained to respond to a public health emergency.

- b. Northwest Ohio has extensive regional resources that include but are not limited to: Lucas County Mass Casualty Trailer, Lucas County Mobile Oxygen Dispensing Unit-1, and several regional caches of ventilators, PPE, patient care, medical supplies, and other assets.
- c. State assets that may be requested for surge medical care capacity or mass fatality management include but are not limited to: Disaster Mortuary Response Team and the ODH Acute Care Center Response Trailer.
- d. In the event of a waste disposal systems failure or inability of individuals or facilities to dispose of human waste the ODH will provide instructions to the public on the proper method of bagging waste and sanitary disposal. Where institutions or facilities are involved ESF-8 will coordinate with ESF-7 for portable toilets that would be supplied and serviced by local vendors under temporary emergency contracts.”

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

- 1. The Toledo Lucas County Health Department, the Northwest Ohio Hospital Association, and the Lucas County Emergency Medical System are the Primary Agencies for ESF 8. ESF 8 Primary Agency duties are divided into three categories. These services may also be conducted tactically by supporting agencies while the functions of the ESF are to support and coordinate:
- 2. Medical:
 - a. Maintain an intelligence capability that provides for early detection, evaluation, and prevention of epidemics or spread of other communicable disease.
 - b. Continue ongoing public health education.
 - c. Coordinate training and exercises for ESF 8 primary and support agency personnel.
 - d. Exercise plans regularly and revise these documents annually based on after-action reports and improvement plans.
 - e. Coordinate, and integrate overall county efforts to provide health and medical assistance to affected areas and populations.

- f. Coordinate and direct activation and deployment of county agencies' health and medical service personnel, supplies, and equipment.
 - g. Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims.
 - h. Coordinate with Lucas County EOC requests, resource allocation, and management of SNS items as needed.
 - i. Assure provision of immunizations, prophylaxis, and treatment as necessary to prevent or control disease.
 - j. Coordinate point of dispensing (POD) clinics as needed throughout the community for prophylaxis.
 - k. Coordinate volunteer management activities with community organizations and implement systems for credentialing, training, and tracking medical volunteers assigned to public health operations.
 - l. Implement quarantine and social distancing policies as necessary to protect public health.
 - m. Provide Support for disposal of mass casualties.
 - n. Provide ongoing information regarding public health to other agencies, staff, and general public.
3. EMS
- a. Within the established command structure, assess the health, medical, and mortuary needs of the situation, and mobilize and coordinate resources as needed.
 - b. Maintain a patient casualty tracking system.
 - c. Perform triage and appropriate on-scene medical care to victims and responding personnel.
 - d. Assist with evacuation efforts as directed by the ICS or Lucas County EOC.
 - e. Provide transportation of patients as designated by the ICS or Lucas County EOC.
 - f. Provide EMS dispatching services for medical emergencies.

- g. Alert area hospitals to potential for mass casualties, and place area aero-medical units on standby as needed.
 - h. Provide EMS on-scene medical control physician as needed and available.
 - i. Coordinate between EMS command and local hospital emergency departments to balance patient loading and to provide for assignments to specific treatment facilities.
 - j. Coordinate additional EMS capabilities and resources to include private ambulance services for EMS command as needed
4. Hospitals/Medical Facilities
- a. Activate the agency command center upon notification of the incident.
 - b. Provide agency representative to the Lucas County EOC when activated.
 - c. Utilize the appropriate Hospital Incident Command System (HICS-IV) forms to assess and communicate facility response status and objectives.
 - d. Utilize the Transitional Medicine template to assess the current phase of facility response and to project future response actions and resources utilizing existing medical surge capacity and MOUs between Lucas County and Northwest Ohio hospitals.
 - e. Report bed and resource availability on SurgeNet web-based system when requested.
 - f. Report emergency department status on EMSsystem when requested.
 - g. Monitor and update the state web-based patient tracking system, OHTrac, when activated.
 - h. Provide advice and medical guidance to EMS.
 - i. Coordinate with appropriate agencies and on-scene personnel to ensure that casualties are transported to the correct medical facility.

- j. Coordinate with emergency responders to isolate and decontaminate incoming patients if needed, utilizing planned equipment.
- k. Activate facility disaster plans to manage victims, concerned individuals, and the media.
- l. Provide for expanded EMS in accordance with internal plans and procedures.
- m. Provide for aero-medical services, including treatment and transportation, as available.
- n. Coordinate with local officials and the ARC on release of information regarding injured persons and notification of next of kin.
- o. Coordinate with public health departments as needed regarding the nature of injuries or incidence of widespread illnesses and available treatments.
- p. Coordinate release of information related to mass casualties with local, state, or federal officials as necessary.
- q. Within the Lucas County EOC structure, coordinate with amateur radio organizations for backup wireless communications capability.

B. Support Agencies

Support agencies for the ESF are integrated through standard operating procedures and function. Supporting Agencies will support ESF 8 missions over the whole spectrum of the response. Their responsibilities are previously listed within the Primary Agency listing.

1. **All Lucas County Hospitals.**
 - a. Utilize the appropriate Hospital Incident Command System (HICS-IV) forms to assess and communicate facility response status and objectives.
 - b. Utilize the Transitional Medicine template to assess the current phase of facility response and to project future response actions and resources utilizing existing medical surge capacity and MOUs between Lucas County and Northwest Ohio hospitals.
 - c. Report bed and resource availability on SurgeNet web-based system when requested.

- d. Report emergency department status on EMS system when requested.
- e. Monitor and update the state web-based patient tracking system, OHTrac, when activated.
- f. Provide advice and medical guidance to EMS.
- g. Coordinate with emergency responders to isolate and decontaminate incoming patients if needed, utilizing planned equipment.
- h. Activate facility disaster plans to manage victims, concerned individuals, and the media.
- i. Provide for expanded EMS in accordance with internal plans and procedures.
- j. Provide for aero-medical services, including treatment and transportation, as available.
- k. Coordinate with public health departments as needed regarding the nature of injuries or incidence of widespread illnesses and available treatments.

2. **The Lucas County Coroner**

- a. Assess mortuary needs of the situation, and mobilize and coordinate resources as needed.
- b. Provide coordination for management of mass casualties with local health departments.
- c. Instruct support and primary agencies on sensitivities relating to the deceased.
- d. Conduct required duties as defined in statutory authority.

3. **Lucas County Mental Health Board**

- a. Monitor for mental health trends of the affected population and responders
- b. Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims.

4. **Greater Toledo Chapter of the American Red Cross (ARC)**

- a. Coordinate the activities between ESF 6 and 8

5. **Community Emergency Response Team Volunteers (CERT)**

- a. Provide volunteer reception and coordination activities as directed by the Lucas County EOC and the On Scene Command

6. **Lucas County Emergency Management Agency (EMA)**

- a. Provide overall coordination and guidance to ESF 8
- b. Relay and track resource requests to ESF 8

7. **Medical Reserve Corps-Volunteers**

- a. Receive and coordinate with MRC resources with ESF 8 as requested.

C. Resource Support Agencies:

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

- 1. **Ohio EMA** - provides resource acquisition services to augment the response of local EOC's and their ESF 8.
- 2. **Ohio Department of Health (ODH)** – upon activation ODH will provide coordination and assistance to local medical officials in Mass prophylaxis, epidemiology and SNS distribution.
- 3. The following agencies are tasked with assistance in transportation and security of SNS resources:
 - a. Ohio State Highway Patrol
 - b. Ohio Department of Natural Resources
 - c. Ohio National Guard

VI. ADDENDUMS

ESF 8 - Public Health and Medical Services Checklist (

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 8 - PUBLIC HEALTH AND MEDICAL SERVICES CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Collect and analyze all incident-related data for after-action review (AAR) to identify lessons learned. <input type="checkbox"/> Upgrade communications. <input type="checkbox"/> Maintain communication with other ESF-8 agencies. <input type="checkbox"/> Conduct regular review of standard operating procedures (SOP) and emergency operations guidelines. <input type="checkbox"/> Continue ongoing support of outlined preparedness actions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Develop and maintain emergency call-out lists of personnel. <input type="checkbox"/> Maintain and update listings of local private contractors who can provide support during emergencies. <input type="checkbox"/> Participate in the development and exercise of the Emergency Operations Plan (EOP) for major emergencies and disasters. <input type="checkbox"/> Develop mutual aid agreements between agencies, as appropriate. <input type="checkbox"/> Identify agency succession of leadership. <input type="checkbox"/> Prioritize and plan to provide critical agency mission functions to the community. <input type="checkbox"/> Assist the Lucas County Emergency Management Agency (EMA) in updating the Lucas County Resource Manual by identifying sources, locations, and availability of equipment that could be used to support disaster response and recovery. <input type="checkbox"/> Provide appropriate training to personnel on disaster response, self-preservation techniques, the National Incident Management System (NIMS), and the Incident Command System (ICS) in disaster response. <input type="checkbox"/> Ensure personnel within all agencies are trained and certified in safety and health practices, including use of Personal Protective Equipment (PPE) for designated personnel. <input type="checkbox"/> Participate in hazard and risk assessments for Lucas County.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Activate emergency operation plans as warranted and verify proper notifications to key staff members and appropriate agencies. <input type="checkbox"/> Participate in alert, notification, and warning efforts. <input type="checkbox"/> Verify communication procedures. <input type="checkbox"/> Ensure appropriate agency representatives are assigned to the Incident Command Post (ICP) and/or EOC. <input type="checkbox"/> Begin complete documentation stream to include phone, fax, and radio logs, as well as costs for overtime, materials, and supplies. <input type="checkbox"/> Provide pertinent information to the Public Information Officer (PIO). <input type="checkbox"/> Coordinate locations, procurement, screening, and allocations of health and medical supplies and resources. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assist as appropriate in public assistance activities. <input type="checkbox"/> Demobilize staff and supplies as appropriate and return facilities and equipment to pre-emergency state of readiness. <input type="checkbox"/> Initiate financial reimbursement process when such support is available. <input type="checkbox"/> Re-stock supplies. <input type="checkbox"/> Continue to oversee and maintain documentation stream. <input type="checkbox"/> Prepare and/or review required reports on damage assessment and health/environmental impacts. <input type="checkbox"/> Participate in AAR. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

LUCAS COUNTY/CITY OF TOLEDO EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION (ESF) 9 SEARCH AND RESCUE

- PRIMARY AGENCIES:** Chief, Toledo Fire & Rescue Department
Lucas County Fire Chief's Association
- SUPPORT AGENCIES:** Mutual Aid Fire and Law Enforcement Agencies
Lucas County Emergency Management Agency (EMA)
Jurisdictional Fire/Rescue
Jurisdictional Law Enforcement
- RESOURCE AGENCIES:** Ohio Department of Natural Resources (ODNR)
Division of Water Craft

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 9 – Search and Rescue (SAR) provides support to Incident Command (IC) and local officials to mitigate emergencies involving trapped or missing persons as a result of a structural building collapse, industrial accident, or commercial transportation accident. In addition, ESF 9 provides a response to catastrophic events resulting from natural or man-made disasters such as tornadoes, winter storms, floods, and terrorist events within Lucas County. Furthermore, ESF 9 provides rope rescue, swift water rescue, and wide-area search capabilities. ESF 9 supports the Incident Commander and local jurisdictions when responding to incidents using the Incident Command System (ICS) under standards set by the National Incident Management System (NIMS). It coordinates resources and services to support emergency responders, private industry, and state and federal agencies.

B. Scope

ESF 9 supports roles and responsibilities for responding agencies in Lucas County and the County's individual jurisdictions during emergency/disaster/incidents and events. It supports other locally developed plans and procedures for response to incidents requiring the following technical rescue capabilities: rope rescue, confined space and trench rescue, heavy extrication, collapse search and rescue, swift water flood/dive rescue, and wide-area search. It provides support and coordination of resources in support of IC and the Lucas County Emergency Operations Center (EOC). ESF 9 focuses on responses to natural, man-made, and terrorist events that result in need for a technical rescue response. ESF 9 is likely to coordinate with the following ESFs: ESF 4 (Firefighting), ESF 10 (Oil and Hazardous Materials Response),

and ESF 13 (Public Safety and Security). ESF 9 coordinates acquisition of information to be used for conducting an after-action review (AAR) of response operations in support of the emergency management functions of the Lucas County EMA.

II. POLICIES

- A.** SAR operations that involve trapped or missing persons as a result of an accident (regardless of the cause) are initiated, coordinated, and directed by the Authority Having Jurisdiction (AHJ).
- B.** Incidents involving missing persons resulting from suspected criminal activity or patients that have been reported missing from their homes or a treatment facility are initiated, coordinated, and directed by the law enforcement AHJ.
- C.** The AHJ is responsible for appropriate training of its members in the specific discipline required to perform necessary SAR operations.
- D.** Fire and rescue agencies may reference National Fire Protection Act (NFPA) Standards specific to SAR.
 - 1. NFPA 1006 “establishes general job performance requirements for a rescue technician as well as specific job performance requirements for special rescue operations. These include rope rescue, surface water rescue, vehicle and machinery rescue, confined space, structural collapse rescue, and trench rescue” (NFPA 1006, 1).
 - 2. NFPA 1670 “identifies and establishes levels of functional capability for conducting operations at technical search and rescue incidents” (NFPA 1670). In addition, the purpose of this standard is to assist the AHJ in assessing a technical search and rescue hazard in its jurisdiction and identifying the operational capability required to handle the risk.
- E.** Law enforcement agencies should reference the appropriate standards for incidents involving lost and missing persons.

III. SITUATION AND ASSUMPTIONS

A. Situation

- 1. SAR operations may be initiated for any number of emergencies or disasters within Lucas County. The potential for specific SAR operational needs are reflected in the geographical, community, and industrial makeup of the County.
- 2. Lucas County has major transportation systems within its boundaries, including passenger and freight railway, interstate highway, and seaport systems. Responses to accidents occurring

within these transportation systems sometimes require vehicle and heavy extrication capabilities.

3. Lake Erie, Maumee Bay, and the Maumee River support a very large recreational boating community. In addition, Maumee Bay State Park, the Toledo Metro Parks System, and numerous municipal and private parks provide opportunities for outdoor recreational activities. These outdoor activities sometimes result in accidents requiring water rescue and search capabilities.
4. Lucas County has two petroleum refineries, two marine terminals, several industrial manufacturing plants, grain elevators, etc. These facilities have numerous confined spaces and machining operations with high potential for worker entrapment, and thus pose need for a confined rescue capability.
5. Numerous critical infrastructures within the County require maintenance, repair, and replacement in addition to new construction. Critical infrastructure includes bridges, underground sewer and potable water systems, water treatment and wastewater treatment plants, etc. These systems sometimes require trenching operations to install, maintain, and repair critical underground components, thus posing risk of trench collapse and a subsequent trench rescue response. In addition, operations involving new construction, maintenance, and repair of existing critical infrastructure above ground may necessitate a high- or low-angle rope rescue response.
6. Specific contact and resource information for the Toledo Fire and Rescue Department (TFRD), the Toledo Police Department (TPD), and all fire/rescue and law enforcement AHJs are provided in Tab A Additional information is provided in ESF 4 – Firefighting and ESF 13 – Public Safety and Security.
7. The ODNR is the designated primary state agency for ESF 9 in the State of Ohio Emergency Operations Plan (EOP).
8. The United States Department of Homeland Security is the designated federal ESF 9 coordinator. The federal ESF 9 primary agencies are the United States Coast Guard, National Park Service, and United States Air force.

B. Assumptions

1. SAR capabilities always will be needed due to population, critical infrastructures, and geographical characteristics of Lucas County.
2. The AHJ and local SAR resources may be overwhelmed during emergency operations. The Ohio Fire Chief's Response Plan and the Intra-State Mutual Aid Compact (IMAC) exist to provide additional SAR resources to the AHJ when requested. In addition,

logistical, IC, and other supporting resources may be requested to support SAR operations.

3. Not all SAR operations result in successful rescues. Many SAR operations will be conducted to recover persons who have perished. Use of qualified, trained, and properly equipped SAR teams during recovery operations will prevent additional loss of life while recovering victims in dangerous environments.
4. SAR incidents may be conducted in areas that have limited or restricted access. These areas include water environments, wilderness areas, etc. Access to these areas may require aviation, marine, or other nonconventional means of transportation.
5. Localized incidents often attract community volunteers who wish to assist with a search and rescue mission. Community Emergency Response Teams (CERT) have been developed throughout the State of Ohio and the County of Monroe, Michigan. Only trained and duly sworn CERT members shall be authorized to assist in SAR operations.

IV. CONCEPT OF OPERATIONS

A. General

1. The **Lucas Fire Chiefs Association and the City of Toledo Fire Department** will serve collectively as the Primary Agencies for ESF 9 needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. When the EOC is activated and local jurisdiction capabilities have been exceeded, the ESF 9 lead agency will respond to requests for resources, coordination, and planning from on-scene command.
3. ESF 9 provides for SAR support within Lucas County. SAR resources will be requested by the AHJ through normal communication channels. SAR operations will be supervised by appropriately trained SAR personnel. Respond to the needs of SAR response in Lucas County:
 - a. Collapse search and rescue (CS&R).
 - b. Confined space rescue.
 - c. Rope rescue.
 - d. Trench rescue.
 - e. Vehicle and heavy equipment extrication.
 - f. Swift water rescue.
 - g. Flood water evacuation
 - h. Area wide search

4. Determination of need for SAR response is often initiated by an emergency call to a Lucas County 9-1-1 call taker. Based on information received during the initial call, information is sent to the appropriate response disciplines (Fire & Rescue, Law Enforcement, and/or Emergency Medical Services [EMS]), and resources are dispatched to the incident.
5. Responding agencies within Lucas County operate under the ICS. The first unit to arrive will assume command and assess the scene. If deemed necessary, the Incident Commander will request appropriate SAR resources. The SAR resource(s) will respond to the incident and operate under the ICS in support of the Incident Commander.
6. Need for SAR resources may not be apparent during the initial emergency call to Lucas County 9-1-1 or the initial phase of an incident. For example, a vehicle leaves the roadway, strikes a tree, and crashes through a fence. The initial caller to the 9-1-1 center reports a vehicle accident and the appropriate resources are dispatched. Upon arrival, emergency responders see the vehicle has crashed through a fence surrounding a retention pond, and the vehicle is underwater. The Incident Commander requests a public safety dive team.
7. Similarly, fire personnel are operating at a structure fire when the building becomes unstable and poses a potential to collapse. The Incident Commander requests a CS&R team.

B. Phases of Emergency Management

1. Mitigation
 - a. Conduct ongoing needs analyses for SAR response within Lucas County. For example, construction of the Veteran's Glass City Skyway bridge created many potential and realized threats to construction workers and the public. In addition, since its completion, the bridge has posed unique potential SAR responses that would involve, for example, high-angle rope rescue and confined space rescue.
 - b. Maintain accurate, up-to-date technical rescue personnel rosters.
 - c. Review, update, and recommend appropriate changes to SAR procedures and policies.
 - d. Conduct technical rescue awareness training for non-SAR-trained personnel within Lucas County. Many times, would-be rescuers become victims while responding to SAR incidents because they are unaware of the dangers.

- e. Promote the existence and capabilities of SAR resources within Lucas County through participation in the Lucas County Fire Chiefs Association and the Lucas County Emergency Planning Committee (LEPC).
2. Preparedness
- a. Maintain inventories of SAR resources within Lucas County.
 - b. Organize and train SAR personnel to the appropriate level of certification consistent with the identified need.
 - c. Engage in continuous cycle of planning, training, and exercising to ensure operational preparedness of SAR resources.
 - d. Provide accurate and timely information regarding a pending emergency threat or potential threat.
3. Response
- a. Support SAR incidents with priority of life safety (for emergency responders and victims), incident stabilization, and property/environmental protection.
 - b. The ESF 9 lead agency will respond to requests for resources and coordination from on-scene command when the capability of local jurisdictions has been exceeded.
 - c. SAR resources will respond and operate under the ICS.
 - d. Support establishment of the IC/Unified Command.
 - e. Engage in Multi-Agency Coordination to include staffing ESF 9 at the Lucas County EOC upon activation.
 - f. Coordinate as requested the issuance and supply of SAR resources, including personnel, to the area(s) of operations, IC facilities, and Lucas County EOC. Support activation of emergency recall of SAR personnel if necessary.
 - g. Furnish incident status reports on casualty and damage observations through established communication channels, and upon activation, provide the Lucas County EOC with up-to-date reports in an accurate and timely manner.
 - h. Notify other appropriate emergency responders and support agencies that include local mutual aid partners, and state and federal agencies as necessary or required by law.

- i. Assist in Incident Action Planning as requested in order to support search and rescue operations.
4. Recovery
 - a. Support the conduct and coordination of operations as directed by the IC to:
 - Locate victims.
 - Extricate victims.
 - Stabilize structure(s) to render safe working conditions for other ESFs.
 - b. Undertake damage assessment, and clearing and recovery operations.
 - c. Conduct and coordinate demobilization operations as directed by the IC.
 - d. Prepare reports and records as necessary for proper documentation of SAR actions performed.
 - e. Participate in AAR.
 - f. Return SAR resources to preparedness state.

C. ESF 9 Planning Considerations

1. Personnel
 - a. Identify and monitor SAR personnel needs. Consider the need for emergency recall of off-duty SAR personnel, extended shift operations, and mutual aid.
 - b. SAR personnel will be under the direction of a trained and qualified SAR supervisor, and will operate within the ICS.
 - c. Utilization of personnel from any agency must be coordinated through the Incident Commander and/or ESF 9 desk at the Lucas County EOC.
 - d. Exercise caution on use of volunteer personnel from other than official search and rescue agencies; this use shall be limited to the volunteer's level of training. Furthermore, use of volunteers must be authorized by the Incident Commander.
 - e. All personnel shall operate under the established IC structure for the emergency. Self-deployment and individual actions are prohibited.

2. Facilities and Equipment
 - a. SAR operations frequently require a high degree of security to safeguard the work area, staging area, and specialized equipment. Security of facilities and equipment at incidents requiring SAR operations will rely heavily on the support of Law Enforcement (ESF 13).
 - b. SAR personnel will maintain and be accountable for their personal equipment.
 - c. Specialized SAR equipment shall be operated by SAR team members trained in its use.
 - d. SAR personnel shall maintain accurate records regarding use of SAR equipment.
3. Operations
 - a. SAR operations shall be conducted in accordance with accepted and recognized standards, adopted by the AHJ, for the specific SAR discipline deployed.
 - b. Each SAR personnel shall operate within the scope of his/her personal training level.
 - c. SAR operations may be supported by the following ESFs:
 - ESF 1 – Transportation
 - ESF 2 – Communication
 - ESF 3 – Public Works and Engineering
 - ESF 4 – Firefighting
 - ESF 5 – Emergency Management
 - ESF 7 – Logistics Management/Resource Support
 - ESF 8 – Public Health and Medical Services
 - ESF 13 – Public Safety and Security
4. Special Teams/Units

- a. **Collapse Search and Rescue Team** – The TFRD is responsible for management of the Region One (18 counties in Northwest Ohio) CS&R team. Several departments within the region support this team with trained personnel and equipment. This team is under development and is striving to attain certification from the State of Ohio to be a NIMS Type II CS&R team. Despite the lack of certification, this unit has the ability to mobilize and respond within the region to a structural collapse incident or any large-scale incident to provide logistical support.
- b. **Confined Space/Trench Rescue Team** – The TFRD maintains a confined space/trench rescue unit that is housed at Fire Station 18, and is staffed by personnel from Stations 18 and 5.
- c. **Rope Rescue Team** – Members of the confined space/trench rescue unit provide rope rescue capability to the area. The rope equipment is located on the response equipment located at Stations 5 and 18.
- d. **Water Rescue Team** – The TFRD maintains a water rescue unit at Station 5 staffed with a minimum of one dive supervisor and two search and rescue divers. Other departments that provide water rescue capabilities, with trained personnel and equipment, include Jerusalem Township Fire, Perrysburg Township Fire, and Maumee Fire Departments.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

- 1. The **ESF 9 Primary Agencies are the Lucas County Fire Chiefs Association and the Toledo Fire Department.** The Primary Agency will respond to requests for resources and coordination from on-scene command when the capability of local jurisdictions has been exceeded.
- 2. ESF-9 will respond to requests for resources, planning and coordination for:
 - a. Collapse search and rescue (CS&R).
 - b. Confined space rescue.
 - c. Rope rescue.
 - d. Trench rescue.
 - e. Vehicle and heavy equipment extrication.
 - f. Swift water rescue.
 - g. Flood water evacuation
 - h. Area wide search

3. The AHJ is responsible for assigning responsibilities of SAR resources deployed to their jurisdictions.
4. The TFRD and/or a qualified member from the community impacted by the emergency will send a liaison to the ESF 9 desk at the Lucas County EOC to assist with coordination of SAR resources.
5. The TFRD Special Operations Bureau, in conjunction with TPD Emergency Services Unit and Lucas County EMA, is tasked with “all hazards” emergency operations planning, and will serve as the primary point of contact for modifications to this ESF 9 document.
6. Primary agencies will facilitate joint planning, identifying critical resource trends.

B. Support Agencies

Each support agency maintains responsibility and authority of its personnel, equipment, facilities, technical support, and other support as requested by the ESF 9 primary agency.

1. **Jurisdictional Fire and Fire/Rescue Agencies** – Fourteen fire agencies operate independently in Lucas County. All of these departments are signatory to the State of Ohio Mutual Aid Compact and may be activated to an emergency/disaster prior to activation of ESF 9 and the Lucas County EOC. These agencies may be requested to provide resources as necessary and available for public safety and security.
2. **Jurisdictional Law Enforcement** – May be activated through local mutual aide or the Ohio Response Plan
3. **The Lucas County Commissioners and Municipal Mayors** – The Chief Executives of the County and Municipal Corporations, or their designees, serve as members of the policy group at the Lucas County EOC during emergency/disaster operations. They should ensure provision of necessary support for ESF 9 activities by agencies under their umbrellas of responsibility (i.e., legal, fiscal, information technology [IT]).
4. **Lucas County Emergency Management Agency** – Provides support through the operation of the Lucas County EOC. When activated It receives search and rescue resource requests and directs them to ESF 9. When local resources have been exceeded and disasters have been declared additional resources can be requested and obtained to augment the local response.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **Ohio Department of Natural Resources, Division of Watercraft**
– Provides rescue and evacuation strike teams for water rescue to include swift water and flood waters. This resource can be activated through a disaster or through the emergency response plan, or through the Watercraft District at Maumee Bay
2. **USCG** - The US Coast Guard provides marine safety services within the port of Toledo and the western basin of Lake Erie.

VI. ADDENDUMS AND RELATED DOCUMENTS

ESF 9 - Plans for Reference (attached at the end of this ESF)

ESF 9 - Search and Rescue Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 9 - Plans for Reference

<u>Plan Name</u>	<u>Location/Holder</u>
NW Ohio LE Mutual Aid Agreement	Toledo Police Emergency Services
Buckeye State Sheriff's Mutual Aid Agreement	Lucas County Sheriff's Office
Ohio Fire Chiefs Emergency Response Plan	Contact Information Management System
Intrastate Mutual Aid Compact	Ohio Emergency Management
Ohio Emergency Operations Plan	Ohio Emergency Management
OPLAN Ready TAG OH	Ohio National Guard
National Response Framework	Jurisdictional Fire Department
National Incident Management System	Jurisdictional Fire Department
Lucas County/City of Toledo EOP Base Plan	Lucas County Emergency Management
Homeland Security Appendix	Toledo Police Emergency Services

ESF 9 - SEARCH AND RESCUE CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Engage in ongoing risk management activities. <input type="checkbox"/> Maintain accurate call-down rosters and pre-plan files. <input type="checkbox"/> Maintain up-to-date mutual aid agreements. <input type="checkbox"/> Continue to develop and revise policies, procedures, doctrines, and training. <input type="checkbox"/> Provide for an accurate accounting of inventory for all responding agencies. <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Conduct regular review of emergency operations policies, procedures, plans, and ESFs. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep the Emergency Operations Center (EOC) maintained in state of readiness. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising. <input type="checkbox"/> Maintain and update resource inventories and personnel listings. <input type="checkbox"/> Review mutual aid agreements annually. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Ensure that ongoing coordination and “all hazards” planning are conducted with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Monitor Homeland Security Advisory System to determine level of operational capability based on threat and/or local conditions. <input type="checkbox"/> Validate plans to use search and rescue (SAR) dogs/civilian volunteers in unified search and rescue (US&R) operations. <input type="checkbox"/> Validate plans to integrate the Federal Emergency Management Agency (FEMA) US&R teams into the region’s search and rescue response.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create a SAR case when alerted. <input type="checkbox"/> Support response to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation. <input type="checkbox"/> Support incident size-up/assessment/support planning/search area modeling. <input type="checkbox"/> Support establishment of Incident Command (IC)/Unified Command. <input type="checkbox"/> Staff the Lucas County EOC ESF-9 Desk to support multi-agency coordination. <input type="checkbox"/> Determine availability of and coordinate issuance and supply of SAR resources. <input type="checkbox"/> Furnish incident status reports. <input type="checkbox"/> Notify appropriate emergency responders. <input type="checkbox"/> Identify procedures to request FEMA US&R teams to assist in search and rescue as needed. <input type="checkbox"/> Coordinate with ESF-1 and ESF-13 on accessibility of transportation routes in designated remote areas. <input type="checkbox"/> Maintain information data and maps to support SAR for lost persons, and confined space and collapsed structure operations based on the Operational Area concept. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support demobilization activities. <input type="checkbox"/> Support clearing and recovery operations. <input type="checkbox"/> Evaluate completed search. <input type="checkbox"/> Support return and re-entry of evacuees to their homes and the process of family reunification. <input type="checkbox"/> Prepare and/or provide reports and records as necessary. <input type="checkbox"/> Participate in and/or facilitate after action review (AAR) of emergency response. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

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LUCAS COUNTY/CITY OF TOLEDO EMERGENCY OPERATIONS PLAN

EMERGENCY SUPPORT FUNCTION (ESF) 10 OIL AND HAZARDOUS MATERIALS RESPONSE

- PRIMARY AGENCIES:** City of Toledo Fire Department
Local Authorities Having Jurisdiction
- SUPPORT AGENCIES:** Lucas County Emergency Management Agency (EMA)
Local/County Law Enforcement Agencies
Local Public Utilities
Lucas County Health Department
Local Emergency Planning Committee (LEPC)
Toledo Environmental Services
- RESOURCE AGENCIES:** Northern Ohio/Michigan Mutual Aid (NOMMAD)
Ohio Environmental Protection Agency (OEPA)
Ohio State Fire Marshall's Office (OSFM)
United States Coast Guard (USCG)

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 10 – Oil and Hazardous Materials Response provides support to Incident Command (IC) and local officials when responding to emergencies and catastrophic events resulting from manufacture, use, storage, and/or transportation of hazardous materials (HAZMAT) within Lucas County. Chemical, biological, radiological, nuclear, and explosive (CBRNE) weapons of mass destruction (WMD) are also referenced in this ESF. ESF 10 coordinates requests from IC for resources and services to support emergency responders, private industry, and state and federal agencies and departments to mitigate, protect from, and recover from any release of harmful materials.

B. Scope

ESF 10 provides for coordination and support of response and recovery operations as a result of a large-scale release of an extremely hazardous substance. It supports other locally developed plans and procedures for response to HAZMAT incidents, as well as nuclear, biological, radiological and WMD incidents. ESF 10 provides documentation to support an after-action review (AAR) of response operations in support of the Lucas County EMA and the LEPC.

II. POLICIES

- A.** The local fire department has jurisdiction over the HAZMAT incident. When an incident escalates or disaster occurs, the local government entity may request that the Lucas County Emergency Operations Center (EOC) be opened and the Lucas County Emergency Operations Plan (EOP) be implemented.
- B.** As an incident intensifies, additional resources should be obtained first through activation of mutual aid agreements.
- C.** The Ohio Emergency Management Agency (OEMA) will coordinate most federal resource requests. This does not preclude state and/or federal officials assigned locally from providing assistance in accordance with existing plans and procedures.
- D.** ESF 10 shall coordinate with primary and supporting agencies for provision of specific resources as requested. ESF 10 shall also coordinate with other ESF desks in the Lucas County EOC as needed.
- E.** ESF 10 will reference the Lucas County Homeland Security Appendix for CBRNE/WMD related incidents or events.
- F.** ESF 10 will reference the Lucas County Hazardous Materials Plan (dated October 21, 2009) for information specific to a fixed facility within Lucas County.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Lucas County is a highly industrialized center for manufacturing, processing, and distribution of a wide range of chemical products used in many industrial applications and food processing operations.
2. Lucas County is a mostly densely populated urban center, except for Jerusalem Twp to the east and all unincorporated areas to the west. The outlying regions are agriculturally based.
3. Numerous Interstate highways, railways, commercial waterways, and underground pipelines converge along the western shore of Lake Erie and intersect throughout Lucas County.
4. Manufacture, processing, transportation, and storage of potential HAZMAT are concentrated along inter-urban transportation corridors. Many facilities are in close proximity to residential, as well as commercial, areas.

5. The Port of Toledo hosts terminal facilities that transfer a mix of chemicals, fuels, and agricultural products from across the Great Lakes region and international ports through the St Lawrence Seaway. Commercial air service, BAX Global air cargo facility, and the 180th Ohio Air National Guard jointly operate at the Toledo Express Airport in west central Lucas County.
6. Lucas County has significant risk for release or spill of hazardous chemicals (see Lucas County Hazardous Materials Plan, dated October 21, 2009).
7. Fixed facility risks involving explosive materials, acids, toxic gases, and agricultural herbicides and pesticides pose the most serious threats to the public. Facilities in Lucas County maintain chemicals categorized as hazardous substances or extremely hazardous substances (EHS).
8. Transportation risks are present because most chemicals and HAZMAT are transported via major highways, railway lines, and navigatable waterways in Lucas County.
9. Waterway risks derive from a number of pipelines that transit below the Maumee River or run over the waterway below bridges that can carry petrol-chemicals, fertilizers, and liquefied gases. The locations of these pipelines are marked on maps and charts, and signage is posted on both sides of the river channel. The USCG would be the lead agency in any spill on a navigable waterway.
10. Refer to Tab A for a listing of resources/references.
11. State agencies are the OEPA, Ohio Department of Health, and the State Fire Marshall's Office. The federal agency is the U.S. Environmental Protection Agency (EPA).

B. Assumptions

1. Presence of HAZMAT poses potential for a release of a substance into or onto air, land, or water at any time and at nearly any place within the County.
2. The impact of any release will directly relate to the specific chemical involved, the type of release or spill, environmental factors, and the proximity to populated areas or critical infrastructure.
3. The County can respond protectively to an incident involving transport, storage, usage, or manufacture of HAZMAT.

4. Existing zoning restrictions, regulatory limitations on releases, emergency planning, sheltering, evacuation procedures, and notification procedures have been developed to prevent potential incidents or reduce their impacts.
5. The public will be advised on measures to assure food and water safety.
6. When alerted to potential danger, citizens may spontaneously evacuate by any available means. Many will use roads that may or may not have been designated for emergency evacuation, which could result in delays.
7. Some individuals may delay their departure, elect to stay, or be unable to evacuate despite official recommendations or orders.
8. Some chemical spills may necessitate temporary shutdown of water supply or wastewater treatment facilities to assure public safety or prevent damage to infrastructure.
9. Lucas County may request a declaration of emergency from the State of Ohio and/or the Federal Government when all available and necessary resources, including mutual aid, are committed or expended.
10. The responsible party is liable for the cost of the emergency response, any recovery and cleanup operations, and any site remediation. When the spiller cannot be identified or fulfill that responsibility, local, state and federal agencies will coordinate response and recovery operations.
11. Emergency responders will act to contain the spill or release when they can do so without unnecessary risk to emergency personnel

IV. CONCEPT OF OPERATIONS

A. General

1. The City of Toledo Fire and Rescue Department and the Agency Having Jurisdiction will serve collectively as the Primary Agencies for ESF 10 needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. Primary Agency representatives may be assigned to the LCEOC upon activation to address ESF 10 related needs of the community. These needs may include the following:
 - a. Support response a substance released into or onto air, land, or water at any time and at nearly any place within the County.

- b. Response to an incident involving transport, storage, usage, or manufacture of HAZMAT.
 - c. Public notification of measures to assure food and water safety.
 - d. Management of spontaneous evacuation.
 - e. Populations that delay their departure, elect to stay, or are unable to evacuate despite official recommendations or orders.
 - f. Chemical spills that necessitate temporary shutdown of water supply or wastewater treatment facilities
 - g. Declaration of emergency from the State of Ohio and/or the Federal Government when all available and necessary resources, including mutual aid, are committed or expended.
 - h. The responsible party is liable for the cost of the emergency response, any recovery and cleanup operations, and any site remediation.
 - i. Contain the spill or release when responders can do so without unnecessary risk to emergency personnel
 - j. A WMD event
- 3. The Lucas County EMA is responsible for coordinating Lucas County EOC activities in support of the on-scene Incident Commander, and to provide notification and warning to the State, local jurisdictions, and the general public as needed.
 - 4. The role of first responders shall be to provide initially for public safety through implementation of protective measures outlined in guidance documents. Fire and rescue services will attempt to contain a spill or release, and mitigate its impact on citizens and the environment.
 - 5. The “responsible party” will have responsibility for any recovery, cleanup, remediation, and/or decontamination under the supervision of local, state or federal EPA officials.

B. Phases of Emergency Management

1. Mitigation

In order to eliminate or reduce the impact of a major HAZMAT release, the State Emergency Response Commission (SERC) has developed policies and procedures to identify and quantify the risk

potential and the capacity of local jurisdictions to respond effectively. Specific mitigation measures are as follows:

- a. The Lucas County EMA County Hazard, Vulnerability, and Capability and Readiness Assessments generally identify threats to the public from exposure to HAZMAT.
- b. The LEPC obtains information on facilities that manufacture, process, and/or stockpile specific chemicals that could pose a threat to communities.
- c. The LEPC maintains a Plan that identifies vulnerability zones within each jurisdiction that could be affected by an off-site release of the most harmful materials.
- d. The LEPC maintains a database of facilities. The database is used to update facility inventories, maps/diagrams, and contact list for notification of any spills or releases (see Lucas County Hazardous Materials Plan, dated October 21, 2009).
- e. The LEPC conducts a program of site visitations to verify information submitted by private-sector entities.
- f. A public education campaign has been developed with aim to raise awareness about the nature of HAZMAT and how to safely use, store, and dispose of these materials. The campaign also attempts to educate the public on measures by which they can protect themselves following a chemical or radiological release.

2. Preparedness

Specific measures to improve preparedness for potential risk are as follows.

- a. Emergency response contractor and resource lists are maintained by the City of Toledo Environmental Services Division and local jurisdictions.
- b. Training needs of emergency response, private sector, and support organizations are identified and emergency response personnel are trained to awareness, operations, and technician levels depending upon their needs and responsibilities.
- c. Annual drills and exercises are conducted to further train emergency service and support personnel in response and recovery functions.
- d. The LEPC coordinates with local jurisdictions, the Lucas County EMA, and the private sector.
- e. NOMMAD is the private-sector organization that formally agrees to share limited resources and technical expertise with members.

3. Response

When an incident occurs that involves a release of a HAZMAT emergency responders act quickly to protect lives and property.

Police, fire and Emergency Medical Services (EMS) personnel coordinate immediate protective actions/emergency response plans, and assess the impact for potential long-term risk.

- a. Each jurisdiction supports trained and equipped emergency response personnel within the local fire and rescue departments that can initially respond to HAZMAT incidents to contain the release and mitigate any threat to the public.
 - i. The City of Toledo Fire Division hosts a NIMS Type II HAZMAT Response Team that is part of the Ohio Region One HAZMAT [response] Team in support of jurisdictions throughout Northwest Ohio counties.
- b. The Lucas County EMA may support the first responder organizations through activation of the Lucas County EOC.
 - i. The Lucas County EOC staff will mobilize specific individuals to support the local Incident Commander and further assess the immediate and long-term human health and environmental hazards, as well as the total impact on the community.
 - ii. The Lucas County EOC Operations Staff will coordinate with ICS Section Chiefs to acquire a situational awareness of the incident and initiate support from the public and private sectors.
 - iii. The Lucas County EOC will provide for additional resources from the County and State, and support any requests for emergency declarations from state and federal authorities.

4. Recovery

Hazardous material releases may result in serious impacts on public health, and damage to infrastructure and the environment.

- a. ESF 10 will provide support and assistance to local jurisdictions to complete disaster assessments, and support for disaster assistance.
- b. ESF 10 through the Lucas County EOC will coordinate with public- and private-sector organizations to restore communities to pre-disaster conditions as soon as possible.
- c. ESF 10 will demobilize when final ESF recovery missions are closed.
- d. ESF 10 will prepare and provide reports, documentation, and records as necessary.

- e. Support agencies will participate in AARs, and document future Plan revisions as needed.
- f. ESF 10 will return to Mitigation/Preparedness phase of emergency management.

C. Planning Considerations

1. Personnel

- a. Law enforcement officials (ESF 13) should plan for expansion of their normal resources through call up of off-duty personnel and auxiliaries as needed. Principal duties in response to a hazardous materials release will be as follows:
 - i. Population protection.
 - ii. Protection of property.
 - iii. Traffic control and evacuations.
 - iv. Possible criminal investigations.
 - v. Perimeter security.
- b. Fire services (ESF 4) respond routinely to HAZMAT incidents; however, most will need to augment existing resources with regional HAZMAT teams, state and federal EPA, or USCG resources for larger or more complex incidents. In addition, the IC may activate mutual aid agreements with adjoining jurisdictions. The primary focus of their response will be as follows:
 - i. Emergency life saving measures.
 - ii. Fire suppression, explosion protection, and spill or release containment.
 - iii. Coordination with state/federal EPA and/or USCG field response.
 - iv. Emergency search and rescue operations.
 - v. Post-incident investigations.
- c. EMS (ESF 8) responds to provide medical care to first responders and the general public. EMS paramedics will stabilize and transport individuals to hospital trauma centers when injuries are life threatening. EMS responds as follows, when needed:
 - i. Activates the County Mass Casualty Response Plan.
 - ii. Requests ambulance service for non-life threatening injury per existing protocols.
 - iii. Establishes triage and treatment center(s) on scene for mass casualties.

- iv. Coordinates support from local hospitals for decontamination.
 - v. Coordinates with local hospitals and the American Red Cross (ARC) for patient tracking.
- d. Engineer, Solid Waste, and Public Works Departments (ESF 3) will provide for maintenance of important transportation routes. They will support the following activities:
 - i. Erect barricades as needed.
 - ii. Repair damaged streets and public walkways.
 - iii. Dispose of non-contaminated debris.
 - iv. Provide specialized maps and system diagrams for emergency responders.
 - v. Provide for county road and street signage as needed.
 - vi. Provide public property damage assessments to the Lucas County EMA.
- e. Building regulation inspectors will survey damage to facilities and residential/commercial structures in all unincorporated jurisdictions. They will act to protect the public in the following manner:
 - i. Specify necessary repairs for safe occupancy of damaged buildings.
 - ii. Condemn structures that have sustained major damage.
 - iii. Provide damage assessments to the Lucas County EMA.
- f. Radiological Protection Professionals will:
 - i. Monitor radiological emergencies and obtain information on potential threat to emergency workers and the public.
 - ii. Analyze and plot any hazardous substance threat on Lucas County EOC maps, and coordinate information with Incident Commander(s).
 - iii. Make recommendations to local officials on protective actions that may be taken for the safety of emergency personnel and the public.
 - iv. Receive reports from field monitors and issue instructions to emergency workers and command officers.
 - v. Consolidate reports and provide information to state and federal agencies as required.
- g. Environmental/Agricultural Agents will:

- i. Obtain information on potential threats to the public from containment of agricultural products.
 - ii. Issue instructions to farmers and the public on safeguarding produce, grain, and animals.
 - iii. Advise the public on steps that should be taken to make food products safe.
 - iv. Provide damage assessment reports to the Lucas County EMA.

- h. Health and human services officials (ESF 8) will:
 - i. Assess the health threat.
 - ii. Obtain information on any known or potential threats and make recommendations to the Lucas County EOC.
 - iii. Instruct the Lucas County EOC staff and field officers on health issues for responders and the public.
 - iv. Advise the public on measures to protect their personal health.
 - v. Coordinate with community service organizations on the unmet needs of affected populations, and support established systems to provide resources.
 - vi. Assist damage assessment and other recovery measures.

- i. Communications officers (ESF 2) will:
 - i. Staff the Lucas County EOC Communications and Dispatch Center.
 - ii. Establish and maintain links with field operations centers, Incident Command Post (ICP), adjacent jurisdictions, and state/federal agencies.
 - iii. Monitor emergency radio transmissions and relay messages between the Lucas County EOC and other responders.
 - iv. Maintain communication logs.
 - v. Supervise amateur radio operations.

- j. Private-sector liaison/technicians will:
 - i. Support the EOC Planning Section with technical knowledge and/or expertise on a given hazard.
 - ii. Advise the EOC on measures being taken to manage incidents.
 - iii. Provide recommendations to officials and emergency workers on population-protective measures.
 - iv. Assist in damage assessment activities in the recovery.
 - v. Support public information and review press releases.

2. Facilities and Equipment

- a. Equipment needs will be coordinated by the ICS Logistics Section with the support of ESF 10.
- b. HAZMAT response teams have personal protective equipment (PPE) with which to perform essential assigned tasks in a contaminated environment.
- c. ESF 10 will coordinate allocation of materials to meet assigned tasks, repair critical infrastructure, and restore essential services.
- d. Authorization for emergency procurement of equipment, materials, or services will be included in local declarations of emergency.
- e. When coordinating requests for equipment, ESF 10 will verify the status of each equipment operator's license or certification, and any schedule of equipment maintenance.
- f. Reception centers, care facilities, and public shelters may also support emergency responder's needs.

3. Operations

- a. ESF 10 will establish and maintain communications with the on-scene Incident Commander.
- b. ESF 10 will access and review the Incident Briefing form ICS-201 and Status Summary ICS-209.
- c. ESF 10 will coordinate resources to support response and recovery operations in accordance with ESF mission tasking in the Lucas County EOC.
- d. ESF 10 will provide situational awareness for the Lucas County EOC and local jurisdictions as related to any response to an event or incident involving an imminent or actual release of a HAZMAT that threatens the safety of the public or environment.
- e. ESF 10 will coordinate support operations with other ESF desks in the EOC, and with any state, federal, or private-sector liaison representatives.

4. Specialized Resources/Units

Specialized units and teams augment and support responses to incidents and events.

- a. The Toledo Fire and Rescue HAZMAT unit provides for a HAZMAT spill response capability with mutual aid agreements for all Lucas County and adjacent county jurisdictions. The

Toledo Fire Department (TFD) unit is recognized as a NIMS Type II Hazardous Materials Response Team for Ohio Region One.

- b. Toledo Fire and Rescue Special Operations Chem-Bio and Radiological Response Teams are trained and equipped to respond in CBRNE incidents. They will support law enforcement operations and investigations.
- c. In addition to its routine surveillance and monitoring functions, Toledo Environmental Services will provide technical support to first responders and participate in post-incident investigations and cleanup operations in the recovery.
- d. OEPA, District 1, located in Bowling Green, Ohio, has primary responsibility for spill response in Lucas County. OEPA provides for an on-call spill response technical liaison to oversee response operations and liaison with responsible parties for cleanup and related post-incident issues.
- e. USCG Marine Safety Office (MSO) Toledo has responsibility for petro-chemical spills on or within 2 miles of Lake Erie, the Port of Toledo, and Maumee Bay. The USCG will coordinate response operations and investigations with OEPA and first responders.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

1. The Toledo Fire and Rescue Department or the jurisdictional fire department chief or their designee will be the ESF 10 Primary Agency and will report to the LCEOC when activated.

When serving as on-scene Incident Commander in a HAZMAT emergency, a designated replacement will be sent to the EOC ESF 10.

The jurisdictional fire department chief or his designee will request and coordinate additional resources through the ESF 10 as necessary to mitigate the incident.

2. ESF 10 Primary Agency will:
 - a. Identify and obtain resources in response to resource requests
 - b. Support HAZMAT response to address the needs at the emergency scene(s).

- c. Provide situational awareness for all Lucas Count EOC ESFs.
- d. Provide input in to the emergency/disaster Incident Action Plan.
- e. Provide information and coordination regarding the status of HAZMAT operations to other ESF coordinators.
- f. Prepare reports required to document decisions made, actions taken, and financial costs incurred. These documents will become part of the incident record.
- g. Monitor release of a substance into or onto air, land, or water
- h. Monitor protective response to an incident involving transport, storage, usage, or manufacture of HAZMAT.
- i. Coordinate public notification of measures to assure food and water safety with ESF 15
- j. Monitor and support joint planning with ESF 6 for spontaneous evacuation by any available means
- k. Monitor in coordination with ESF 6, populations that delay their departure, elect to stay, or be unable to evacuate despite official recommendations or orders.
- l. Support joint planning for temporary shutdown of water supply or wastewater treatment facilities with ESF 3 and local jurisdictions
- m. Provide situational awareness to executives who will declaration local emergencies, or State of Ohio and/or the Federal Government.
- n. Monitor and provide support and guidance for restitution from the responsible party for response and site cleanup and remediation
- o. Monitor and support spill containment and responder tactics and safety practices

B. Support Agencies

Support agencies are responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. **LEPC** is a principal supporting organization in an emergency/disaster HAZMAT incident response.
2. Other support agencies include but are not limited to:
 - a. **Region 1 Hazmat** – Provides augmented resources and capabilities for HAZMAT response.
 - b. **Lucas County EMA** – Provides coordination through operation of the EOC and its systems. Directs requests for HAZMAT resources to ESF 10
 - c. **Jurisdictional law enforcement agencies** – Provides public safety and security functions for HAZMAT response
 - d. **Geographic Information System (GIS) analyst** – Provides GIS data for response planning, plume model impacts, evacuation recommendations, and cascading event planning
 - e. **Public utility agencies** – Supports responders by rendering safety utilities. Identifies potential risks to responders and the public
 - f. **County Health Department** – ESF-6 Provides Mass casualty joint planning. Supports for identification of potential health threats, provide recommendations an protective measures. And advise responders on potential health threats
 - g. **Jurisdiction Public Works Engineer Department** – Provides equipment support for phases of the response requiring its use, evaluate structure safety and usability

C. Resource Support Agencies:

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **OEPA** - Provides for response support, site remediation, investigation, mitigation and prosecution of spillers
2. **Ohio Department of Natural Resources (ODNR)** in concert with OEPA - Provides for investigation and damage estimates to wild animal/fish populations. Assists with prosecution in concert with OEPA and local officials.
3. **180th Air National Guard Fire Department** – Provides fire fighting and HAZMAT response capabilities when activated

4. **NOMMAD** – Private sector response organization that provides resources to local jurisdictions upon request.
5. **USCG** Provides planning, response, recovery and mitigation activities for oil response.
6. **USEPA** – Provides response, recovery, mitigation and preparedness activities for Hazardous material incidents.

VI. ADDENDUMS

ESF 10 - Oil & Hazardous Materials Response Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF10 - OIL AND HAZARDOUS MATERIALS RESPONSE CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessments. <input type="checkbox"/> Support facility site visitations. <input type="checkbox"/> Continue to develop, review, and revise procedures, plans, and training. <input type="checkbox"/> Coordinate exercises with regional hazardous materials (HAZMAT) Team and the Local Emergency Planning Committee (LEPC). <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action report (AAR) analysis sessions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain HAZMAT equipment trailers in state of readiness. <input type="checkbox"/> Monitor emergency communications systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using the National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP) concepts <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Review continuity of government (COG) plans. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Distribute current contingency plans.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Coordinate for and support requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Review initial and preliminary damage assessments. <input type="checkbox"/> Activate ESF-10 in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Notify local, regional, and state officials per standard operating procedures (SOP). <input type="checkbox"/> Review public information releases to local media. <input type="checkbox"/> Coordinate emergency warning and notification per SOP. <input type="checkbox"/> Review and approve Emergency Alert System messages as needed. <input type="checkbox"/> Support delivery of disaster aid and assistance programs. <input type="checkbox"/> Maintain records of all emergency operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Support disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Demobilize ESF-10 when final ESF recovery missions are closed. <input type="checkbox"/> Review damage assessments for each jurisdiction to support potential mitigation programs. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in AAR, and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 11
AGRICULTURE, FOOD AND WATER**

- PRIMARY AGENCIES:** Toledo-Lucas County Health Department
Lucas County Emergency Management Agency (EMA)
- SUPPORT AGENCIES:** Lucas County Dog Warden
Greater Toledo Chapter of the American Red Cross (ARC)
Lucas County Soil and Water Conservation
Public Safety and Security/Law Enforcement
Toledo-Lucas County Humane Society
- RESOURCE AGENCIES:** Ohio Environmental Protection Agency (OEPA)
Ohio Department of Natural Resources (ODNR) Division of
Wildlife
The OSU Cooperative Extension
Ohio Department of Agriculture (ODA)

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 11 – Agriculture, Food and Water provides support for the following tasks: nutritional assistance including water to those impacted by an emergency/disaster; assurance of safety and security of the commercial food supply; identification, control, and eradication of an economically devastating animal/Zoonotic disease outbreak; control and eradication of an economically devastating plant or pest disease outbreak or infestation; and safety and well being of household pets and other domestic animals.

B. Scope

ESF 11 support activities in the Lucas County do not have the same agricultural and natural resource concerns identified in the National Response Framework (NRF) or State of Ohio Emergency Operations Plan (EOP). Nonetheless, during and following a major emergency/disaster, many persons may be left without basic necessities for subsistence. Additionally, household pets, domestic livestock, and poultry may require provisions for safety and well being. ESF 11 must provide support and assist in addressing these contingencies that include: assistance in identification and allocation of safe supplies of food, water, and ice; subsequent distribution to those impacted; and support for provision of care to animals. Additionally, with limited local expertise in animal/zootomic disease and plant/pest disease or infestation, ESF 11 must support efforts of local, state, federal, and non-profit agencies that

supply these critical resources and subject matter expertise, and assist agencies that provide mass care, housing and human services (ESF 6).

II. POLICIES

- A.** The Lucas County/City of Toledo Health Department and the Lucas County EMA each has responsibilities in the County and City of Toledo related to ESF 11. In the event of an emergency/disaster, complexity of these responsibilities will increase. This will require representation of one or both agencies at the Lucas County Emergency Operations Center (EOC) for management of ESF 11 activities. This does not preclude representation at the Lucas County EOC by other political subdivisions.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. This potential adverse impact on food and water supplies could create shortages of these necessities in a primarily urban area like the City of Toledo and Lucas County.
2. Many hazards - including natural disasters, large accidents, and terrorist incidents - could create a shortage of food and water for a significant number of people.
3. The Lucas County/City of Toledo Health Department, (419) 213-4100, located at 635 N. Erie Street, Toledo, Ohio 43604, is a primary governmental agency responsible for activities related to ESF 11.
4. The Lucas County EMA (419) 213-6503, located at 2144 Monroe St. Toledo, Ohio 43604, is the other primary governmental agency responsible for activities related to ESF 11.
5. The ESF 11 Resource/ Reference List are included as Lucas County EOC Emergency Contact and Resource List (Tab A), indicating resources for the Northwest Ohio Disaster Animal Response Team (DART).
6. The ODA is designated as the primary state agency for ESF 11 in the State of Ohio. The State of Ohio ESF 11 deals with agriculture and food chain issues during an emergency/disaster at a macro-level.
7. The USDA and the U.S. Department of the Interior have been designated as the primary federal agencies for ESF 11 in the NRF.

B. Assumptions

1. Emergencies/disasters can adversely impact agriculture, including crops, livestock, food supplies, and availability of potable water.
2. Shelters may be inundated with evacuees who require basic sustenance.
3. Normal food and water processing and distribution systems may be disrupted.
4. Disruption of power supplies may limit storage of perishable food items.
5. Although the Lucas County/City of Toledo Health Department is one primary local governmental agency responsible for ESF 11, it generally will require assistance from a variety of support agencies - especially ESF 6 and the ARC.
6. No local governmental agency has primary responsibility for agriculture, livestock, or family pets.
7. The Lucas County EMA will coordinate with the Ohio Region One DART as the lead to support and coordinate efforts related to agriculture, livestock, and pets.
8. Organizations that provide expertise on animals include the Toledo-Lucas County Dog Warden, The Humane Society, and Nature's Nursery.
9. Overall coordination of ESF 11 activities in major emergencies and/or large disasters shall be conducted utilizing National Incident Management System (NIMS) and Incident Command System (ICS) protocols, and shall include appropriate representation in the Lucas County EOC upon activation.

IV. CONCEPT OF OPERATIONS

A. General

1. The Toledo-Lucas County Health Department, in conjunction with the Lucas County EMA, are the Primary Agencies responsible for ESF 11 activities. Each recognizes that emergency/disaster operations require an expansion of services and coordination of efforts in which support agencies will play an integral role.
2. In large-scale emergencies/disasters that require ESF 11 activities, requests for assistance should normally be forwarded upward through the ICS chain of command and/or Lucas County EOC. ESF 11 primary and support agencies shall be represented appropriately at these facilities.

3. ESF 11 primary and support agencies will organize utilizing NIMS and ICS protocols to address a wide variety of community needs related to ESF 11. These include but are not limited to:
 - a. When activated ESF 11 Primary Agencies will send a designee to the Lucas County EOC
 - b. Identifying, obtaining and tracking resources to fulfill resource requests.
 - c. Determining nutrition assistance requirements for those impacted by the emergency/disaster.
 - d. Maintaining liaison with state and federal ESF 11 agencies to obtain appropriate information and intelligence on food chain and water supply issues.
 - e. Testing products for public consumption.
 - f. Obtaining appropriate food and water supplies and coordinating distribution with ESF-6.
 - g. Identifying, contacting, and supporting those with agricultural subject matter expertise.
 - h. Activating and supporting regional DART capability
 - i. Coordinating among the various ESF 11 support agencies at the site of the emergency.
 - j. Providing public health advisories and related information to the general public regarding the following:
 - i. Sample collection for assessment.
 - ii. Zoonotic/pest monitoring.
 - iii. Quarantine coordination.
 - iv. Transportation restrictions (part of quarantine).
 - v. Carcass removal and disposal.
 - vi. Animal collection and reunification.
 - vii. Nuisance abatement.
 - viii. Long-term economic impact strategies.
 - ix. Disaster reporting.
 - x. Joint field operations.
4. Prompt, effective, and efficient notification and warning of the public may be necessary in an emergency/disaster. Primary and support agencies for ESF 11 should work closely with primary and support agencies for ESF 15 – Public Information, Warning and Notification to ensure that appropriate information on food and water concerns is disseminated.

5. The State of Ohio EOP and the NRF both have ESF 11 guidelines that should be consulted if resource requirements exceed the capabilities of the Toledo-Lucas County Health Department, Lucas County EMA, and other support agencies.

B. Phases of Emergency Management

1. Mitigation
 - a. Promote mitigation strategies to reduce vulnerability of the food and water supply.
 - b. Identify and map critical processing, storage, and distribution locations.
 - c. Maintain an intelligence capability that provides for early detection, evaluation, and prevention of issues that could adversely impact the food and water supply.
 - d. Upgrade communications.
 - e. Obtain and analyze all incident-related data for after-action review (AAR) to identify lessons learned.
2. Preparedness
 - a. Review and revise agricultural, food, and water-specific components of the EOP and activation of ESF 11.
 - b. Update emergency contact lists to include ESF 11 Resource and Reference List (Tab A at the end of the ESF section) on a regular basis, and distribute appropriately.
 - c. Draft, review, and revise mutual aid agreements pertinent to ESF 11 as needed.
 - d. Maintain nutrition-related supplies at levels consistent with storage capabilities, shelf-life concerns, budgeted resources, and expected demand.
 - e. Engage in continuous cycle of homeland security planning, training, and exercising to validate and improve existing plans.
 - f. Establish an effective capability to monitor availability of potable water supplies.
 - g. Provide for an effective capability to conduct laboratory testing of products for public consumption.
 - h. Continue ongoing public preparedness education programs.

- i. Develop agreements as appropriate with other governmental offices, non-profit groups, and/or facilities that can provide support in an emergency/disaster.
 - j. Recruit and train disaster personnel and maintain rosters of available volunteers.
 - k. Maintain ongoing communication with all ESFs.
3. Response
- a. Activate emergency services related to ESF 11 as warranted, and verify proper notifications to key staff members and appropriate agencies.
 - b. Establish contact and communication with IC in order to support and coordinate ESF 11 activities.
 - c. Engage in MAC to include staffing ESF 11 at the Lucas County EOC.
 - d. Verify communication procedures.
 - e. Support incident assessments of damage sustained by agricultural sector and any risk to the public from contaminated foods.
 - f. Participate in alert, notification, and warning efforts regarding contaminated food stocks and produce.
 - g. Establish comprehensive resource management for food and water supplies to include inspection.
 - h. Establish appropriate safety and security protocols for processes, storage, and distribution.
 - i. Support DART and agricultural subject matter experts (SME).
 - j. Begin complete documentation stream to include phone, fax, and radio logs, as well as costs for overtime, materials, and supplies.
 - k. Maintain ongoing information exchange with all ESFs, especially ESF 5 (Emergency Management), ESF 6, ESF 12 (Energy), and ESF 13 (Public Safety and Security).
4. Recovery
- a. Support demobilization, and return personnel, facilities, and equipment to pre-emergency state of readiness.
 - b. Continue to oversee and maintain documentation stream.

- c. Encourage critical incident stress de-briefing as necessary.
- d. Prepare and/or provide reports and records as necessary.
- e. Assist as appropriate in governmental public assistance activities.
- f. Participate in and/or facilitate AAR.

C. Agricultural, Food, and Water Planning Considerations for Response

- 1. Personnel
 - a. Identify and continuously monitor requirement for personnel needs for an emergency/disaster.
 - b. Consider plans for emergency recall and mutual aid.
 - c. Ensure appropriate integration of personnel into the ICS structure.
- 2. Facilities and Equipment
 - a. Identify, open, and staff ESF 11 specific facilities (i.e., food and water storage and distribution points, animal shelters).
 - b. Identify the equipment that may become scarce during an emergency/disaster and potential options for allocation.
- 3. Operations
 - a. The Incident Commander should consider activation of ESF 11 as soon as practical during an emergency/disaster.
 - b. Primary and support agencies should regularly evaluate their emergency/disaster guidelines to ensure their ability to adapt to demands of emergency/disaster operations.
 - c. Evacuation and shelter operations will necessitate activation of ESF 11. Those agricultural, food, and water concerns will require significant planning and coordination with ESF 5, ESF 6, and ESF 13.
- 4. Specialized Resources
 - a. Lucas County Disaster Animal Response Team.
 - b. Toledo Zoo Animal Control Team.
 - c. Toledo Kennel Club.
 - d. Veterinarian Association.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

1. The Lucas County/City of Toledo Health Department will staff the ESF 11 desk at the Lucas County EOC and manage activities based on objectives established by the Incident Commander and/or policy group. These activities may include;
 - a. Defining roles and responsibilities of primary and support agencies.
 - b. Coordinating with ESF 8 (Public Health and Medical) in ensuring hospitals, nursing homes, group residences, and similar facilities have adequate food and water supplies.
 - c. Coordinating with all ESFs as appropriate to identify possible locations for food and water distribution.
 - d. Supporting evaluation of sources and condition of food provided by response agencies.
 - e. Monitoring food storage, handling, and preparation to ensure compliance with safety standards.
 - f. Supporting evaluating and testing drinking water supplies.
 - g. Support planning for feeding sites insuring they are adequately equipped and that operable toilets and hand washing facilities are available.
 - h. Identify and acquire additional food resources for area victims through close liaison with sources of food and water (local, state and federal).
 - i. In coordination with ESF 15 support dissemination of information to the public concerning availability of food and water.
 - j. Coordinating with ESF 3 (Public Works and Engineering) for the sanitary disposal of food waste and other refuse at distribution and feeding sites.
 - k. Support joint planning with ESF 6 to determine nutrition assistance requirements for those impacted by the emergency/disaster.
 - l. Identifying, contacting, and support those with agricultural subject matter expertise.
 - m. Activating and supporting regional DART capability
 - n. Support nuisance abatement, carcass removal and disposal

- o. Support Animal reunification activities
 - p. Support conduct of Zoonotic monitoring.
 - q. Support the implementation of quarantine policies and strategies.
2. The Lucas County EMA will also staff the ESF 11 with focus on agricultural, livestock and family pets impacted by an emergency/disaster. This does not preclude provision of assistance to public health authorities on food and water problems.
 3. Primary agencies will manage activities related to ESF 11 during an emergency/disaster following NIMS and ICS protocols.
 4. Lucas County EMA is tasked with “all hazards” emergency operations planning, and will serve as the primary point of contact for modifications to this ESF 11 document.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. **The Lucas County Commissioners and Municipal Mayors** – The Chief Executives of the County and Municipal Corporations or their designees serve as members of the policy group at the Lucas County EOC in emergency/disaster operations. They should ensure that support for ESF 11 activities by agencies under their umbrellas of responsibility is provided as necessary (i.e., public safety, legal).
2. **The Greater Toledo Chapter of the ARC** – This organization plays an integral role for ESF 11 by engaging in the following activities related to mass care, shelter, and human services that may include;
 - a. Instruction to the public on need for an emergency/disaster plan in order to be self-sufficient and maintain a 72-hour provision of food and water.
 - b. Identification of locations for food and water distribution sites and on-site feeding centers.
 - c. Coordination with ESF 12 for energy and power needs at sites.
 - d. Coordination with ESF 13 – Law Enforcement for security.
 - e. Coordination with ESF 1 for transportation requirements.

- f. Coordination of placement and continued scheduling of staff and volunteers from response agencies.
 - g. Coordination of disaster food stamp assistance with state and local agencies.
3. **Public Safety and Security (ESF 13)** – Law enforcement will provide safety and security services as necessary within the County and coordinate in developing and implementing protection activities for processing, storage, and distribution locations.
 4. **Lucas County Dog Warden** - Provides animal control activities including; capture, sheltering, reunification and euthanasia
 5. **Toledo-Lucas County Humane Society** – Provides sheltering, reunification, euthanasia and adoption of animals.
 6. **Lucas County Soil and Water Conservation District** – Provides guidance in concert with OEPA regarding carcass disposal methods.
 7. **NW DART** – Provides animal capture, recovery, sheltering, reunification and animal health care under the guidance of agencies with legal authority (ODNR, Dog Warden, Humane Society's, ODA)

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **ODNR Division of Wildlife** – This division will coordinate activities associated with wild animal disease/vectoring/monitoring/and quarantine in coordination with the **Ohio Department of Health (ODH)**, wildlife rehabilitation, and nuisance wild animal issues.
2. **The OSU Cooperative Extension** – Provides guidance on large animal handling, sheltering and care, Zoonotic diseases.
3. **Ohio Department of Agriculture** – In concert with the ODH monitors animal disease outbreaks among livestock. It recommends and enforces quarantines and distributes public warnings.
4. **Ohio Department of Health** – In coordination with local health officials, ODA and ODNR provides support for both domestic and wild animal Zoonotic and population monitoring in the event of an outbreak. Suggest protective measures, handles and investigates

samples, and distribute public warnings. Supports quarantine planning.

VI. ADDENDUMS

ESF 11 - Agriculture, Food & Water Checklist (attached)

ESF 11 - Volunteer Registration Form

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 11 - AGRICULTURE, FOOD & WATER CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities <input type="checkbox"/> Recommend appropriate preparedness measures <input type="checkbox"/> Continue to develop, review and revise policies, Procedures, Plans, and training. <input type="checkbox"/> Establish and maintain Mutual Aid Agreements. <input type="checkbox"/> Submit Plans to State for review and acceptance. <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and AAR analysis sessions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Install monitoring equipment and restrict access to treatment and processing facilities. <input type="checkbox"/> Implement food and water surveillance systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using NIMS & HSEEP concepts <input type="checkbox"/> Validate and update Plans and Training programs through drills and exercises. <input type="checkbox"/> Support Continuity of Operations Plans (COOP) for public and private sector entities. <input type="checkbox"/> Provide accurate and timely dissemination of information to stakeholders. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners <input type="checkbox"/> Distribute current contingency plans.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> ESF 11 will respond to requests from local jurisdictions for emergency assistance. <input type="checkbox"/> ESF 11 will support Initial and Preliminary Damage Assessments for impacts on agriculture, food and water. <input type="checkbox"/> ESF 11 will make notifications to local, regional and State officials per SOP. <input type="checkbox"/> ESF 11 will provide information for incident status reports to Local and State officials. <input type="checkbox"/> ESF 11 will coordinate with Region 1 DART per SOP for animal rescue and relief. <input type="checkbox"/> Coordinate with ESF-6 for Mass Care, Sheltering and Feeding of affected communities including special needs populations. <input type="checkbox"/> ESF 11 will coordinate with ESF8 and 15 to provide information to the public and food and water safety. <input type="checkbox"/> Maintain records of all emergency operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize selected EOC Staff when ESF is no longer needed. <input type="checkbox"/> Coordinate Disaster Assistance and other Aid and Relief operations with local, State and Federal agencies and departments. <input type="checkbox"/> Support short and long term recovery operations. <input type="checkbox"/> Demobilize EOC when final ESF Recovery Missions are closed. <input type="checkbox"/> Coordinate detailed damage assessments for each jurisdiction. <input type="checkbox"/> Prepare and provide reports, documentation and records as necessary. <input type="checkbox"/> Support and participate in After Action Review and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

ESF-11 Volunteer Registration Form



Name: _____ Phone (home): _____

Address (home): _____ Phone (cell): _____

City, State, Zip: _____ Phone (work): _____

Address (work): _____ Fax: _____

City, State, Zip: _____

County of residence: _____ Email: _____

Drivers License or other State ID Card Number _____

- I am a:
- | | |
|--|--|
| <input type="checkbox"/> licensed, accredited veterinarian | <input type="checkbox"/> licensed, veterinary technician |
| <input type="checkbox"/> veterinary assistant | <input type="checkbox"/> livestock producer |
| <input type="checkbox"/> lay person | <input type="checkbox"/> extension agent |
| <input type="checkbox"/> veterinary student (year of graduation _____) | |
| <input type="checkbox"/> other _____. | |

I am interested in being deployed as an Ohio Department of Agriculture credentialed responder to (*check all that apply*):

- | | |
|---|--|
| <input type="checkbox"/> other parts of Ohio | <input type="checkbox"/> other countries |
| <input type="checkbox"/> other parts of the United States | <input type="checkbox"/> local only |

I am interested in being credentialed to care for (*check all that apply*):

- | | | |
|---|--|---------------------------------|
| <input type="checkbox"/> production livestock | <input type="checkbox"/> poultry/avian | <input type="checkbox"/> equine |
| <input type="checkbox"/> companion animals | <input type="checkbox"/> exotic | |

I _____ agree to have my name placed in a database and on a calling list that may be utilized in the event of an emergency. By adding my name to this list, I realize that I am under no obligation to respond. There may be a continuing education requirement for involvement in this organization.

Signature

Date

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**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 12
ENERGY**

PRIMARY AGENCIES: Toledo Edison, A FirstEnergy Company
Columbia Gas of Ohio

SUPPORT AGENCIES: Jurisdictional Fire Departments
Lucas County Sheriff's Office
Local Jurisdictional Law Enforcement Agencies
Lucas County Emergency Management Agency

RESOURCE AGENCIES: Public Utilities Commission

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 12 - Energy supports maintenance and restoration of electric service and natural gas delivery following a large-scale emergency or catastrophic event. ESF 12 gathers, assesses, and shares information on impacted energy systems, and provides information on restoration status to the Lucas County Emergency Operations Center (EOC). ESF 12 supports coordination among energy producers, the Incident Commander, local jurisdictions, and the Lucas County EOC to identify impacts of the disruption in service and determine the duration of any outage. ESF 12 facilitates alternate means of service in coordination with other ESF staff in the Lucas County EOC.

B. Scope

ESF 12 will be activated in event of a significant disruption in energy supplies that affects a large geographical area, with impacts on public safety and essential services for an extended period. ESF 12 maintains a list of critical energy contact information to assist in the monitoring and restoration of impacted energy supplies. ESF 12 coordinates requests for assets and other resources by local jurisdictions' affected agencies and departments, and by critical or essential providers in the private sector. ESF 12 addresses impacts and damage to energy systems in Lucas County, taking into account other impacted communities, and provides information to utilities to aid in establishing priorities for restoration of services. ESF 12 provides situational awareness for the Lucas County EOC and the Joint Information Center (JIC).

II. POLICIES

The policies apply to both Toledo Edison and Columbia Gas, respectively, as the primary agencies providing energy to Lucas County and the region. The underlying principles of both agencies are as follows:

- A. The priority of all energy producers is to support restoration of damaged energy systems and components, as well as other critical public safety and essential services, as rapidly as possible.
- B. The type and focus of ESF 12 support may vary depending on an assessment of the incident. Activation will occur in response to a disaster or emergency.
- C. Energy providers will make every effort to assign staff to ESF 12, working in accordance with their corporate rules and regulations to provide technical support to the Lucas County EOC and JIC.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Approximately 200,000 locations require energy services in the Lucas County area. The majority of these locations have Toledo Edison as their electrical distribution company and Columbia Gas as their natural gas supplier.
2. Energy shortages may result from extreme weather conditions along with the other natural hazards. Other interruptions or disruptions may be the result of equipment failure, accidental damage, or destruction of infrastructure via explosion or human-engineered sabotage, including acts of terrorism.
3. The primary agency for ESF 12 activities at the state level is the Public Utilities Commission.

B. Assumptions

1. Hazardous or extreme environmental conditions will delay energy system restorations.
2. Communications systems, traffic signals, sanitation services, and water supply systems can be disrupted by power failures of even short durations. Extended outages can result in loss of mobile communications should battery backup systems fail to recharge.
3. Disruptions of energy services can occur at any time, but commonly occur as a consequence of extreme weather or a catastrophic event affecting public health and safety services, logistics, and overall response to the disaster site.

IV. CONCEPT OF OPERATIONS

A. General

1. Toledo Edison, A FirstEnergy Company and Columbia Gas Of Ohio will serve collectively as the Primary Agencies for ESF 12 needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. Primary Agency representatives may be assigned to the Lucas County EOC upon activation to address energy related needs of the community. These needs may include the following:
 - a. Significant disruption in energy supplies that affects a large geographical area.
 - b. Impacts on public safety and essential services for an extended period.
 - c. Obtaining critical energy contact information and resources to assist in the monitoring and restoration of impacted energy supplies.
 - d. Requests for assets and other resources by local jurisdictions' affected agencies and departments, and by critical or essential providers in the private sector.
 - e. Damage to energy systems in Lucas County, taking into account other impacted communities
 - f. Setting priorities for restoration of services.
 - g. Provide situational awareness for the Lucas County EOC and the JIC.
 - h. Delays to system restorations. Communications systems, traffic signals, sanitation services, and water supply systems can be disrupted by power failures of even short durations.
 - i. Loss of mobile communications should battery backup systems fail to recharge.
3. Requests for emergency service or repairs are channeled through the affected jurisdiction to the Incident Command Post (ICP) responsible for response to the disaster site.
4. Most ESF 12 requests are handled with the responding utility directly. Each agency involved will be working in coordination with the Lucas County EOC for large-scale incidents.
5. Response to disruptions and recovery efforts will be initiated by the respective utility. Utility representatives will provide status

reports along with periodic updates on response and recovery efforts to the ESF 12 desk in the Lucas County EOC.

6. The primary agencies for ESF 12 serve as the focal point for reports of damage to energy supply and distribution systems, requirements for system design and operations, and procedures for preparedness, prevention, recovery, and restoration.

B. Phases of Emergency Management

ESF 12 identifies activities inherent in the public safety and security mission that must be supported by the Lucas County Emergency Operations Plan (EOP) and the Lucas County EOC.

1. Mitigation

- a. Attend post-incident analysis meetings. Support ongoing risk management activities with emphasis on threat and hazard assessment, critical community vulnerability, and consequences.
- b. Solicit corrections to ESF 12 emergency plan. Revise ESF response plan as necessary.
- c. Maintain effective communication with Lucas County Emergency Management Agency (EMA) staff. Continue to suggest revision of policies, procedure, doctrine, and training to maintain an effective response and recovery capability.
- d. Maintain directories and other references identifying resources and capabilities available from other support agencies.
- e. Conduct regular review of emergency operations policies and procedures, and annually review the Emergency Operations Plan (EOP) to include ESF Annexes and Hazard/Common Appendices.

2. Preparedness

- a. Review internal emergency action plans.
- b. Update resource inventory and information and personnel rosters for emergency response.
- c. Monitor systems for potential fault indicators. Conduct regular inspections and routine repairs to assure reliability of equipment.

- d. Maintain mutual aid agreements within utility sectors to provide capability for personnel and equipment augmentation in emergencies.
 - e. Attend scheduled tabletop exercise and training events regularly.
3. Response
- a. Notify personnel and senior management staff as needed.
 - b. Contact the Incident Commander and Lucas County EMA/EOC.
 - c. Support prompt response to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation.
 - d. Receive and complete mission assignments based upon predetermined priority of restoration policies.
 - e. Document all incident actions, decisions, and related communications.
 - f. Consider logistical needs for 24 x 7 operations. Schedule personnel in shifts. Provide meals and necessary rest periods.
4. Recovery
- a. Support demobilization activities at the direction of the Sheriff/Chief, Lucas County EOC Law Enforcement Coordinator, and/or Incident Command (IC).
 - b. Support clearing and recovery operations.
 - c. Assist in damage assessments.
 - d. Prepare and/or provide reports and records as necessary.
 - e. Participate in and/or facilitate after-action review (AAR) of emergency response.
 - f. Return to Mitigation/Preparedness phase of emergency management.

C. Energy Recovery Planning Considerations

- 1. Personnel
 - a. Toledo Edison Emergency Operations Center staff.

- b. Toledo Edison line crew(s).
 - c. FirstEnergy Inc. (FirstEnergy) emergency crews.
 - d. National electric companies provide mutual aid and assistance to FirstEnergy upon request.
2. Facilities and (Response) Equipment
- a. Toledo Edison EOC monitors the electric grid. This EOC can mobilize to identify incidents affecting the electric grid and take steps to contain the disruption. This EOC can dispatch line crews to make necessary repairs. An out-of-state backup center is available to address local needs as required.
 - b. Toledo Edison line crew(s) mobile response unit(s) can make repairs and restore service during small or routine outages.
 - c. FirstEnergy emergency mobile response unit(s) in Ohio, Pennsylvania, and New York can respond to support the Toledo area.
 - d. Other regional electric companies can be called upon to assist local line crews for major outages.
3. Operations
- a. Mutual aid compact(s) provide for a flexible and scalable response.
 - b. Outage reporting is largely a function of calling an industry hot-line or using a wireless reporting channel.
 - c. Downed wires, poles, or burning transformers or other equipment result in need for more coordination and a system for restoring power to critical or essential services.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

- 1. **Toledo Edison, A FirstEnergy Company** will serve as ESF 12 primary agency and will provide support to first responders and the public for power outages.
- 2. **Columbia Gas of Ohio** will serve as an ESF 12 Primary Agency and support first responders with technical liaison and field operations to contain any release of natural gas from Columbia Gas facilities and pipeline distribution systems.
- 3. Primary agencies will respond to:

- a. Significant disruption in energy supplies that affects a large geographical area.
- b. Impacts on public safety and essential services for an extended period.
- c. Obtaining critical energy contact information and resources to assist in the monitoring and restoration of impacted energy supplies.
- d. Requests for assets and other resources by local jurisdictions' affected agencies and departments, and by critical or essential providers in the private sector.
- e. Damage to energy systems in Lucas County, taking into account other impacted communities
- f. Setting priorities for restoration of services.
- g. Provide situational awareness for the Lucas County EOC and the JIC.
- h. Delays to system restorations. Communications systems, traffic signals, sanitation services, and water supply systems can be disrupted by power failures of even short durations.
- i. Conduct ESF 12 and Lucas County EOC activities in coordination with ESF 5 Lucas County EMA
- j. Temporary power generation needs in coordination with ESF 3 (Public Works & Engineering).

B. Support Agencies

- 1. **Jurisdictional fire departments** will facilitate reporting of outages and releases. The IC will support utility repair crews, as needed, when working on downed wires, electrical fires, and gas leaks.
- 2. **Jurisdictional law enforcement agencies** will facilitate reporting of outages and releases. Law enforcement personnel will secure the incident scene to protect the public. Police officers may set up traffic lane closures or establish route detours during emergency repairs.
- 3. **Lucas County Emergency Management Agency** will liaison closely with the operations of the ESF 12 Primary Agency to insure coordination with restoration priorities and objectives.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources

and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. **Public Utilities Commission** - Provides coordination across the utility industry in Ohio. Serves as ESF 12 Agency in State of Ohio EOC

VI. ADDENDUMS

ESF 12 - Energy Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 12 - ENERGY CHECKLIST

<p>MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities. <input type="checkbox"/> Recommend appropriate preparedness measures. <input type="checkbox"/> Continue to develop, review, and revise policies, procedures, plans, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to State for review and acceptance. <input type="checkbox"/> Maintain an Emergency Operations Center (EOC). <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action review (AAR) analysis sessions. 	<p>PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain EOC in state of readiness. <input type="checkbox"/> Monitor energy systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising. <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Develop continuity of operations plans (COOP) for all departments. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Distribute current contingency plans.
<p>RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to all requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Conduct initial and preliminary damage assessments. <input type="checkbox"/> Activate the EOC and Staff ESF positions as needed in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Notify local, regional, and state officials per standard operating procedures (SOP). <input type="checkbox"/> Furnish incident status reports to local and state officials. <input type="checkbox"/> Coordinate emergency warning and notification per SOP. <input type="checkbox"/> Support emergency evacuations operations as appropriate. <input type="checkbox"/> Coordinate with ESF-6 for mass care and sheltering, including special needs populations. <input type="checkbox"/> Coordinate relocation, re-entry, and return of populations. <input type="checkbox"/> Maintain records of all emergency operations. 	<p>RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize emergency services when immediate threat is removed. <input type="checkbox"/> Demobilize and return committed resources, including augmentation or other volunteer forces. <input type="checkbox"/> Demobilize selected EOC staff when ESF is no longer needed. <input type="checkbox"/> Coordinate disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Demobilize EOC when final ESF recovery missions are closed. <input type="checkbox"/> Coordinate detailed damage assessments for each jurisdiction. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in AAR, and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

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**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 13
PUBLIC SAFETY AND SECURITY**

- PRIMARY AGENCIES:** Lucas County Sheriff's Office
Toledo Police Department
- SUPPORT AGENCIES:** Jurisdictional Law Enforcement
Lucas County Commissioners and Municipal Mayors
Jurisdictional Fire and Rescue
Jurisdictional Public Works and Engineering
Lucas County Emergency Management Agency (EMA)
- RESOURCE AGENCIES:** Ohio Emergency Management Agency
Ohio State Highway Patrol
Ohio Department of Natural Resources
Ohio National Guard
United States Coast Guard (USCG)
Federal Law Enforcement

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 13 – Public Safety and Security is designed to provide guidance for coordination of county, city, township, and village law enforcement resources to support the full range of incident management activities associated with an emergency/disaster. ESF 13 establishes interagency relationships among local, state, and federal agencies that have primary and support responsibilities for public safety and security.

B. Scope

ESF 13 establishes the roles and responsibilities for supporting law enforcement activities in Lucas County and its jurisdictions. It augments an individual agency's policy and procedure, emergency response plans, and mutual aid agreements to address law enforcement activities that transcend normal, day-to-day operations and/or overwhelm the resources of any single agency. It provides guidance for coordination of resources in support of on-scene Incident Command (IC) and the Lucas County Emergency Operations Center (EOC). ESF 13 provides support for the priority tasks of critical information and intelligence sharing; force protection; site security; traffic control; public safety; civil disorder response; investigations; specialized chemical, biological, radiological, nuclear, explosive (CBRNE) response; and protection of critical infrastructure/key resources during critical incidents.

II. POLICIES

A. The Lucas County Sheriff and Local Law Enforcement

The Lucas County Sheriff has jurisdiction over the entire County, including jurisdictions where police agencies have been established. The Sheriff and Toledo Police Department shall staff the ESF 13 desk at the Lucas County EOC upon activation. Other law enforcement agencies with local jurisdiction, typically the first line of response in an emergency/disaster, should make every attempt to assign a liaison for ESF 13 activities at the Lucas County EOC if it is activated.

B. IC/Unified Command

Incident management and Lucas County EOC operations shall be guided by National Incident Management System (NIMS), Incident Command System (ICS), and Multi-Agency Coordination (MAC) System protocols. This system supports assessment, planning, procurement, deployment, and coordination of support resources. As incident complexity intensifies, additional resources should first be obtained through activation of mutual aid agreements with neighboring jurisdictions. Incident management will be guided by ICS principles.

C. Lucas County EOC and MAC

The Lucas County EOC should be activated as soon as practical for complex incidents. The Lucas County Sheriff and the Toledo Police Department shall provide a representative to the Lucas County EOC upon activation of the EOC. The Lucas County EOC serves as the hub for local MAC and facilitates scarce resource allocation from state agencies (i.e., request for deployment of the Ohio National Guard). The Ohio Emergency Management Agency (OEMA) and its State EOC would make formal federal resource requests. This does not preclude provision of informal assistance/support by state and/or federal officials assigned locally.

D. Primary and Supporting Agency Coordination

The Lucas County Sheriff's Office and Toledo Police Department shall facilitate coordination among supporting agencies and provide resources to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.

E. Usurpation, Constitutional Considerations, and Terrorism

Although this guidance does not usurp or override the policies of any agency with ESF 13 primary or support responsibilities, it should be noted that all law enforcement activities and criminal investigations are conducted in compliance with applicable statutes. Additionally, specific guidance should be provided on issues regarding rules of engagement, use of force, and arrest procedures so rights afforded by the state and

federal constitutions are guaranteed. Finally, ESF 13 may support but should not be confused with activities described in the Homeland Security Appendix or other criminal investigative law enforcement activities performed by state or federal authorities with jurisdiction (i.e., the Federal Bureau of Investigation [FBI] Joint Terrorism Task Force).

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Fifteen law enforcement agencies are in Lucas County with local jurisdiction and responsibility for preservation of peace, protection of persons and property, and enforcement of state and local statutes. Varied state and federal agencies have responsibilities for facilitates and property in and around Lucas County
2. The Sheriff and Toledo Police Chief shall each designate representatives who will act as law enforcement coordinators in the Lucas County EOC for the duration of a given situation, or as required for completion of ESF 13 activities. All law enforcement agencies listed in the Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP) have line of command/succession identified internally.
3. The Sheriff has statutory authority for snow emergencies and situations involving civil disorder during which he can declare a disaster.
4. The majority of law enforcement agencies in Lucas County and/or adjacent to it are signatories of the Northwest Ohio Law Enforcement Mutual Aid Agreement. The Buckeye State Sheriff's Association (BSSA) has a mutual aid agreement that encompasses all 88 counties. Several of these agencies have specialized response capabilities that are identified herein.
5. Law enforcement information, intelligence, and situational awareness are managed locally and through the State Strategic Analysis and Information Center's (SAIC) Contact and Information Management System (CIMS). The State's Terrorism Liaison Program (TLO) and Northern Border Initiative (NBI) each support this mission.
6. Diverse legal guidance can be provided through jurisdictional law departments, the Lucas County Prosecutor, the State Attorney General's Office, and The United State Attorney's Office.
7. The Lucas County Coroner can provide guidance in an emergency/disaster, which results in mass fatalities.
8. The Ohio Law Enforcement Response Plan (LERP) is maintained at the state level and can be activated if ESF 13 activities overwhelm local law enforcement mutual aid response. Activation is managed through the State EOC.

9. The Ohio Governor, to aid civil authority, may activate the Ohio National Guard. Missions and capabilities are fully documented in "OPLAN READY TAG OH."
10. The Lucas County and City of Toledo Emergency Public Safety Answering Point (PSAP)/Communications Center is located in the Lucas County Emergency Services Building at 2144 Monroe, Toledo, Ohio, 43604. Operational communications are directed from this building over an 800 megaHertz (MHz) system (WNCE 682) (see ESF 2 – Communications).
11. The Lucas County EOC is located at the Lucas County Emergency Services Building at 2144 Monroe, Toledo, Ohio, 43604. This facility is normally activated at the authority of the Sheriff and managed by the Lucas County EMA. This does not preclude requests for activation from local jurisdictions directly to Lucas County EMA.
12. All public safety agencies within Lucas County have engaged in NIMS compliance activities and utilize both NIMS and ICS protocols for critical incident management and activation of mutual aid assistance.
13. The primary agency for ESF 13 activities at the state and federal levels are the Ohio State Highway Patrol and the Department of Homeland Security, respectively.

B. Assumptions

1. Large-scale emergencies/disasters/events and incidents will necessitate coordination of all law enforcement agencies in order to expedite assistance to agencies and departments of government in affected areas.
2. Lucas County law enforcement agencies maintain capabilities to effectively respond to a wide variety of emergencies/disasters/events and incidents, and are able to identify when their resources are fully committed.
3. In extended response operations, law enforcement logistical support (vehicles and equipment), as well as personnel, may be required to serve or be used in cases of excessive use, extended stress, and hazardous conditions.
4. Additional law enforcement support may be needed for maintenance, control, and support of evacuation traffic control patterns, community reception and care facilities, and institutions such as hospitals, prisons, and mental institutions.
5. During emergencies/disasters/events and incidents that exceed Lucas County law enforcement capabilities and current mutual aid agreements, provisions of the *Ohio Revised Code* (ORC) may be exercised to obtain additional law enforcement assistance through the LERP, and/or the Intrastate Mutual Aid Compact (IMAC). National Emergency Mutual Aid Compact resources (EMAC) may be requested through the OEMA. ESF

13 coordinators at the Lucas County EOC should identify the type, quantity, and source of additional resources needed to sustain emergency law enforcement operations.

6. NIMS and ICS protocols will generally be applicable to all Lucas County law enforcement activities that support the Lucas County/City of Toledo Emergency Operations Plan (EOP). They will apply specifically to major emergencies requiring partial or full activation of the EOP and/or Lucas County EOC. Law enforcement agencies' chain of command should be prepared to integrate and coordinate law enforcement activities within and among organizations during an emergency.

IV. CONCEPT OF OPERATIONS

A. General

1. The Lucas Sheriff and the County Engineer and the City of Toledo Police Department will serve collectively as the Primary Agencies for ESF 13 needs in an emergency/disaster. They may request the assistance of any and all support agencies
2. Primary Agency representatives may be assigned to Lucas County EOC upon activation to address ESF 13 related needs of the community. These needs may include the following:
 - a. Critical information and intelligence sharing
 - b. Force protection
 - c. Site security at Community reception and care facilities
Institutions such as hospitals, prisons, and mental institutions
 - d. Traffic control
 - e. Public safety
 - f. Civil disorder response
 - g. Investigations
 - h. Specialized CBRNE response and protection of critical infrastructure/key resources during critical incidents.
 - i. Obtain additional law enforcement assistance through the LERP, and/or the IMAC. National EMAC may be requested through the OEMA.
 - j. Expedite assistance to agencies and departments of government in affected areas.
 - k. Support of evacuation traffic control patterns
3. Identify the type, quantity, and source of additional resources needed to sustain emergency law enforcement operations.
4. ESF 13 is activated when public safety and security capabilities and resources are needed to support emergencies/disasters/events and incident operations. These

situations requiring activation of ESF 13 will necessitate expansion of normal task, duties, and responsibilities.

5. Primary agencies, when involved in any response, will be responsible for employment of internal communications, equipment, and facilities to the greatest extent possible. They will also be responsible for maintenance of command structures, tracking of deployed personnel and resources, and listing of available personnel and resources that may be activated.
6. Primary agencies will support law enforcement operations in accordance with current statutes, individual agency policy and procedure, standing orders, and standard operating procedures (SOP). Conflict should be resolved through implementation of Unified Command and/or by the Executive Group at the Lucas County EOC.
7. On-scene incident management shall be accomplished utilizing NIMS and ICS protocol, with operational direction and control the responsibility of the Incident Commander. The on-scene Incident Commander should request activation of the Lucas County EOC sooner rather than later to engage in MAC and allocation of scarce resources.

B. Phases of Emergency Management

ESF 13 identifies activities inherent in the public safety and security mission that must be supported by this EOP and the Lucas County EOC.

1. Mitigation
 - a. Support ongoing risk management activities with emphasis on threat and hazard assessment, critical community vulnerability, and consequences.
 - b. Recommend appropriate countermeasures to minimize critical community vulnerabilities and lessen the consequences of an emergency.
 - c. Monitor and recommend legislation that establishes or maintains emergency preparedness and prevents disorder or lawlessness prior to or during a state of emergency.
 - d. Continue to suggest revision of policies, procedures, doctrines, and training to maintain an effective response and recovery capability.
 - e. Establish and maintain continuing partnerships with local, state, and federal law enforcement agencies to facilitate an effective transition from independent operation to Unified Command if appropriate during the response and recovery phases of an emergency.

- f. Provide for an accurate accounting and inventory of resources and capabilities, especially specialized vehicles, equipment, and teams available for emergency response.
 - g. Maintain directories and other references identifying resources and capabilities available from other law enforcement and support agencies.
 - h. Conduct regular review of emergency operations policies and procedures, and annually review the EOP to include ESF Annexes and Hazard/Common Appendices.
2. Preparedness
- a. Conduct liaison with Lucas County EMA to ensure that the Lucas County EOC is maintained in state of readiness.
 - b. Engage in continuous cycle of planning, training, exercising, and performance improvement for “all hazards” emergency response and recovery to maintain proficiency in all aspects of law enforcement operations.
 - c. Maintain resource inventories at highest practical response capability.
 - d. Distribute current contingency plans for emergency recall, traffic and crowd control, evacuation operations, and other emergency response and recovery operations.
 - e. Provide accurate and timely dissemination of information regarding a pending emergency situation.
 - f. Ensure that ongoing coordination and “all hazards” planning are conducted with multi-agency and multi-disciplinary emergency response partners.
 - g. Monitor Homeland Security Advisory System and raise level of operational capability based on threat level and/or local conditions.
3. Response
- a. Support prompt response to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation.
 - b. Support incident size-up/assessment regarding number of casualties, geographical scope, hazards present, investigation requirements, and resources required; provide notification to dispatch.
 - c. Support establishment of IC/Unified Command.
 - d. Engage in MAC to include staffing ESF 13 at Lucas County EOC upon activation.
 - e. Coordinate as requested the issuance and supply of law enforcement resources, including personnel to the area of the

operation, IC facilities, and the Lucas County EOC. Support activation of emergency recall if necessary.

- f. Furnish incident status reports on casualty and damage observations through established communication channels, and upon activation of the Lucas County EOC, provide the EOC with up-to-date reports in an accurate and timely manner.
 - g. Notify other appropriate emergency responders and support agencies to include local mutual aid partners, and state and federal agencies as necessary or required by law.
 - h. When requested, provide resources to support site security, force protection, and traffic/crowd control in the area of the operation, IC facilities, the Lucas County EOC, and critical infrastructure.
 - i. Support emergency evacuations, search and rescue, warning and notification, and tactical interoperable communication operations as appropriate.
 - j. Support efforts to ensure those with special needs are cared for.
 - k. Support relocation and temporary detention of persons confined to institutions.
 - l. Assist in incident action planning as requested to include plans for supporting emergency recall, mutual aid activation, and responder rehabilitation.
 - m. Maintain accurate records of all emergency law enforcement operations to include accurate accounting of all expenditures during response for potential future reimbursement.
4. Recovery
- a. Support demobilization activities at the direction of the Sheriff/Chief, Lucas County EOC Law Enforcement Coordinator, and/or Incident Commander.
 - b. Support clearing and recovery operations.
 - c. Assist in damage assessments.
 - d. Support return and reentry of evacuees to their homes and the process of family reunification.
 - e. Prepare and/or provide reports and records as necessary.
 - f. Participate in and/or facilitate the after-action review (AAR) process.
 - g. Return to Mitigation Preparedness phase of emergency management.

C. Law Enforcement Planning Considerations

1. Personnel

- a. Identify and continuously monitor law enforcement personnel needs. Consider plans for emergency recall, extended shift operations, and mutual aid.
- b. Each law enforcement personnel who serves within the IC structure for emergencies will normally be supervised by a member of his/her own agency.
- c. Utilization of personnel from any agency must be coordinated through the Incident Commander and/or ESF 13 desk at the Lucas County EOC.
- d. Strict control of law enforcement operations, especially those related to the laws of arrest and use of force shall be clearly delineated by the Incident Commander to ensure compliance with applicable statutes and individual agency policy and procedure. Conflict should be resolved through the Executive Group at the Lucas County EOC.
- e. Caution should be utilized on use of volunteer personnel from other than official law enforcement agencies, should be limited to support or administrative activities, and must be authorized by Sheriff/Chief and/or the Incident Commander.
- f. All personnel shall operate under the established IC structure for the emergency. Self deployment and individual actions are prohibited.

2. Facilities and Equipment

- a. Security shall be provided to a wide variety of locations and facilities during an emergency. The Incident Commander shall make effective use of incident resources including private security, if warranted, to ensure that appropriate security is provided.
- b. Security and transportation of prisoners will follow existing policy and procedure. If any holding facility is threatened or affected by an emergency, alternatives will be addressed by IC, with the Lucas County EOC providing support.
- c. Individual equipment will remain under the control of the individual law enforcement officer. Any specialized equipment shall be issued utilizing controls instituted by the Incident Commander. Only those persons trained in operation or use of issued equipment, and in the case of firearms permitted by law and qualified, will be permitted to use same.
- d. Department personnel shall maintain accurate records and strict accountability regarding loan, use, and return of equipment.

3. Operations

- a. Law enforcement operations will be conducted in a professional manner consistent with each agency's standard operating procedure (SOP).

- b. Incident Commanders should request activation of ESF 2 – Communications if not already accomplished to ensure tactical interoperable communications capability.
 - c. Agency command officers should regularly evaluate their operations and ICS protocol to ensure their agencies can adapt to the demands of emergency law enforcement operations.
 - d. Traffic and perimeter control will be major law enforcement problems during any emergency. The primary law enforcement agencies should maintain close coordination with ESF 1 – Transportation to maximize use of signals and barricades and thus minimize use of manned, fixed traffic posts. Fixed traffic control points may be required at critical locations where effective traffic and crowd control cannot otherwise be accomplished.
 - e. Evacuations, re-entry, and return will also pose a special problem regarding flow of traffic, maintenance of order, and safeguarding of persons and property. Some planning considerations are identified in the Evacuation Incident, and ESF 6 – Mass Care, Housing, and Human Services.
 - f. Intelligence is information that has been vetted and analyzed through existing structures like the State TLO and Ohio Homeland Security’s SAIC. This information regarding an emergency or threat that responders need to know to engage in safe, effective, and efficient operations can take many forms (i.e., casualty/damage reports, descriptions of suspects/weapons, reports of hazards). It is critical that IC avail itself of these structures to maintain situational awareness and disseminate this information as necessary for responder safety. Additional information on these capabilities can be located in the Homeland Security Appendix.
 - g. Generally, public information regarding hazards and threats will be disseminated through the public information arm of IC. Additional guidance can be located in ESF 15 – Public Information, Warning and Notification. Law enforcement officers in the field should refrain from providing information other than that of a general nature to ensure bystanders do not become victims. Officers should refer individuals with a legitimate need to know to the Public Information Officer (PIO).
4. Specialized Units
- a. Tactical Teams – Five Special Weapons and Tactics (SWAT) teams are in Lucas County (Toledo, Lucas County, Oregon, Maumee, and Sylvania City). All are trained to respond to high risk situations, including hostage and kidnapping incidents, sniper deployment, forced entry operations, barricaded persons, civil disorders, and force protection. Many of these officers have also had advanced training in executive and dignitary protection.

- b. Bomb Squad – The Toledo Police Department provides primary support for the Northwest Ohio Bomb Squad (NOBS). The bomb squad is deemed a federal asset and primarily supports jurisdictions within Northwest Ohio. The federal designation allows the team to respond anywhere in the State and in adjacent states under intra-state and national mutual aid agreements (IMAC/EMAC).
- c. Chemical Ordnance Biological Radiological Team (COBRA) – The COBRA team has minimal capabilities for providing law enforcement in a hazardous environment. They can be deployed in support of SWAT, the Bomb Squad, and/or hazardous material (HAZMAT) teams. Most team members have received advanced training in managing civil and threat incidents and the Mobile Field Force concept.
- d. Aviation Unit – Designated “Air One,” the aviation unit is operated by the Toledo Police Department and responds to requests for assistance from law enforcement agencies in Northwest Ohio and Southeast Michigan. The aviation unit is based at St. Vincent’s hospital and is supported by Life Flight Operations.
- e. Marine Patrol – Several agencies have marine patrol assets, but daily operations during the boating season are very limited. The USCG and the ODNR Division of Watercraft can provide assistance in this area.
- f. Mounted Patrol – Although daily operations have been discontinued, both Lucas County and the Toledo Police Department can provide mounted patrol resources to support special events, civil disorder, and search and rescue operations.
- g. BSSA Communication Vehicle and Operator – The Lucas County Sheriff maintains and staffs this tactical interoperable communication asset.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agency

- 1. The Lucas County Sheriff, as the lead law enforcement agency in the County, and the Toledo Police Department will serve as the Primary Agencies for and coordinate ESF 13 activities with the local law enforcement agency in the jurisdiction impacted by an emergency/disaster.
- 2. Any jurisdiction whose community is impacted should send a liaison to the ESF 13 desk at the Lucas County EOC to assist in primary responsibilities for that jurisdiction.
- 3. Agencies will conduct normal day-to-day operations utilizing current organizational structures. Activation of ESF 13 will involve an expansion of those duties performed on a daily basis. Assignment of responsibilities during an emergency will occur by

implementing appropriate NIMS and ICS protocols for integration of multi-agency and multi-disciplinary response.

4. The Toledo Police Department Emergency Services Unit, in conjunction with Lucas County EMA, is tasked with “all hazards” emergency operations planning, and will serve as the primary point of contact for modifications to this ESF 13 document.
5. ESF 13 Primary Agency responsibilities include:
 - a. Respond to and manage requests for ESF 13 resources
 - b. Critical information and intelligence sharing
 - c. Force protection
 - d. Site security at Community reception and care facilities
Institutions such as hospitals, prisons, and mental institutions
 - e. Traffic control
 - f. Public safety
 - g. Civil disorder response
 - h. Investigations
 - i. Specialized CBRNE response and protection of critical infrastructure/key resources during critical incidents.
 - j. Obtain additional law enforcement assistance through the LERP, and/or the IMAC. National EMAC may be requested through the OEMA.
 - k. Expedite assistance to agencies and departments of government in affected areas.
 - l. Support of evacuation traffic control patterns

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested by the ESF 13 primary agency if feasible.

1. Other Jurisdictional Law Enforcement – Fifteen police agencies operate independently in Lucas County. Most are signatories to the Northwest Ohio Law Enforcement Mutual Aid Agreement. It is likely that mutual aid will be activated in response to an emergency/disaster prior to activation of ESF 13 and the Lucas County EOC. These agencies may be requested to provide resources as necessary and available for public safety and security.
2. The Lucas County Commissioners and Municipal Mayors – The chief executives of county and municipal corporations or their designees serve as members of the policy group at the Lucas County EOC in emergency/disaster operations. They should ensure provision of support for ESF 13 activities by agencies

under their umbrella of responsibility as necessary (i.e., legal, fiscal, information technology [IT]). Additionally, they are chief conservators of the peace within their communities, so in support of ESF 13 they shall designate appropriate law enforcement representation to the Lucas County EOC for the duration of its activation.

3. Jurisdictional Fire and Rescue – Fire and rescue shall engage in a myriad of support activities, the majority of which will relate to their primary functions in ESF 4 – Firefighting, ESF 8 – Public Health and Medical, ESF 9 – Search and Rescue, and ESF 10 – Oil and Hazardous Materials Response.
4. Jurisdictional Public Works/Service – Specific support functions available are detailed under ESF 1 – Transportation and ESF 3 – Public Works and Engineering.
5. Lucas County EMA – This agency provides for activation and management of the Lucas County EOC, the EOP, and MAC activities through ESF 5 – Emergency Management.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. Ohio State Patrol and Ohio National Guard – The Ohio State Highway Patrol has primary responsibilities for state facilities located within the County. The Governor has the authority to aid civil authority in emergency/disaster situations through activation of the Ohio National Guard, whose missions and capabilities are fully documented in “OPLAN READY TAG OH.”
2. USCG – The USCG staffs a Marine Safety Unit and a Coast Guard Station in Lucas County. The USCG has a myriad of marine patrol assets that can assist in an emergency/disaster.
3. ODNR – The ODNR has three law enforcement divisions that are represented in Lucas County: Division of Parks, Division of Watercraft, and Division of Wildlife. These have principal responsibility for ODNR properties and Ohio waterways. They possess a variety of marine and land-based patrol assets, and heavy equipment that can be utilized in an emergency/disaster.
4. Federal Law Enforcement – Several federal law enforcement agencies have resident offices in Lucas County. All have specific jurisdiction. Their roles in an emergency/disaster are articulated in the National Response Framework (NRF). The FBI operates the Toledo Area Joint Terrorism Task Force, which has primary jurisdiction for terrorism (see Appendix 5 - Homeland Security).

VI. ADDENDUMS

ESF 13 - Public Safety & Security Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 13 - PUBLIC SAFETY AND SECURITY CHECKLIST

MITIGATION

- Engage in ongoing risk management activities.
- Recommend appropriate countermeasures.
- Monitor and recommend legislation.

- Continue to develop and revise policies, procedures, doctrines, and training.
- Establish and maintain continuing partnerships.

- Provide for an accurate accounting of inventory.
- Maintain directories and other references.
- Conduct regular review of emergency operations policies, procedures, plans, and emergency support functions (ESF).

PREPAREDNESS

- Keep the Emergency Operations Center (EOC) maintained in state of readiness.
- Engage in continuous cycle of planning, training, and exercising.
- Maintain and update resource inventories and personnel listings.
- Review mutual aid agreements annually.
- Distribute current contingency plans.
- Provide accurate and timely dissemination of information.
- Ensure that ongoing coordination and "all hazards" planning are conducted with multi-agency and multi-disciplinary emergency response partners.
- Monitor Homeland Security Advisory System to determine level of operational capability based on threat and/or local conditions.

RESPONSE

- Support response to all emergencies with emphasis on priorities of life safety, incident stabilization, property preservation, and environmental preservation and conservation.
- Support incident size-up/assessment.
- Support establishment of Incident Command (IC)/Unified Command.
- Staff the Lucas County EOC ESF-13 Desk to support Multi-Agency Coordination (MAC).
- Coordinate issuance and supply of law enforcement resources.
- Furnish incident status reports.
- Notify appropriate emergency responders.
- Support site security, force protection, and traffic and crowd control activities.
- Support access control to restricted areas.
- Coordinate effective emergency medical ingress and egress.
- Assist in implementation of proactive crime prevention strategies.
- Support protection of critical infrastructure/key resources.
- Support emergency evacuations, search and rescue, warning and notification, and tactical interoperable communication operations as appropriate.
- Support efforts for those with special needs.
- Support relocation and temporary detention of persons confined to institutions.
- Maintain accurate records of all emergency law enforcement operations.

RECOVERY

- Support demobilization activities.
- Support clearing and recovery operations.
- Assist in damage assessments.
- Support return and re-entry of evacuees to their homes and the process of family reunification.
- Prepare and/ or provide reports and records as necessary.
- Participate in and/or facilitate after-action review (AAR) of emergency response
- Return to Mitigation/Preparedness phase of emergency management.

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**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 14
LONG-TERM COMMUNITY RECOVERY AND MITIGATION**

PRIMARY AGENCY: United Way of Greater Toledo
Toledo Area Ministries

SUPPORT AGENCIES: American Red Cross (ARC)
Lucas County Emergency Management Agency (EMA)
Lucas County Jobs and Family Services/The Source
Volunteer Organizations Active in Disasters (VOAD)
Area Office on Aging of NW Ohio, Inc.
Hospital Council of Northwest Ohio
Lucas County Board of Mental Health
Lucas County Health Department

RESOURCE AGENCIES: Ohio Emergency Management Agency
The OSU Cooperative Extension

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 14 – Long-Term Community Recovery and Mitigation is designed to ensure coordination of short-term and long-term recovery and mitigation activities in Lucas County, Ohio, for families, businesses, government entities, and certain non-profit organizations. It provides a framework for governmental support to non-governmental organizations and the private sector. This support consists of the available programs and resources of governmental, non-governmental, and private-sector agencies to enable recovery and to reduce, mitigate, or eliminate risk from future incidents where possible. These organizations may conduct needs assessments and may coordinate damage assessment and information gathering to identify disaster-related, uninsured losses and other types of supplemental assistance needed for short- and long-term recovery and mitigation.

B. Scope

The concepts in ESF 14 apply to appropriate governmental departments, non-governmental agencies, and the private sector following a significant incident or disaster that affects the recovery of our community. ESF 14 supports a coalition that serves to coordinate, manage, and set priorities and strategies so that recovery moves forward. Support and resources may vary depending upon the extent and type of incident, potential for long-term consequences, and need for restoration. ESF 14 will likely be activated for large-scale events that require governmental assistance to address impacts in areas such as housing, business, employment, and

infrastructure throughout Lucas County. This ESF may also be activated for smaller scale events, regardless of cause or hazard, when necessary.

II. POLICIES

- A.** Government agencies within Lucas County will provide recovery assistance to the affected areas. The Lucas County EMA will coordinate activities and assessments of need for additional assistance through the ESF 14 Coordinator. These activities, for most events, begin at the Lucas County Emergency Operations Center (EOC), where staff works to gather data regarding the severity and extent of the incident.

Lucas County/City of Toledo government agencies will provide recovery assistance to the affected areas. Lucas County EMA will be the lead agency in gathering data regarding the severity and extent of the incident and assessing need for additional assistance through ESF 14.

- B.** Local government support is based on the type, extent, and duration of the disaster or event and recovery period. Should the event exhaust local resources and mutual aid agreements, the State of Ohio will be asked to provide assistance. Should the event exhaust state resources, the Federal Government will be asked to provide assistance.
- C.** Long-term community recovery and mitigation efforts focus on permanent restoration with emphasis on mitigation of future impacts of disaster where possible. The Lucas County All-Hazards Mitigation Plan identifies actions to reduce the risks associated with potential losses within the County.
- D.** When it becomes apparent that local jurisdictions will qualify for federal disaster relief, a preliminary damage assessment (PDA) process must be completed. Lucas County EMA leads the PDA effort with quick evaluations of affected areas normally accomplished by driving through the affected areas for assessment.
- E.** The ESF 14 Coordinator shall facilitate coordination among supporting agencies and provide resources to ensure that coordination processes are consistent with stated incident management objectives.
- F.** Because all emergency or disaster events are unique, ESF 14 will not address economic policymaking and reconstruction strategies prior to any event.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. A natural or man-made emergency or disaster that will impact the County and its governmental entities may occur at any time, and produce need for documentation of the damage. ESF 14 is applicable to all events.

2. The Lucas County EMA Director monitors events as these occur to determine potential for localized or wide county impact. As part of this assessment, the EMA will initiate the “Initial Incident Assessment Procedure” as outlined in Lucas County Emergency Operations Plan (EOP). State and/or federal recovery assistance may not be required for all emergency or disaster events.
3. Immediate, short-term, and long-term recovery and mitigation activities will occur concurrently with activities of other ESFs that focus on immediate needs of impacted citizens.
4. Events that exceed local governmental, voluntary organizations, and/or private sector response and recovery resources, including insurance, will require the Lucas County EMA to request state and/or federal supplemental disaster recovery assistance. State and/or federal disaster assistance does not supplant local resources.
5. Catastrophic emergencies or disasters of national significance will result in modified, expedited actions. However, ESF 14 will coordinate with other ESFs as needed to identify needs and track relief efforts prior to and after seeking federal disaster assistance.
 - a. Immediate ESF 14 priorities are to save lives, stabilize the event, and preserve property; these frequently overlap with the response phase. These priorities may be: emergency debris removal; delivery of potable water; support for aging, disabled, and institutionalized special needs populations; emergency temporary housing beyond basic sheltering; heating; medical assistance; and disaster- related mental health assistance.
 - b. Short-term ESF 14 priorities are to determine the type and level of assistance available. This may begin with coordinating a damage assessment in the affected area as soon as it is safe to enter. This assistance may come from the State or Federal Government, and may include individual assistance and public assistance.
 - c. Long-term priorities will mainly be those that take more than 6 months to complete.
 - d. Guidance on damage assessment is offered through the Lucas County EMA and Ohio EMA (OEMA) to streamline the process of determining the level and type of assistance available, and is accessible through such resources as the Damage Assistance Tool Box and the Preliminary Damage Assessment Field Guide.
 - e. Immediate technical assistance on short- and long-term recovery and mitigation priorities is available to local governmental decision makers during a disaster through state agencies such as the OEMA, Ohio Department of Health

(ODH), Ohio Environmental Protection Agency (OEPA), and the Public Utilities Commission of Ohio (PUCO).

6. The County's immediate and short-term recovery and mitigation activities are to be coordinated by ESF 14 with the support of governmental, community service, and faith-based organizations. Long-term recovery and mitigation will be coordinated by a consortium of organizations that will comprise a special task force to address unmet needs and long-term strategies for recovery.

B. Assumptions

1. Immediate disaster assistance, aid, and relief will be provided by the affected community, volunteers, and community service organizations with responsibility for specific needs.
2. Immediate aid to individuals and families may be limited to allocations of donated food and clothing or provision of vouchers that can be redeemed at area merchants.
3. An estimated 20-25% of an affected population will seek temporary sheltering. Temporary sheltering will be limited in most cases to 3 days except for extreme situations. Short-term lodging may be available for up to 30 days, with extensions on a case-by-case basis.
4. Short-term federal disaster aid will take the form of a cash allotment or loan for qualified applicants, while long-term aid will address transitional housing, relocation, unemployment compensation; job training; counseling services; and mitigation projects.
5. Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested by the ESF 14 primary agency.

IV. CONCEPT OF OPERATIONS

A. General

1. The **United Way** and **Toledo Area Ministries** will be the ESF 14 Primary Agencies. They will coordinate with other organizations and Support Agencies to identify and meet the immediate, short- and long-term needs of individuals and families. Additional needs may include:
 - a. Assisting affected jurisdictions in identifying their recovery needs.

- b. Identifying and obtaining sources of donated food and clothing or provision of vouchers that can be redeemed at area merchants.
- c. Plan for and identify short term 3-day sheltering for an estimated 20-25% of an affected population.
- d. Identify and obtain Short-term federal disaster aid in the form of a cash allotment or loan for qualified applicants
- e. Identify and obtain long-term aid that addresses transitional housing, relocation, unemployment compensation; job training; counseling services; and mitigation projects.
- f. Primary and support agencies will conduct joint planning activities with affected jurisdictions to plan for recovery and establish recovery priorities

B. Phases of Emergency Management

- 1. Mitigation
 - a. ESF 14 may participate in PDAs to document Hazardous Mitigation Grant Programs (HMGP) projects, as well as to identify potential mitigation projects.
- 2. Preparedness
 - a. The Lucas County EMA, in coordination with community service organizations and volunteer groups, has prepared a Recovery Operations Plan along with several Appendices related to Short and Long Term Recovery. These documents are reviewed annually and updated as needed for use by ESF-14.
 - b. Local departments and individuals have been identified and trained in Damage Assessment operations.
 - c. Community Service Organizations and departments of local government maintain and coordinate the delivery of a variety of programs that support Long Term Recovery.
- 3. Response
 - a. ESF 14 will coordinate with ESF 5 (Emergency Management) to complete a PDA that will provide an estimate of dollar damages to homes, businesses, public facilities, and the extent to which the immediate emergency needs of the public are unmet.
 - b. ESF 14 will coordinate with ESF 6 (Mass Care, Housing, and Human Services) in order to continue to consider and refine as necessary short- and long-term priorities with all appropriate

agencies and non-governmental organizations such as the ARC, United Way, and Ohio VOAD.

4. Recovery
 - a. Immediate recovery related needs of individuals generally fall into four categories: sheltering, clothing, food and water needs of individuals. These basic needs are generally met by community service organizations such as the ARC although many citizens and other private sector or faith-based organizations often step in to deliver humanitarian assistance as needed. ESF 14 will coordinate with these organizations to facilitate the process of recovery at each step.
 - b. Short Term recovery assistance is often a combination of private and public sector aid and services to individuals and businesses. This aid will often take the form of individual grants and loans.
 - c. Long Term recovery is generally a mission of community service organizations. Some businesses in the private sector have set aside funds for community disaster relief or donate materials and services. Many faith-based communities have missions built upon serving victims of disasters. ESF 14 will facilitate the development of Long-term recovery committees made up of citizens, local officials businesses and officials of local government to coordinate long term recovery operations.

C. Planning Considerations

1. Personnel
 - a. In addition to organizational staff many of the needs of long term recovery will be addressed through volunteer programs coordinated by VOAD with the support of the United Way and local EMA offices.
 - b. Key to any long term recovery is a trained and certified Case Worker.
 - c. Loaned executives can be used to augment staffing in a recovery.
2. Facilities and Equipment
 - a. Without direct aid and assistance from State and Federal organizations, many jurisdictions provide for the unmet needs of a community through and effective mutual aid programs between jurisdictions.
 - b. Local jurisdictions may need to relocate essential operations to another facility or move to a backup site per their Continuity of

Operations (COOP). Often facilities and equipment can be loaned at low or no cost to a jurisdiction that has lost a critical facility.

- c. Long term recovery operations and delivery of services can last for weeks, months or even years following a catastrophic incident. Organizations and individuals involved in Recovery generally use existing offices and facilities when operations continue for an extended period. ESF-14 will facilitate the continued involvement of all organizations throughout the recovery period.

3. Operations

- a. Long Term Recovery operations begin about the same time as the emergency response and short term aid is winding down. This can result in a change of attitude on the part of many organizations and individuals who may feel that most of the needs of an affected community have been met. ESF-14 will work with community service and faith-based organizations as well as volunteers to facilitate the continued recovery efforts.

4. Specialized Resources/Units

- a. Long Term Recovery will usually involve the need for one or more professional Case Workers to manage individual needs that may be financial, physical or mental health related.
- b. The financial needs of an affected community may require extensive outside fund-raising efforts that generally are managed by an organization that is delivering services.
- c. When local industries are destroyed many individuals will require training in new job skills with the help of local institutions.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary Agencies

United Way of Greater Toledo (UWGTOL) and the Toledo Area Ministries Association are the Primary agencies for ESF 14.

- 1. United Way of Greater Toledo will:
 - a. Ensure UWGTOL representative reports to the Lucas County EOC.
 - b. Establish contact with neighboring United Ways to either apprise them of our situation or put them on ready to assist in Lucas County or to coordinate a multicounty assistance effort.
 - c. Obtain data on unmet needs.

- d. Assist in raising donations to assist the displaced in the community.
- e. Assist in raising donations to help in the recovery effort.
- f. Partner with other social service agencies and faith-based, organizations to plan for reentry and short- and long-term recovery and rebuilding of the community,
- g. Coordinate with and seek assistance from the national United Way Organization.
- h. Establish UWGTOL 211 Information and Referral Service.
 - i. Begin gathering information on available aid and shelters.
 - ii. Coordinate shelters, food, medical services, and vaccination sites with ESF 6, 8 (Public Health & Medical) and 11 (Agriculture, Food & Water).
 - iii. Prepare disaster resources list of contacts, telephone numbers, and websites of disaster assistance organizations.
 - iv. Obtain information on number of needs and unmet needs.
 - v. Obtain information on agencies collecting donations, purposes of the donations, and where the donations can be sent or collected.
 - vi. Provide assistance to call-ins, directing the client to the appropriate service and/or agency.
 - vii. Establish the UWGTOL Volunteer Center.
 - viii. Begin to prepare a list of the type of volunteers needed to assist in the recovery and mitigation effort.
 - ix. Establish a “Volunteer Solution Event Manager” to obtain names of agencies needing volunteers, and the number and type of volunteers needed by each agency.
 - x. Begin preparation to open a Volunteer Reception Center (VRC).
 - xi. Open the VRC if directed by the Lucas County EMA. And in coordination with ESF 6.
 - xii. In Coordination with ESF 15 (Public Information, Warning, and Notification), Provide Public Service Announcements (PSA) to the Lucas County EMA for broadcast about the

location of the VRC and number and type of volunteers needed.

xiii. Provide for recruiting and training of volunteers to assist governmental and non-governmental organizations (NGO) that will assist affected and/or reentering people to complete the necessary forms and applications for receiving local, state, or federal assistance.

xiv. Through the Lucas County EMA, provide for feeding and sheltering of volunteers at the VRC, those assisting at recovery sites, and those coming into the County to assist.

2. Toledo Area Ministries will

- a. At the local level, provide needs assessment, canvassing, and information distribution to support local operations.
- b. Provide assistance with emergency food through the food pantry network (Feed Your Neighbor).
- c. Provide assistance with local housing resources and short-term lodging.
- d. Provide assistance in repairing and rebuilding homes.
- e. Provide assistance with unmet needs related to obtaining/completing permanent housing.
- f. Provide assistance to the homeowner and the local government with debris clearance and removal.
- g. Provide mud-out clearance and sanitizing of homes and basements.
- h. Seek to provide financial assistance to affected individuals and families for unmet needs.
- i. Participate in community long-term recovery committees to help identify individual and community needs.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested by the ESF 14 primary agency.

1. ARC

- a. Provide long-term individual and family services.

- b. Provide case management, assistance with unmet needs, and health and human services both directly and through other agencies.
 - c. Provide short-term shelters, food, volunteers, and other resources.
2. Lucas County Job and Family Services (LCJFS)
- a. Provide temporary assistance to needy families (TANF).
 - b. Coordinate Federal Disaster Food Stamp Program.
 - c. Coordinate medical assistance programs.
 - d. Provide representatives to give assistance to affected individuals.
 - e. Assist in reuniting families and provide missing person information.
 - f. Provide economic assessment.
3. The Source
- a. Provide job training and retraining assistance.
 - b. Conduct event unemployment programs.
 - c. Coordinate Federal Disaster Unemployment and Re-Employment Assistance.
4. VOAD
- a. Provide needs assessment, canvassing, and information distribution to support local operations.
 - b. Provide assistance with local housing resources and short-term lodging.
 - c. Provide assistance in repairing and rebuilding homes.
 - d. Provide assistance with unmet needs related to obtaining/completing permanent housing.
 - e. Provide assistance with debris clearance and removal to the homeowner and the local government.
 - f. Provide mud-out clearance and sanitizing of homes and basements.
 - g. Participate in community long-term recovery committees to help identify individual and community needs.

- h. Possibly provide financial assistance to affected individuals and families for unmet needs.
- 5. Lucas County EMA
 - a. The Lucas County EMA PIO is the only member of CMRT or ESF 14 advisory body allowed to release information to the media (as authorized by Lucas County EMA).
 - b. If media are authorized to attend CMRT or ESF 14 advisory body meetings, escort media to proceedings.
 - c. Prepare information to be released through the JIC, on CMRT or ESF 14 advisory body proceedings, recommendations, damage assessments, or requests for state and/or federal aid.
- 6. Area Office on Aging of NW Ohio, Inc. (AOoA)
 - a. If requested, have an AOoA liaison report to the Lucas County EOC ESF 14 to represent the interests of adults age 60 and over during all phases of the declared event.
 - b. Inform impacted adults age 60 and over of disaster assistance programs, resources, and availability of gap-filling services:
 - i. Chore – debris removal, cleaning, and sanitation
 - ii. Legal services
 - iii. Transportation
 - iv. Meals
 - v. Minor repairs
 - c. Provide advocacy and follow-up to older adult victims in establishing eligibility and assistance in completing applications for disaster assistance programs.
 - d. In cooperation with disaster relief organizations, help to identify and meet the unmet and long-term needs among older adults in the affected area.
- 7. Hospital Council of Northwest Ohio
 - a. Establish contact with local, regional, and/or state agencies to gather and share information on behalf of Lucas County and/or regional hospitals.
 - b. Gather situational assessment information from health care facilities upon request of the Lucas County EOC.

- c. Maintain a listing of unmet healthcare supply, service, and facility needs.
 - d. Assist with regional coordination of hospital and health care facilities to assist with medical surge capacity as needed.
 - e. Gather and share information concerning ODH and HHS benefit and recovery programs for hospitals and healthcare facilities. healthcare services.
8. Lucas County Board of Mental Health
- a. Provide guidance on and the temporary sheltering of behavioral healthcare facility patients,
 - b. Coordinate the provision of treatment of victims suffering from disaster related mental disorders in the short and long-term result of the event,
 - c. Establish contact with state mental health and related agencies to augment the provision of supportive services to disaster victims,
 - d. Provide clinical consultation services to Lucas County EOC staff.
9. Lucas County Health Department
- a. Establish contact with ODH to advise on local public health and private medical and healthcare situation,
 - b. Collaborate on the restoration of public health and private medical and healthcare services,
 - c. Provide technical consultation on necessary services needed to meet the long-term physical and behavioral health needs of the affected population,
 - d. Coordinate the linking of ODH and Health and Human Services (HHS) benefit programs.
 - e. Provide technical assistance on impact analysis and recovery planning of public, private, and other healthcare services.
 - f. Ensure adequate supplies of vaccines.
 - g. Provide and ensure protection of food supplies to shelters and congregate sites.
 - h. Ensure community drinking water is safe.
 - i. Advise and assist other agencies to ensure proper community sanitation.

- j. Provide public health advisories as necessary.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. The OSU Cooperative Extension – Provides community planning support including strategic planning and meeting facilitation. They have the ability to bring the knowledge base of the OSU to local problems.
2. OEMA - Provides support for recovery operations that exceed the capability of local jurisdictions.

VI. ADDENDUMS

ESF 14 - Long-term Community Recovery & Mitigation Checklist (attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information (attached at end of the ESF Section of EOP)

ESF 14 - Phases of Recovery

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 14 - LONG-TERM COMMUNITY RECOVERY & MITIGATION CHECKLIST

<p style="text-align: center;">MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities. <input type="checkbox"/> Recommend appropriate preparedness measures. <input type="checkbox"/> Continue to develop, review, and revise policies, procedures, plans, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to State for review and acceptance. <input type="checkbox"/> Maintain an Emergency Operations Center (EOC). <input type="checkbox"/> Maintain directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action review (AAR) analysis sessions. 	<p style="text-align: center;">PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep the EOC maintained in state of readiness. <input type="checkbox"/> Monitor emergency communications systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using the National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP) concepts. <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Develop continuity of government (COG) plans for all departments. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Coordinate "all hazards" planning with multi-agency and multi-disciplinary emergency response partners. <input type="checkbox"/> Distribute current contingency plans.
<p style="text-align: center;">RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to all requests from local jurisdictions for emergency assistance. <input type="checkbox"/> Conduct Initial and preliminary damage assessments (PDA). <input type="checkbox"/> Activate the EOC and staff Emergency Support Functions (ESF) positions as needed in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Notify local, regional, and state officials per standard operating procedures (SOP). <input type="checkbox"/> Furnish incident status reports to local and state officials. <input type="checkbox"/> Coordinate emergency warning and notification per SOP. <input type="checkbox"/> Support emergency evacuations operations as appropriate. <input type="checkbox"/> Coordinate with ESF-6 for mass care and sheltering including special needs populations. <input type="checkbox"/> Coordinate relocation, re-entry, and return of populations. <input type="checkbox"/> Maintain records of all emergency operations. 	<p style="text-align: center;">RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize emergency services when immediate threat is removed. <input type="checkbox"/> Demobilize and return committed resources including augmentation or other volunteer forces. <input type="checkbox"/> Demobilize selected EOC Staff when ESF is no longer needed. <input type="checkbox"/> Coordinate disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Demobilize EOC when final ESF recovery missions are closed. <input type="checkbox"/> Coordinate detailed damage assessments for each jurisdiction. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in AAR, and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

ESF 14 - PHASES OF RECOVERY

The three phases and the elements that make up each phase are as follows

1. Phase One: Recovery in the Emergency Response

- a. Initial Damage and Needs Assessment.
- b. Disaster Declaration Process.
 - Governors Declaration; State Individual Assistance Grants
 - Governors Declaration; State Disaster Relief Program
 - U.S. SBA Declaration; Loans or Assistance to Families and Small Businesses
 - Presidential Declaration; Individual and Public Assistance Grants
- c. Evacuation.
- d. Temporary Shelter/Care Center Operation.
- e. Provision for immediate delivery of food, clothing, and health-care needs.
- f. Grief counseling services.

2. Phase Two: Post-Response Short-Term Recovery

- a. Continuity of Government (COG) Operations.
- b. Preliminary Damage Assessment.
- c. Unmet Needs Assessment.
- d. Formation of a Disaster Recovery Plan Task Force.
- e. Restoration of Public Health & Safety.
- f. Re-Entry & Return Policy and Procedures.
- g. Donations & Volunteer Management Organizations.
- h. Debris Management/Clearance Operations.
- i. Federal Emergency Management Agency (FEMA) Individual and Public Assistance Applications.
- j. Small Business Administration Loans/Assistance.
- k. Continuity of Operations Plan (COOP) Activation.
- l. Unemployment Assistance as warranted.
- m. Community Social and Economic Services.
 - i. Intermediate Shelter/Lodging.
 - ii. Assistance for food and clothing.
 - iii. Initial repairs to residential structures.

- iv. Replacement of household goods and appliances.
- v. Family support counseling services.
- n. Mitigation Project Assessment and Application.
- o. Local and Intrastate Mutual Aid Agreements.

3. Phase Three: Long-Term Recovery

- a. Planning and Economic Development Task Force.
- b. U-met Needs Referral to Volunteer Organizations Active in Disasters (VOAD) Case Management.
- c. Infrastructure/Essential Services Repair and Restoration.
- d. Mitigation Projects Award & Management as awarded.
- e. Repair, Rebuilding, and Restoration of homes and businesses.
- f. Job Training and Placement Programs as needed.
- g. Mental Health counseling services.

**LUCAS COUNTY/CITY OF TOLEDO
EMERGENCY OPERATIONS PLAN**

**EMERGENCY SUPPORT FUNCTION (ESF) 15
PUBLIC INFORMATION, WARNING AND NOTIFICATION**

- PRIMARY AGENCIES:** Board of Lucas County Commissioners
City of Toledo Department of Public Safety
- SUPPORT AGENCIES:** County and Municipal Public Information Officials
Lucas County Sheriff's Office
Jurisdictional Police, Fire and Rescue Departments
Toledo-Lucas County Department of Health
- RESOURCE AGENCIES:** Ohio Emergency Management Agency

I. INTRODUCTION

A. Purpose

Emergency Support Function (ESF) 15 – Public Information, Warning and Notification provides support to local jurisdictions and emergency service chiefs in response to large-scale incidents and recovery operations for natural, technological, and/or human-engineered emergencies and catastrophic events. ESF 15 supports acquisition and dissemination of information necessary to provide for timely and accurate notifications, warnings, and public information in support of local jurisdictions from a Multi-Agency Coordinating Center (MACC) located within the Lucas County Emergency Operations Center (EOC). ESF 15 serves as the liaison between the local Incident Command Post (ICP), the Joint Information Center (JIC), the Lucas County EOC, and, when needed, local broadcasters in the private sector that provide the Emergency Alert System (EAS) capability. ESF 15 ensures that all organizations are sharing situational awareness and public statements related to response and recovery operations following catastrophic incidents.

B. Scope

ESF 15 proceeds in manner consistent with the Lucas County Emergency Operations Plan (EOP). Initially, public information regarding an incident response will be provided by the Incident Commander or delegated Incident Command System (ICS) command staff. In the absence of a JIC, ESF 15 serves as liaison among the local ICS command staff, the Lucas County EOC, and the Ohio Emergency Management Agency (OEMA). Upon activation of the JIC, ESF 15 coordinates with ICS command staff and the JIC Public Information Officer (PIO) to provide for current situational awareness, as well as recommendations for instructions to the public. ESF 15 supports the PIO to provide for official briefings, press releases, and interviews with Lucas County EOC staff. ESF 15 reviews

previous EAS messages and supports the IC and JIC staff in the preparation of additional messages as warranted.

II. POLICIES

A. Lucas County EMA

1. The Lucas County EMA will maintain an outdoor siren warning system to alert the public in all jurisdictions to imminent and/or ongoing threats from severe storms and tornadoes.
2. The Lucas County EMA will coordinate and maintain the EAS to provide for notification, information, and instructions to the public via commercial media broadcast.
3. The Lucas County EMA will maintain facilities to serve as a JIC.

B. The Emergency Operations Center and Multi-Agency Coordination

The Lucas County EMA will maintain the primary Lucas County EOC, 2144 Monroe Street, to support emergency response and disaster recovery operations. The Lucas County EOC serves as a MACC. The Lucas County EOC is staffed by respective ESF managers who coordinate activities in support of local officials and respective Incident Commander(s) as needed.

C. The JIC

The Lucas County EMA will maintain the JIC, 2127 Monroe Street, to obtain and coordinate information. The JIC will develop press releases, conduct media briefings, and schedule and arrange for media interviews as needed. The JIC is staffed by local, state, and federal PIOs who coordinate the process of providing timely and accurate information and instructions to the public in support of local officials and respective Incident Commander(s).

III. SITUATION AND ASSUMPTIONS

A. Situation

1. The Lucas County EOC and JIC are equipped to support local jurisdictions in response to emergencies. In addition, the OEMA may request activation of the JIC as needed.
2. The Incident Commander, local jurisdiction, and EMA Director will activate the JIC in support of response and recovery operations as needed.
3. Guidelines for emergency planning and preparedness are available for individuals, families, and businesses on the Lucas County, State of Ohio and Federal Emergency Management Agency (FEMA) websites. Public education on how to plan,

prepare for, and respond to emergencies and disasters is shared between the Lucas County EMA and the American Red Cross (ARC).

4. A designated local PIO will manage the JIC in liaison with ESF 15.
5. All ESFs will support the JIC through ESF 15.
6. Multiple systems for communicating alerts, warnings, and notifications, and for providing information to the public, are available to emergency responders and local jurisdictions at any time. Protocols are in place to address the hearing and visually impaired.
7. All agencies and departments listed in EOC ESF Emergency Contact and Resource List, have internal lines of command/succession identified under continuity of operations (COOP)/continuity of government (COG) guidelines.

B. Assumptions

1. All political sub-divisions and non-governmental community service organizations will develop plans, protocols, and procedures in line with guidance provided in the Lucas County EOP Base Plan to support conveyance of public information.
2. All jurisdictions and supporting organizations designate and train spokespersons to effectively provide instructions and other information to the public in emergency situations.
3. The public is aware of the system for alerts and warnings in Lucas County.
4. The availability of primary and/or backup electrical service provides for an effective warning capability. A disruption of power may result in the failure to deliver warnings or instructions to a portion of the affected region.
5. Jurisdictions and organizations that support the Lucas County EOP have developed COOP/COG and capabilities.

IV. CONCEPT OF OPERATIONS

A. General

1. The Lucas County Commissioners and the City of Toledo Department of Public Safety will serve collectively as the Primary Agencies for ESF 15 needs in an emergency/disaster. They may request the assistance of any and all support agencies.
2. ESF 15 is activated in the Lucas County EOC to support incident operations for large-scale emergencies and disasters under

Standard Operating Guidelines (SOG) established by the Lucas County EMA.

3. Activation of ESF 15 will provide support to the Incident Commander of a local jurisdiction and coordination for establishment of a joint information system (JIS).
4. Monitor local media broadcasts and emergency service channels to obtain and assess information in order to provide for accurate and timely reporting of significant facts related to the incident.
5. Survey the Lucas County EOC staff and other support organizations and agencies involved in any emergency response for information and instructions that would be useful to the public and provide for continued public safety and security.
6. Incident management shall be accomplished utilizing ICS principals under National Incident Management System (NIMS) standards.
7. Serves as liaison among the local ICS command staff, the Lucas County EOC, and the OEMA. Upon activation of the JIC
8. Coordinates with ICS command staff and the JIC PIO to provide for current situational awareness, as well as recommendations for instructions to the public.
9. Supports the PIO to provide for official briefings, press releases, and interviews with Lucas County EOC staff.
10. Reviews previous EAS messages and supports the IC and JIC staff in the preparation of additional messages as warranted.
11. Monitor the readiness of county and jurisdiction public warning systems for operational readiness during an emergency.

B. Phases of Emergency Management

1. Mitigation
 - a. ESF 15 will develop and maintain policies, procedures, and training to ensure effective public information, warning, and notification readiness.
 - b. ESF 15 will maintain emergency contact information for local, state, and federal agencies, and for private-sector print and broadcast media for use during the response and recovery phases of an emergency.
 - c. ESF 15 will maintain directories and references identifying local and regional resources and capabilities available from other departments, agencies, and jurisdictions.

- d. ESF 15 will document activities and experiences during actual operations to contribute to an after-action review (AAR) that will lead to a review and recommendations for revisions of existing plans and procedures.
2. Preparedness
- a. Ensure that the Lucas County JIC and countywide warning systems are maintained in a state of readiness.
 - b. Engage in continuous cycle of planning, training, exercising, and performance improvement for “all hazards” emergency response and recovery to maintain proficiency in all aspects of emergency management.
 - c. Assure sufficient resource inventories at highest practical response capability to sustain operations for up to 72 hours.
 - d. Maintain contingency plans for emergency response and recovery operations.
 - e. Be prepared to mobilize for a pending or actual incident.
3. Response
- a. Respond promptly to calls for assistance by coordinating for activation of the Lucas County JIC in support of response and recovery operations.
 - b. Collect information from ongoing incident assessments and other ESF desks to determine the number of casualties, specific impacts, geographical scope, hazards present, and resources committed to provide information to local media outlets per established SOPs.
 - c. ESF 15 will verify the status of any prior warnings and notifications, and coordinate for subsequent activations as needed.
 - d. Conduct and support Multi-Agency Coordination (MAC) upon Lucas County EOC activation.
 - e. Provide incident status summaries for local media representatives on casualty and damage assessments with up-to-date reports in an accurate and timely manner as requested by the Incident Commander.
 - f. Coordinate with and support the JIC to provide timely and accurate information sharing and reporting to the public, including the hearing and visually impaired.
 - g. Maintain accurate records of all emergency operations to support briefings and the AAR process.

4. Recovery
 - a. Coordinate with local, state, and federal PIOs on the concept of operations to support the long-term communication needs of impacted communities.
 - b. Coordinate with ESF 14 (Long Term Recovery and Mitigation) for community service and faith-based organizations providing aid and assistance to individuals and families in order to focus media attention in support of their efforts.
 - c. Provide information on disaster mitigation project applications related to the disaster declaration.
 - d. Coordinate with ICS and ESF 13 (Public Safety and Security) on re-entry and return operations of evacuees to their homes and the process of family reunification.
 - e. Participate in AAR of emergency response.
 - f. Return to Mitigation/Preparedness phase of emergency management.

C. Emergency Management Planning Considerations for Response and Recovery Actions

1. Personnel
 - a. ESF 15 will mobilize the JIC staff and any support personnel in order to support and sustain response and recovery operations as needed.
 - b. ESF 15 will identify and continuously monitor personnel needs of the Lucas County EOC and JIC.
2. Facilities and Equipment
 - a. The primary Lucas County EOC is located on the first floor, 2144 Monroe Street, in the City of Toledo.
 - b. ESF 15 will maintain the capability to broadcast EAS notifications and instructions to the public via commercial broadcast media outlets. The EAS console is located within the 9-1-1 Center that is linked to the designated Primary (WLQR 1370 AM) and secondary (WCWA 101.5 FM) commercial EAS broadcasters.
 - c. The primary Lucas County JIC is located in the Lucas County EMS Training Center, 2127 Jefferson Avenue, in the City of Toledo.
 - d. ESF 15 will maintain the capability to activate the 121 outdoor warning sirens for severe weather and tornadoes. The siren

warning consoles are located in the Sheriff's 9-1-1 dispatch, with a backup console in the Lucas County EMA office. Each console is linked to a transmitter in the Lucas County Corrections Center and a radio signal repeater on a tower located in the vicinity of Arlington and Detroit Avenues in the City of Toledo.

- e. All equipment and material needs of the Lucas County EOC/JIC will be maintained in a constant state of readiness and/or use in support of emergency response and recovery operations. ESF 15 will coordinate with ESF 5 for JIC readiness and support.

3. Operations

- a. ESF 15 will activate the ESF 15 Desk and mobilize the necessary staff and resources to support the Incident Commander.
- b. ESF 15 will collect information and prepare to communicate the initial damage assessment to provide situational awareness to the public in support of local officials, the Incident Commander, and supporting organizations.
- c. ESF 15 will coordinate for notifications per established procedure.
- d. ESF 5 will confirm prior emergency warnings and coordinate for additional activations as needed.
- e. In the absence of a JIC, the ESF 15 will support population-protective measures such as sheltering and evacuation, to include re-entry and return, by transmitting timely and accurate information to local media outlets.
- f. ESF 15 will support and coordinate press releases, media briefings, and conferences as needed.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Primary ESF 15 Agencies

- 1. The Lucas County Commissioners and the Toledo Department of Public Safety will have primary responsibility for ESF 15.
- 2. City of Toledo – The City of Toledo Department of Emergency Services (DES) supports planning and preparedness measures to assure effectiveness of emergency response and recovery operations. DES provides personnel support to a variety of staff and support functions within the Lucas County EOC to include public information, warning, and notification.

3. Lucas County Commissioners and Municipal Mayors – The Chief Executives of the County and Municipal Corporations or their designees serve as members of the Executive Group in the Lucas County EOC during emergency/disaster operations. They are the principal spokespersons for their jurisdictions and ensure that agencies and departments under their administrative responsibility provide support for ESF 15 activities as necessary. The Primary Agencies will:
 - a. Provide support to the Incident Commander of a local jurisdiction and coordination for establishment of a JIS and a JIC.
 - b. Monitor local media broadcasts and emergency service channels to obtain and assess information in order to provide for accurate and timely reporting of significant facts related to the incident.
 - c. Survey the Lucas County EOC staff and other support organizations and agencies involved in any emergency response for information and instructions that would be useful to the public and provide for continued public safety and security.
 - d. Use ICS principals under the NIMS standards.
 - e. Liaise among the local ICS command staff, the Lucas County EOC, and the OEMA. Upon activation of the JIC
 - f. Coordinate with ICS command staff and the JIC PIO to provide for current situational awareness, as well as recommendations for instructions to the public.
 - g. Supports the PIO to provide for official briefings, press releases, and interviews with Lucas County EOC staff.
 - h. Reviews previous EAS messages and supports the IC and JIC staff in the preparation of additional messages as warranted.
 - i. Monitor the readiness of county and jurisdiction public warning systems for operational readiness during an emergency.

B. Support Agencies

Each support agency maintains its authority and whenever possible is responsible for providing appropriate personnel, equipment, facilities, technical assistance, and other support as requested.

1. Lucas County EMA – This agency is responsible for identifying potential risks to the County from natural disasters, technological accidents, and human-engineered incidents. The Lucas County EMA facilitates development of a countywide EOP that outlines

the concept of operation for emergency response and recovery operations. The Lucas County EMA provides for support of local jurisdictions through activation of an Lucas County EOC to serve as a MACC in support of local officials and Incident Command organizations.

2. Jurisdictional Fire and Rescue – Fire and rescue provides for direction, command, and control for most incidents (i.e., firefighting, emergency medical response and mass casualty, search and rescue, hazardous materials (HAZMAT), and weapons of mass destruction (WMD) incident response. The jurisdictional Chief of Fire is most often the Incident Commander and may delegate the function of public information spokesperson.
3. County Sheriff's Office – The Lucas County Sheriff's Office will provide for spokesperson(s) as needed to address public safety issues, as necessary. Sheriff's dispatch operators will activate the public warning systems within the 9-1-1 Communications Center in accordance with SOPs, Sheriff's directives, and protocols.
4. Toledo-Lucas County Department of Health – This agency will provide health advisories as necessary to alert the public.

C. Resource Support Agencies

Resource Support agencies are non county/city resource agencies that coordinate day to day in the City of Toledo and Lucas County. Resources and assistance may be acquired from the based on their agency guidelines, disaster declarations, and day to day statutory authority.

1. OEMA provides administrative support to local EMAs. OEMA provides guidance for development and maintenance of emergency plans. OEMA provides for design of training, drills, and exercises to test plans and procedures. OEMA supports local requests for assistance during declared disasters. OEMA coordinates with local spokespersons through the JIC.
2. FEMA provides administrative and public information support to local EMAs. The Federal On-scene Coordinator (FOC) supports local disaster response and recovery operations for declared disasters, and provides financial aid to individuals, families, businesses, non-profit organizations, and local governments.

VI. ADDENDUMS & REFERENCES

A. Addendums

ESF 15 - Public Information, Notification, and Warning Checklist
(attached at the end of this ESF)

Tab A - Primary, Support, and Resource Agency Contact Information
(attached at end of the ESF Section of EOP)

B. References

Northwest Ohio EAS Plan, dated December 2003

JIC SOG

EAS Activation Procedure

VII. AUTHORIZATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

ESF 15 - PUBLIC INFORMATION, WARNING & NOTIFICATION CHECKLIST

<p style="text-align: center;">MITIGATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct ongoing risk assessment activities. <input type="checkbox"/> Continue to develop, review, and revise plans, procedures, and training. <input type="checkbox"/> Establish and maintain mutual aid agreements. <input type="checkbox"/> Submit plans to local jurisdictions for review and acceptance. <input type="checkbox"/> Maintain a Joint Information Center (JIC). <input type="checkbox"/> Maintain media directories and other references. <input type="checkbox"/> Support post-incident briefings and after-action review (AAR) analysis sessions. 	<p style="text-align: center;">PREPAREDNESS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep the Joint Information Center (JIC) maintained in state of readiness. <input type="checkbox"/> Monitor emergency communications systems. <input type="checkbox"/> Engage in continuous cycle of planning, training, and exercising using the National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP) concepts <input type="checkbox"/> Use special events to validate plans and training programs. <input type="checkbox"/> Develop continuity of government (COG) plans for public information. <input type="checkbox"/> Provide accurate and timely dissemination of information. <input type="checkbox"/> Distribute current contingency plans.
<p style="text-align: center;">RESPONSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Respond to requests from local officials for activation of the JIC. <input type="checkbox"/> Review initial and preliminary damage assessments. <input type="checkbox"/> Activate the JIC and coordinate with Emergency Operation Center (EOC) emergency support function (ESF) positions in support of established Incident Command (IC)/Unified Command System. <input type="checkbox"/> Make notifications and issue press releases to local media per standard operating procedures (SOP). <input type="checkbox"/> Furnish incident briefing forms to local and state officials. <input type="checkbox"/> Coordinate emergency warning and notifications per SOP. <input type="checkbox"/> Coordinate with ESF Desk in EOC for information and availability for interviews. <input type="checkbox"/> Monitor news reports for errors and omissions and issue corrections. <input type="checkbox"/> Maintain records of all emergency operations. 	<p style="text-align: center;">RECOVERY</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demobilize selected JIC Staff as ESF is no longer needed. <input type="checkbox"/> Coordinate information on disaster assistance and other aid and relief operations with local, state, and federal agencies and departments. <input type="checkbox"/> Support short- and long-term recovery operations. <input type="checkbox"/> Demobilize EOC when final ESF recovery missions are closed. <input type="checkbox"/> Prepare and provide reports, documentation, and records as necessary. <input type="checkbox"/> Support and participate in AAR, and document for future Plan revisions as needed. <input type="checkbox"/> Return to Mitigation/Preparedness phase of emergency management.

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ESF Tab A

PRIMARY, SUPPORT, and RESOURCE AGENCY CONTACT INFORMATION

ESF	DEPARTMENT/Contact	E-mail Address	Office Phone	Other Cell	Personal Cell
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Due to the sensitive nature of the contact information, the list of Primary, Support, and Resource Agency Contact Information will be maintained by Lucas County EMA in the master copy of the EOP and provided as necessary to support Emergency Operations Plan activities. Periodic updates will be required and conducted by Lucas County EMA.

III. APPENDICES – HAZARD/COMMON

APPENDIX 1

TORNADO



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I. PURPOSE

- A. The primary purpose of this procedure is to identify the steps to be taken by the departments and agencies of each jurisdiction within Lucas County to mitigate and prepare for, and respond to and recover from the effects of a severe thunderstorm and/or tornado.
- B. This procedure provides information, guidelines, and recommendations for direction and control, communication, administration, and resource management functions that will aid local officials in effectively coordinating among local Incident Commander(s) and other jurisdictions and non-governmental representatives at the Lucas County Emergency Operations Center (LCEOC).

II. SITUATIONS AND ASSUMPTIONS

- A. Lucas County is located in the northeast area of the Maximum Frequency Belt (Tornado Alley) and has a history of severe storm activity, having experienced a Fujita Tornado Damage Scale (F)-5 Tornado in 1964, F-2 Tornadoes in 1989/1992, F-1 Tornado in 1999, and an F-3 to F-4 Tornado in June 2010. See Tab A - Wind Zone Assessment and Tornado Occurrence Map and Tab B - The Fujita Tornado Scale.
- B. Approximately 95% of all severe storms occur between the months of March and July. Nearly 90% of severe storms generally form in a southwesterly direction from Lucas County and move in a northeasterly path. Although severe storms can occur at any time of the day, most develop between the hours of two o'clock in the afternoon and ten o'clock in the evening. All storms vary in intensity, size, track, duration, and time in contact with the ground. As a consequence of these factors, they will vary in amount and type of damage they cause. See Tab C - High Wind/Tornado Hazard Risk Assessment.
- C. Lucas County was designated as a "Storm Ready" jurisdiction by the National Weather Service (NWS) in May 2008.
- D. All eight public school districts and licensed educational institutions are required by state regulation to plan, prepare for, and drill/exercise for the potential of tornadoes.
- E. The County maintains and routinely tests a countywide outdoor warning system made up of 119 warning sirens. The Lucas County Sheriff's Office (LCSO) dispatchers will activate the warning system with a 3-minute steady tone alerting citizens who are outdoors of the approach of severe weather. There is no "all-clear" siren signal. Citizens should remain in safe rooms until the NWS weather alert has expired.
- F. Despite the present distribution of sirens, each unit is designed to provide audible coverage to a limited region (generally 0.25- to 0.5-mile radius). Further, tall trees, large buildings, newer construction, background noise, and wind conditions also limit the ability to hear a siren. These conditions result in gaps in some urban and most rural areas. Institutions, schools, businesses, and the general

public are encouraged to use a tone-activated alert weather radio for primary warning of severe weather conditions.

- G. The recommended safe shelter location is in the center of any building, away from windows and doors, in a confined space, on the lowest floor possible with some type of overhead protection. In schools, businesses, manufacturing facilities, and other institutions, shelter areas should be pre-designated and clearly marked with signs or placards. It is recommended that students, staff, and other employees practice procedures for taking shelter and survival techniques at least once a year.
- H. There may be little or no warning that a tornado has formed or is imminent. For this reason, people need to be as informed and as prepared as possible under conditions of possible tornado formation.
- I. The NWS and National Oceanographic and Atmospheric Administration (NOAA) provide weather information for Northwest Ohio, including Lucas County. This information is updated routinely every 4 hours. Under threat of severe weather, the Weather Service at Cleveland-Hopkins Airport issues an appropriate advisory or alert.
 - 1. A Tornado Watch condition is broadcast via NOAA weather radio and repeated by commercial broadcasters when local conditions indicate the potential for development of a meso-cyclone in affected regions.
 - 2. Tornado warnings are broadcast when a rotating wall-cloud or funnel in the air or affecting the ground is confirmed by NWS radar or local storm watchers. Other privately contracted services provide routine weather forecast and advisory information to the County Engineer, Lucas County Emergency Management Agency (EMA), and other departments.
- J. Countywide emergency service organizations are alerted to the approach of severe weather conditions via NOAA/NWS broadcast and/or commercial radio or television broadcast. Operational plans and procedures contain guidelines for augmenting normal emergency response manpower and equipment resources.
- K. The outdoor (siren) warning system will be activated throughout the County to alert the public to the imminent approach of severe weather conditions and the need to go indoors and access specific information on hazardous conditions. The public should tune into local radio or television broadcast for specific information and take appropriate actions to prevent injuries. When a tornado warning is issued, individuals should immediately go to and remain in safe rooms or other protected areas until the expiration of the NWS warning period. See Tab D - NWS Sky-warn Network.
- L. County and municipal road maintenance, law enforcement, and fire and rescue services are encouraged to implement a policy of critical equipment dispersal for



relocation of resources to remote locations when alerted to the approach of severe storms. This is prudent so as not to have a majority of critical response assets concentrated in one area or in a facility that may be isolated, damaged, or destroyed as a result of severe storms or a tornado. Dispersal of first responders also facilitates reporting of actual storm conditions and rapid damage assessments.

- M. At the approach of any severe weather system, trained volunteer weather watchers report actual local conditions or events through a regional radio network. Amateur radio operators serve on the Sky-Warn Network. They monitor the approach of the storm front and relay observations to the NWS. Other emergency services monitor Sky-Warn on a 2-meter frequency of 146.375 megaHertz (MHZ). See Tab D - NWS Sky-warn Network.

III. Concept of Operations.

A. Fire and Rescue Operations.

1. In advance of severe weather, fire services monitor NOAA/NWS frequencies to be informed of changing and potentially dangerous weather conditions. When alerted to the approach of severe and potentially catastrophic weather, fire services will take measures to disperse critical equipment and personnel and directly monitor storm conditions in their areas.
2. Should severe weather result in a sudden catastrophic event such as a damaging downburst or tornado, fire services are dispatched and respond to incidents within affected jurisdictions under the Incident Command System (ICS).
3. The on-scene Incident Commander will develop an initial sizeup of the incident and will request additional resources as necessary. At the earliest possible time the Incident Commander or designee will notify the Lucas County EMA of the incident and provide an initial damage assessment report that will be forwarded to the State EMA by Lucas County EMA.
4. Potential for severe weather to persist in the area is always a concern of responders. Conditions that may continue to affect the response are continued heavy rainfall, flooding, power outages, and limited visibility.
5. The initial priority of emergency responders is to provide immediate lifesaving and search and rescue (SAR) of survivors. Fire suppression and hazardous materials (HAZMAT) containment may also be required. Depending upon the number of victims the Incident Commander may activate the County Mass Casualty Response Plan. SAR teams may employ heavy equipment to clear roadways of debris and to move material in order to provide access to trapped victims.



6. Lucas County Community Emergency Response Team (CERT) volunteers may provide immediate assistance to their families and community prior to arrival of emergency responders.
7. The on-scene Incident Commander will coordinate with the Lucas County Emergency Medical Services (EMS) dispatchers and local hospitals for transport of injured persons, and with the Lucas County Coroner's Office for care of fatalities. In the event of mass casualties, the Lucas County Mass Casualty Protocol will be activated for patient triage, treatment, and transport.
8. The on-scene Incident Commander will coordinate any temporary evacuation of survivors. Any evacuation order should be made as soon as possible to allow sufficient time for residents to make an orderly departure. The use of mass transit assets of local schools (under *Ohio Revised Code* [ORC] 3301-83-16 – Non-routine use of school buses) or of municipal transit authorities may be warranted for moving transportation-dependent populations such as senior citizens, those who lack personal transport, and the disabled. The Incident Commander will coordinate with American Red Cross (ARC) to provide for temporary sheltering of survivors (see Appendix 10 – Evacuation).
9. Affected Incident Commanders in adjoining jurisdictions should coordinate response actions with their fire service counterparts, and may choose to form a Unified Command structure to improve overall response. Unaffected jurisdictions may be asked to provide support by the LCEOC ESF 4 under existing local mutual aid agreements or the State of Ohio's Intra-state Mutual Aid Compact (IMAC) (see ESF 7 – Logistics Management and Resource Support).
10. Downed electrical wires and leaking gas lines and water mains will require safeguarding to prevent further injuries and property damage. Reports of downed lines will be made to the appropriate utility company liaison and or the LCEOC ESF 12, who will coordinate repairs and restoration efforts to safeguard the public and speed the recovery operations.

B. Law Enforcement Operations.

1. In advance of severe weather, law enforcement communications will monitor NOAA/NWS frequencies and be informed of changing and potentially dangerous weather conditions. When alerted to the approach of severe and potentially catastrophic weather, law enforcement officers and deputies will take measures to disperse critical equipment and personnel, and directly monitor storm conditions in their areas.
2. Should severe weather result in a sudden catastrophic event such as a damaging downburst or a tornado, law enforcement will respond to incidents within affected jurisdictions to provide safety and security under existing ordinances and statutes, and coordinate with Incident Command (IC).

3. Upon notification of a tornado warning from the NWS Cleveland, the LCSO dispatchers will activate the outdoor warning siren system to alert the public. In addition, the LCSO dispatchers may be alerted by any public safety official or Sky-Warn Weather Spotter to a tornado touchdown or sighting of a funnel cloud with rotation. Sirens will be sounded for 3 full minutes followed by a notification to regional commercial broadcasters regarding the nature of the warning. The warning will expire at the time specified by NWS. There is no “all-clear” signal, as sirens may need to be reactivated for additional reports or sightings.
4. The chief law enforcement official on scene is encouraged to physically locate within the existing Incident Command Post (ICP) and integrate law enforcement operations into the IC structure. Close coordination among all emergency response services is essential to an effective response. Unified Command is the best strategy to accomplish this goal.
5. Law enforcement officers will secure routes of access and egress for emergency vehicles while assisting in any area evacuations. Traffic control will consist of route closures, detours, and/or limits on the number and types of vehicles that may be allowed passage.
6. Potential for severe weather to persist in the area is always a concern of responders. Conditions that may continue to affect the response are continued heavy rainfall, flooding, power outages, and limited visibility.
7. If necessary, access to the affected area may be restricted to authorized emergency response personnel by law enforcement under existing local ordinances and state statutes. Re-entry of local residents and business owners will be coordinated through on-scene IC and local authority. Re-entry may be limited by the time of day, the number of individuals allowed entry at any one time, and the amount of time that individuals may remain within the affected zone.
8. Law enforcement will take appropriate measures to prevent further loss of property due to theft by looters. Law enforcement officials can order curfews and other restrictions that may be authorized by the Incident Commander or other local authority.
9. Law enforcement officers will be alert to reports on potential secondary hazards such as downed electrical wires, gas leaks, and hazardous materials. Law enforcement officers will provide resources to safeguard locations of these incidents in order to prevent further injuries until such time as other public- or private-sector resources can be employed.
10. On-scene command may request additional law enforcement support from adjacent jurisdictions under existing local mutual aid agreements, or from the LCEOC ESF 13 via the State of Ohio’s IMAC (see ESF 7 – Logistics Management and Resource Support).

C. LCSO: 9-1-1 Dispatchers

1. The LCSO dispatchers monitor NWS Cleveland for weather alerts and warnings.
2. When advised by NWS Cleveland of the issuance of a tornado warning, LCSO dispatchers will activate the county outdoor (siren) warning system. Sirens may also be activated upon notification of an actual sighting or confirmation of public report of a funnel cloud with rotation, or upon sight of a tornado in contact with the ground by any public safety officer.
3. In the event that the LCSO dispatcher is unable to activate the warning system from the dispatch data terminal, the dispatcher or Lucas County EMA staff can activate the sirens from a computer console located in the EMA administrative office.
4. Upon activation of the outdoor warning system for a tornado warning, the LCSO dispatch supervisor or EMA staff will confirm the activation with the NS Cleveland (see Tab D - NWS Sky-warn Network).

D. Lucas County EMA

1. Local communities may activate their own EOCs to provide for multi-agency coordination (MAC) and may declare a disaster for their own jurisdiction as provided for under local ordinances.
2. Lucas County may activate its EOC to support local on-scene command and provide MAC of response and recovery efforts.
3. On-scene Incident Commanders will rapidly provide an initial damage assessment to the Lucas County EMA/EOC (within 3 hours of incident notification). The assessment will be updated throughout the response to provide an ongoing picture of the scope and impact of the incident. Lucas County EMA will forward the initial assessment to the State EMA office. A formal damage assessment will be completed and forwarded to the State EMA, with any request for a Declaration of Emergency.
4. Communication via radio will be critical, as many landline and cellular phone services may be disrupted. (See ESF 2 – Communications for detailed information on radio networks.).
5. The need for local temporary shelters for evacuees will be coordinated by the local on-scene commander and LCEOC ESF 6, which maintains a list of potential shelter locations and a trained volunteer workforce. (See ESF 6 – Mass Care, Housing, and Human Services).
6. Debris clearance from roads and highways will begin as soon as possible under the direction of the IC (see Appendix 11 - Debris Management).

7. Other departments and organizations not involved or needed for life saving will conduct operations to restore essential services, defined as follows:
 - a) Debris removal to assure access to roadways and other transportation.
 - b) Restoration of utilities, such as water, gas, electricity, and telephone service.
 - c) Support for hospitals, clinics, and nursing homes.
 - d) Implementation of security and law enforcement.
 - e) Pollution control and hazardous materials spill response and cleanup.
8. Other agencies, departments, and organizations will coordinate necessary services as needed through the Incident Commander or the LCEOC in the event that IC has terminated the emergency response phase. These services, for the most part, will be provided in the recovery phase of the disaster and may include the following:
 - a) Health and Safety Services (food and water) (see ESF 8 – Public Health and Medical Services).
 - b) Demolition and Debris removal and solid waste disposal (see ESF 3 – Public Works/Engineering and Appendix 11 - Debris Management).
 - c) Administration of Public and Private Assistance Programs (see ESF 14 – Long-term Community Recovery).
 - d) Long-term shelter/lodging programs (see ESF 14).

IV. DIRECTION AND CONTROL

A. Response

1. The LCEOC is the central point for coordinating multi-agency logistical and administrative support needs of response personnel at the disaster scene via Lucas County agencies and departments and jurisdictions within the County. Within the LCEOC, local officials coordinate emergency support activities. The LCEOC staff gathers and disseminates situation reports and information for the decision-makers and other units of local, state, and federal governments. Through this process, resources can be utilized without duplication of effort and operations can be made more efficient.
2. The decision to activate the primary/alternate LCEOC is made by the EMA Director upon consultation with members of the LCEOC Executive Group and officials of any affected jurisdictions. (See Base Plan and ESF 5 – Emergency Management).

3. Key officials and executive department heads will be notified of any activation of the LCEOC by telephone, personal pager, or radio in accordance with an emergency notification procedure and related call-up roster.
4. LCEOC responders are responsible for conducting emergency support functions assigned to their ESFs or determined by the LCEOC Operations Section Chief. They will respond to and fulfill resource- and service-related requests, develop situational awareness, maintain reports/situation reports (sitrep), and make recommendations to the LCEOC Operations Section Chief as warranted.
5. The Executive Group will develop policy on critical issues regarding the response and support of the response. This will guide the overall relationship between the LCEOC and on-scene command.
6. Internal LCEOC procedures are the responsibility of the EMA Director and the EMA operations staff (see ESF 5).
7. When the LCEOC is not activated, all emergency support functions will be accomplished via the ICP and functional departments under the authority of respective department heads or the Chief Executive Officer for that jurisdiction.
8. Public- and private-sector organizations should be prepared to activate internal continuity of operations (COOP) and continuation of government (COG) plans in order to assure continued delivery of services necessary to recovery.

B. Damage Assessment

1. The initial damage assessment (1-12 hours) will be communicated electronically or in person from the ICP to the Lucas County EMA or LCEOC as soon as possible using a standard format.
2. For large-scale emergencies or disasters, the Damage Assessment Coordinator will coordinate activities from the LCEOC Assessment Group. All damage information will be forwarded to the Status Board Keeper and posted in the LCEOC.
3. The Assessment Group will obtain information and intelligence related to disaster damage and provides ongoing assessments and updates to the State EMA Damage Assessment Coordinator by calling the 24-hour emergency number for Ohio EMA.
4. The damage assessment report may contain information that will aid local emergency responders in prioritizing task and organization of critical resources.
5. Repairs to public facilities will begin as soon as possible. Priority for repairs will be given to those public facilities that are critical to emergency

response operations. County, city, and township resources, including private-sector, will be relied upon for most of the work, with support from state, federal, and other jurisdictions as available. Second priority will be given to restoring essential services.

6. Local jurisdictions will direct operations within their own boundaries; however, each should maintain coordination with the LCEOC, as well as adjacent entities.
7. All requests of the Governors' Office for Proclamations or Declarations of Emergency shall be coordinated through the LCEOC ESF 5 and the LCEOC Executive Group.

V. Organization and Assignments

- A. The Lucas County EMA (ESF 5) is responsible for coordinating activities before, during, and following severe storms and tornados. The Lucas County EMA will provide the following direct support for Lucas County:
 1. Activate the LCEOC as needed.
 2. Communicate "wind-shield" damage report to the State of Ohio.
 3. Prepare Disaster Declaration for officials as needed.
 4. Coordinate detailed damage assessments.
 5. Assist jurisdictions with public assistance grant applications.
 6. Support operations of Disaster Information Center(s).
 7. Collect and maintain detailed records and documentation.
 8. Provide for emergency public notification and media releases.
 9. Manage ESF activities within the LCEOC.
- B. Law enforcement officials should plan for expansion of their normal resources through call-up of off-duty personnel and auxiliaries as needed. Principal concerns/duties in the aftermath of a tornado will be as follows:
 1. Public safety
 2. Protection of property
 3. Traffic control
 4. Coordination with LCEOC ESF 13
- C. Fire services should plan to augment normal response capabilities with additional personnel and volunteers. They may elect to activate mutual aid agreements

with adjoining jurisdictions. The primary focuses of their response will be as follows:

1. Emergency life saving measures
 2. Fire suppression and containment
 3. Emergency search and rescue operations
 4. HAZMAT spill containment
 5. Coordination with LCEOC ESF 4 and ESF 10
- D. EMS will respond to declared medical emergencies. EMS paramedics will stabilize and transport individuals to hospital trauma centers when injuries are life threatening. The EMS will respond as needed in the following ways:
1. Activate the County Mass Casualty Response Plan as needed.
 2. Call private ambulance service for non-life threatening injury.
 3. Establish triage center(s) as needed for mass casualties.
 4. Coordinate support from local hospitals and disaster medical assistance teams.
 5. Provide damage assessment to the Lucas County EMA.
 6. Coordinate with LCEOC ESF 8.
- E. Emergency 9-1-1 Service will take calls from the public and direct them to the appropriate jurisdiction for emergency response by police, fire, and/or EMS.
1. Coordinate with LCEOC ESF 2 and ESF 15.
- F. Engineer, Solid Waste, and Public Works Departments will provide for maintenance of important transportation routes. They will support the following activities:
1. Erect barricades as needed.
 2. Repair damaged streets and public walkways.
 3. Remove and dispose of storm-generated debris.
 4. Provide maps for emergency responders and relief organizations.
 5. Provide for county road and street signage as needed.
 6. Provide damage assessments to the Lucas County EMA.
 7. Coordinate with LCEOC ESF 3 and ESF 1.

- G. Local elected officials may declare an emergency for all or a portion of their jurisdictions. They are encouraged to send a representative to the LCEOC for coordination of any emergency response. They are critical to the response in the following areas:
1. Leadership and public information.
 2. Emergency broadcast messages.
 3. Emergency fund authorization.
 4. Disaster recovery teams representation.
 5. Ensuring unity of command among responders.
 6. Ensuring unified management of the response.
 7. Coordination with the LCEOC Director.
- H. Building regulation inspectors will survey the damage to county facilities and residential/commercial structures in all non-incorporated jurisdictions. They will act to protect the public in the following manner:
1. Specify necessary repairs for safe occupancy of damaged buildings.
 2. Condemn structures that have sustained major damage.
 3. Provide damage assessments to the Lucas County EMA.
 4. Coordinate with LCEOC Manager ESF 14.
- I. Military Liaison Officer
1. Coordinate support of civil/military operations from the LCEOC activated and assigned under state orders.
 2. Provide for additional security forces as needed.
 3. Provide for transportation of personnel and resources.
 4. Coordinate with LCEOC Manager (Operations Section Chief).
- J. Medical/Radiological Protection Professionals
1. Monitor radiological emergencies and obtain information on potential threat to emergency workers and the public.
 2. Analyze and plot any hazardous substance threat on LCEOC maps and coordinate information with Incident Commander(s).
 3. Make recommendations to local officials on protective actions that may be taken for the safety of emergency personnel and the public.

4. Receive reports from field monitors and issue instructions to emergency workers and command officers.
5. Consolidate reports and provide information to state and federal agencies as required.
6. Coordinate with LCEOC ESF 8.

K. Environmental/Agricultural Agents

1. Obtain information on the potential threat to the public from contamination of agricultural products.
2. Issue instructions to farmers and the public on safeguarding crops and animals. Advise on methods that can be used to make food products safe.
3. Provide damage assessment reports to the Lucas County EMA.
4. Coordinate with LCEOC ESF 11 and ESF 10 health and human services officials.
5. Assess and quantify the health threat that may be generated by a disaster.
6. Obtain information on any known or potential threats, and make recommendations to the LCEOC Executive Group
7. Instruct LCEOC staff and field officers on health issues. Advise the public on measures to protect their personal health.
8. Determine the personal needs of any affected population and establish systems to provide resources.
9. Assist damage assessment and other recovery measures.
10. Coordinate with LCEOC ESF 6 and ESF 8.

L. Communications Officers

1. Staff the LCEOC Communications and Dispatch Center.
2. Establish and maintain links with field operations centers, the ICP, adjacent jurisdictions, and state/federal agencies.
3. Monitor emergency radio transmissions and relay messages between the LCEOC and other responders.
4. Maintain communications logs.
5. Supervise amateur radio and PACKET operations.

6. Coordinate with LCEOC ESF 2 and ESF 15.
- M. Public Information Officer (PIO)
1. Direct public information, education, and rumor control functions from the LCEOC.
 2. Perform Public Information and External (PI&E) communication functions from a Joint Information Center (JIC) with links to the LCEOC when activated.
 3. Prepare, review, and distribute official statements and press releases for the LCEOC.
 4. Coordinate media interviews.
 5. Coordinate with LCEOC ESF 15
- N. Message Center Coordinator
1. Expedite LCEOC message flow.
 2. Provide for message accountability.
 3. Provide for posting of information for LCEOC staff.
 4. Maintain message file for reference.
 5. Coordinate with LCEOC Manager (Operations Section Chief)
- O. Shelter/Mass Care Officials
1. Provide for shelter and essential needs of evacuees.
 2. Assist relocation efforts with documentation.
 3. Assist damage assessment in the recovery phase.
 4. Coordinate with LCEOC ESF 6.
- P. LCEOC Operations Section Chief/LCEOC Manager
1. Coordinate Operations of ESFs within the LCEOC.
 2. Brief the LCEOC Executive Group and the LCEOC staff as necessary.
 3. Maintain the EOC(s) in a constant state of readiness.
 4. Review, update, and train personnel in LCEOC operations procedures.
 5. Ensure resource requests are properly managed.

6. Ensure security within the LCEOC.
7. Report to Lucas County EMA Director.

Q. Municipal Officials and Trustees

1. Coordinate with the LCEOC Executive Group during any major emergency that impacts local jurisdictions.
2. Coordinate public warnings and notifications with the LCEOC.
3. Coordinate local Emergency Proclamations/Declarations and request state/federal assistance through the LCEOC.
4. Assist in damage assessment activities in the recovery.
5. Jointly coordinate public information activities.
6. Coordinate with LCEOC ESF 5.

R. Private Sector Liaison/Technicians

1. Support the assessment group with technical knowledge and/or expertise on a given hazard.
2. Advise the LCEOC Executive Group on measures being taken to manage incidents.
3. Provide advice and recommendations to officials and emergency workers on personal protective measures that should be followed.
4. Assist in damage assessment activities in the recovery.
5. Coordinate media relations and press releases.
6. Coordinate with LCEOC ESF 5.

VI. COG

A. The line of succession is as follows:

1. Command: per SOP.
2. EOC Director: per SOP.
3. EOC Operations Officer: per SOP.

B. Succession of authority is in accordance with local ordinance or internal procedures and directives of each participating organization.

VII. ADMINISTRATION / FINANCE

- A. Records and reports.
- B. Personnel rosters, notification lists, etc.

VIII. RESOURCE MANAGEMENT AND LOGISTICS

- A. Equipment, Materials, and Services
 - 1. Equipment, materials, and personnel requests exceeding local capability or memoranda of understanding (MOU) will be coordinated by the appropriate ESF within the LCEOC. Resource requests that cannot be filled by the ESFs will be referred to the EOC ESF 7 (EOC Logistics Section Chief) for disposition.
 - 2. All emergency responders have personal protective equipment (PPE) with which to perform essential assigned tasks in a contaminated environment.
 - 3. Authorization for emergency procurement of equipment, materials, or services will be included in local declarations of emergency.
 - 4. Re-supply of equipment and material that is needed for response and recovery operations will be coordinated by the on-scene ICS Logistics Section with the support of the LCEOC ESF 7 Logistics Section Chief.
- B. Sustainment Assets
 - 1. Emergency responders and support personnel may require material support for sustained operations. Such support would include food, water, shelter, and rest. The on-scene ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and ARC. For longer term needs of responders, the appropriate LCEOC ESF or ESF 7 Logistics Section Chief will coordinate with commercial vendors for identified sustainment support.
 - 2. Temporary shelter units are part of the emergency response assets present in most jurisdictions. Additional temporary shelter assets are available through mutual aid and coordination with the LCEOC ESF 6. Longer term shelter needs will be met through coordination with local jurisdictions for use of existing public buildings such as schools, libraries, and government offices, and with LCEOC ESF 6.
 - 3. Reception centers, care facilities, and public shelters may also support emergency responders' needs.

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. All agencies, departments, and organizations are responsible for reviewing this appendix at least once per year and submitting new or updated information.
- B. All agencies, departments, and organizations are also responsible for developing and maintaining SOPs, mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers, and resource inventories (including source, location, and quantity).
- C. The EMA Director is responsible for printing and distributing changes, updates, and revisions of this appendix to all departments, agencies, and organizations retaining a copy of this plan.
- D. Training and Exercises
 - 1. A Lucas County Operations Officer will attend training on new equipment and will undertake to provide for instruction to other local emergency responders in proper utilization of newly acquired equipment.
 - 2. Exercises and drills will be conducted annually to evaluate planning and performance on functional objectives for all-hazards. A schedule of exercises and drills will be posted annually.
 - 3. Additional training will be conducted as needed or requested by local emergency responders.

X. AUTHORITIES AND REFERENCES

See Section K. of the Base Plan

XI. ADDENDUMS

Tab A – Wind Zone Assessment and Tornado Occurrence Maps

Tab B – Fujita Wind Damage Scale

Tab C – High Wind/Tornado Hazard Risk Assessment

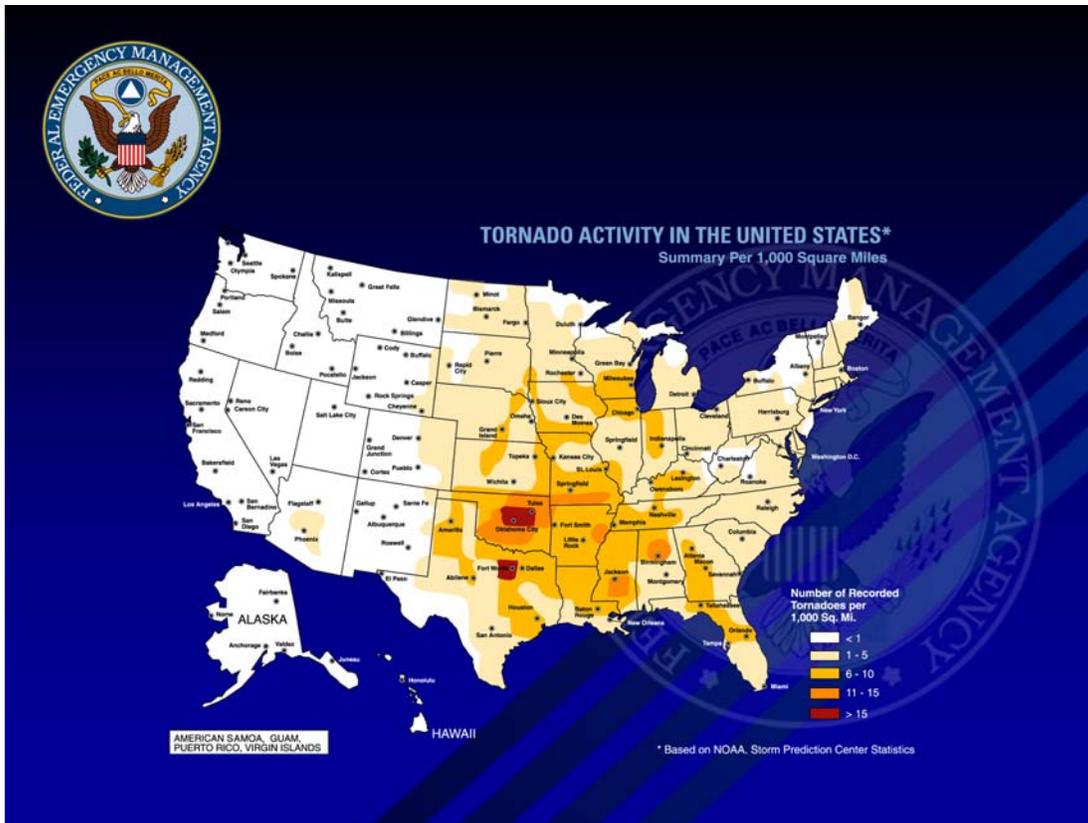
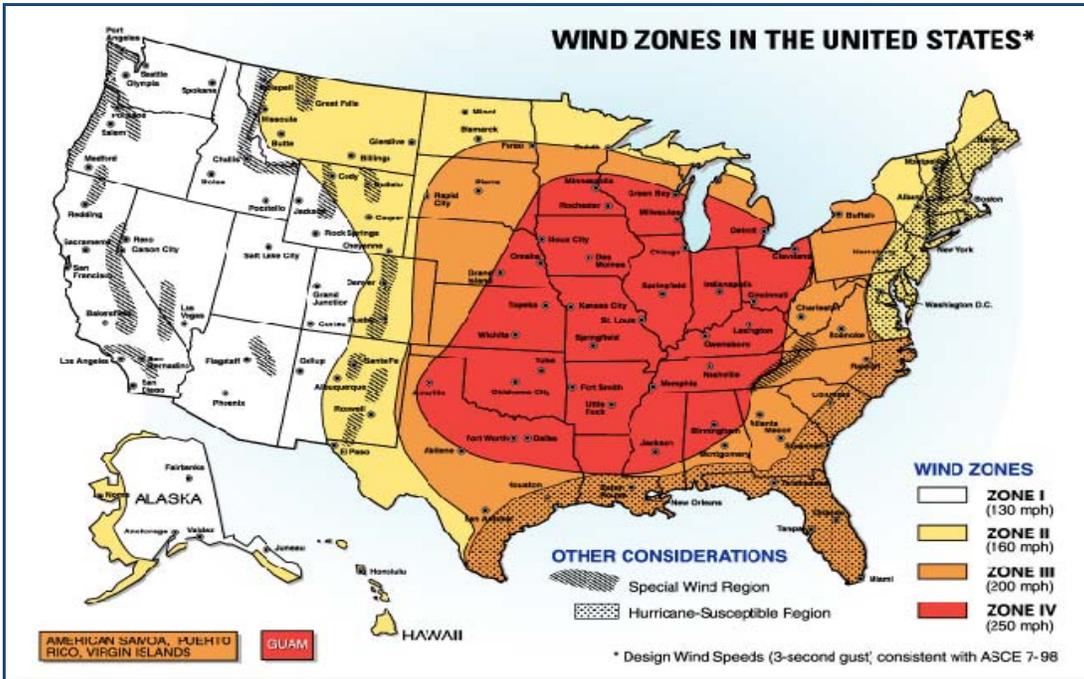
Tab D – NWS Sky-warn Network

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

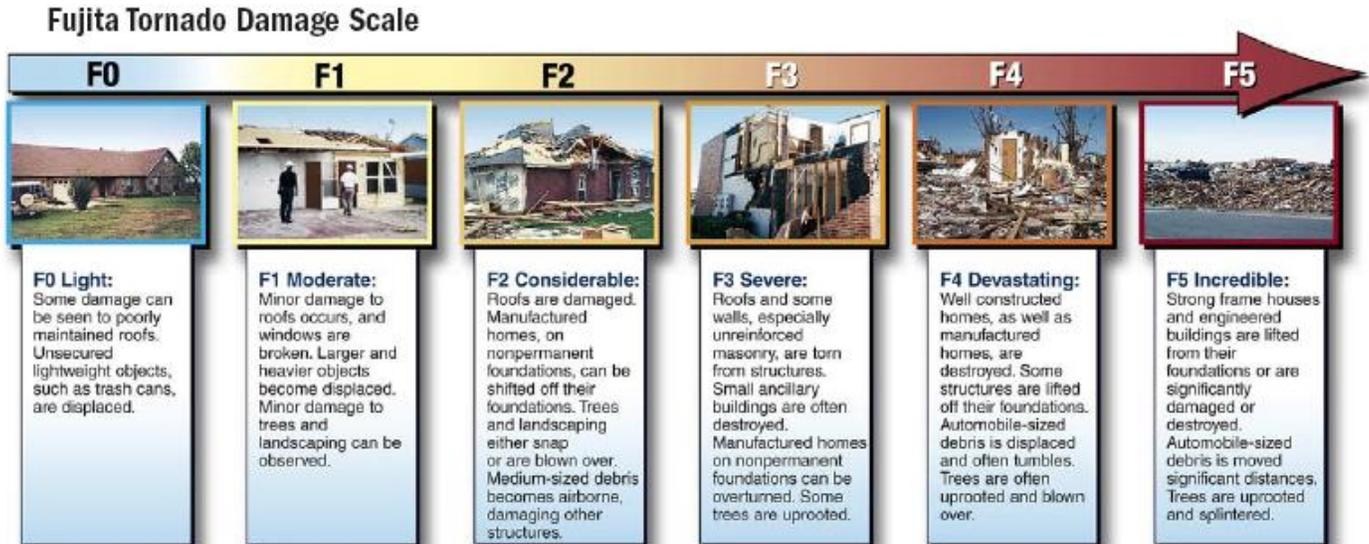
TAB A

Wind Zone Assessment and Tornado Occurrence Maps



TAB B

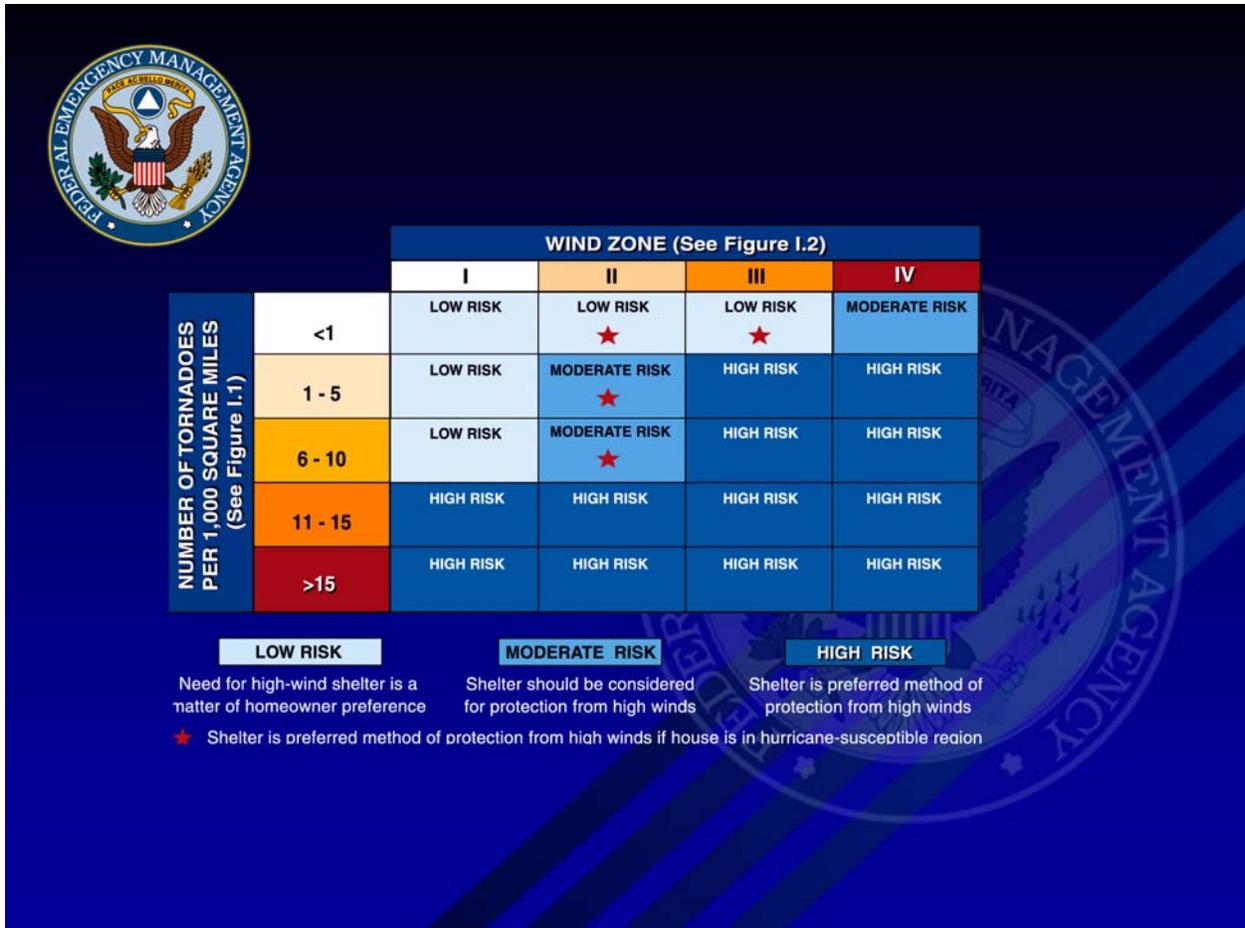
The Fujita Tornado Scale



* The [Saffir-Simpson Scale](#) is a five-category wind speed / storm surge classification scale used to classify Atlantic hurricane intensities. The Saffir-Simpson values range from Category 1 to Category 5. The strongest SUSTAINED hurricane wind speeds correspond to a strong F3 (Severe Tornado) or possibly a weak F4 (Devastating Tornado) value. Whereas the highest wind gusts in Category 5 hurricanes correspond to moderate F4 tornado values, F5 tornado wind speeds are not reached in hurricanes.

TAB C

High Wind/Tornado Hazard Risk Assessment and Safe Rooms



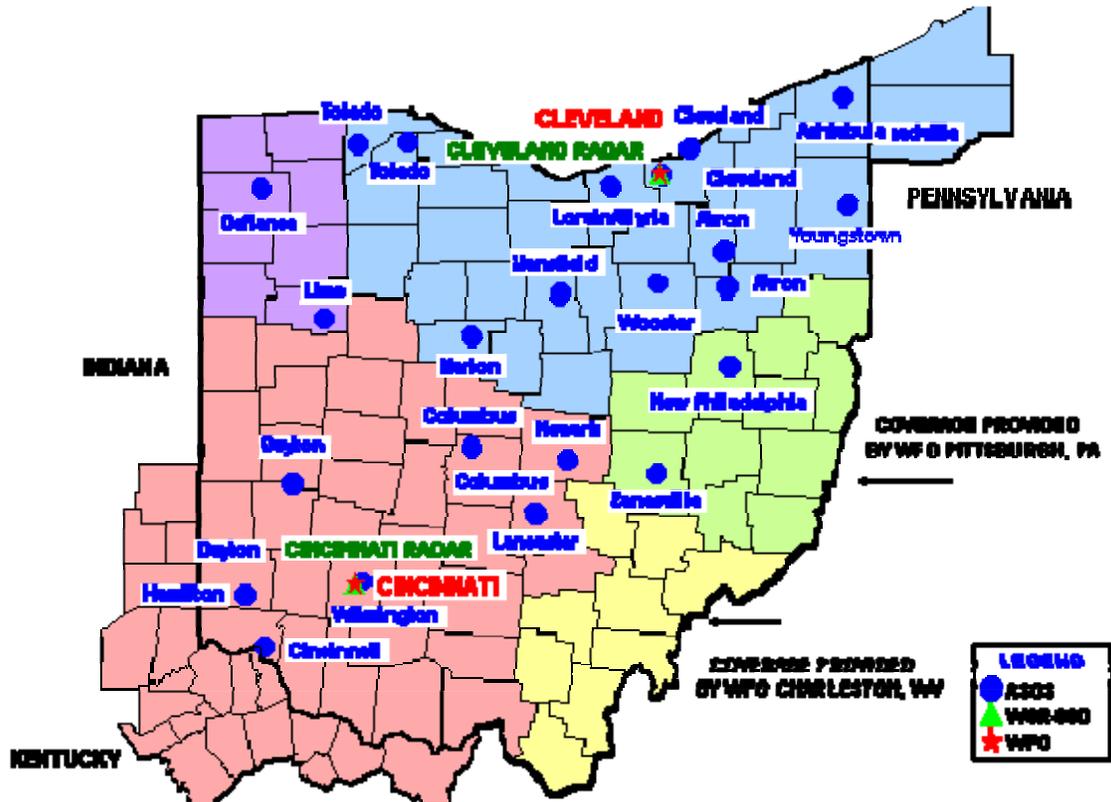
Building a Safe Room in your home or business can be the difference between survival or catastrophe.



TAB D

NWS Sky-Warn Network

Ohio Modernized County Warning Areas and Equipment



APPENDIX 2

FLOODING



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I. PURPOSE

- A. The primary purpose of this appendix is to identify steps to mitigate, prepare for, respond to, and recover from the effects of flooding in Lucas County.
- B. Appendix 2 - Flooding assigns responsibility for primary and secondary or support functions. It provides an overview of the concept of operations for emergency response procedures and actions of supporting departments and agencies in Lucas County.
- C. This appendix outlines the recovery process from initial measures for meeting basic needs of individuals to short- and long-term social and economic assistance programs.

II. SITUATIONS AND ASSUMPTIONS

- A. Flooding is a regular occurrence in many areas of Ohio including Lucas County. Flooding usually occurs during periods of high precipitation that may last hours or days, or via combination of rapid snow melting with rain. The immediate danger in any flood event results from one or a combination of factors. Depth of the water, strength of wave action or current as it surges over an area, impacts from floating debris, contact with hazardous materials (HAZMAT) and electrical utilities, and disregard for safety. Most flood related fatalities are caused when warnings of high water are not issued, delayed or ignored.
- B. The National Weather Service (NWS) and National Oceanographic and Atmospheric Administration (NOAA) provide weather information and alerts for Northwest Ohio. Information and forecasts are updated routinely every 4 hours. When severe weather threatens, the NWS in Cleveland, Ohio issues an appropriate advisory or alert. A **Flood Watch** condition is broadcast for counties and regions when the potential for flooding exists. A **Flood Warning** is broadcast for specific communities when local rivers and smaller tributaries are expected to reach specified levels commonly referred to as "flood stages."
 - 1. A flood stage is a pre-determined level within a waterway at which a specified jurisdiction or community in the flood zone begins to be impacted. Subsequent reports will refer to conditions or levels at or above flood stage.
 - 2. Flood stages are pre-determined for areas that are highly populated or at specific locations on rivers and along lakeshore areas. Flood level gauges are placed within or along major waterways.
 - 3. A "crest" is the level at which a river level peaks before it goes down. Forecasters may issue a "rise to" prediction if unsure how high a river will crest. "Rise to" means the river is expected to reach a certain level but could crest at an even higher level later on.
- C. The National Flood Insurance Program (NFIP) provides information for homeowners and businesses in the form of guidance documents, detailed plans,

and flood maps. These tools are designed to reduce the impact of flooding of homes and businesses.

- D. Lucas County has several designated flood zones. Flood zones are generally near drainage features, streams, rivers, and the lakeshore area. The primary types of flood events in Lucas County are sheet flooding, river/stream overflows, and lakeshore storm surge or "Seiche." While we do not normally experience flash flooding, some flood events may occur suddenly with little or no warning.
- E. Lucas County has only one Type II Dam on the Maumee River in Providence Township. A 5-mile levee on Lakeshore Drive in Jerusalem Township and an approximately 100-foot-long levee along Bay Shore Road in the City of Oregon provide flood protection along the south shoreline of Lake Erie. Approximately 3.5 miles of dikes are along the drainage ditches to the east and south of an area designated as a Conservancy District. Approximately 1,250 citizens reside within these areas.
- F. Other hazards associated with flooding are outbreaks of diseases in humans and animals, broken or inoperative sewage systems, contaminated wells or water supply systems, damage to underground pipe lines and other utilities, downed power lines, fires, and explosions. Farming operations can also be affected when soil is eroded or contaminated and animals and crops are destroyed by standing water. Low lying areas may be isolated due to road closures.

III. COMMUNITY EMERGENCY PLANNING ACTIONS

- A. Mitigation: Reducing the impact of an emergency event.
 - 1. Flood mitigation measures range from not building or developing in the known flood plain or flooded way, retro-fitting existing structures to protect them from flood waters, and having a plan and preparing for potential floods by purchasing flood insurance and knowing what to do should flooding occur.
 - 2. Flood zones are identified on federal flood maps, called Digital Flood Insurance Rate Maps (DFIRM) that are provided to regulatory agencies in local jurisdictions, insurance companies, and financial institutions. Flood zone elevations are noted for the expected 50-, and 100-year flood events.
 - 3. Retrofitting existing structures can include a range of measures. Elevating the structure above the known base flood elevation (BFE) for a region is the most effective and often the most costly measure. Having an unfinished basement and elevating utilities above the BFE is another effective step. Landscaping can also be used to protect against some types of flooding by creating barriers to high water or providing efficient drainage away from structures.
 - 4. The NFIP provides the only source of insurance to homeowners and many businesses. Current regulations require that anyone building in

identified flood zones must purchase flood insurance. Individuals can insure homes and contents against financial loss due to flooding.

5. Proper land use management and strict enforcement of building codes, with special attention to flood zones, can help reduce some of the residential, commercial, and infrastructure losses due to flooding.
6. Establishment and enforcement of local, state, and federal regulations that require flood control measures and storm drain maintenance further reduce flooding. Programs that provide or preserve conservation areas, green spaces, and wetlands also contribute to slowing the flow. Special flood hazard areas are identified in Federal Emergency Management Agency (FEMA) Flood Hazard Boundary Maps.
7. All communities should become aware of designated flood zones and identify areas that typically flood during periods of snow melt and intense or sustained rainfall. Public safety and departments of drainage and road maintenance must be prepared to position barriers to traffic and post public warning signs prior to arrival of flood waters. Each jurisdiction should maintain necessary flood fighting materials and equipment, and be prepared to move these to threatened areas when necessary.

B. Homeowner Preparedness

1. For basement areas, install one or more sump pumps sized appropriately to handle the expected inflow of water and a backflow preventer or check valve in existing floor drains in basements.
2. Ensure that water can quickly drain away and not pool around foundation walls.
3. Elevate utilities and appliances in flood-prone areas of homes.
4. Stockpile emergency building materials such as sand and sand bags, plywood, plastic sheeting, duct tape, lumber, and nails or screws in advance of expected storms for a home in a flood zone or prone to flooding.
5. Prepare a family communication and evacuation plan and have several alternate routes to ensure rapid evacuation.
6. Have a plan for meeting special needs of individual family members and any pets.
7. Keep vehicle fuel tanks at least half full before severe weather arrives.
8. Maintain a disaster kit or go kit in a designated area.
9. Be alert for severe weather watch and warning alerts issued by the NWS and rebroadcast via local radio and television stations. When severe weather threatens, residents should monitor NWS broadcasts throughout

the day on a “tone-activated” alert weather radio, weather-specific internet site, or local radio and television stations.

10. Prepare for severe weather before it arrives by:
 - a) Secure all outdoor items or store them inside on upper levels.
 - b) Safeguard valuables and important documents.
 - c) Move vehicles, machinery, and pets or livestock to higher ground.
 - d) Locate a disaster supplies kit and complete a checklist.
 - e) Secure emergency food and water supplies. Keep them high and dry.
11. Secure fuel, kerosene, and liquid propane tanks to prevent them from becoming floating hazards.

C. Public Response

1. A Flood Warning is issued by the NWS when forecast models or automated systems indicate that flooding will occur in a specific community within an approximate time period. Public safety officials and others are notified of the potential flooding via NOAA Alert Weather Radio broadcast that can also provide warning to the public and commercial media. The Lucas County siren system is not activated for flood warnings, as in many areas in the State prone to flash floods. Citizens should tune into local broadcasters for information and instructions.
2. When flood waters threaten communities, homeowners should implement family emergency plans accordingly. Residents should be aware of evacuation routes and prepare to evacuate before any escape route is cut off. If people are unable to reach a pre-planned shelter location, the American Red Cross (ARC) can open a shelter to provide food, clothing, and first aid, and assist families with temporary lodging as necessary.
3. If in a vehicle, be alert to flooding on roadways, under highway or railroad underpasses, near bridges, and in low-lying areas. Do not attempt to drive through flooded roadways. A driver can become stranded or trapped if the vehicle stalls, floats free of the pavement, and begins to sink. The public should be advised to “turn around; don’t drown.” Look for an alternate route or call 9-1-1 to request emergency assistance.
4. If a vehicle stalls while in flowing or rapidly rising water, abandon it immediately. Exit through windows if unable to open the doors. If the vehicle begins to sink lower, break out a window and exit as quickly as possible.
5. When trapped in a flooded area do not attempt to wade through rapidly moving water above your ankles. Signal or call for help and wait for rescue.

6. If water begins to rise within a home before family member(s) can evacuate, turn off gas, water, and electric utilities and move to a higher elevation within the home.

D. Public Recovery

1. If a home, apartment, or property has been damaged, immediately call the appropriate insurance agent and the local ARC. You may also contact the United Way's Disaster Referral and Information Service by calling 2-1-1.
2. Avoid contaminated fresh foods and thoroughly clean all canned food containers that were in contact with floodwaters.
3. Private water wells must be pumped out and tested prior to use. Non-bottled water will need to be treated or boiled for at least 15 minutes to make it safe for cooking or drinking.
4. Treat minor injuries quickly to prevent infection, and seek necessary medical care at the nearest hospital for more serious injuries. Wash with soap or sanitize hands frequently to prevent introduction of contamination or diseases.
5. When authorized to return to a flood damaged home, check for structural damage before entering. Open the building to let foul odors and possible trapped gases escape for 30 minutes prior to entering.
6. Upon entering, use a battery-operated flashlight—never a match, candle, or a lantern because of the possibility of gas buildup.
7. Remove all water-soaked carpeting, furniture, clothing, and wallboards, and ventilate each room to dry out the building. Fans and heaters may be necessary to aid the drying process.
8. Spray or wash contaminated surfaces with a solution of ½ cup of chlorine bleach per gallon of water to kill mold and bacteria. Use a dust mask to prevent inhaling harmful bacteria or mold spores that are in the air.
9. Floods can cause land subsidence and mudflows that can further damage a home. Inspect foundations, walls, and footings for damage.
10. Flooding may also result in power outages, disrupt communications, and generate shortages in subsistence items such as food and fuel due to stockpiling and delays in transportation.

IV. PROTECTIVE ACTIONS FOR FLOOD RESPONSE

A. Fire Service

1. Local fire services will continue to provide routine response actions during a flood event. In addition, fire services may conduct expanded search and rescue operations. Increased calls for service and restricted access to

areas may result in delayed responses. The Incident Commander may reposition or stage equipment and personnel to improve response as needed.

2. Eight jurisdictions maintain several types of watercraft to support operations in response to flooding or water rescue. Public safety officials may call upon citizens to provide watercraft to support search and rescue operations and to provide security. See TAB C for a listing of Public Safety Watercraft in Lucas County.
3. The Region One Urban Search and Rescue Team, based within Lucas County, as well as other state and federal assets can be mobilized to rescue flood survivors within an impacted community or region. Regional urban search and rescue (SAR) teams are self-sufficient for several days, after which they will require support by the local jurisdiction for sustained operations.
4. Emergency Medical Services (EMS) personnel will respond to emergency calls for medical assistance for flood victims. EMS personnel will operate under the local Incident Command System (ICS) Operations Section Chief in response to flooded areas to prevent loss of critical assets. EMS personnel may request watercraft or aviation support to reach inaccessible areas.
5. When threatened by flooding, some residents, businesses, and institutions may elect to evacuate without order or direction. A voluntary evacuation of a community may result in traffic congestion and raise concerns about protection of property. The local Incident Commander should coordinate with local law enforcement for support when operations are affected by a spontaneous evacuation.
6. Coordinate with Lucas County Emergency Operations Center (LCEOC) Emergency Support Functions (ESF) to obtain additional support when local resources and capabilities, and those furnished through memoranda of understanding (MOU), have been exceeded
 - a) Evacuation of citizens in threatened areas will be initiated by the local Incident Commander (IC) in coordination with local officials, other public safety officers, and the ARC.
 - b) Advance Flood Warnings may result in issuance of an evacuation order.
 - c) The IC organizes all local assets and calls for outside resources to support any local evacuation. See Appendix 10 – Evacuation.
 - d) Any decision to evacuate institutionalized individuals and/or special needs persons should be made as soon as possible to allow sufficient time to complete operations, given the available resources in advance of any expected flooding.

- B. Law Enforcement Services
1. Local law enforcement officials will provide for public safety and security of the affected community or area.
 2. Law enforcement may institute traffic control measures and restrict access to areas.
 3. Law enforcement will coordinate evacuation and urban SAR operations.
 4. Law enforcement chiefs will develop re-entry and return policies and procedures for the public once the immediate danger has passed.
 5. Law enforcement may provide additional equipment resources to support communications, transportation, and search and rescue.
 6. Local law enforcement will conduct civil military support operations when State National Guard or federal forces are mobilized to aid in a Declared Disaster.
 7. Coordinate with LCEOC ESFs to obtain additional support when local resources and capabilities, and those furnished through MOUs, have been exceeded.
- C. Emergency 9-1-1 Communications Centers and most emergency service organizations monitor NOAA and NWS broadcasts, and are alert to the approach of severe weather conditions.
- D. Equipment specific to needs of local jurisdictions and the type of weather condition can be provided to emergency responders upon request under existing mutual aid agreements, the Ohio Intra-State Mutual Aid Compact (IMAC), or the Federal Emergency Mutual Aid Compact (EMAC). See ESF 7 – Logistics Management and Resource Support.
- E. County and municipal road crews, law enforcement, and fire services may move or stage resources to predetermined locations in anticipation of potential flooding so as not to have these concentrated in one area or facility that may be isolated or damaged.
- F. At the approach of severe weather systems, trained volunteer weather observers advise the NWS on local conditions. Amateur radio operators may be activated to monitor and report on conditions via the Sky-Warn network. They monitor the approach of the storm front and communicate observations to the NWS on specific conditions of a particular storm, providing information on estimated wind speed, rainfall amounts, severe or large-size hail, and any localized flooding.
- G. The Lucas County Emergency Management Agency (EMA) will coordinate with the Incident Commander, departments and agencies of cities, the County and State, non-governmental organizations (NGO), non-profit organizations, and businesses in the private sector to support operations in order to maintain and/or

restore critical infrastructure and essential services of government and the private sector.

1. Lucas County EMA will conduct damage assessment operations to determine the scope and impact of flooding.
2. Lucas County EMA will prepare and forward a Declaration of Emergency for Flooding to the Ohio EMA (OEMA) for executive action by the Governor or President of the United States.
3. Lucas County EMA will coordinate with local and state officials for delivery of disaster assistance and short-term aid to residents, businesses, organizations, and institutions.
4. Lucas County EMA will manage the LCEOC and support local on-scene response efforts through enhanced planning, resource acquisition, multi-agency coordination (MAC), joint information systems, and assessment activities

V. ORGANIZATION AND ASSIGNMENTS

A. The Lucas County EMA is responsible for coordinating planning and preparedness activities for severe storms and flooding. When a major flood event overwhelms the capabilities of local jurisdictions, the EMA will provide the following direct support for the County:

1. Activate the LCEOC for coordination
2. Communicate "wind-shield" report on damages to the State of Ohio
3. Prepare and forward a Disaster Declaration to the State of Ohio for action by the Governor
4. Coordinate a detailed preliminary damage assessment
5. Assist jurisdictions with public assistance grant applications
6. Support operation of local disaster application center(s)
7. Maintain records and documentation
8. Provide for emergency public notification/emergency alert system (EAS) and coordination of public information
9. Manage ESF 5 activities

B. Local law enforcement will coordinate and support operations under ICS and support a Unified Command organization as needed. They will recall off-duty personnel and auxiliaries as needed and provide for expanded communications capabilities. Principal duties in the aftermath of a flood will be as follows:

1. Public safety and security

2. Protection of property
 3. Traffic management and control
 4. Evacuation operations
 5. Coordination with LCEOC ESF 13
- C. Fire services will provide for the safety of the public from impacts of flooding. They will recall personnel as needed. They may activate local mutual aid agreements with other jurisdictions. The primary functions for the fire services are as follows:
1. SAR operations
 2. Evacuation of special needs and institutionalized persons
 3. Fire fighting and protection from secondary hazards
 4. EMS
 5. HAZMAT incident response
 6. Coordination with LCEOC ESF 4 and ESF 9
- D. EMS serves both within each fire department jurisdiction and in the private sector ambulance service to respond to medical emergencies. EMS Advance Life Support (ALS) squads will stabilize and transport individuals to hospital trauma centers when injuries are life threatening. EMS units will respond as needed in the following manner:
1. Activate Basic Life Support (BLS) ambulance services for non-life threatening injured
 2. Establish triage, treatment, and transportation operations as needed
 3. Coordinate support with hospitals, the County EMS, and disaster medical assistance teams when mobilized
 4. Coordinate for IMAC/EMAC support
 5. Coordinate with LCEOC ESF 8 and ESF 4
- E. Emergency 9-1-1 Service will take calls from the public and direct individuals to the appropriate jurisdiction for emergency response by police, fire, and/or EMS.
- F. Engineer and public works departments will provide support to public safety officers and coordinate with emergency management officials. They will provide for protection and maintenance of critical infrastructure. The Engineers Office will support the following activities:
1. Provide materials and establish barricades to block or divert traffic

2. Deliver materials and equipment in support of flood fighting operations such as construction of sandbag dikes/levees
 3. Repair damaged streets, roads, and public walkways
 4. Assist in removal and disposal of flood-generated debris
 5. Coordinate with ESF 3 and ESF 1
- G. Elected officials may issue a Declaration of Emergency when confronted by a catastrophic event and engagement or exhaustion of all available resources and capabilities. Elected officials are critical for reassuring the public in times of crisis and providing leadership and oversight via the following:
1. Declarations of Emergency
 2. Public information policy and organization
 3. EOC staffing
 4. Emergency fund authorization
 5. Disaster recovery team liaison
 6. Coordination with the EMA Director and the Executive Planning Group

VI. CONTINUITY OF GOVERNMENT (COG)

- A. The line of succession is as follows:
1. Command: per National Incident Management System (NIMS) and local standard operating procedures (SOP)
 2. EOC Director: per local SOP
 3. EOC Operations Officer: per local SOP
- B. Succession of authority is in accordance with local ordinance or internal procedures and directives of each participating organization.

VII. ADMINISTRATION / FINANCE

- A. Records and reports
1. Initial windshield damage assessment
 2. Preliminary damage assessment
 3. Daily situation reports (SITREPs)
 4. Disaster declaration closeout

B. Fiscal Documentation

1. Personnel rosters
2. Notification lists
3. Material and equipment acquisition and utilization logs
4. Mutual aid agreements/compacts
5. Contracts and purchase orders

VIII. RESOURCE MANAGEMENT AND LOGISTICS

A. Equipment, Materials, and Services

1. Equipment will be coordinated by the on-scene ICS Logistics Section with support of the appropriate EOC ESF. If the ESF is unable to support the request, it will be handled by the ESF 7 Logistics Section Chief.
2. All emergency responders should have personal protective equipment (PPE) with which to perform essential assigned flood fighting tasks in a contaminated environment, including personal flotation devices.
3. Allocations of materials to tasks, repairs to critical infrastructure, and restoration of essential services will be undertaken by the responsible entity and coordinated with the appropriate LCEOC ESF or the LCEOC ESF 7 Logistics Section Chief.
4. Authorization for emergency procurement of equipment, materials, or services will be included in the local declaration of emergency.
5. Re-supply of equipment and material needed for response and recovery operations, including items needed for sustainment of forces, will be coordinated by the on-scene ICS Logistics Section with the support of the appropriate LCEOC ESF or the LCEOC ESF 7 Logistics Section Chief. .

B. Sustainment Assets

1. Emergency responders and support personnel may require material support for sustained operations. Such support would include food, water, shelter, and facilities for rest and rehabilitation. The on-scene ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and ARC. For longer term needs of responders, the appropriate LCEOC ESF will coordinate with commercial vendors for identified sustainment support. In the event the ESF cannot provide this service, the LCEOC ESF 7 Logistics Chief will manage the request.
2. Modular shelter units are part of the emergency response assets present in most jurisdictions. Additional temporary shelter assets are available through mutual aid and coordination with LCEOC ESF 6. Longer term shelter needs will be met through coordination with local jurisdictions for

use of existing public buildings such as schools, libraries, and government offices. LCEOC ESF 6 is tasked with supporting these efforts.

3. Reception centers, care facilities, and public shelters may also support emergency responder's needs.

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. All agencies, departments, and organizations are responsible for reviewing this appendix at least once per year and submitting new or updated information.
- B. All agencies, departments, and organizations are responsible for developing and maintaining SOPs, local mutual aid agreements as needed, personnel rosters including 24-hour emergency notification telephone numbers, and resource inventories (including sources, locations, and quantities of items).
- C. The Lucas County EMA Director is responsible for printing and distributing changes, updates, and revisions of this appendix for all departments, agencies, and organizations retaining a copy of this plan.
- D. Training and Exercises:
 1. Exercises and drills will be conducted annually to evaluate planning and performance on functional objectives for all-hazards. A schedule of exercises and drills will be posted annually.
 2. Additional training will be conducted as needed or requested by local emergency responders.

X. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the Base Plan
- B. References:
 1. Public Assistance Policy Digest, FEMA 321, January 2008.
 2. Protecting Building Utilities from Flood Damage, FEMA 348, November 1999.
 3. Homeowners Guide to Retrofitting from Flooding, FEMA 312, June 1998.

XI. ADDENDUMS

Tab A – Lake Storm Surge or Seiche Area

Tab B – Lucas County Flood Zone Areas

Tab C – Rescue Watercraft / Support Equipment

Tab D – Class I Dam Locations

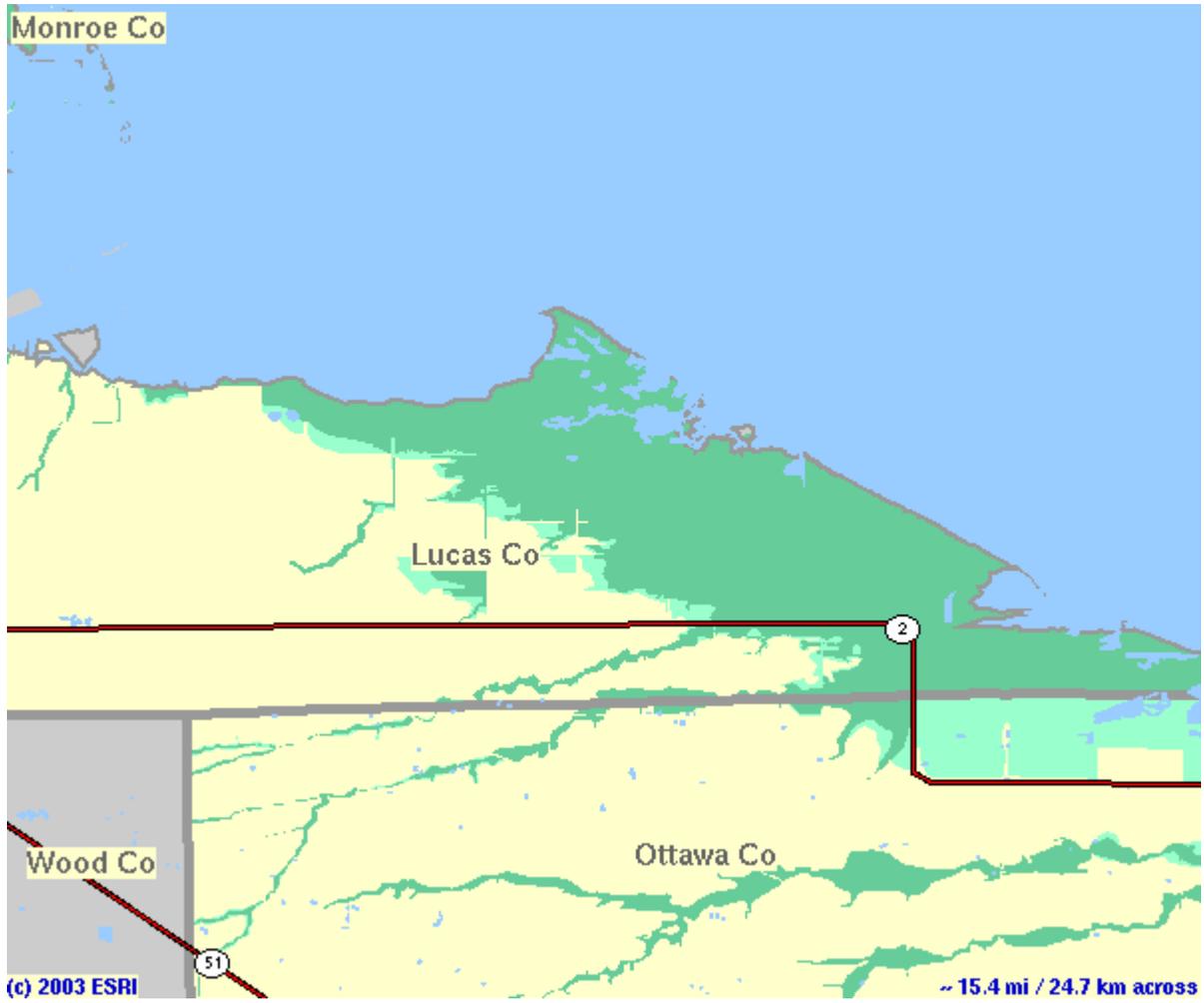
Tab E – Anchor Outside Propane Tanks

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

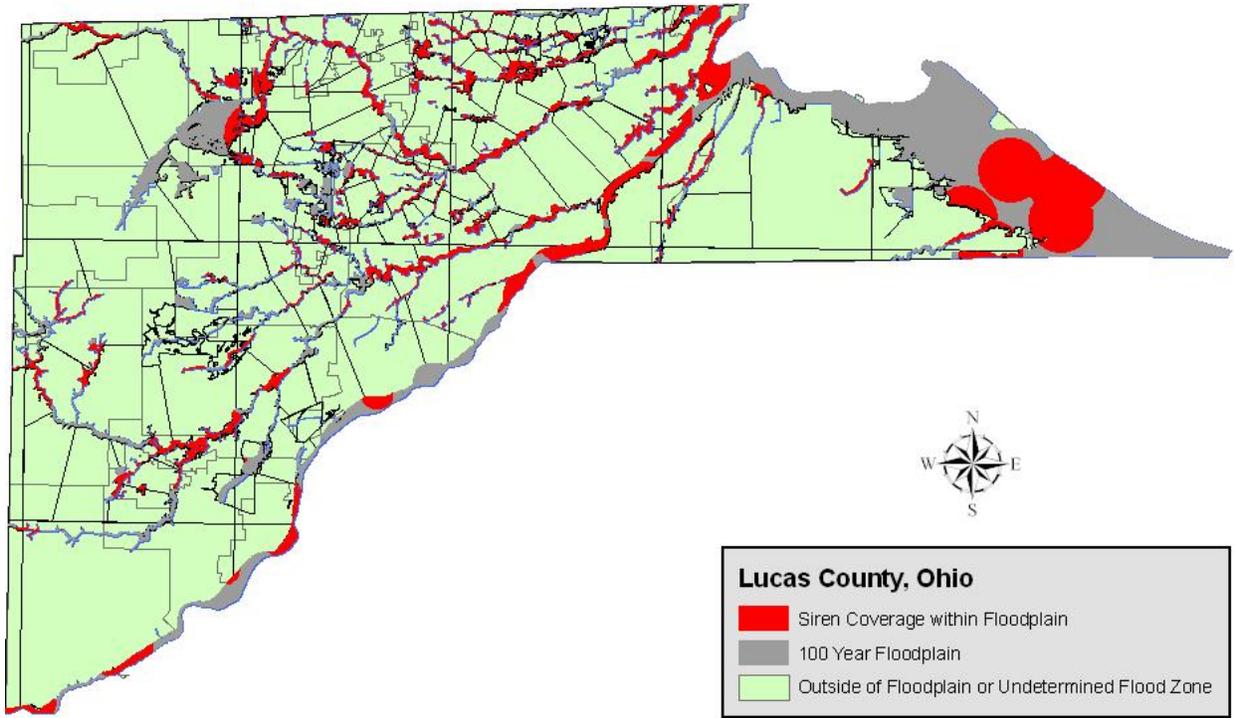
TAB A

Lake Storm Surge or Seiche Area



TAB B

Lucas County Flood Zone Areas



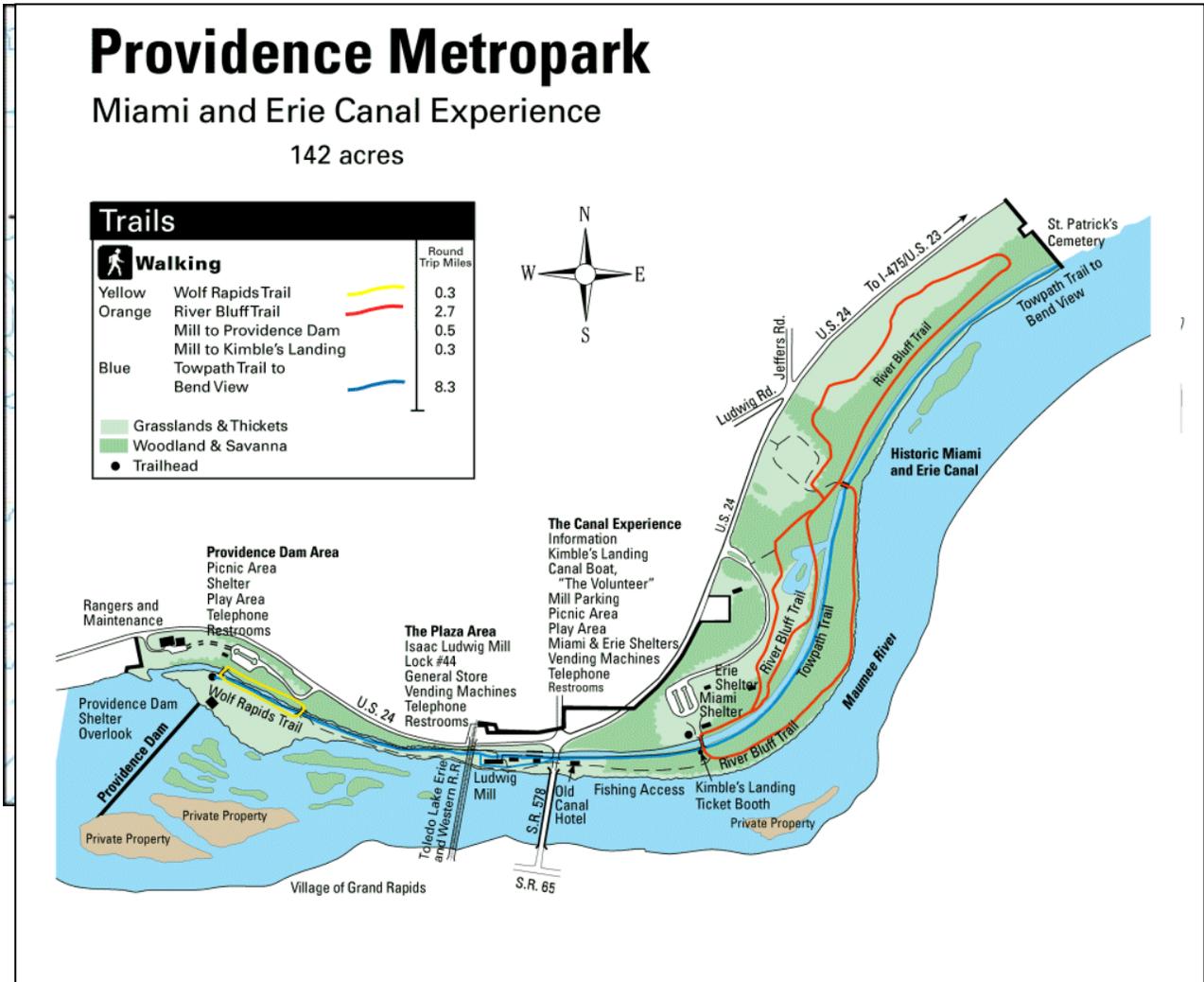
TAB C

Rescue Watercraft / Support Equipment

	Jurisdiction	Size and Type	Crew *	Capacity
1	City of Toledo, Fire	25' Zodiac		
2	City of Toledo, Fire	14' Zodiac		
3	City of Toledo, Fire	Fire Boat (Out of Service)		
4	City of Toledo, Police	27' Boston Whaler		
5	City of Toledo, Police	28' Marionette		
6	City of Toledo, SBH	40' Workboat		
7	City of Toledo,	LARC		
8	City of Toledo,	22' Flat hull		
9	City of Toledo, Parks	34' Open Pontoon	2	24
10	City of Toledo, Parks	12' Fiberglass V Hull	2	
10	City of Toledo, Parks	15' John boat	2	
11	City of Toledo, Parks	Row Boats (2)	1	
12	City of Toledo, ES			
13	City of Toledo, Sewer			
14	City of Toledo, Sewer			
	Jerusalem Twp Fire	25" Zodiac		
	Jerusalem Twp Fire	16' Aluminum Boat		
	Monclova Twp Fire	16' Connector Boat		
	Washington Twp Fire	Air Boat (2)	2	
	Washington Twp Fire	Duck Boat	2	
	Sheriff's Marine Patrol	(Out of Service)	2	
	Sheriff's Marine Patrol	Wave Runner (2)	1	
	US Coast Guard	41' Utility Boat		
	US Coast Guard	25' RBS, Zodiac		
	US Coast Guard	18' John Boat Skiff		
	Ohio Department of Natural Resources (ODNR)	12' Zodiac		
	ODNR	12" John Boat		
	ODNR	19' Whalers		
	ODNR	21' Whalers		
	ODNR	27' Whalers		
	ODNR	32' Whalers		
	Toledo SBH	25-ton crane (mobile)		

TAB D

Class I Dam Locations



TAB E

Anchor Outside Propane Tanks

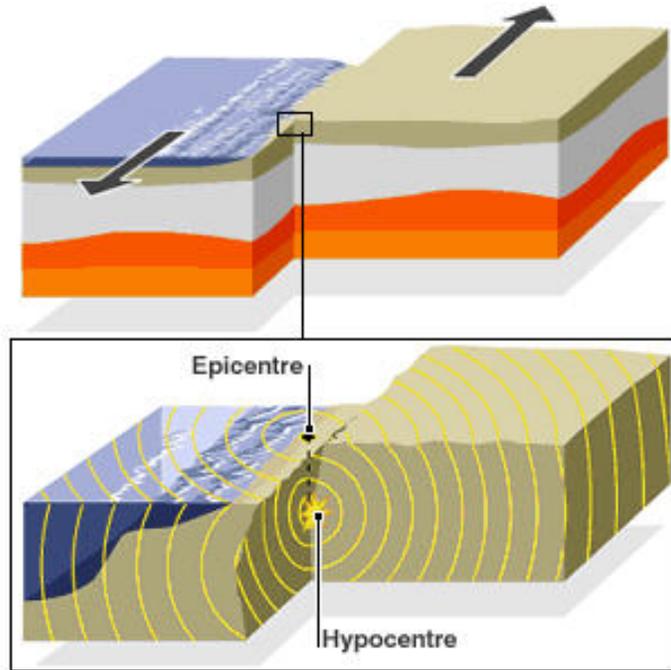
Unanchored heating oil and propane tanks can be easily moved by flood waters. These tanks pose serious threats not only to families and homes, but also to public safety and the environment. Propane is stored in pressurized vessels as liquefied petroleum gas (LPG), which can be extremely volatile and potentially explosive if the tank is ruptured and the escaping LPG is ignited by a spark. An unanchored tank outside a home can be driven into the home walls by flood waters, or can be swept downstream, where it can damage other houses.

An inexpensive way to secure a horizontal outside propane tank is to install four ground anchors connected across the top of the tank with metal straps. Secure vertical tank (120-gallon, 420-pound size) with two ground anchors. Set each anchor on opposite sides of the vertical tank. Attach a strap from each anchor to collar secured around top of tank. Attach another metal strap connected from one anchor to the other through the tank base. These ground anchors and straps are the same products required by building codes to tie down mobile homes. These products are available from suppliers and installers that service the manufactured housing industry.

Check local listings or call your local Department of Building Regulation for tank suppliers in your community.

APPENDIX 3

EARTHQUAKE



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I. PURPOSE

The primary purpose of this procedure is to identify the steps to be taken by local government agencies and departments to mitigate, prepare for, respond to, and recover from the effects of an earthquake. This procedure provides specific information on direction and coordination, communications, administration, and resource management.

II. SITUATION AND ASSUMPTIONS

- A. Earthquakes rank as one of the most destructive natural events. An earthquake is a sudden movement of the earth, caused by the abrupt release of strain that has accumulated over a long time (see Tab A - Geologic Terms). Sometimes, the movement along plate boundaries is steady, releasing energy at an even rate. At other times, the plates are locked together, unable to release the accumulating energy. When the accumulated energy grows strong enough, the plates break free. Intervals between earthquakes can be very long, sometimes 50 to 250 years, making earthquake predictions very difficult. Many generations of families can pass during intervals between large earthquakes, resulting in lack of understanding and preparedness. Earthquakes in populated areas cause many deaths and injuries, along with extensive property damage. See Tab B - Earthquake Hazard Areas in the United States.
- B. Low- to moderate-level earthquakes (Mercalli Scale 3.0-5.0) have occurred in several regions of Ohio (see Tab C - Earthquake Epicenters in Ohio). The level of earthquake intensity that has affected Lucas County ranges between 1.0 and 3.0 on the Mercalli Scale (see Tab D - Mercalli Modified Intensity Scale). Due to our lack of experience with moderate to severe quakes, even a moderate earthquake probably would cause significant structural damage to older buildings and infrastructure not built to resist these forces.
- C. Earthquakes cannot be predicted, thus precluding initiation of emergency actions before an earthquake impacts an area.
- D. The immediate danger from an earthquake stems from the strength and duration of ground movement as the earthquake surges through an area, causing falling debris, surface subsidence, structural collapse, and multiple secondary incidents such as fires and pipeline ruptures.
- E. The long-term risk from an earthquake involves impacts to critical infrastructure, such as damaged roads, bridges, and railway lines. In addition, broken or inoperative communications, water supplies, environmental contamination, broken gas lines, downed power lines, and fires can result from an earthquake. The effects of resource shortages, outbreak of diseases in human populations due to lack of sanitation, and disruption of transportation systems all contribute to post-incident impacts on communities.

III. CONCEPT OF OPERATIONS

- A. Countywide emergency service organizations are aware of the potential for natural disasters, including earthquakes, to occur in our area. Existing emergency plans require provisions for continuity of government (COG), and for augmenting normal emergency response manpower, designating alternate facilities, and providing equipment resources.
- B. Special equipment is available to responders to improve communications and search and rescue (SAR) operations, and to support increased security. See Emergency Support Function (ESF) 7 – Logistics Management and Resource Support.
- C. County and municipal road crews, along with other departments responsible for infrastructure, are dispersed throughout our jurisdictions so as not to concentrate these in one area or facility that may be isolated or damaged as a result of earthquakes.
- D. Emergency services will respond in each affected jurisdiction. Unaffected and adjacent jurisdictions will provide local mutual aid until the Interstate Mutual Aid Compact (IMAC) can be activated.
- E. The priority of response will be to provide sufficient resources to immediate life saving, fire fighting, security, and SAR efforts. Other departments and agencies not involved or needed for life saving will conduct operations to restore essential services. The essential services are as follows:
 - 1. Access to roadways and other transportation
 - 2. Utilities, such as sewer, water, gas, electricity, and telephone service
 - 3. Emergency medical facilities and public health agencies
 - 4. Security and law enforcement
 - 5. Firefighting and hazardous materials (HAZMAT) spill response
- F. Supporting services will include emergency shelters, food services, and transportation to support evacuated populations.

IV. ORGANIZATION AND ASSIGNMENTS

- A. The Lucas County Emergency Management Agency (EMA) is responsible for coordinating activities before, during, and after severe earthquakes. EMA will provide the following direct support for the County:
 - 1. Activate the Lucas County Emergency Operations Center (LCEOC) for coordination
 - 2. Communicate report on damages to the State of Ohio

3. Prepare Disaster Declaration as needed
 4. Coordinate detailed damage assessments
 5. Assist jurisdictions with public assistance grant applications
 6. Support disaster application center(s)
 7. Maintain records and documentation
 8. Provide for emergency public notification and media releases
 9. Manage the LCEOC and the ESFs within
- B. Local law enforcement will provide for expansion of its normal resources through call-up of off-duty personnel and auxiliaries as needed. Principal duties in the aftermath of an earthquake will be as follows:
1. SAR in addition to protection of citizens
 2. Protection of property
 3. Traffic control
- C. Fire services will augment normal response capabilities with additional personnel and volunteers. They may elect to activate mutual aid agreements with adjoining or other jurisdictions. The primary focuses of their response will be as follows:
1. Emergency rescue and evacuation
 2. Fire suppression and containment
 3. Emergency life-saving measures
 4. HAZMAT containment
 5. Coordination with LCEOC ESF 13
- D. Emergency Medical Services (EMS) will respond to declared medical emergencies. EMS paramedics will stabilize and transport individuals to hospital trauma centers when injuries are life threatening. EMS will respond as needed in the following:
1. Call private ambulance service for non-life threatened injured
 2. Establish triage center as needed.
 3. Coordinate support from local disaster medical assistance teams
 4. Coordinate with LCEOC ESF 8 and ESF 4

- E. Emergency 9-1-1 Service will take calls from the public and direct individuals to the appropriate jurisdiction for emergency response by police, fire, and/or EMS.
- F. Engineer and public works departments will provide for maintenance of important transportation routes. They will support the following activities:
 - 1. Erect barricades as needed
 - 2. Repair damaged streets and public walkways
 - 3. Remove and dispose of earthquake-generated debris
 - 4. Coordinate with LCEOC ESF 3 and ESF 1
- G. Local elected officials may declare an emergency for all or a portion of their jurisdictions. They may come or elect to send a representative to the LCEOC for coordination of any emergency response. They are critical to the response in the following areas:
 - 1. Public information spokesperson
 - 2. Emergency broadcast messages
 - 3. Emergency fund authorization
 - 4. Disaster recovery teams representation
 - 5. Coordination with the EMA Director and the EOC Executive Group

V. MITIGATION

The following are steps individuals can take to protect themselves, their families, and their properties in the event of an earthquake:

- A. Repair defective electrical wiring, leaky gas lines, and inflexible utility connections. Get appropriate professional help. Do not work with gas or electrical lines yourself.
- B. Bolt down and secure to the wall studs the water heater, refrigerator, furnace, and gas appliances. If recommended by the gas company, have an automatic gas shut-off valve installed that is triggered by strong vibrations.
- C. Place large or heavy objects on lower shelves. Fasten shelves, mirrors, and large picture frames to walls. Brace high and top-heavy objects.
- D. Store bottled foods, glass, china, and other breakables on low shelves or in cabinets that fasten shut.
- E. Anchor overhead lighting fixtures.

- F. Be sure the residence is firmly anchored to its foundation.
- G. Install flexible pipe fittings to avoid gas or water leaks. Flexible fittings are more resistant to breakage.
- H. Hold earthquake drills with your family members: drop, cover, and hold on!
- I. Locate safe spots in each room under a sturdy table or against an inside wall. Move to these places during each family earthquake drill.

VI. PREPAREDNESS

- A. Stockpile emergency building materials such as sand bags, plywood, plastic sheeting, and lumber.
- B. Keep the car fueled. If electric power is disrupted, gas station pumps may be out of service for several days.
- C. Make family evacuation plans. Have several alternate routes to insure rapid evacuation.
- D. Maintain emergency supplies such as first aid kit, canned foods, and other foods that require little cooking and no refrigeration. Maintain a portable radio, emergency cooking equipment, and flash lights and spare batteries in a designated area.
- E. Store drinking water in jugs, bottles, and pans.

VII. RESPONSE

- A. Minimize movements during an earthquake to a few steps to a nearby safe place. Stay indoors until the shaking has stopped and exiting is ensured safe (see Tab E for recommended Actions during and Earthquake).
- B. Do not attempt to drive over damaged roadways (except in an emergency) to avoid becoming stranded or trapped.
- C. During an earthquake, move immediately to open ground or take cover in a closely spaced area, and get under some type of overhead cover. Because of the speed with which an earthquake occurs, no time is available to try and save any possessions or to take any other precautionary measures.
- D. Secure all outdoor items or store them inside on upper levels. Move all valuable household possessions to open areas in the immediate aftermath. Move vehicles, agricultural machinery, and all livestock to open ground if possible. Check emergency food and water supplies.
- E. If gas or suspected damage to other utilities is detected, take time to turn these off.

VIII. RECOVERY

- A. If your home, apartment, or property has been damaged, get out and do not return until it has been inspected by local building regulators. Tune to a local emergency broadcast radio station in your area for information and instructions (see Tab F for recommended Actions after an Earthquake).
- B. Take measures to protect fresh food from spoilage. Wells should be tested or water boiled for 15 minutes prior to drinking.
- C. Provide immediate first aid for injuries to yourself and others. Seek necessary medical care at the nearest hospital but be prepared for a lengthy stay. Food, clothing, shelter, and first aid are available at American Red Cross (ARC) shelters as soon as these can be set up.
- D. Before entering a building, check for structural damage. Place heavy timbers against the building to brace walls and ceilings against collapse prior to aiding in SAR operations.
- E. Upon entering a building, do not use a match, candle, or a lantern because of the possibility of a gas buildup. Use a battery-operated flashlight only.
- F. Keep in mind that aftershocks from earthquakes can cause landslides, mudflows, and other damaging ground effects well after the initial shock.

IX. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the Base Plan
- B. References:
 - 1. Federal Emergency Management Agency (FEMA) Publications
 - a) Avoiding Earthquake Damage: A Checklist for Homeowners. Safety tips for before, during, and after an earthquake.
 - b) Preparedness in High-Rise Buildings. FEMA-76. Earthquake safety tips for high-rise dwellers.
 - c) Learning to Live in Earthquake Country: Preparedness in Apartments and Mobile Homes.
 - d) L-143. Safety tips on earthquake preparation for residents of apartments and mobile homes.
 - e) Family Earthquake Safety Home Hazard Hunt and Drill. FEMA-113. How to identify home hazards; how to conduct earthquake drills.
 - f) Earthquake Preparedness: What Every Childcare Provider Should Know. FEMA 240. Publication for teachers and for

presentation to children. Available online at
www.fema.gov/kids/tch_eq.htm

X. ADDENDUMS

Tab A – Geologic Terms

Tab B – Earthquake Hazard Areas in the United States

Tab C – Earthquake Epicenters in Ohio

Tab D – Mercalli Modified Intensity Scale

Tab E – Actions during an Earthquake

Tab F – Actions after an Earthquake

XI. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

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Tab A

Geologic Terms

Earthquake

A sudden slipping or movement of a portion of the earth's crust accompanied and followed by a series of vibrations.

Aftershock

An earthquake of similar or lesser intensity that follows the main earthquake.

Fault

The fracture across which displacement has occurred during an earthquake. The slippage may range from less than an inch to more than 10 yards in a severe earthquake.

Epicenter

The place on the earth's surface directly above the point on the fault where the earthquake rupture began. Once fault slippage begins, it expands along the fault during the earthquake and can extend hundreds of miles before stopping.

Seismic Waves

Vibrations that travel outward from the earthquake fault at speeds of several miles per second. Although fault slippage directly under a structure can cause considerable damage, the vibrations of seismic waves cause most of the destruction during earthquakes.

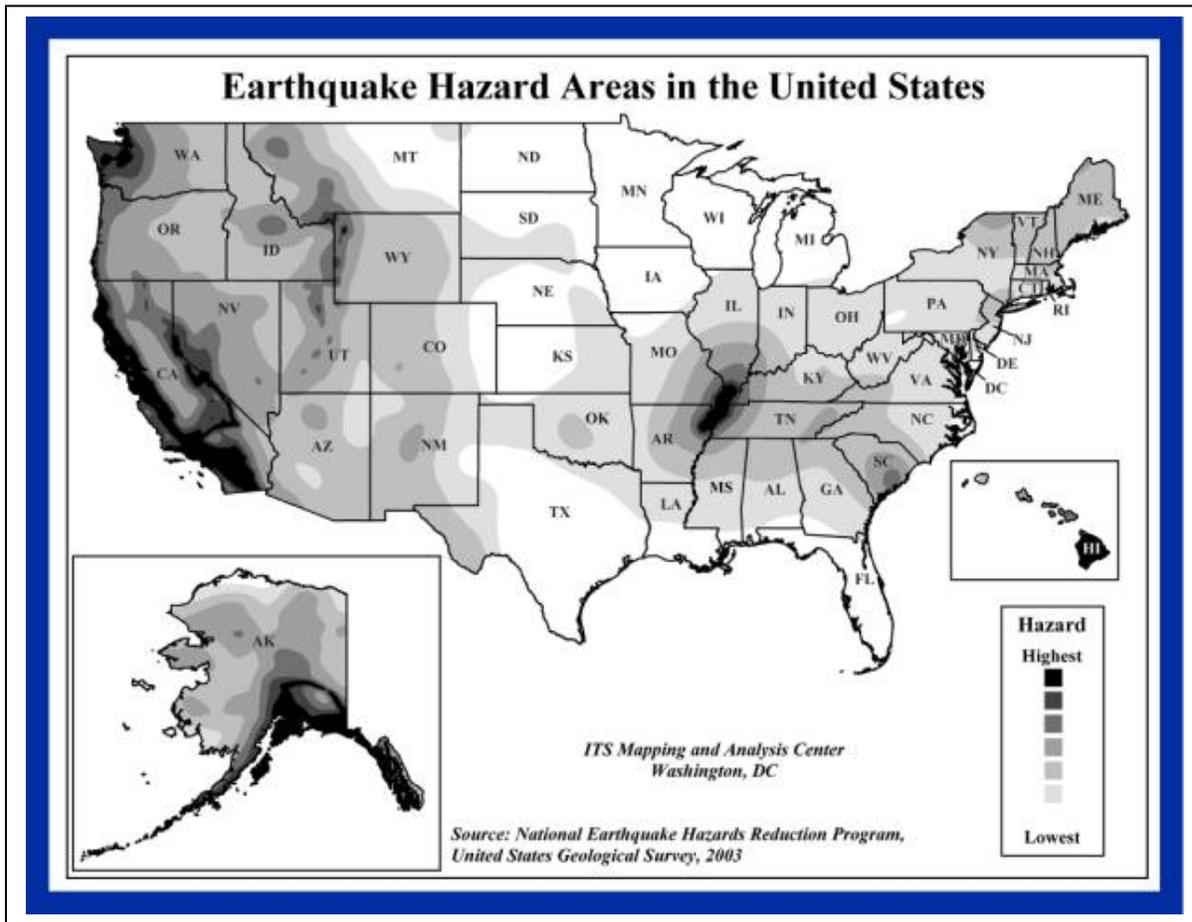
Magnitude

The amount of energy released during an earthquake, which is computed from the amplitude of the seismic waves. A magnitude of 7.0 on the Richter Scale indicates an extremely strong earthquake. Each whole number on the scale represents an increase of about 30 times more energy released than the previous whole number represents. Therefore, an earthquake measuring 6.0 is about 30 times more powerful than one measuring 5.0. The Mercalli intensity scale is a scale used for measuring the intensity of an earthquake. The scale quantifies the effects of an earthquake on the Earth's surface, humans, objects of nature, and man-made structures on a scale of 1 through 12, with 1 denoting a weak earthquake and 12 one that causes almost complete destruction.

Tab B

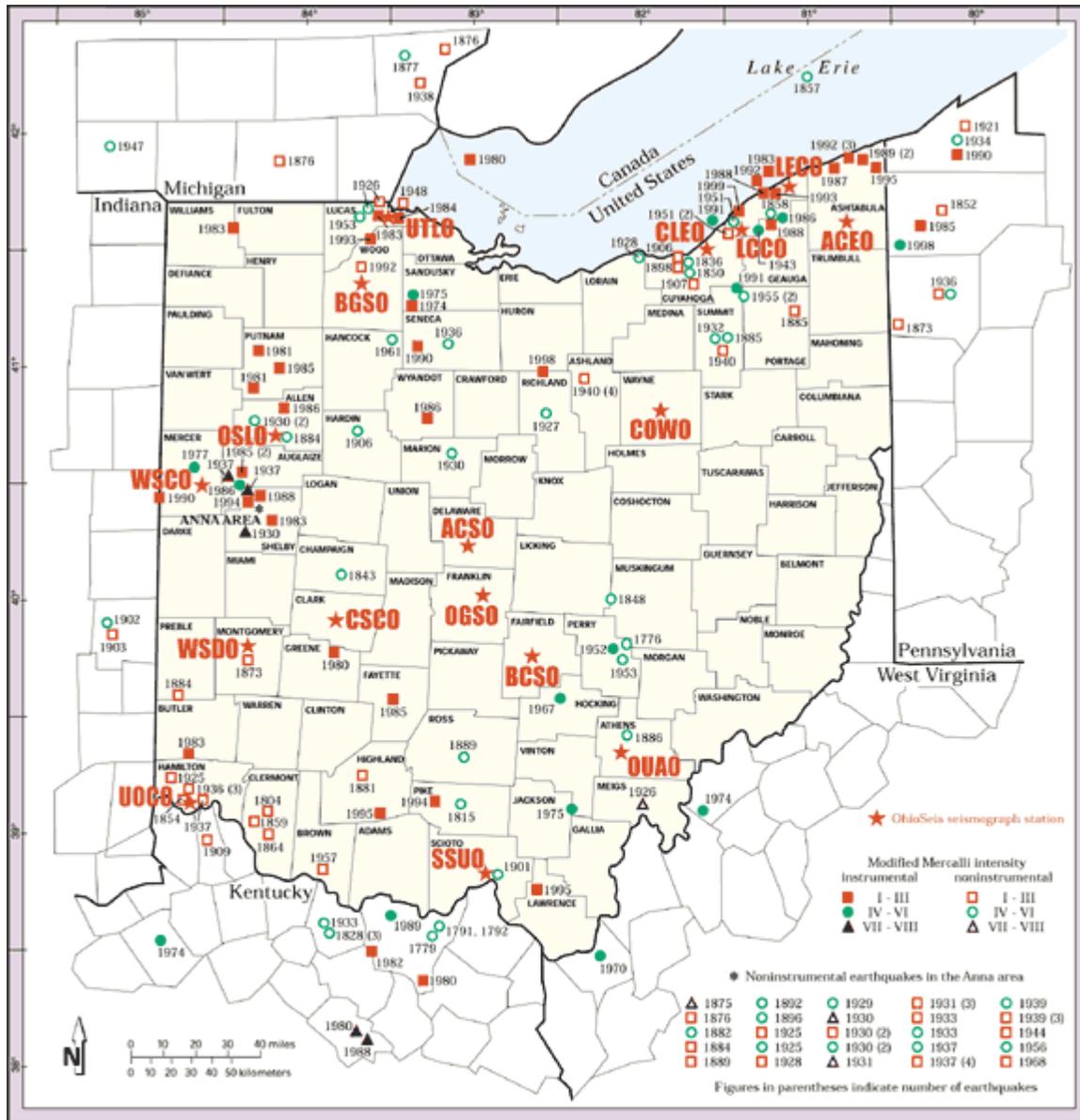
Earthquake Hazard Areas in the United States

While some regions of the country are more susceptible to damage from higher intensity earthquakes, many regions that experience fewer and less intense events may still sustain moderate to severe damage. Many early (pre-1930) construction materials and techniques in these regions are not robust enough to withstand even slight to moderate shaking without some level of failure.



Tab C

Earthquake Epicenters in Ohio



- | | | |
|---|---|--|
| OGSO Ohio Geological Survey | ACSO Alum Creek (Ohio Earthquake Information Center) | LCCO Lakeland Community College |
| ACEO Ashtabula EMA | BCSO Bloom-Carroll Schools | OSLO Ohio State University-Lima |
| BCSO Bowling Green State University | CSO Clark State Community College | OVAO Ohio University |
| CSCO Clark State Community College | CLEO Cleveland Museum of Natural History | SSUO Shawnee State University |
| CLEO Cleveland Museum of Natural History | COWO College of Wooster | UOCO University of Cincinnati |
| LECO Lake Erie College | WSCO Wright State-Celina | UTLO University of Toledo |
| | WSDO Wright State-Dayton (pending) | |

Tab D

Mercalli Modified Intensity Scale

Mercalli Intensity	Equivalent Richter Magnitude	Witness Observations
I	1.0 to 2.0	Felt by very few people; barely noticeable.
II	2.0 to 3.0	Felt by a few people, especially on upper floors.
III	3.0 to 4.0	Noticeable indoors, especially on upper floors, but may not be recognized as an earthquake.
IV	4.0	Felt by many indoors, few outdoors. May feel like heavy truck passing by.
V	4.0 to 5.0	Felt by almost everyone, some people awakened. Small objects moved. Trees and poles may shake.
VI	5.0 to 6.0	Felt by everyone. Difficult to stand. Some heavy furniture moved, some plaster falls. Chimneys may be slightly damaged.
VII	6.0	Slight to moderate damage in well-built, ordinary structures. Considerable damage to poorly built structures. Some walls may fall.
VIII	6.0 to 7.0	Little damage in specially built structures. Considerable damage to ordinary buildings. Severe damage to poorly built structures. Some walls collapse.
IX	7.0	Considerable damage to specially built structures. Buildings shifted off foundations. Ground cracked noticeably. Wholesale destruction. Landslides.
X	7.0 to 8.0	Most masonry and frame structures and their foundations destroyed. Ground badly cracked. Landslides. Wholesale destruction.
XI	8.0	Total damage. Few, if any, structures standing. Bridges destroyed. Wide cracks in ground. Waves seen on ground.
XII	8.0 or greater	Total damage. Waves seen on ground. Objects thrown up into air.

Tab E

Actions during an Earthquake

If you are	Do the following:
Indoors	<p>Take cover under a sturdy desk, table, or bench or against an inside wall, and hold on. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.</p> <p>Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.</p> <p>Stay in bed if you are there when the earthquake strikes, hold on and protect your head with a pillow, unless you are under a heavy light fixture that could fall. In that case, move to the nearest safe place.</p> <p>Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, load bearing doorway.</p> <p>Stay inside until shaking stops and it is safe to go outside. Most injuries during earthquakes occur when people are hit by falling objects when entering or exiting from buildings.</p> <p>Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.</p> <p>DO NOT use the elevators.</p>
Outdoors	<p>Stay there.</p> <p>Move away from buildings, streetlights, and utility wires.</p>
In a moving vehicle	<p>Stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.</p> <p>Proceed cautiously once the earthquake has stopped, watching for road and bridge damage.</p>
Trapped under debris	<p>Do not light a match. Do not move about or kick up dust.</p> <p>Cover your mouth with a handkerchief or clothing.</p> <p>Tap on a pipe or wall so rescuers can locate you. Use a whistle if one is available. Shout only as a last resort, because shouting can cause you to inhale dangerous amounts of dust.</p>

Tab F

Actions after an Earthquake

- Be prepared for aftershocks. These secondary shockwaves are usually less violent than the main quake but can be strong enough to do additional damage to weakened structures.
- Open cabinets cautiously. Beware of objects that can fall off shelves.
- Stay away from damaged areas unless your assistance has been specifically requested by police, fire, or relief organizations.
- Be aware of possible tsunamis if you live in coastal areas. These are also known as seismic sea waves (mistakenly called “tidal waves”). When local authorities issue a tsunami warning, assume that a series of dangerous waves is on the way. Stay away from the beach.

APPENDIX 4

HAZARDOUS MATERIALS RELEASE



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I. PURPOSE

- A. The purpose of this appendix is to identify chemical emergency preparedness and hazardous materials response activities within Lucas County. The procedures referenced within this appendix are intended to eliminate or reduce the threat to public safety and the environment resulting from a potential or actual release of hazardous materials. This appendix supports the Lucas County Emergency Operations Plan (EOP), the Lucas County Emergency Operations Center (LCEOC), and the Local Emergency Planning Committee (LEPC) Chemical Emergency Response Plan, as well as other locally developed plans and procedures for response to hazardous material incidents.

II. SITUATION

- A. Lucas County is a highly industrialized center for manufacturing, processing, and distribution of a wide range of chemical products used in many industrial applications and food processing operations.
- B. The County is a mostly densely populated urban center except for Jerusalem Twp to the east and all of the unincorporated areas in the west. The outlying regions are agriculturally based.
- C. Numerous interstate highways, railways, commercial waterways, and underground pipelines narrowly converge along the western shore of Lake Erie and intersect throughout Lucas County. The City of Toledo, in Lucas County, has adopted ordinances restricting the transport of Extremely Hazardous Substances (EHS).
- D. Manufacture, processing, transportation, and storage of potentially hazardous materials is concentrated along inter-urban and inter-state transportation corridors. Many facilities are in close proximity to residential and commercial areas.
- E. The Port of Toledo hosts terminal facilities that transfer a mix of chemicals, fuels, and agricultural products throughout the Great Lakes region and international ports via the St Lawrence Seaway. Commercial air service, BAX Global air cargo facility, and the 180th Ohio Air National Guard jointly operate at the Toledo Express Airport in west central Lucas County.
- F. Lucas County has a significant risk of a release or spill of hazardous chemicals, as indicated below. See Chemical Emergency Response Plan.
 - 1. Fixed-Facility Risk. Current records indicate that approximately 270 fixed facilities have reportable quantities of chemicals listed in the *Federal Register* under standards established by the Superfund Amendments and Reauthorization Act (SARA) Title III. Approximately 130 facilities maintain reportable quantities of chemicals that are categorized as EHS. Approximately 40 facilities have reportable quantities of gaseous chemicals that are on the EHS list. Explosive materials, acids, toxic gases, and agricultural herbicides and pesticides pose the most serious threats to the public.

2. **Transportation Risk.** The majority of chemicals and hazardous waste products are transported via five major highways and three railway lines in Lucas County. Only the City of Toledo has a municipal ordinance that regulates the types of materials that can be transported over specific streets.
3. **Waterway Risk.** The Maumee River is the only navigable waterway upon which a variety of hazardous materials travel. In addition, a number of pipelines transit below the Maumee River or over the waterway below bridges. The types of hazardous materials moved via this river are petrochemicals, fertilizers, and liquefied gases.

III. ASSUMPTIONS

- A. The existence of hazardous materials poses potential for a release of a substance into or onto air, land, or water at any time, and at nearly any place in the County.
- B. Hazards and Vulnerability Assessments (HVA) and Capability Assessments (CA) are updated each year for Lucas County. Potential natural and man-made disaster events (including hazardous materials) that could affect all or a portion of Lucas County are researched, evaluated, and ranked in order of their probability, historical record of occurrence, and vulnerability (impact) on the County or the region (see Tab A - Hazard Vulnerability Assessment).
- C. The impact of any release will be directly related to the specific chemical involved, the type of release or spill, environmental factors, and the proximity to populated areas or critical infrastructure.
- D. The County has the capability to respond effectively to an incident involving transport, storage, usage, or manufacture of hazardous materials.
- E. Existing zoning restrictions, regulatory limitations on releases, emergency planning, sheltering, evacuation, and notification procedures have been established to prevent or reduce the impact of potential incidents.
- F. The public will be advised on measures to assure food and water safety.
- G. When alerted to potential danger, citizens may spontaneously evacuate by any available means. Many may use roads that may or may not have been designated for emergency evacuation, which could result in delays.
- H. Some individuals may delay their departure, elect to stay, or be unable to evacuate despite official recommendations or orders.
- I. Some chemical spills may necessitate temporary shutdown of wastewater treatment facilities to prevent damage to infrastructure.
- J. Weather conditions must be taken into account in every emergency response.

- K. Lucas County will request a Declaration of Emergency from the State of Ohio and/or the Federal Government when all available and necessary resources, including mutual aid, are expended.
- L. The responsible party is liable for the cost of the emergency response, any recovery and cleanup operations, and any site remediation. When the spiller cannot be identified or fulfill those responsibilities, local, state, and federal agencies will coordinate response and recovery operations.
- M. Emergency responders will act to contain the spill or release when they can do so without unnecessary risk to emergency personnel.

IV. CONCEPT OF OPERATIONS

A. Mitigation

In order to eliminate or reduce the impact of a major hazardous materials (HAZMAT) release, the County has begun work to identify and qualify our risk potential and our capability to respond effectively. Specific mitigation measures are as follows:

1. The annual EMA County Threat Risk and Needs Assessment identifies the most serious threats to the public from exposure to hazardous materials. It identifies sources of the assessed risk as those facilities that manufacture, process, store, and/or transport EHS. The analysis further identifies vulnerability zones within which critical and special facilities could be harmed by accidental releases or exposures from these materials.
2. The Assessment further identifies the County's capability to respond to a major HAZMAT spill. The Assessment is the basis for a countywide plan entitled Chemical Emergency Plan for Response to a Hazardous Material Release, developed by the LEPC under state guidance.
3. A local resource list was developed and is maintained by the LEPC for HAZMAT response. Information is verified through a program of random on-site inspections.
4. Training needs of emergency response, private sector, and support organizations were identified and provided through an ongoing program. Emergency response personnel are trained to the Awareness, Operation, and Technician Levels, depending upon their needs and responsibilities.
5. The LEPC maintains a database of private-sector facilities that are to post annual submittals of reports for specific materials, facility maps/diagrams, and timely notifications of any spills or releases. Failure to notify the LEPC may result in fines and/or criminal penalties.
6. Annual drills and exercises are conducted to further train emergency service and support personnel in response and recovery functions.

7. The existing communication network has been enhanced, expanded, and tested.
8. Messages for the public are pre-scripted for release over the Emergency Alert System (EAS) via commercial broadcast.
9. A public education campaign was developed and aimed at raising people's understanding about the nature of HAZMAT and how to safely use, store, and dispose of these materials. The campaign also attempts to educate the public on measures through which they can protect themselves in the event of a chemical or radiological release.
10. The Radiological Emergency Response Plan (RERP) for Lucas County provides for distribution by the Department of Health of potassium iodide tablets to the general public.

B. Preparedness

The Threat, Risk, and Needs Assessment process identifies many previously unknown hazards and adds valuable new information about other threats. A review of existing capabilities and resources further identifies shortfalls or gaps in planning and preparedness. Specific measures to improve preparedness for potential risk are as follows:

1. The Lucas County Emergency Management Agency (EMA) provides for direct coordination with the LEPC (see Tab B - Lucas County LEPC Emergency Contact List), and EMA staff fill some the positions on specific sub-committees.
2. The LEPC coordinates with local jurisdictions, the Lucas County EMA, and the private sector.
 - a) The LEPC seeks to mitigate hazards posed by use of industrial chemicals, and to improve preparedness for potential chemical releases through communication, coordination, planning, training, and acquisition of supplies, equipment, and materials.
 - b) The LEPC maintains detailed documentation on over 300 facilities with approximately 2,000 potentially hazardous materials used in commercial applications. The documentation and data files are shared with the fire services of each local jurisdiction and the State Emergency Response Commission (SERC).
 - c) The LEPC tracks spill reporting and response in the County, and provides for some cost recovery and penalties for failing to comply with existing state and federal regulations.
 - d) Specific information related to a facility can be made available to the public via an application process through the County Prosecutor's Office.

3. The Northwest Ohio and Michigan Mutual Assistance District (NOMMAD) is the private-sector organization that formally agrees to share limited resources and technical expertise with members.

C. Response

When an incident occurs that involves a release of a HAZMAT, emergency responders act quickly to protect lives and property. Police, fire, and EMS personnel coordinate immediate protective actions and assess impacts for potential long-term risks.

1. Each jurisdiction supports trained and equipped emergency response personnel within the local fire and rescue departments that can initially respond to HAZMAT incidents to contain the release and mitigate any threat to the public.
 - a) The City of Toledo Fire Division hosts the Ohio Region One HAZMAT [response] Team in support of jurisdictions throughout Northwest Ohio counties.
 - b) The Region One HAZMAT Team is fully equipped with a mobile response unit that can mobilize within 30 minutes of notification.
2. The Lucas County EMA acts to support the first-responder organizations through activation of the LCEOC.
 - a) The EOC staff will mobilize specific Emergency Support Functions (ESF) and or individuals to support the on-scene local Incident Commander and further assess the immediate and long-term human health and environmental hazards, as well as the total impact on the community.
 - b) The EOC Operations Staff will coordinate with on-scene command to acquire a situational awareness of the incident and initiate support from the public and private sectors.
 - c) The appropriate LCEOC ESFs and/or ESF 7 – Logistics Management and Resource Support will provide for additional resources from the County and State, and support any requests for emergency declarations from state or federal authorities.
3. NOMMAD is the private-sector resource that serves its members and the Incident Command System (ICS) with technical assistance and logistical support in response to a chemical release.
4. The Ohio Environmental Protection Agency (EPA) maintains a regional office in Bowling Green, Ohio, that provides field agents for technical support and incident investigation.

D. Recovery

Hazardous material releases may result in serious impacts on public health and damage to infrastructure and the environment. The Lucas County EMA will provide assistance to local jurisdictions to complete disaster assessments and support for disaster assistance. The EMA will coordinate with public and private-sector organizations to restore communities as close to pre-disaster conditions as possible.

V. ORGANIZATION AND RESPONSIBILITIES

A. The Lucas County EMA is responsible for coordinating activities in support of the ICS officers, and to provide notification and warning to the State, local jurisdictions, and the general public as needed. The EMA will provide the following direct support for the County:

1. Activate the LCEOC as needed
2. Communicate "wind-shield" damage report to the State of Ohio
3. Prepare Disaster Declaration for officials as needed
4. Coordinate detailed damage assessments
5. Assist jurisdictions with public assistance grant applications
6. Support operation of disaster information center(s)
7. Obtain and maintain detailed records and documentation
8. Provide for emergency public notification and media releases
9. Coordinate activities of the LCEOC and the ESFs working therein

B. Law enforcement officials should plan for expansion of their normal resources through call-up of off-duty personnel and auxiliaries as needed. Principal duties in response to a HAZMAT release are as follows:

1. Public safety
2. Protection of property
3. Traffic control
4. Possible criminal investigations
5. Coordination with LCEOC ESF 13

C. Fire services respond routinely to HAZMAT incidents; however, for larger or more complex incidents, most fire services must augment existing resources with resources from regional HAZMAT teams, state and federal Environmental Protection Agencies (EPA), and/or the US Coast Guard (USCG) . In addition,

the Incident Commander may activate mutual aid agreements with adjoining jurisdictions. The primary focus of their response will be as follows:

1. Emergency life saving measures
 2. Fire suppression, explosion protection, and spill or release containment
 3. Coordination with state/federal EPA and/or USCG field response
 4. Emergency search and rescue (SAR) operations
 5. Post-incident investigations
 6. Coordination with LCEOC ESF 4 and ESF 9
- D. Emergency Medical Services (EMS) will respond to provide medical care to first responders and the general public. EMS paramedics will stabilize and transport individuals to hospital trauma centers when injuries are life threatening. The EMS will respond as needed as follows:
1. Activate the County Mass Casualty Response Plan as needed
 2. Call private ambulance service for non-life threatening injury per existing protocols
 3. Establish triage and treatment center(s) on scene as needed for mass casualties
 4. Coordinate support from local hospitals for decontamination
 5. Coordinate with local hospitals and the American Red Cross for patient tracking
 6. Coordinate with LCEOC ESF 8
- E. Emergency 9-1-1 Service will provide for emergency service dispatching for calls from the public for each jurisdiction. Dispatchers will coordinate further notifications for the IC as needed.
- F. Engineer, Solid Waste and Public Works Departments will provide for the maintenance of important transportation routes. They will support the following activities;
1. Erect barricades as needed
 2. Repair damaged streets and public walkways
 3. Dispose of non-contaminated debris
 4. Provide specialized maps and system diagrams for emergency responders

5. Provide for county road and street signage as needed
 6. Provide public property damage assessments to the Lucas County EMA
 7. Coordinate with LCEOC ESF 3 and ESF 1
- G. Local Elected Officials may declare an emergency for all or a portion of their jurisdictions. They are invited to come or encouraged to send a representative to the LCEOC for coordination of any emergency response. They are critical to the response in the following areas:
1. Leadership and public information
 2. Emergency broadcast messages
 3. Emergency fund authorization
 4. Long-term recovery team representation
 5. Coordination with the LCEOC EMA Director and the Executive Group
- H. Building Regulation inspectors will survey the damage to facilities and residential/commercial structures in all unincorporated jurisdictions. They will act to protect the public in the following manner:
1. Specify necessary repairs for safe occupancy of damaged buildings
 2. Condemn structures that have sustained major damage
 3. Provide damage assessments to the Lucas County EMA
 4. Coordinate with LCEOC ESF 3 and ESF 14
- I. Business/Industry Liaison Officer
1. Provide technical information to the County EOC as needed
 2. Provide additional site security as needed
 3. Support the operations of a Joint Information Center (JIC) with a spokesperson
 4. Coordinate with the LCEOC ESF 5 – Emergency Management
- J. Radiological Protection Professionals
1. Monitor radiological emergencies and obtain information on potential threat to emergency workers and the public.
 2. Analyze and plot any hazardous substance threat on EOC maps, and coordinate information with Incident Commander(s).

3. Make recommendations to local officials on protective actions that may be taken for the safety of emergency personnel and the public.
4. Receive reports from field monitors and issue instructions to emergency workers and command officers.
5. Consolidate reports and provide information to state and federal agencies as required.
6. Coordinate with LCEOC ESF 8.

K. Environmental/Agricultural Agents

1. Obtain information on potential threats to the public from contamination of agricultural products.
2. Issue instructions to farmers and the public on safeguarding produce, grain, and animals.
3. Advise the public on steps that should be taken to make food products safe.
4. Provide damage assessment reports to the Lucas County EMA.
5. Coordinate with LCEOC ESF 11 and ESF 10.

L. Health and Human Services Officials

1. Assess the health threat.
2. Obtain information on any known or potential threats and make recommendations to the Executive Group.
3. Instruct the LCEOC staff and field officers on health issues for responders and the public.
4. Advise the public on measures to protect their personal health.
5. Coordinate with community service organizations on the unmet needs of affected populations, and support established systems to provide resources.
6. Assist damage assessment and other recovery measures.
7. Coordinate with LCEOC ESF 6.

M. Communications Officers

1. Staff the LCEOC Communications and Dispatch Center.
2. Establish and maintain links with field operations centers, Incident Command Post (ICP), adjacent jurisdictions, and state/federal agencies.

3. Monitor emergency radio transmissions and relay messages between the LCEOC and other responders.
 4. Maintain communications logs.
 5. Supervise amateur radio operations.
 6. Coordinate with LCEOC ESF 2 and ESF 5.
- N. Public Information Officer (PIO)
1. Coordinate public information, education (PI&E), and rumor control functions from the LCEOC.
 2. Perform PI&E functions from a JIC with links to the LCEOC when the EOC is activated.
 3. Prepare, review, and distribute official statements and press releases for the EOC Executive Group.
 4. Coordinate media interviews.
 5. Monitor media reports for accuracy and dispel rumors.
 6. Coordinate with the LCEOC ESF 15.
- O. Message Center Coordinator
1. Expedite EOC message flow.
 2. Provide for message accountability.
 3. Provide for posting of information for EOC Staff.
 4. Maintain message file for reference.
 5. Coordinate with the LCEOC Manager.
- P. Shelter/Mass Care Officials (ARC)
1. Provide for shelter and essential needs of evacuees.
 2. Assist relocation efforts with documentation.
 3. Assist damage assessment in the recovery phase.
 4. Coordinate with LCEOC ESF 6.
- Q. Operations Section/EOC Manager
1. Coordinate the operations of each functional group within the LCEOC and supporting field operations centers.

2. Brief the Executive Group and the EOC staff as necessary.
3. Maintain the EOC(s) in a constant state of readiness.
4. Review, update, and train personnel in EOC operations procedures.
5. Coordinate all ESFs in the LCEOC

R. Municipal Officials and Trustees

1. Coordinate with the LCEOC Executive Group during any major emergency that impacts local jurisdictions.
2. Coordinate public warnings and notifications with the EOC.
3. Coordinate local Emergency Proclamations/Declarations, and request state/federal assistance through the EOC.
4. Assist in damage assessment activities in the recovery.
5. Jointly coordinate public information activities.
6. Coordinate with the Lucas County EMA Director and the LCEOC Executive Group

S. Private Sector Liaison/Technicians

1. Support the assessment group with technical knowledge and/or expertise on a given hazard.
2. Advise the LCEOC Executive Group on measures being taken to manage incidents.
3. Provide advice and recommendations to officials and emergency workers on personal protective measures that should be followed.
4. Assist in damage assessment activities in the recovery.
5. Support public information and review press releases.
6. Coordinate with the LCEOC Manager

VI. CONTINUITY OF GOVERNMENT (COG)

A. The line of succession is as follows:

1. Command: per standard operating procedure (SOP)
2. EOC Director: per SOP.
3. EOC Operations Officer: per SOP.

- B. Succession of authority is in accordance with local ordinance or internal procedures and directives of each participating organization.

VII. ADMINISTRATION / FINANCE

- A. Records and reports.
- B. Personnel rosters, notification lists, etc.

VIII. RESOURCE MANAGEMENT AND LOGISTICS

- A. Equipment, Materials, and Services
 1. Equipment will be coordinated by the on-scene ICS Logistics Section with the support of the appropriate EOC ESF. If the ESF is unable to support the request, it will be handled by the ESF 7 Logistics Section Chief.
 2. All emergency responders have personal protective equipment (PPE) with which to perform essential assigned tasks in a contaminated environment.
 3. Materials to meet assigned tasks, repairs to critical infrastructure, and restoration of essential services will be addressed by the responsible entity and coordinated with the appropriate LCEOC ESF or the ESF 7 Logistics Section Chief.
 4. Authorization for emergency procurement of equipment, materials, or services will be included in local Declarations of Emergency.
 5. Re-supply of equipment and materials needed for response and recovery operations, including items needed for sustainment of forces, will be coordinated by the on-scene ICS Logistics Section with the support of the appropriate LCEOC ESF or the ESF 7 Logistics Section Chief.
- B. Sustainment Assets
 1. Emergency responders and support personnel may require material support for sustained operations. Such support would include food, water, shelter, and facilities for rest and rehabilitation. The on-scene ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and ARC. For longer term needs of responders, the appropriate LCEOC ESF will coordinate with commercial vendors for identified sustainment support. In the event the ESF cannot provide this service, the LCEOC ESF 7 Logistics Chief will manage the request.
 2. Modular shelter units are part of the emergency response assets present in most jurisdictions. Additional temporary shelter assets are available through mutual aid and coordination with LCEOC ESF 6. Longer term shelter needs will be met through coordination with local jurisdictions for use of existing public buildings such as schools, libraries, and government offices. LCEOC ESF 6 is tasked with supporting these efforts.

3. Reception centers, care facilities, and public shelters may also support emergency responders' needs.

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. All agencies, departments, and organizations are responsible for reviewing this appendix at least once per year and submitting new or updated information.
 1. All agencies, departments, and organizations are also responsible for developing and maintaining SOPs, mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers, and resource inventories (including sources, locations and quantities).
 2. The Lucas County EMA Director is responsible for printing and distributing changes, updates, and revisions of this appendix to all departments, agencies, and organizations retaining a copy of this plan.
- B. Training and Exercises:
 1. A Lucas County Operations Officer will attend training on new equipment, and will undertake to provide for instruction to other local emergency responders on proper utilization of newly acquired equipment.
 2. Exercises and drills will be conducted annually to evaluate planning and performance on functional objectives for all-hazards. A schedule of exercises and drills will be posted annually.
 3. Additional training will be conducted as needed or requested by local emergency responders.

X. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the Base Plan.
- B. References:
 1. Emergency Response Guidebook, U.S. Department of Transportation;
 2. Jane's Chem-Bio Handbook; and
 3. Area Contingency Plan: Oil and Hazardous Substance Spill Response.

XI. ADDENDUMS

Tab A – Hazard Vulnerability Assessment

Tab B – Lucas County LEPC Emergency Contact List

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Hazard Vulnerability Assessment

Hazard Vulnerability Assessment (HVA)							
EVENT	PROBABILITY	SEVERITY = (MAGNITUDE - MITIGATION)			PREPARED- NESS	RESPONSE	RECOVERY
		HUMAN IMPACT	INFRASTRUCTURE IMPACT	COG/COOP IMPACT			
	<i>Likelihood this will occur</i>	<i>Possibility of death or injury</i>	<i>Moderate to Severe Damage / Disruptions</i>	<i>Disruption of Services</i>	<i>Preplanning Resilience</i>	<i>Time, effectiveness, resources</i>	<i>Community/ Mutual Aid staff and supplies</i>
SCORE	0 = N/A 1 = Low 5 = High	0 = N/A 1 = Low 5 = High	0 = N/A 1 = Low 5 = High	0 = N/A 1 = Low 5 = High	0 = N/A 1 = Trained 5 = Low or none	0 = N/A 1 = Effective 5 = Limited to Cap	0 = N/A 1 = Long 5 = Short to Med
Severe Thunderstorm	5	1	2	2	1	2	2
Flood, Declared	3	1	4	2	4	2	3
Snow Level 3 Emergency	2	4	3	4	3	4	2
Energy Disruption	3	0	2	2	1	3	3
Ice Storm >1/4 Inch	2	1	3	3	1	2	3
Tornado F2-F3	2	1	2	2	4	2	1
Tornado F1	2	0	1	2	3	1	2
HAZMAT /EHS Roadway	2	3	2	1	1	1	1
Tornado F4 -F5	1	2	5	5	4	1	1
Earthquake Moderate	1	1	3	3	5	2	3
Blizzard Conditions	1	1	2	3	2	4	3
Epidemic >5% Mortality	1	2	0	4	1	2	3
Cyber Disruption	1	0	1	4	3	3	1
HAZMAT Railway	1	2	3	3	1	1	1
HAZMAT Lvl 3 Fixed	1	1	2	2	1	1	1
Temperature Extremes	1	2	0	1	2	1	2
HAZMAT Radiological	1	0	0	3	1	1	1
HAZMAT Waterway	1	0	0	0	2	1	3
Nuclear Pwr Accident	1	0	1	2	1	1	1
AVERAGE SCORE	1.72	1.22	1.94	2.56	2.22	1.89	2

*Threat increases with percentage.

Tab B

Lucas County LEPC Emergency Contact List

Lucas County LEPC
Emergency Services Building
2144 Monroe St
Toledo, OH 43604
Office: (419) 213-6527
24 Hour: (419) 936-3550 (For Spill Reporting)
E-Mail: lepc@co.lucas.oh.us

Ryan Grant
LEPC Chair
Whitehouse Fire Department
Phone: (419) 340-7166
Fax: (567) 246-5025
E-Mail: awsnd@roadrunner.com

Tony Sloma
LEPC Vice-Chair
Perstorp Polyols
Phone: (419) 727-6727
Fax: (419) 7295925
E-Mail: tony.sloma@perstorp.com

Michelle Hughes-Tucker
Emergency Coordinator
City of Toledo-Division of Environmental Services
Phone: (419) 936-2754
Fax: (419) 936-3959
E-Mail: michelle.tucker@toledo.oh.gov

Joe Walter
Information Coordinator
Lucas County EMA
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Michael Frey
LEPC Consultant
Lucas County LEPC
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E-Mail: lepc@co.lucas.oh.us

APPENDIX 5
HOMELAND SECURITY



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Tab A - Acronyms

Tab B - Definitions

Tab C - Indicators of Use of WMDs

Tab D - State of Ohio Homeland Security Regions

Tab E - DHS Threat Categories

Tab F - Homeland Security Alert System Threat Levels

I. PROMULGATION STATEMENT

Preparedness to cope with the effects of a disaster includes many diverse but interrelated elements that must be woven into a comprehensive *Integrated Emergency Management System* involving all local jurisdictions of local government and including private support organizations and the individual citizen.

Disasters require a sudden escalation in the material needs of a community and a reorganization of resources and personnel in order to address emergency response needs. Many lives can be lost in the confusion and disorganization that accompanies a lack of a fully planned response effort. Failure to develop and implement an integrated disaster preparedness plan results in a less effective response instead of a coordinated operation.

Planning for population protection must be a cooperative effort to avoid or minimize the effects of man-made disasters to protect lives and property and restore the stricken area to its pre-disaster condition with a minimum of social and economic disruption.

This Appendix is a statement of policy regarding acts of foreign and domestic terrorism. The Appendix identifies tasks and responsibilities of local officials and emergency service department heads before, during, and after acts of terrorism. This Appendix is developed pursuant to Section 5502.26 of the *Ohio Revised Code (ORC)*, the Federal Emergency Management Agency (FEMA) State and Local Guide (101), and a Resolution of the Lucas County Board of Commissioners dated December 14, 1990, assigning emergency responsibilities.

II. Signatures

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

III. Authorities

A. Federal

- a. The Civil Defense Act of 1950(PL 81-920) as amended.
- b. The Disaster Relief Act of 1974 (PL 93-288).
- c. The Emergency Planning and Community.
- d. Right-to-know Act of 1986 (Title III, Superfund Amendments and Reauthorization Act (SARA).
- e. FEMA Rules, 44 *Code of Federal Regulations (CFR)*, Part 302.
- f. National Flood Insurance Act of 1968 as amended.
- g. Robert T. Stafford Disaster Relief and Emergency Assistance Amendments of 1988 (PL 100-707).

- h. Public Health Services Act of 1950 as amended.
- i. Act of Congress, (American Red Cross [ARC]) January 5, 1905.
- j. 28 CFR, Part 65, Emergency Federal Law Enforcement Assistance, Final Rule.
- k. Department of Defense (DOD) Directive 3025.1, Use of Military Resources During Peacetime Civil Emergencies, May 23, 1980.

B. State

a. State of Ohio Constitution, Article II, Section 42.

b. ORC

- 1) Title 1 State Government
- 2) Title 3 Counties
- 3) Title 5 Townships
- 4) Title 7 Municipal Corporations
- 5) Title 37 Health/Safety/Morals
 - a) Chapter 3709 Health Districts
 - b) Chapter 3710 Labeling of Hazardous Substances
 - c) Chapter 3727 Hospitals
 - d) Chapter 3734 Solid and Hazardous Waste
 - e) Chapter 3737 Fire Marshall; Fire Safety
 - f) Chapter 3745 Environmental Protection Agency
 - g) Chapter 3747 Low-level Radiological Waste
 - h) Chapter 3750 Emergency Planning
 - i) Chapter 3751 Hazardous Substances
 - j) Chapter 3761 Assemblies; Mobs
- 6) Title 39 Insurance
 - a) Chapter 3901, Section 3901.27-.30, Periods of Emergency
- 7) Title 41, Labor & industry
 - a) Chapter 4163 Atomic Energy
- 8) Title 47 Occupations/Professions
 - a) Chapter 4765 Emergency Medical Services (EMS)
- 9) Title 49 Public Utilities
 - a) Chapter 4901 Public Utilities Commission
 - b) Transportation of Hazardous Materials (HAZMAT)
- 10) Title 51 Public Welfare

- a) Chapter 5101 Department of Human Services
- b) Chapter 5119 & 5123 Department of Mental Health
- 11) Title 55 Roads/Highways/Bridges (Under Department of Public Safety)

- a) ORC 5501.02 Department of Transportation
- b) ORC 5501.31 & .04 Operations of Roads & all
- c) Chapter 5502 Department of Public Safety

Section 5502.21 Emergency Management, Definitions

Section 5502.22 Emergency Management Agency (EMA) established

Section 5502.24 Temporary seats of government in emergencies

Section 5502.25 Rules for Emergency Management

Section 5502.26 Countywide Emergency Management Agency

Section 5502.27 Regional Authority for Emergency Management

Section 5502.271 Program for Emergency Management within Subdivision

Section 5502.28 Cooperation by state and local agencies

Section 5502.29 Mutual Aid between subdivisions

Section 5502.30 Immunity from liability

Section 5502.31 Local appropriations

Section 5502.38 Exemption; service on Local Emergency Planning Committee (LEPC).

- c) Chapter 5503 State Highway Patrol, Section 5503.02 Duties & Powers

- d) Chapter 311.07 General Powers of the County Sheriffs.

- e) Chapter 307 General Powers of the County Board of Commissioners.

12) Title 61 Water Supply/Sanitation/Ditches

- a) Chapter 6101, Conservancy Districts

- b) Chapter 6109, Safe Drinking Water

C. Other State Legal Authorities.

D. References:

1. Guide for All-Hazard Emergency Operations Planning, SLG 01.

IV. PURPOSE

This Homeland Security Appendix is intended to be a planning tool to prepare for, respond to, and recover from possible terrorist incidents, potentially involving use of weapons of mass destruction (WMD). Included are measures to protect and restore public health and safety, and provide emergency relief to individuals, government offices, critical infrastructure, businesses, and industry affected by terrorist acts. Terrorism is a term used to describe violence or other harmful acts committed (or threatened) against civilians by groups or persons for political, nationalist, or religious goals. As a type of unconventional warfare, terrorism means to weaken or supplant existing political landscapes through capitulation, acquiescence, or radicalization, as opposed to subversion or direct military action. See Tabs A & B for a list of commonly used acronyms and definitions.

V. WMD THREAT ASSESSMENT

A. Department of Homeland Security (DHS) Threat-Risk-Needs Assessment

1. The Lucas County EMA has completed a threat-risk-needs assessment in coordination with local, state and federal officials. This identifies general potential threats from acts of terrorism to individuals and organizations in the public and private sectors. The assessment further identifies threats to critical infrastructure within Lucas County and the surrounding region. This assessment will be updated bi-annually and forwarded to the DHS through the State EMA.
2. This assessment will be used by policy makers and emergency service chiefs to improve local planning and standardize existing procedures, and to determine future needs for training, equipment, facilities, and exercises and drills.

B. Nature of Terrorism

1. Terrorism is the "premeditated, politically motivated violence perpetrated against noncombatant targets by sub-national groups of clandestine agents usually intended to influence an audience." (22 U.S. Code [USC] 2656 f(d)(2)). Per the most common definition of terrorism—typically used by states, academics, counter-terrorism experts, and civil, non-governmental organizations, "terrorists" are actors who do not belong to any recognized armed forces or who don't abide by the laws of war, and who, therefore, are regarded as "rogue actors."
2. Terrorism has a long history with limited success; but with the advent of new technology and weapons of mass destruction coupled with religious fanaticism, it has grown to become a threat that can pose a real challenge to any organization or nation state. Terrorism has been used by a broad array of organizations in furthering their objectives: right-wing and left-wing political parties, nationalistic and religious groups, revolutionaries or militants, criminals, and even nation states.
3. "Terrorist attacks" usually are characterized as indiscriminate, targeting civilians or proceeding with disregard for human life. The term terrorism often is used to assert that the enemy's political violence is immoral,

wanton, and unjustified. Those labeled "terrorists" rarely identify themselves so, instead typically using terms referring to their ideological or ethnic struggle, such as separatist, freedom fighter, liberator, revolutionary, vigilante, militant, paramilitary, guerrilla, rebel, jihadi or mujahidin, or fedayeen, or any similar-meaning word in another language.

4. Acts of terrorism have historically been committed by individuals from diverse racial, ethnic, religious, and social/political elements of society. Therefore, no conclusions should be drawn as to what elements of any community might be prone to use of terrorism in achieving their aims. The collective sum of an individual's actions is the only sure indication that he/she is or could be a terrorist or supporter of terrorism.
5. While many acts of terrorism are committed by individuals who seek to live to fight another day, an increasing number of terrorist organizations have resorted to recruiting and training potential suicide bombers. The suicide terrorist is the most difficult to detect and deter. Once deployed to the intended target, he/she nearly always is successful in its destruction.
6. Individual terrorists or terrorist cells can conceal themselves and their activities within any ethnic, religious, or social group and attempt to use their connections to gain acceptance and support among an unsuspecting and law abiding population or community organization.
7. Terrorist finance their operations using many illicit activities including smuggling, extortion, robbery, fraud, and kidnapping. Terrorists have engaged in legal businesses to conceal their operations, and have used charities and other non-profit organizations to gain contributions that are funneled through foreign accounts to terrorist cells and operations.

C. Weapons of Mass Destruction (WMD)

1. Chemical weapons are a threat today because of the relative ease of manufacture and accessibility of raw materials. Chemical weapons generally fall into two categories: blister agents that cause external and internal injuries and nerve agents that affect the muscle or respiratory systems of the body. All types of chemical agents are lethal in higher concentrations. The most effective method for dispersal is to generate an air-borne vapor that would come in contact with exposed skin or be inhaled (see Tab C - Indicators of Use of WMDs).
2. Biological weapons are an increasing threat because they can be produced economically, they are difficult to contain, and their effects are delayed, allowing the terrorist time to escape. Exposures may occur in humans or animals, or from contamination of food, water, air, or another environmental source (see Tab C - Indicators of Use of WMDs).
3. Radiological weapons threats may range from detonation of a complete weapons system from a nuclear arsenal to any explosive device packed with highly radiological material, with the latter the more likely method. The physiological impact of such a weapon can be far more devastating

then the actual physical damage (see Tab C - Indicators of Use of WMDs).

4. Explosives devices have been used in the majority (70%) of terrorist attacks. The type of devices that have been utilized range from military munitions to Improvised Explosive Devices (IED). Explosive weapons vary in size and destructiveness, and include blast, fragmentary, incendiary, and dispersal weapon types. They result in injury and property damage, and some are intended to prevent continued use of critical infrastructure. All are intended to disrupt and destabilize a community and create fear and mistrust within a population (see Tab C - Indicators of Use of WMDs).
5. Threats of terrorist acts, in themselves, are disruptive, even when found or believed to be hoaxes or when lacking credibility. Following any previous detonation of actual bombs or other weapons, hoaxes have the effect of traumatizing a population, resulting in waste or depletion of resources. In addition, hoaxes may be employed as a terrorist strategy to test response actions, divert attention, determine gaps in defenses, and, when used repeatedly, to lull defenders into a sense of apathy (see Tab C - Indicators of Use of WMDs).

VI. SITUATION AND ASSUMPTIONS

A. Geography and Environment

1. Lucas County is part of Ohio Homeland Security Region Number 1 (see Tab D - State of Ohio Homeland Security Regions), which is also considered the Northwest Ohio DHS 18 County Planning Region
2. Lucas County is located in Northwest Ohio, encompassing an area of approximately 843.5 square miles. The adjacent political jurisdictions that surround Lucas County are Fulton, Wood, and Ottawa Counties in Ohio, and directly to the north is Monroe County, Michigan. Lucas County is situated at the southwestern basin of Lake Erie. The Maumee River runs the full length of the County's southern boundary, which creates its unique wedge shape. The Maumee River is navigatable for approximately 10 miles by lake and ocean going vessels.
3. The topography of much of Lucas County is alluvial plain; however, the County has numerous rivers and smaller tributaries that run toward the northwest into Lake Erie. These waterways create numerous small valleys and ravines in the central region of the County. The County is heavily forested in most of its urban areas, while agricultural lands remain clear of vegetation.
4. The Climatic Region in the Midwest is temperate, with a maximum of 104 degrees Fahrenheit (°F) and a low to -20°F. Mean annual precipitation is 32.9 inches. Mean annual snowfall is 38 inches.

B. Critical Infrastructure at Risk

1. Lucas County is a major urban region in Ohio, with approximately 70 percent of its area in residential or commercial development. Four major interstate highways bisect the County, which has approximately 700 miles of public roadways. Railways criss-cross the County, with major rail terminals in and around its urban center. A mid-sized seaport receives cargo vessels from all over the Great Lakes region, as well as ocean going shipping from Europe, Asia, and the Middle East. The Toledo Express Airport handles both international air-cargo and continental passenger flights on its large runway.
2. Lucas County remains a major manufacturing region. Major auto and glass industries maintain large facilities, and two corporations have their global headquarters in the County. Banking and finance industries are concentrated in the County alongside local, State, and Federal Government offices.
3. Other critical infrastructure resources within the County include production and distribution of electricity, water for drinking and manufacturing, petro-chemical facilities and pipelines, and communications and transportation facilities and networks. Lucas County is home to eight hospital facilities that serve the entire region's medical needs.
4. Major centers for education, the arts and recreation are dispersed throughout the County's 22 subdivisions.

C. Population at Risk

1. Within Lucas County are 10 municipal jurisdictions and 11 townships. The population of Lucas County is 455,030 (2000 Census). Approximately 615,000 people live in the greater metropolitan area.
2. The present significant population breakdown for Lucas County is 77.9 per cent white, 16.1 per cent African-American or Black, and 4.3 per cent Hispanic. No statistics are available for a further breakdown, but a growing segment of the population from the Mediterranean make their home in Lucas County and the surrounding region
3. Lucas County continues to be a major center of employment, commerce, transportation, and entertainment for the surrounding region. This results in an increase in the number of people who both live and work in the County by up to 22 per cent during each weekday.

D. Threat Categories

1. Terrorist have targeted individuals, organizations, commercial interests, industrial and military facilities, and centers of government, as well as community infrastructure elements.

2. Target selection depends on social or political motivation and capabilities of the individual terrorist or terrorist cell, the means to carry out any planned event, and the vulnerability (or lack of preparedness) of the community to criminal acts of terrorism.
3. Terrorist employ a wide range of manufactured and improvised weapon types including WMD (chemical, biological, radiological, nuclear, and explosives [CBRNE]) agents that would have a disruptive to catastrophic impact on our community. Materials to construct such devices are readily available. Moreover, terrorists may attempt to use locally manufactured, stored substances or materials in transit as a weapon or weapons system multiplier.
4. In addition to the “hardened” infrastructure targets, our community presents an unlimited number of “soft” targets of interest to terrorist. Critical among these soft targets are the many cyber networks that connect much of our public- and private-sector finance and administrative functions.
5. Tab E - DHS Threat Categories of this Appendix lists the categories that terrorist organizations have attacked most frequently in past years and could be expected to target in the future. A specific Terrorist Threat, Risk, and Vulnerability Assessment is completed and used to develop specific “target” listings in each category. This document is “for official use only” and not included in this appendix.

E. Threat Levels

1. The five-step incremental Homeland Security Advisory System (HSAS) was developed to aid federal agencies and act as a guide for state and local jurisdictions in effecting rapid notifications of the level of a terrorist threat (real or potential) and correlating policies and procedures to prevent or reduce the impact of injury (see Tab F - Homeland Security Alert System Threat Levels). HSAS has recently been implemented for specific sectors of infrastructure, i.e., transportation, rather than applied to the entire spectrum.
2. A state of Heightened Awareness (Level 3) as a result of domestic or international terrorist acts will result in notifications to organizations and officials to increase their vigilance regarding a local terrorist attack. The Lucas County EMA and members of the Joint Regional Terrorism Task Force will alert organizations to conditions that could signal or trigger any attack, such as foreign or domestic political actions (including judicial actions), military conflict, and key dates or anniversaries of previous incidents.
3. A Credible Threat (Level 2) of overt action will result in the widest notification of individuals and organizations to the extent deemed necessary by local, state, and federal officials. Credible threats may also result in mobilization of specific elements to counter any act of terrorism and increased readiness of other organizations should the need arise.

4. An Imminent Attack (Level 1) will cause immediate notification of all responders and activation of warning systems to alert the public. When under an imminent threat of attack, local officials, in coordination with law enforcement officials, may order countermeasures designed to eliminate or reduce the impact of any WMD, including restricted access to critical facilities and government offices; halt of air, rail, and waterway transportation; implementation of random security check points; increased roving patrols and stationary security posts; vehicle and baggage inspections; cancellation of public venues; and curfews, quarantines, and other measures believed effective.
5. A confirmed WMD attack (also a Level 1) will generate an immediate mobilization by local, state, and federal officials under existing local emergency plans and the Federal Response Plan (FRP). In addition to imposition of the above control measures to safeguard the public and protect businesses and institutions, officials will activate County and City Emergency Operations Centers (EOC) and Joint (Public) Information Centers (JIC). Critical functions of government and essential services will continue to operate, but schools, recreational facilities, and other non-essential offices will be closed to the public. Physical security will be increased in and around seats of government and specific critical facilities and essential service providers.

Federal Threat Levels (from the U.S. Interagency Domestic Terrorism Plan):

- a) Level 4 – Minimal Threat
- b) Level 3 – Potential Threat
- c) Level 2 – Credible Threat
- d) Level 1 – WMD Incident

F. Local Threat Levels; Readiness

1. The Lucas County Joint Anti-Terrorism Task Force (JTTF) and Ohio Department of Homeland Security recognize the “color-coded” HSAS as a guide for decision-making and local actions to improve readiness for potential acts of terrorism.
2. The HSAS is displayed in Tab F - Homeland Security Alert System Threat Levels of this Appendix.

VII. CONCEPT OF OPERATIONS

A. Mitigation and Preparedness

1. Lucas County Officials have directed that county emergency services will coordinate with local communities in the formation of a regional JTTF. The JTTF will coordinate with state and federal officials and all emergency response and support organizations within an 18-county region of Northwest Ohio. This regional JTTF will prepare and update a threat and risk assessment for the County and region. The JTTF will

further prepare specific plans and procedures to defend against potential threats identified in the assessment. The JTTF will coordinate and support training for local and regional emergency responders, and provide information and education to local officials and the general public.

2. Detailed planning, necessary training, and equipment are identified so that emergency service personnel can mount an effective response and recovery effort. All fire services will train to the Operations Level, while law enforcement personnel will train to the Awareness Level for chemical response. EMS paramedics will be trained for response to chemical, biological, and radiological (CBR) WMD.
3. Most first responders (i.e., law, fire, and EMS) have been issued with personal protective equipment (PPE) for responding to potential chemical/biological and some radiological weapons threats. In addition, CBRNE monitoring and detection devices have been provided to first responders along with bomb detection, protection, and handling equipment.
4. In response to changes in threat levels under the HSAS, local county and municipal governments will respond to increase their level of security based upon their own jurisdictions' Hazard, Threat, and Risk Assessments, and the specific nature of the potential threat of terrorism.
5. The initial response to a HSAS Code "Red" will be to close specific Lucas County government offices to the public until the safety of each facility can be assured. All government employees will remain at or continue to report to work. Other measures that will be implemented at each office of government will include, but not be limited to, restrictions on access and parking on streets and in areas surrounding government offices, roving security patrols, random searches and identity checks, and active monitoring of select locations via electronic and other means.
6. Lucas County officials and emergency services will meet in the Lucas County EOC upon notification of a change in alert levels to assess any situation and make recommendations to institutions, organizations, and facilities in the public and private sectors; these recommendations could include heightening awareness and level of security for potential threats in order to mitigate impacts of possible incidents.
7. PPE such as gas masks, respirators, chemical suits and agent antidotes, self-contained breathing equipment, and ballistic Explosive Ordinance Disposal (EOD) suits are provided to specific emergency responders who have been identified by emergency services in accordance with local plans. Training of emergency responders in use and maintenance of PPE is ongoing.
8. WMD monitoring, decontamination, and treatment equipment is presently available to local emergency responders. Equipment training is continuous. The Lucas County EMA, in coordination with the Metropolitan Medical Response System committee and local, state, and federal

officials, plans for pre-positioning and distribution of medical supplies, pharmaceuticals, and specific antidotal agents.

9. The Toledo-Lucas County Department of Health has coordinated with local hospitals, physicians, the State Department of Health, and the Centers for Disease Control and Prevention (CDC) to implement health surveillance systems. These inter-related systems, known as the Health Alert Network (HAN) and Health Emergency Incident Command System (HEICS), are intended to identify potential health threats posed by WMD and alert the health community. The health departments will issue local health alerts and advisories in accordance with local protocols.
10. Area school districts have coordinated to assess potential threats and update existing emergency response plans to include threats from domestic and other forms of terrorism. School districts train and exercise to respond to likely threats posed by terrorists, as well as other individuals.
11. The U.S. Department of Agriculture (USDA), in coordination with state universities, monitors the quality and safety of agricultural crops and bi-products for potential contamination from biological threats. Veterinary clinics and veterinarians monitor for a significant number of contagious diseases that could affect humans or disastrously impact agricultural commodities and economies. Local veterinarians notify state veterinarians who can confirm initial diagnosis and make further notifications to departments of agriculture and the CDC.
12. All emergency services and many support elements have coordinated to train personnel in prevention of terrorist acts through an effective awareness program that identifies precursors or indicators of possible terrorist efforts to plan, gather information, train, and equip agents to carry out attacks.
13. The Ohio Department of Public Safety provides for reporting of events or information related to possible incidents of national significance through the Strategic Analysis and Information Center (SAIC). The SAIC is a multi-disciplined team of local, county, state, federal, and private-sector representatives organized to collect, filter, analyze, and disseminate credible information of specific threats to local law enforcement and other emergency responders.
14. The DHS has developed a Private Sector Advisory initiative as a component of the National Infrastructure Protection Plan (NIPP) that is designed to inform and raise awareness of indicators of potential terrorist activity. Business and industry managers and private-sector security officials in 17 critical infrastructure and key resource sectors are informed of the need to recognize and report on suspicious activity and behaviors to state and federal law enforcement agencies.
15. Drills and exercises using a variety of scenarios are conducted regularly to provide for training local officials, emergency responders, and the many departments and organizations that would provide support.

Exercises will be evaluated against existing plans and procedures to identify planning gaps.

B. Response Operations

1. WMD response

- a) The lead federal agency for WMD incidents is the Department of Justice, which delegate's responsibility to the Federal Bureau of Investigation (FBI) for crisis management. Within this role, the FBI appoints a Federal On-scene Commander (OSC) to function as the on-scene manager for the U.S. Government.
- b) A Joint Operations Center (JOC) Command Group will be established by the Federal OSC, possibly within an existing EOC, to serve as the focal point for strategic management and direction of on-site activities, identification of state and local requirements and priorities, and coordination of the federal response.
- c) The local Incident Commander will be determined in accordance with Ohio State Statutes. The Incident Commander, normally the senior fire chief for each jurisdiction involved, will coordinate operations and maintain liaison with that jurisdiction's local officials, the Lucas County EOC, Federal OSC, and others as necessary.
- d) A Unified Command structure may be implemented to meet the complex needs of any incident in order to assure timely and accurate flow of information and aid in decision making. While the FBI Command Group retains authority to make "crisis management" decisions at all times, operational decisions will be made cooperatively to the greatest extent possible.
- e) In the event of a CBRNE incident, the local Incident Commander may call upon specialized tactical teams with specific capabilities.
 - i. Special Weapons and Tactical (SWAT) team(s) – Four jurisdictions provide training and support for local SWAT teams within their jurisdictions in Lucas County. While teams vary in size and equipment, the missions of the teams are essentially the same. SWAT teams will be employed in or respond to hostage and kidnapping incidents, barricaded persons, snipers, and forced entry operations. In addition, SWAT teams will respond to high-risk criminal apprehensions, force protection, and provide additional security for high-profile visits.
 - ii. The Regional Bomb Squad – The City of Toledo Police Department provides training and support for the Region One Bomb Squad that primarily supports jurisdictions within Northwestern Ohio. The Toledo Bomb Squad is designated as a "Federal Asset." This federal designation means that the Squad can respond anywhere within the State of Ohio and in adjacent states under Intra-State and national Mutual Aid Compacts (IMAC/EMAC). The Bomb

- Squad will immediately respond to a bomb threat where a suspicious device is found or an actual explosive device is identified. The Squad may assist the Federal Bureau of Alcohol, Tobacco, and Firearms (ATF) in criminal investigations relating to use of explosive devices.
- iii. Chemical Ordinance Biological Radiological Team (COBRA) – This is a multi-disciplinary force primarily made up of law enforcement officers but also including officers from fire and rescue services. The COBRA program is designed to provide emergency responders operational level capability to respond to and operate in a WMD environment. COBRA team members are jointly trained and exercised to respond to domestic and international terrorist threats involving use of one or more CBRNE elements. COBRA teams may operate in conjunction with local SWAT teams.
 - iv. The Region One Urban Search and Rescue (SAR) Strike Team – This Team is based within the City of Toledo Fire Division, and provides trained and equipped fire fighters to locate and coordinate rescue of survivors and to mark locations of fatalities for later recovery. The Region One Tactical Response Team, based within the City of Toledo Police Department, will provide trained and equipped law enforcement officers and a tactical armored vehicle to meet the needs of the incident and to augment existing emergency responders under the State of Ohio IMAC.
 - v. The City of Toledo Regional Hazardous Materials Response Unit – This Unit is fully trained and equipped for response to a HAZMAT incident. In addition, the Toledo Fire Division trains and equips a Biological Response Team and a Radiological Response Team that can respond to incidents or reports of suspicious materials. Each of these teams coordinates operations with local environmental protection and pollution control organizations, as well as the Toledo-Lucas County Health Department.
- f) The Incident Commander will alert all emergency responders to the possibility of secondary devices and to be prepared to suspend rescue efforts when devices or other conditions pose a threat to responders. Emergency responders will report suspicious devices, persons, or activities to the Incident Commander for action.
 - g) The Incident Commander will coordinate with police chiefs and other law enforcement officials to preserve the crime scene. Coordination for acquisition and security of any possible evidence will extend to material that may be imbedded in victims, samples submitted for laboratory analysis, and the general debris stream. All potential evidence will be handled in accordance with existing

protocols for “chain of custody” and later use in criminal prosecutions.

- h) The Incident Command System (ICS) Operations Section will monitor environmental conditions and, with the aid of the U.S. Environmental Protection Agency (EPA) and local pollution control organizations, contain and remediate any threat to emergency workers and the general public. Care will be taken to assure that emergency workers use approved PPE respiratory protection.
- i) Should radiological material be present at the incident scene, all workers will wear individual monitoring devices. Most fire departments in Lucas County are supplied with a limited number of self-reading, low- and high-range dosimeters and CDV-701 monitors used to detect levels of beta and gamma radiation. Additional radiation detection and monitoring equipment can be provided upon request from the State EMA through the Lucas County EMA office. These devices are to be read frequently when the potential for radiological material is present, and any exposures must be reported immediately in accordance with local and state protocols.
- j) The Incident Commander must prepare for continuous and sustained operations. Typically, emergency responders and supporting organizations operate on 12-hour shifts, 7 days each week, until the incident is stable or threat is diminished. While most emergency responders will be relieved and allowed to leave the scene without restrictions, in extreme situations, the Incident Commander may direct that emergency crews be staged in the “warm zone” following their shift until sufficient resources are assured to meet the needs of the incident. Responders will be provided with food, rest, and counseling as needed in or near the warm zone.
- k) Biological weapons or materials can create very damaging incidents that may have no obvious triggering event or be delayed in their harmful outcomes. As a result, it may be difficult to organize under a traditional ICS. A Unified Command structure, involving emergency services and officials from the public and private sector, should be used to assess existing damage and any potential for further harm. In this way, Unified Command can aid in assuring that strategies and tactics to meet the needs of a community will be comprehensive and effective.

C. Federal Assistance

1. State and local governments will submit requests for federal consequence management assistance through standard procedures under the FRP and the ORC.
2. Upon a determination that a particular incident is the result of a terrorist act, the FBI will initiate an investigation and begin coordination with the Incident Commander and local, state, and other federal agencies as

necessary. The Incident Commander will coordinate with state and federal jurisdictions for on-scene access and support.

3. In response to incidents of national significance, federal officials have jurisdiction for overall operations and investigations. A JOC may be established to coordinate between local first responders and the Federal Coordinating Officer (FCO). A JOC Command Group will manage multiple or competing requests based on priorities and objectives established by the Federal OSC.
4. Post-incident recovery efforts will be initiated at the scene following confirmation from the lead federal agency that the incident has stabilized and that no further threat exists to public health and safety.

D. Lucas County EOC

1. The Lucas County EOC will be activated for an actual terrorist attack anywhere within the United States of America if it is determined that threat of a similar attack exists locally. The EOC may also be activated as a result of any military action that could result in a general state of conflict with any nation or state that could respond or retaliate through acts of terrorism.
2. Activation of the Lucas County EOC will be in accordance with the County Emergency Preparedness Plan for all hazards. Responsibility for the operation of the EOC rests with the County Sheriff, County EMA Director, and the EOC Executive Group. The EOC will be capable of sustained operations (24/7) with routine shift changes not to exceed 12 hours to allow time for rest and nourishment.
3. Once activated, the Lucas County EOC Operations Group will assess the situation and make recommendations for protective actions to local officials for the public and private sectors. Should needs exceed the capability of local resources, the EOC Executive Group will consider issuing a Declaration of Emergency and a request for state and federal assistance forwarded through the Ohio Emergency Management Agency (OEMA).
4. The EOC will maintain communications and coordinate with local officials in all affected jurisdictions, local Incident Commander(s), the JIC, and the Federal JOC, when activated, throughout the response and recovery operations.
5. The EOC Planning and Assessment Group will continually assess the incident and develop strategies to respond to evolving conditions. Within the Planning Group, a geographic analyst will evaluate and digitally display maps that will depict the scope of the incident(s) and the potential for continued or new threats such as chemical or radiological plumes.
6. Upon the request of the Federal OSC, the County EOC will be unified under a JOC to facilitate coordination, communication, and investigation of terrorist acts.

7. The EOC will manage the Emergency Support Functions (ESF) in the EOC and support the on-scene Incident Commander through acquisition of resources and information requested by the on-scene Incident Commander.
8. De-activation of the EOC shall be ordered upon a determination by local officials that major issues in the response and recovery phase of the incident have been satisfactorily addressed. Any de-activation of the EOC will necessitate a transition within the EOC staff from emergency response operations to operations that support recovery of the affected community. Recovery actions will include individual and family assistance, remediation of damage to infrastructure and the environment, and a review of actions taken in the response that will aid in improved plans and procedures.

E. Communications

1. Primary communications for consequence management functions will be telephone, fax, and wireless cellular. Local officials and emergency responders should identify resources for a secure communications capability. The need for additional lines in specific locations should be anticipated in response and recovery plans.
2. Radio communications will serve as a means to coordinate recovery actions and to obtain information that will aid future planning and assessments.
3. Amateur radio operators can support coordination and attain exclusive access to designated radio frequencies for specific uses in an emergency. PACKET Radio, when available, is capable of almost secure transmission of computerized data via radio due its point-to-point configuration.
4. Closed circuit television is a potential communications tool available locally through the Amateur Radio Emergency Services organization.
5. The LEADS network has been tapped to provide rapid dissemination of information for law enforcement and other emergency service organizations.
6. The Lucas County EMA has programmed addresses of primary public safety officials into the County's email system. Updates on matters related to homeland security are transmitted to police and fire chiefs, as well as to other members of the Joint Regional Terrorism Task Force.

F. Notification and Warning

1. Emergency dispatching via 9-1-1 will be essential in the crisis management phase. Emergency dispatchers will be equally important during consequence management as they continue to direct emergency police, fire, and EMS resources to areas of immediate need.

2. Local, state and federal officials will be notified of an incident by the County EMA Director through use of a pre-established internal call list and procedures maintained by emergency response organizations, departments, and agencies. A corps group of executive leaders will be alerted by Sheriff's dispatch operators upon direction of the EMA Director.
3. The Emergency Alert System (EAS) will serve as the principle means to address the public when confronted with an immediate threat or actual WMD attack. While some initial messages may be pre-scripted, some information or instructions for the public will need to be broadcast live as the situation evolves. A major limiting factor of EAS is that it can be used only for an "emergency" when public safety is at stake.
4. The county-wide Emergency Notification System (Geo-Notify) may be used to rapidly contact commercial businesses, emergency service responders, key officials, critical facilities, and institutions within a specified area—via telephone with emergency information and/or instructions. This system is limited by the ability of individuals to receive or understand messages or instructions and other communications technologies that screen incoming calls.

G. Emergency Public Information

1. A JIC may be activated at the same time as the JOC. All information of a public nature would be shared among representatives of the JIC. The JIC staff would coordinate timing and content of official press releases and coordinate interviews of local, state, and federal officials. Pre-designated spokespersons, key officials, and credible authorities will deliver information through the media and field queries. See ESF 15 - Public Information, Warning, and Notification, in the Lucas County/City of Toledo Emergency Operations Plan (EOP).
2. The Public Information Group within the County EOC will maintain a Rumor Control Section that will monitor all public broadcasts and inquiries from the public. The Rumor Control Section will attempt to identify trends and dispel mis-information regarding response and recovery operations through the JIC staff.
3. Emergency public information will provide timely and accurate information to the public on what is being done to safeguard our communities and how they can help in any prolonged effort. Every effort will be made to provide credible sources of information at the earliest possible time.
4. A public information "hot-line" may be activated to address concerns of the public and to dispel rumors. Once activated, the hot-line will be staffed by emergency service staff and/or volunteers until the call volume has abated to a degree that it can be transferred to routine call-takers.

H. Protective Actions

1. Sheltering of the public is a strategy that may be employed when their best interest is to remain indoors, protected from potentially harmful

agents. Individuals may be instructed by the Incident Commander or local official to shelter in their homes, offices, commercial buildings, or any sound available structure until such time as an all-clear message is released. Information provided to sheltered individuals may include instructions to close windows and doors, and to turn off outside air ventilation equipment.

2. Temporary or short-term evacuation of a specific area or building may be ordered by the Incident Commander, facility managers, or local officials with responsibility for public safety as a consequence of a credible threat. See Appendix 10 - Evacuation.
3. The need for a longer term relocation of the public from residential and/or commercial districts may be determined should an area be assessed as unsafe for the public. Relocation of the public will require establishment of temporary reception and care centers to allow for coordinated movement of the affected population to relocation facilities. See Appendix 10 - Evacuation.
4. Medical surveillance will be conducted by the local and State Departments of Health, with assistance of the CDC, EPA, and area hospitals. The HAN will be strengthened and broadened where possible, and new technological capabilities such as “reverse 9-1-1” (when available) will enhance notification of health care professionals.
5. Restricted zones may be designated by local, state, or federal officials should efforts to attain the voluntary cooperation of individuals fail. Within these zones (or buildings), only controlled access would be authorized and monitored. A system for controlled access will be incorporated by the Incident Commander to protect emergency responders and victims, and to preserve potential evidence of criminal acts.
6. All personal transactions, commerce, and transportation within restricted zones will be suspended or strictly controlled by the Incident Commander under public health emergency authorities. Perimeter control for restricted zones would be the responsibility of law enforcement.
7. Quarantine areas or isolation wards in medical facilities may be designated by the local health department or state or federal officials, whereby no access or egress would be authorized except for medical or health personnel. Isolation of affected or exposed individuals will be limited to the period required for incubation of illness or display of signs and symptoms.
8. Trained emergency response personnel are provided with PPE and WMD detection devices to assure that they can operate safely and effectively in a WMD environment. All individuals, materials, and equipment within restricted zones and areas of quarantine will be subject to strict compliance with containment and decontamination procedures.

I. Mass Care

1. Mass casualty triage/treatment will be initiated by emergency medical personnel and continued at emergency medical treatment centers within local hospitals. Affected individuals will be given an antidote when a specific WMD agent is identified or indicated by physical signs and symptoms.
2. The local health department with the support of other medical personnel and emergency services will administer any program of immunization against a biological weapon under the direction of state and federal health authorities.
3. Mass immunization/prophylaxis will be implemented upon the order of the Toledo-Lucas County Health Department. Pre-event inoculations will be provided by health departments for specified medical and health care workers, followed by emergency service personnel. Mass immunization of the general public will be provided should a specific biological agent be discovered in our community or should there be a potential for exposure to such an agent. Detailed plans for the above contingency are contained in the 2002 Metropolitan Medical Response System (MMRS) Plan for Northwest Ohio.
4. Mass medical decontamination will be implemented by emergency medical and fire service personnel when a radiological or chemical weapon agent is proven to be the cause.
5. Patient evacuation/transportation will be accomplished by the most expeditious means available; however, every effort will be made to avoid cross-contamination of medical transportation and treatment facilities through gross decontamination at the scene.
6. Fatalities will be identified per existing mass casualty protocols.
7. Lucas County EOC ESF-8 supports mass care response.

J. Health and Medical

1. The Toledo-Lucas County and State of Ohio Health Departments, in coordination with the CDC, monitor for unusual concentrations or outbreaks of expected and unexpected medical conditions. The HAN provides the first confirmed indication that a disease or toxin has entered the mainstream of public health.
2. While routine medical procedures may be rescheduled, treatment for critical patients unrelated to the WMD incident will continue to be necessary. Hospital officials and medical staffs must be included in any public information and education program to alleviate pressure on emergency departments and resources.
3. Upon actual or imminent attack upon regions of the United States, the CDC will release pre-packaged medical supplies and equipment to local

jurisdictions. This National Pharmaceutical Stockpile (NPS) will be received by the Toledo-Lucas County Health Department by the most expedient mode of transportation and taken to a secured location where it can be broken down for ultimate distribution. See detailed planning with the 2002 MMRS Plan for Northwest Ohio.

4. Centers for medical treatment have been identified through coordination with area school districts. The activation of a regional Disaster Medical Assistance Team to augment existing emergency medical personnel will be requested as necessary. Field medical centers will be set up immediately outside of the affected perimeter along major routes of access and egress to aid in decontamination, triage, treatment, and transportation of injured. Additional medical centers may also be required in or near relocation facilities to address illness or injury not directly related to WMD effects.
5. In order to free up resources for critical patients, patient tracking will be coordinated by the ARC Chapter with the aid of eight area medical facilities when individuals are released or transferred to other hospitals. The Toledo-Lucas County Health Department and CDC will monitor and control the transfer of patients that may have been exposed to WMD agents. The ARC will facilitate health and welfare inquiries.
6. The health of emergency response personnel will be routinely monitored by their respective organizations. All personnel will be provided with information about the signs and symptoms of WMD agents. Specific WMD agent antidotes will be provided to emergency responders as necessary to their duties. The Toledo-Lucas County Health Department will assist all emergency services with training and information, as well as reports on the status of medical surveillance networks and laboratory analysis.
7. Samples of suspected WMD agents will be secured by emergency responders and sent to laboratories for analysis. Samples will be sent by the most expedient method to state or federal laboratories when local labs are not available, in coordination with local or State Departments of Health and the CDC.
8. Routine medical care and scheduled procedures will be provided to the community through clinics and family practices until such time as hospitals can resume that responsibility.
9. Mortuary services will be necessary for fatalities as soon as possible following any necessary medical investigation. Every measure will be taken to assure the utmost respect for the families of victims while containing the spread of WMD agents. Temporary morgue facilities may be required initially. Activation of the regional Disaster Morticians (DMORT) group may be initiated by the County Coroner to assist with the processing of mass casualties, which will be coordinated with the Incident Commander, Toledo-Lucas County Health Department, and CDC as needed.

10. Critical incident stress management is necessary for all emergency workers, including support personnel. All emergency responders will attend a debriefing at the completion of their scheduled shifts. Regular debriefing sessions, individual counseling, light balanced meals, and ample rest will go far toward assuring a continually healthy emergency work force.
11. Lucas County EOC ESF-8 supports medical response.

K. Resource Management

1. Personnel needs will be exhausting for most jurisdictions in the hours, days, and even weeks following a WMD incident. Organizational staffs may be shorthanded when staff members are directly or indirectly affected by the attack. In addition, facilities that provide services to the public and serve as centers for public policy and decision-making may be damaged or disrupted to the degree that they pose a danger to occupants or can no longer serve their intended purpose.
2. Each organization impacted by the WMD incident may need to implement a shift system during emergency response and recovery operations. Initially, additional personnel may be temporarily available through inter-departmental mutual aid. Local officials may request that National Guard forces augment personnel needs in specific skill areas once a State Declaration of Emergency has been issued.
3. Equipment and material needs must be coordinated within each organization to assure that critical assets are not wasted or duplicated. The most critical material and equipment needs should be pre-identified. Emergency equipment and medical supplies should be acquired and stored in preparation for possible use. Planners should assess other material needs and identify sources of supply. Due to the disruption that is likely following a WMD incident, it may be necessary for many public and private community service organizations to support the needs of the public with shelter, food, clothing, and health care needs. A system for donations management should be established early on to prevent a glut of unnecessary materials.
4. Storage facilities or outdoor areas for equipment, medical supplies, and materials must be identified. All storage areas should be protected from environmental harm and capable of being made secure. Additional storage areas for influx of other resources that will accompany supporting organizations must be coordinated. Storage areas for perishable materials that require refrigeration or other environmental controls must be pre-arranged.
5. Transportation needs for people, equipment, supplies, and materials will be critical. Commercial buses, vans, trucks, and aviation assets will be essential in the management of a WMD incident. The collection, staging, maintenance, and operation of transportation assets must be centrally coordinated to support critical needs in a timely manner.

6. The EOC Planning and Assessment Group will expand to coordinate logistical needs of emergency services in the response and recovery phase. An EOC Logistics Officer will be supported by a Transportation Coordinator, Equipment and Material Officer, and Donations Manager.
7. Lucas County EOC ESFs handle resource requests given them by the EOC Manager. If they cannot fulfill a request, the request then goes to the ESF-7 Logistics Section for consideration and disposition.

L. Recovery Operations

1. Post-incident remediation and cleanup must be coordinated with law enforcement, fire officials, environmental protection agencies, and health officials. The first priority will be to save lives and restore essential services.
 - a) Areas that have been affected by a WMD incident will have to be evaluated for elements that could lead to criminal prosecution. Some debris will need to be secured in storage areas for further analysis and documentation.
 - b) Any potential contamination will need to be neutralized before removal and disposal. Routine disposal methods may not be sufficient for the safe destruction of harmful elements. Numerous waste streams will need to be identified and coordinated to assure containment of harmful agents.
 - c) Specially equipped teams may be necessary to monitor removal of debris or other contaminated materials from the scene of any WMD incident.
2. State and federal disaster assistance will be necessary for the most severe WMD incidents that overwhelm the capabilities of local emergency services. Local officials will request state and federal assistance through the Lucas County EMA. Specific needs of each jurisdiction should accompany any request for a State Declaration of Disaster.
3. COG services are critical following any localized disaster. Many offices and departments may be disrupted due to direct impacts of the emergency or increased demand for services related to the disaster. Managers should prepare for likely emergency needs with contingency plans and procedures.
 - a) The personnel needs of the Lucas County EOC staff and other affected agencies will tax the resources of specific offices and departments. Inter-departmental mutual aid loans can alleviate shortages of personnel and equipment.
 - b) The need for extended hours of operation to include weekends for some departments must be anticipated following a major emergency. In some cases normal staffing can be augmented by a temporary workforce and qualified volunteers.

- c) Managers should be prepared to relocate all or a portion of their operations to alternate facilities or locations.
- d) Critical records and data should be maintained in secure locations or routinely backed up digitally so as to be readily available following a disaster.

VIII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Local; Consequence Management

1. Lucas County Emergency Management

- a) Provide planning and preparedness guidance and support.
- b) Provide EOC facilities and core staffing.
- c) Coordinate training for emergency responders and local officials.
- d) Coordinate requests for disaster assistance to the State.
- e) Conduct ongoing damage assessments.
- f) Support disaster assistance operations.
- g) Support a JIC.
- h) Manage Lucas County EOC ESF activities to include incoming resource and information requests from on-scene command.

2. Law Enforcement

- a) Maintain security of the disaster scene.
- b) Conduct criminal investigations.
- c) Provide security for critical facilities.
- d) Support evacuation/relocation operations.
- e) Support fire service.
- f) Provide for initial Incident Command and Control.
- g) Provide containment of hazardous materials.
- h) Provide for personnel and equipment monitoring and decontamination.
- i) Secure the disaster scene.
- j) Support EMS.
- k) Provide for emergency triage and treatment of mass casualties.
- l) Coordinate with hospital emergency departments for care of victims.
- m) Maintain rudimentary patient tracking.
- n) Transport critically injured to hospitals.
- o) Support initial medical supply needs of field treatment facilities.
- p) Coordinate with Lucas County EOC ESF-13.

3. Health Department
 - a) Maintain medical surveillance for WMD signs and symptoms.
 - b) Maintain inventory of critical pharmaceuticals.
 - c) Conduct laboratory analysis of field samples
 - d) Forward suspected materials to CDC for testing.
 - e) Coordinate mass immunizations.
 - f) Coordinate mass fatalities management.
 - g) Provide information to the public through the JIC.
 - h) Coordinate with Lucas County EOC ESF-6 and ESF-8.
4. Coroner
 - a) Conduct forensic investigations to support law enforcement efforts.
 - b) Coordinate the activation and operations of the DMORT organization.
 - c) Provide for tracking, transportation, and temporary internment of fatalities.
 - d) Coordinate with Lucas County EOC ESF-8 and ESF-6.
5. Hospital/Pharmacy
 - a) Maintain medical surveillance for WMD signs and symptoms.
 - b) Provide emergency and routine health care.
 - c) Support medical and technician needs of field medical centers.
 - d) Coordinate with Lucas County EOC ESF-6 and ESF-8.
6. Family Services (Health and Human Services [HHS])
 - a) Support the needs of individuals and families impacted by disaster.
 - b) Support staffing requirements of EOC and reception and care centers as needed.
 - c) Coordinate with Lucas County EOC ESF-6 and ESF-14.
7. LEPC
 - a) Provide planning data for WMD threat assessment.
 - b) Provide continued HAZMAT response training.
 - c) Support equipment and material needs for emergencies.
 - d) Coordinate with Lucas County EOC ESF-10.
8. Lucas County Public Services
 - a) Provide facilities and equipment for public safety.
 - b) Provide personnel support for response and recovery operations.

- c) Coordinate with Lucas County EOC Manager.
 - d) Lucas County school districts provide facilities, supplies, and equipment for public safety operations.
 - e) Provide personnel staff support as needed.
 - f) Coordinate with Lucas County EOC ESF-1.
- B. Inter-jurisdictional
- 1. The National Disaster Medical System (NDMS)
 - a) Provide emergency field medical capability through deployment of a regional Disaster Medical Assistance Team (DMAT).
 - b) DMAT personnel may augment hospitals in providing routine care or emergency medical system when utilized to support the needs of casualties of a WMD incident.
 - c) Coordinate with Lucas County EOC ESF-6 and ESF-8.
 - 2. Disaster Morticians Team
 - a) Provide a team of trained mortuary service personnel.
 - b) Support County Coroner in recovery and processing of victims.
 - c) Support fatalities management.
 - d) Coordinate with Lucas County EOC ESF-8.
 - 3. ARC
 - a) Provide for temporary evacuation shelters / care centers.
 - b) Support staff reception centers.
 - c) Coordinate with Lucas County EOC ESF-6.
 - 4. Volunteer Organizations Assisting in Disasters (VOAD)
 - a) Coordinate delivery of family services and assistance for non-governmental agencies.
 - b) Assist local public information program.
 - c) Coordinate with Lucas County EOC ESF-5.
- C. State
- 1. Ohio EMA
 - a) Provide guidance and support for disaster assistance.
 - b) Staff State EOC.
 - c) Coordinate state agencies' emergency response programs.
 - d) Forward requests for disaster assistance to State and Federal Executives.
 - e) Support ongoing damage assessments.

2. Ohio EPA
 - a) Conduct threat assessment and consultation.
 - b) Conduct environmental monitoring and sampling.
 - c) Support criminal investigations.
 - d) Support remediation and restoration.
3. Highway Patrol
 - a) Secure state property.
 - b) Implement command and communications.
 - c) Support criminal investigations.
4. National Guard
 - a) Support WMD containment and security operations.
 - b) Support transportation.
 - c) Provide support for monitoring and decontamination.
 - d) Aid in debris removal.
5. Toledo-Lucas County Health Department
 - a) Maintain medical surveillance for WMD signs and symptoms.
 - b) Coordinate supply of critical pharmaceuticals.
 - c) Conduct laboratory analysis of field samples
 - d) Forward suspected materials to CDC for testing.
 - e) Coordinate Mass Immunizations.
 - f) Coordinate Mass Fatalities management.
 - g) Provide information to the public through the JIC.
6. Department of Agriculture
 - a) Emergency Food Stocks
 - b) Assure safety of Food Stocks
7. Department of Transportation
 - a) Implement closure of State Routes
 - b) Support transportation.
 - c) Support aviation.
 - d) Restrict rail and air transit.
8. Ohio Department of Natural Resources
 - a) Aid in operation of relocation facilities.
 - b) Aid in operation of care center facilities.

D. Federal: Crisis Management

1. DHS

2. FBI/OSC
 - a) Designate Federal OSC.
 - b) Deploy Domestic Emergency Support Team (DEST).
 - c) Coordinate JOC.
3. Department of Justice
 - a) Develop and implement policies.
 - b) Prosecute criminal violators.
4. CDC
 - a) Conduct medical surveillance.
 - b) Analyze potential WMD agents.
 - c) Undertake epidemiological investigation.
 - d) Support on-site safety and protection activities.
5. Domestic WMD Civil Support Team
 - a) Coordinate domestic crisis response.
 - b) Support local crisis intervention.
6. Department of Defense (DOD)
 - a) Conduct threat assessment.
 - b) Serve on DEST.
 - c) Support effort to address civil disruption (CD).
 - d) Aid WMD disposal.
 - e) Support transportation resources.
7. FEMA
 - a) Coordinate WMD consequence management.
 - b) Coordinate federal disaster assistance.
8. U.S. EPA
 - a) Conduct threat assessment and consultation.
 - b) Conduct environmental monitoring and sampling.
 - c) Aid remediation and restoration.
9. Department of Health & Human Services (HHS)
 - a) Conduct threat assessment.
 - b) Conduct epidemiological investigation.
 - c) Support on-site safety and protection.

- d) Manage mass immunization, prophylaxis, and fatalities.
 - e) Furnish pharmaceutical support.
 - f) Help maintain medical records and patient tracking.
 - g) Support evacuation and relocation.
10. Department of Energy (DOE)
- a) Conduct nuclear search operations.
 - b) Perform diagnostic and device assessment.
 - c) Conduct radiological assessment and monitoring.
 - d) Render safe operations.
 - e) Aid in material containment and storage.
 - f) Support site remediation and cleanup.
11. Public Health Service
- a) Maintain medical surveillance for WMD signs and symptoms.
 - b) Provide guidance for supply of critical pharmaceuticals.
 - c) Provide standards for laboratory analysis of field samples
 - d) Coordinate with CDC for testing of field samples.
 - e) Aid in management of mass Immunizations and fatalities.
 - f) Provide information to the public through the JIC.

IX. ADMINISTRATION AND LOGISTICS

A. Logistical Support Requirements

1. Material and equipment resources that are available or can be pre-stocked will support recovery operations. Some needs that are pre-identified can be met through lease or loan arrangements. Unmet needs that are identified following a WMD incident will be prioritized and addressed by the most expeditious means available.
2. Shortages of personnel may result from direct or indirect impact of a WMD incident. Managers must take measures to identify inter-agency sources of additional manpower and to develop procedures for temporary loan of executives and staffs. Volunteers may be employed; however, the need for training and supervision will delay their usefulness.
3. A WMD incident will require transport capabilities for mass transit of people, as well as equipment and materials. Rapid transportation of key personnel, medical supplies, and other relief supplies by air will be necessary.
4. Storage and staging areas for equipment and materials must be identified. Outdoor or interior storage areas must be safe and secure. Temporary storage sites may be necessary for holding WMD materials

recovered during remediation and cleanup pending disposal. In addition, debris may be temporarily stored or stockpiled pending law enforcement investigation. Mass relocation from any area impacted by a WMD incident may require residential structures sufficient to house the affected population.

B. Administrative Procedures

1. Detailed documentation and record keeping is essential in the aftermath of any disaster. Disaster assistance from state and federal agencies depends on comprehensive documentation of man and equipment hours, material expenditures, and property and infrastructure losses.
2. This Appendix will be reviewed bi-annually by all local participants. The State and Federal EMAs will review this appendix for content, completeness, and format. The Appendix will be revised as needed following updating of the County Hazard Assessment.

X. Addendums

- Tab A - Acronyms
- Tab B - Definitions
- Tab C - Indicators of Use of WMDs
- Tab D - State of Ohio Homeland Security Regions
- Tab E - DHS Threat Categories
- Tab F - Homeland Security Alert System Threat Levels

Tab A

Acronyms

ARC	-	American Red Cross
ATF	-	Bureau of Alcohol, Tobacco, and Firearms
CBR	-	Chemical, Biological, and Radiological
CBRNE	-	Chemical, biological, radiological, nuclear, and explosives
CD	-	Civil Disruption
CDC	-	Centers for Disease Control and Prevention
CERT	-	Community Emergency Response Team
CFR	-	<i>Code of Federal Regulations</i>
COBRA	-	Chemical Ordinance Biological Radiological Team
DMAT	-	Disaster Medical Assistance Team
DMORT	-	Disaster Morticians
OF	-	Degrees Fahrenheit
DEST	-	Domestic Emergency Support Team
DHS	-	Department of Homeland Security
DOD	-	Department of Defense
DOE	-	Department of Energy
DOT	-	Department of Transportation
EAS	-	Emergency Alert System
EMA	-	Emergency Management Agency
EMAC	-	Emergency Mutual Assistance Compact
EMS	-	Emergency Medical Services
EOC	-	Emergency Operations Center
EOP	-	Emergency Operations Plan
EPA	-	U.S. Environmental Protection Agency
EPA	-	Environmental Protection Agency
FBI	-	Federal Bureau of Investigation
FCO	-	Federal Coordinating Officer
FEMA	-	Federal Emergency Management Agency
FRP	-	Federal Response Plan
HAN	-	Health Alert Network
HAZMAT	-	Hazardous Material
HEICS	-	Health Emergency Incident Command System
HEPA	-	High-efficiency particulate air
HHS	-	Health and Human Services
HSAS	-	Homeland Security Advisory System
ICS	-	Incident Command System
IED	-	Improvised explosive device
IMAC	-	Intra-State Mutual Aid Compact
JIC	-	Joint (Public) Information Center
JOC	-	Joint Operations Center
JTTF	-	Joint Anti-Terrorism Task Force
LEPC	-	Local Emergency Planning Committee
MMRS	-	Metropolitan Medical Response System
MYDP	-	Multi-Year Development Program
NAWAS	-	National Warning System
NDMS	-	National Disaster Medical System
NIPP	-	National Infrastructure Protection Plan

NOAA - National Oceanic and Atmospheric Administration
 NPS - National Pharmaceutical Stockpile
 NORAD- North American Air Defense Command
 NRC - Nuclear Regulatory Commission
 NSS - National Shelter Survey
 NWC - National Weather Center
 NWS - National Weather Service
 ODNR - Ohio Department of Natural Resources
 OEMA - Ohio Emergency Management Agency
 ORC - *Ohio Revised Code*
 OSC - On-scene Commander
 PIO - Public Information Officer
 PPE - Personal protective equipment
 Psi - Pounds per square inch
 PUCO - Public Utilities Commission of Ohio
 RACES - Radio Amateur Civil Emergency Service
 RDD - Radiological Dispersal Device
 SAIC - Strategic Analysis and Information Center
 SAR - Search and Rescue
 SARA - Superfund Amendments and Reauthorization Act
 SOP - Standard Operating Procedure
 SWAT - Special Weapons and Tactical
 TCP - Traffic Control Point
 TNT - Trinitrotoluene
 USDA - United States Department of Agriculture
 UHF - Ultrahigh frequency
 USC - *U.S. Code*
 VOAD - Volunteer Organizations Assisting in Disasters
 WMD - Weapons of mass destruction
 (ZULU) Time - Mean solar time (GMT) at the zero meridians at Greenwich, England.

Tab B

Definitions

Air Burst: The explosion of a nuclear weapon at such a height that the expanding fireball does not touch the earth's surface, resulting in little or no fallout.

Allocation (General): (Community Shelter Planning) The process of allocating areas of population to areas of shelter concentration.

Allocation (Special): (Community Shelter Planning) The process of allocating geographically defined areas of population to a specific shelter facility or group of shelter facilities.

American Red Cross (ARC): A quasi-governmental agency largely for relief of suffering and welfare activities during war, local emergencies, and disasters. The ARC operates under a Congressional charter and is supported by citizens and volunteers. Internationally, it operates in accordance with the Treaty of Geneva.

Annex: As used in this Plan, an Annex is an element that is specific to one function of emergency operations and describes Lucas County's approach to conducting that activity in response to emergencies.

Appendix: Stand-alone attachment to the Basic Emergency Plan providing technical information, detailed methods, and/or hazard-specific procedures.

Attack Warning: A civil defense warning that an actual attack against this country has been detected.

Blast Wave: A sharply defined but invisible ridge of increased air pressure that moves rapidly through the surrounding air from the center of a detonation or similar disturbance (i.e., volcanic blast wave). This is similar to the pressure wave phenomenon of tsunamis caused by underwater earthquakes.

Census Tract: A geographical subdivision of no standard size within a political jurisdiction; it is used by the U.S. Bureau of Census as a convenient and flexible unit for surveying and aggregating population, housing, and other demographic or economic statistics.

Code of Federal Regulations: CFR Title 44 refers to Emergency Management and Assistance funding through a Federal Grant Program entitled Participating Partnership Agreement. The grant is administered by the State and requires regular activity and financial reports on local Comprehensive Cooperative Agreements that identify specific goals and objectives for each fiscal year.

Comprehensive Emergency Management: A functional planning approach for any potential hazard that addresses the four phases of emergency management, which are (1) Mitigation: those activities which eliminate or reduce the probability of disaster; (2) Preparedness: those activities which governments, organizations, and individuals develop to save lives and minimize damage; (3) Response: To prevent loss of lives and

property and provide emergency assistance; and (4) Recovery: Short- and long-term activities which return all systems to normal or improved standards.

Congregate Care Facilities: Public or private buildings in the host areas that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as "fallout shelter."

Damage Assessment: The appraisal or determination of the actual effects resulting from conventional or nuclear bombs and missiles.

Dirty Bomb: A Radiological Dispersal Device (RDD) that simply uses a low level detonation to disperse harmful radioactive dust and particles.

Disaster / Emergency: Any large-scale natural, technological, or human-engineered event that results in loss of life, human suffering, property damage, or economic and social disruption. While most disasters occur suddenly and without warning, some only gradually become apparent over an undetermined period of days, weeks, or months when their full impact is known.

Disaster Application Center: A local facility established following a major disaster, staffed by various state and federal agencies to provide a one-stop location to process assistance to individuals.

Distant Early Warning Line (DEW Line): A network of radar stations near the Arctic Circle.

Dose: A quantity (total or accumulated) of ionizing (or nuclear) radiation, experienced by a person or animal.

Dose Rate: As a general rule, the amount of ionizing (or nuclear) radiation to which an individual would be exposed, or which he would receive per unit of time.

Dosimetry: An instrument for measuring and registering total accumulated exposure to ionizing radiations.

Dosimeter Charger: An instrument used to reset a dosimeter to a beginning or zero reading.

Electromagnetic Pulse (EMP): Energy radiated by nuclear detonation which may affect or damage electronic components and equipment.

Emergency Alert System (EAS): Consists of a network of commercial broadcasters and interconnecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during war-time, a state of public peril or disaster, or other national emergency as provided by the EAS Plan.

Emergency Management Assistance: Federal Grant funding to state and local agencies for personnel and administrative expenses. Emergency Management Assistance Compacts have been developed to provide for distribution of resources under a federal disaster declaration.

Emergency Management Director: The individual at the local jurisdiction who is directly responsible on a day-to-day basis for that jurisdiction's efforts to develop and implement an Integrated Comprehensive Emergency Plan to mitigate and prepare for, respond to, and recover from potential large-scale disasters.

Emergency Operations Center (EOC): The site from which local officials and other support organizations coordinate operations during emergencies. The EOC is activated upon the request of a local jurisdiction or upon a determination of need by the Board of County Commissioners, County Sheriff, or EMA Director.

Emergency Operations Plan (EOP): The document that identifies potential hazards and capabilities, the concept of operations for coordinated actions to be taken by individuals and government services before, during, and after occurrence of a natural, manmade, or technological disaster. The Basic Plan is supported by functional Annexes and stand-alone Appendices.

Evacuee(s): An individual who voluntarily or is compelled to move to a less hazardous area or temporary shelter location.

Executive order (EO): A rule or order having the force of law, issued by an executive authority of a government.

Fallout: Particles of radioactive dust that descend to earth following ground-level detonation of a nuclear warhead.

Federal Response Plan (FRP): The nation's plan for emergency preparedness which sets forth the basic principles, policies, responsibilities, preparations, and response of civil government to meet any kind of national emergency.

Functions of Emergency Management: Basic functions that serve the emergency management system are Direction and Control, Communications, Warning and Notifications, Public Information, Evacuation, Mass Care and Sheltering, Emergency Medical System and Health, Law Enforcement, Public Works, Fire and Rescue, Radiological Protection, Resource Management, Damage Assessment, and Disaster Assistance.

Greenwich Mean Time (GMT or Zulu): The standard reference time used throughout the world based on the time at the Royal Observatory in Greenwich, England. GMT, also called "ZULU" Time for Zero Meridian, uses the 24-hour system. To convert other time zones to Greenwich Time:

Add 5 hours to Eastern Standard Time (EST).

Add 6 hours to Central Standard Time (CST).

Add 7 hours to Mountain Standard Time (MST).

Add 8 hours to Pacific Standard Time (PST).

Ground Zero (GZ): The point on the surface of land or water vertically above or below the center of a burst of a nuclear or conventional weapon.

Hazard: A natural, technological, or man-made event or situation that presents a threat to lives and property.

Hazardous Material (HAZMAT): Any substance or material which may be toxic or otherwise harmful to living organisms when released into the environment. Hazardous materials are classified as chemical, biological, or radiological, and may exist as a solid, liquid, or gaseous vapor.

Hazardous Chemical: Toxic, corrosive, or injurious substance because of inherent chemical properties; includes but is not limited to such items as petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, and mineral fibers (asbestos).

Hazardous Biological Agents: Microorganisms such as germs or bacteria or their associated products which may cause harm to humans, animals, or economic crops. Bio Agents include pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and research laboratories.

Hazardous Radiological: Any radioactive substance emitting ionizing radiation at a level to produce a chronic or acute health hazard in humans, animals, or the environment.

Hazard-Specific Appendix: A stand-alone document that supports the Basic EOP. Appendices are specific to a potential hazard and contain information on procedures to be followed in any response and recovery effort.

High-Altitude Burst: A nuclear detonation at an altitude over 100,000 feet.

Host Area: A specified area relatively unlikely to experience direct weapons effects (blast of 2 pounds per square inch [psi] or more, heat and initial nuclear radiation) from a nuclear attack and designated for reception and care of risk area evacuees.

Initial Incident Report: A standardized report form for local jurisdictions to use in transmitting critical information regarding the occurrence of an event that poses a threat to the health and safety of residents or has resulted in physical damage to properties and facilities. In addition, this form provides for regular updates.

Ion: An atom which bears an electrical charge, either positive or negative.

Ionization: The process by which ions are produced.

Isotopes: Atoms which have the same atomic number of protons, but different atomic mass or mass number. Isotopes of a particular element have almost identical chemical properties.

Joint Terrorism Task Force (JTTF): The JTTF was formed to provide for effective coordination and inter-operable communication among all public safety forces, supporting departments and key private sector officials before, during, and after incidents. The JTTF provides for sharing of plans, enhancement of warning and

notification procedures, and a system for acquiring and allocating scarce resources. Key functions of the JTTF are to identify training opportunities and informational tools that will lead to the intervention and prevention of most terrorist acts, to reduce impacts of incidents that cannot be prevented through preparedness measures, and increase effectiveness of the emergency response.

Local Warning Point: A facility in a city, town, or community which receives warnings and activates the public warning system in its area of responsibility.

Major Disaster: Public Law 93-288, as amended, provides that any flood, drought, fire, hurricane, earthquake, storm, or other catastrophe in any part of the United States which, in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of state and local governments in alleviating the damage, hardship, or suffering caused thereby.

Megaton Energy (MT): The energy of a nuclear (or atomic) explosion which is equivalent to 1,000,000 tons (or 1,000 kilotons) of trinitrotoluene (TNT).

National Warning Center: The facility staffed by Attack Warning Officers situated within the combat operations center at North American Air Defense Command (NORAD) Headquarters. Controls NAWAS when the Regional Warning Circuits are tied together.

National Warning System (NAWAS): The federal portion of the Civil Defense Warning System, used for dissemination of warning and other emergency information from the warning centers or regions to warning points in each state.

Nuclear Radiation: Particulate and electromagnetic radiation emitted from materials as a result of the nuclear decay process. Types of radiation that can affect living organisms are alpha and beta particles, gamma rays, and neutrons.

Nuclear Weapon (or Bomb): A general name given to any weapon in which the explosion results from the energy released by reactions involving atomic nuclei, either fission or fusion, or both. Thus, the "atomic" or "A-bomb" and the "hydrogen" or "H-bomb" are both nuclear weapons as opposed to a Radiological Dispersal Device (RDD) or Dirty Bomb that simply uses a low level detonation to disperse harmful radioactive dust and particles.

Operations Planning: The process of determining the need for application of resources and determining the methods of obtaining and committing these resources to the operations plan.

Political Subdivisions-. Local governments, including but not limited to, cities, towns, incorporated communities, counties, parishes, and townships.

Radiation: The emission and propagation of energy through space or through a material medium in the form of waves; as electromagnetic and sound or elastic waves.

Radiation Exposure Record: The card issued to individuals for recording their personal radiation exposure doses.

Radiological Dispersal Device (RDD): An explosive device or Dirty Bomb that simply uses a low-level detonation to disperse harmful radioactive dust and particles.

Radioactivity: The liberation of energy by spontaneous disintegration of nuclei.

Radiological Monitor: An individual trained to measure, record, and report radiation doses and dose rates; provide limited field guidance on radiation hazards associated with operations to which he/she is assigned; and perform operator's maintenance of radiological instruments.

Radiological Monitoring: The procedure or operation of locating and measuring radioactive contamination by means of survey instruments which can detect and measure (as dose rates) ionizing radiations. The individual performing the operation is called a monitor.

Secondary Effects: A chain of catastrophic events that can develop as a reaction to an initiating emergency, often referred to as the Disaster Cascade.

Shelter: (1) A designated area within a facility with sufficient space and facilities to accommodate an expected number of evacuees for a defined period of time, usually 3 days. (2) A confined structure constructed of available materials in a period of crisis as an expedient. (3) A designated safe room or area within a home, business, or institution for protection from flying debris or harmful vapors.

Standard Operating Procedure (SOP): Directives or guidance documents developed by response and support organizations that detail responsible individuals by name and phone number, and delineate in detail specific organizational emergency activities. SOPs should support the concept of operation contained in the countywide Basic Plan and its support Annexes and Appendices.

Surface Burst: The explosion of a nuclear weapon at the surface of the land or water or at a height above the surface less than the radius of the fireball at maximum luminosity (in the second thermal pulse). An explosion in which the weapon is detonated actually on the surface is called a contact surface burst, or true surface burst resulting in fallout.

Tabs: Maps, charts, checklists, resources, inventories, sample forms, or diagrams all used to support the Basic Plan and its annexes and appendices.

Traffic Control Points (TCP): Key locations along roadways that are manned by law enforcement personnel to direct and control movement to and from the area.

Tab C

Indicators of Use of WMDs

A. BIOLOGICAL

1. **Indications.** Indicators that a WMD incident involving biological agents has taken place may take days or weeks to manifest themselves, depending on the biological toxin or pathogen involved. The Centers for Disease Control and Prevention (CDC) recently developed the following list of epidemiologic clues that may signal a bioterrorist event:
 - a. Large number of ill persons with a similar disease or syndrome.
 - b. Large numbers of unexplained disease, syndrome, or deaths.
 - c. Unusual illness in a population.
 - d. Higher morbidity and mortality than expected with a common disease or syndrome.
 - e. Failure of a common disease to respond to usual therapy.
 - f. Single case of disease caused by an uncommon agent.
 - g. Multiple unusual or unexplained disease entities coexisting in the same patient without other explanation.
 - h. Disease with an unusual geographic or seasonal distribution.
 - i. Multiple atypical presentations of disease agents.
 - j. Similar genetic type among agents isolated from temporally or spatially distinct sources.
 - k. Unusual, atypical, genetically engineered, or antiquated strain of agent.
 - l. Endemic disease with unexplained increase in incidence.
 - m. Simultaneous clusters of similar illness in noncontiguous areas, domestic or foreign.
 - n. Atypical aerosol, food, or water transmission.
 - o. Ill people presenting near the same time.
 - p. Deaths or illness among animals that precedes or accompanies illness or death in humans.

- q. No illness in people not exposed to common ventilation systems, but illness among those people in proximity to the systems.

2. **First Responder Concerns**

- a. The most practical method of initiating widespread infection using biological agents is through aerosolization, whereby fine particles are sprayed over or upwind of a target where the particles may be inhaled. An aerosol may be effective for some time after delivery, since it will be deposited on clothing, equipment, and soil. When the clothing is used later, or dust is stirred up, responding personnel may be subject to “secondary” contamination.
- b. Biological agents may be able to use portals of entry into the body other than the respiratory tract. Individuals may be infected by ingestion of contaminated food and water, or even by direct contact with the skin or mucous membranes through abraded or broken skin. Use protective clothing or commercially available Level C clothing. Protect the respiratory tract through the use of a mask with biological high-efficiency particulate air (HEPA) filters.
- c. Exposure to biological agents, as noted above, may not be immediately apparent. Casualties may occur minutes, hours, days, or weeks after an exposure has occurred. The time required before signs and symptoms are observed depends on the agent used. While symptoms will be evident, often the first confirmation will come from blood tests or by other diagnostic means used by medical personnel.

B. CHEMICAL

- 1. **Indications.** The following may indicate a potential chemical WMD has been released. One or more of these indicators may be present.
 - a. An unusually large or noticeable number of sick or dead wildlife. These may range from pigeons in parks to rodents near trash containers.
 - b. Lack of insect life. Shorelines, puddles, and any standing water should be checked for the presence of dead insects.
 - c. Considerable number of persons experiencing water-like blisters, weals (like bee-stings), and/or rashes.
 - d. Numbers of individuals exhibiting serious health problems, ranging from nausea, excessive secretions (saliva, diarrhea, vomiting), disorientation, and difficulty breathing to convulsions and death.
 - e. Discernable pattern to the casualties. This may be “aligned” with the wind direction or related to where the weapon was released (indoors/outdoors).
 - f. Presence of unusual liquid droplets, e.g., surfaces exhibit oily droplets or film, or water surfaces have an oily film (with no recent rain).
 - g. Unscheduled spraying or unusual application of spray.

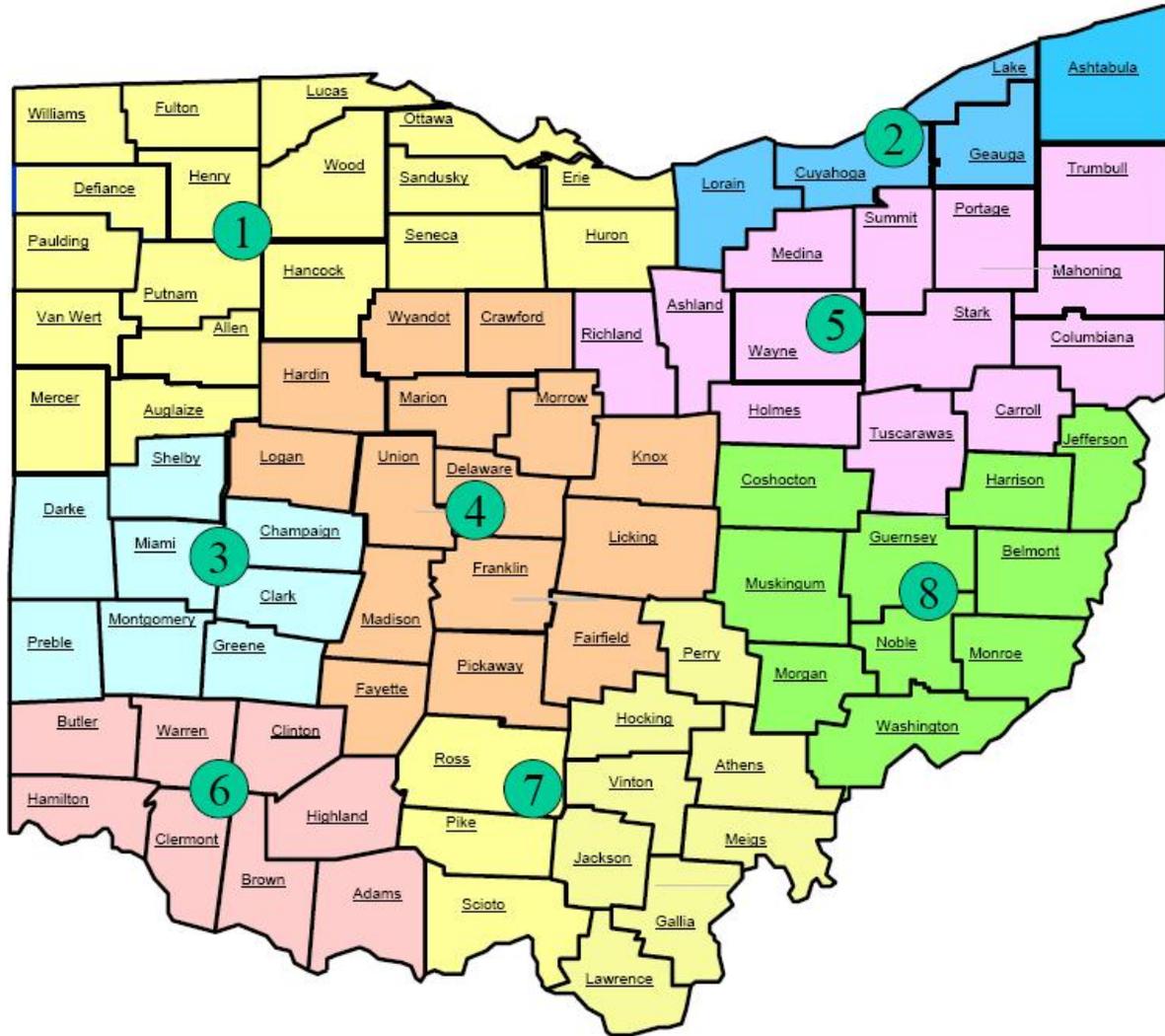
- h. Abandoned spray devices, such as chemical sprayers used by landscaping crews.
 - i. Presence of unexplained or unusual odors (where that particular scent or smell is not normally noted).
 - j. Presence of low-lying clouds or fog-like condition not compatible with the weather.
 - k. Presence of unusual metal debris—unexplained bomb/munitions material, particularly if it contains a liquid.
 - l. Explosions that disperse or dispense liquids, mists, vapors, or gas.
 - m. Explosions that seem to destroy only a package or bomb device.
 - n. Civilian panic in potential high-profile target areas (e.g., government buildings, mass transit systems, sports arenas, etc.).
 - o. Mass casualties without obvious trauma.
2. **First Responder Concerns.** The first concern must be to recognize a chemical event and protect the first responders. Unless first responders recognize the danger, they will very possibly become casualties in a chemical environment. It may not be possible to determine from the symptoms experienced by affected personnel which chemical agent has been used. Chemical agents may be combined, and therefore recognition of agents involved becomes more difficult.

C. NUCLEAR/RADIOLOGICAL

1. **Indications.** Radiation is an invisible hazard. No initial characteristics or properties of radiation itself are noticeable. Unless the nuclear/radiological material is marked to identify it as such, it may be some time before the hazard has been identified as radiological.
2. **First Responder Concerns.** While no single piece of equipment is capable of detecting all forms of radiation, several different detectors are available for each type of radiation. Availability of this equipment, in addition to protective clothing and respiratory equipment is of great concern to first responders.

Tab D

State of Ohio Homeland Security Regions



Tab E

DHS Threat Categories

<p style="text-align: center;">Continuity of Government Services</p> Seats of Government Administrative Buildings Courthouses Military Installations U.S. Postal Service	<p style="text-align: center;">Transportation</p> Railheads / Rail Yards Bridges Interstate Highways Train / Bus Terminals River Port Facilities Airport Facilities Trucking Terminals Air Cargo Facilities Oil / Gas Pipelines Ocean Vessels
<p style="text-align: center;">Electric Power, Oil/Gas Storage</p> Power Generating Facilities Power Distribution Facilities Pressurized Gas Storage Petroleum Storage Facilities	<p style="text-align: center;">Water Supply</p> Water Supply Facilities Water Purification Systems Water Distribution Systems Wastewater Treatment Facilities
<p style="text-align: center;">Communications and Information</p> Telecommunications Trunking Stations Cyber-Communications Commercial Broadcasters Newspapers Communications Services	<p style="text-align: center;">Banking and Finance</p> Banks Financial Institutions Financial Currier Services
<p style="text-align: center;">Emergency Services</p> Fire Services Law Services Emergency Management Emergency Medical 9-1-1 Communications	<p style="text-align: center;">Public Health and Medical</p> Hospitals Abortion Clinics Emergency Medical Centers Public Health Dept. Research Laboratories Pharmacies
<p style="text-align: center;">Institutions</p> Universities and Colleges Museums Schools Scientific Research Facilities	<p style="text-align: center;">Recreational Facilities</p> Stadiums and Arenas Auditoriums Theaters Zoological Gardens Concert Halls Convention Centers Restaurants Public Parks & Pools
<p style="text-align: center;">Commercial / Industrial Facilities</p> Industrious / Manufacturing Hotels Petro-Chemical Plants Retail Malls Convention Centers Defense Contractors Corporate Headquarters Apartment Buildings Agricultural Producers Food Service Industry	<p style="text-align: center;">Miscellaneous (Special Events)</p> Festivals & Parades Religious Services Major Sporting Events Significant Dates and Anniversaries Political Visits or events

Critical Infrastructure (designated in **bold-italics** in the above table) is defined by the Department of Homeland Security under the *HOMELAND SECURITY ACT OF 2002, SEC. 2*. as:

“The means, systems and assets, whether physical or virtual, so vital to the United States* that the incapacity and or destruction of such systems and assets would have a debilitating impact on security, economic security, public health or safety, or any combination thereof.”

*When the above definition is applied to any one community, the broad categories that would impact the nation must be transferred to specific infrastructure within each jurisdiction. When applied to the above table of Threat Categories, those elements in “**bold-italics**” are determined to fit the above definition of a critical infrastructure.

Tab F

Homeland Security Alert System Threat Levels

GREEN: Low risk of terrorist attacks.



BLUE: Guarded condition. General risk of terrorist attack.



- Check communications with designated emergency response or command locations.
- Review and update emergency response procedures.
- Provide the public with necessary information.

YELLOW: Elevated condition. Significant risk.



- Increase surveillance of critical locations.
- Coordinate emergency plans with nearby jurisdictions.
- Assess further refinement of protective measures within the context of the current threat information.
- Implement, as appropriate, contingency and emergency response plans.

ORANGE: High risk of terrorist attacks.



- Coordinate necessary security efforts with armed forces or law enforcement agencies.
- Take additional precaution at public events.
- Prepare to work at an alternate site or with a dispersed work force.
- Restrict access to essential personnel only.

RED: Severe risk of terrorist attacks.



- Assign emergency response personnel and pre-position specially trained teams.
- Monitor, redirect, or constrain transportation systems.
- Close public and government facilities.
- Increase or redirect personnel to address critical emergency needs.

APPENDIX 6

SEVERE WINTER STORM



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I. PURPOSE

- A. This appendix supports the Lucas County/City of Toledo Emergency Operations Plan (EOP) identifies the steps that departments and agencies of each jurisdiction must implement to mitigate and prepare for, respond to, and recover from the effects of major snowfalls, ice storms, and/or blizzard event.
- B. This appendix provides information on the Lucas County Sheriffs countywide Snow Emergency Levels.
- C. This appendix contains guidelines and recommendations for direction and control, communication, administration, and resource management functions that will aid local officials in effectively coordinating with and among local Incident Commander(s) and other jurisdictions and non-governmental representatives during a declared Winter Storm and Snow Emergency.

II. SITUATION AND ASSUMPTIONS

- A. Lucas County is located in Northwest Ohio and has a history of severe storm activity, having experienced a number of severe winter storms. Risks to communities and individuals include possible flooding and fires, heavy or deeply drifted snow, whiteout conditions, and extended periods of sub-zero temperatures. Icing of roadways and utilities can result in loss of electricity and communications systems, and travel restrictions. Any of these conditions can result in a disruption of essential services and delay emergency responses (see Tab A and Tab B).
- B. Generally, sufficient warning is provided that a Winter Storm is approaching. Local radio and television stations advise the public to take specific actions to prepare for this or to safeguard themselves
- C. The National Weather Service (NWS) and National Oceanographic and Atmospheric Administration (NOAA) provide weather alerts for all of Northwest Ohio. This information is updated every 4 hours; however, NWS will interrupt normal broadcasting to issue storm advisories, watches, and warnings.
 - 1. A Winter Storm Watch is issued when local conditions indicate the possibility for winter storm conditions that could result in hazardous conditions in one or more states or counties within a state.
 - 2. Winter Storm Warnings are broadcast when dangerous winter weather conditions will soon occur in a state or region within a state.

- D. County wide emergency service organizations are alert to the approach of severe weather conditions. Privately contracted services provide routine weather forecast and advisory information to the County Engineer, and to emergency management and other departments. Operational plans and procedures contain guidelines for augmenting normal emergency response manpower and equipment resource.
- E. Lucas County engineers are prepared to service county roads, while local departments of street and road maintenance will respond to meet conditions resulting from severe storms. Every effort will be made to get maintenance crews on the streets and roads in advance of severe weather. When storm events create hazardous conditions, road maintenance continues around the clock to plow and treat paved areas. The County Engineer's Road Maintenance can be accessed at any time by calling the listed departmental number.
- F. At the approach of any severe weather system, trained volunteer weather watchers report actual local conditions or events through a regional radio network. When called upon by NWS, they monitor the approach of the storm and relay real-time observations on storm conditions to aid weather forecasters.

III. CONCEPT OF OPERATIONS

- A. Fire and Rescue Operations:
 - 1. In advance of severe weather, fire services monitor NWS broadcasts and are informed of potentially dangerous weather conditions. When alerted to the approach of severe weather, they begin to actively monitor storm conditions in their area.
 - 2. Fire service chiefs may meet with other public safety officials to coordinate a response plan and make recommendations to local officials on advance measures and public information messages.
 - 3. Should severe weather result in a sudden catastrophic event, fire services respond under the Incident Command System (ICS) to serve communities within affected jurisdictions.
 - 4. When responding to a major storm event, on-scene commanders will complete an overall initial size up. At the earliest possible time, the on-scene Incident Commander will notify the Lucas County Emergency Management Agency (EMA) of the activation of an Incident Command Post (ICP), and provide an initial assessment. The EMA will forward this assessment, along with other information, to the Assessment Room at the State Emergency Operations Center (EOC).
 - 5. The initial priority of emergency response will be to provide immediate life saving and search and rescue (SAR) of survivors with the support of municipal or county road maintenance personnel. Emergency responders may be assisted by other regional fire services under existing mutual aid agreements.

6. The Incident Commander may coordinate any need for evacuations with the support of public mass transit assets or local school districts (under Ohio Revised Code [ORC] 3301-83-16 – Non-routine Use of School Buses) (see EOP Appendix 10 - Evacuation).
7. Affected Incident Commanders may choose to form a Unified Command structure to improve overall response. Unaffected jurisdictions may be asked to provide support under existing local mutual aid agreements or the State of Ohio's intra-state Mutual Aid Compact (IMAC) (see Emergency Support Function [ESF] 7 - Logistics Management and Resource Support in the EOP).
8. Downed electrical wires, broken waterlines, broken roadways, and other disruptions of public utilities will require safeguarding until repairs and restoration efforts can be completed.
9. Fire and rescue on-scene Incident Commanders should coordinate with Lucas County EOC ESF 4 - Firefighting, ESF 9 - Search and Rescue, and ESF 8 Public Health and Medical. Law Enforcement Operations

B. Law Enforcement Operations

1. In advance of severe weather, law enforcement communications will monitor changing and potentially dangerous weather conditions. When alerted to the approach of severe and potentially catastrophic weather, chiefs of law enforcement departments and offices will take measures to assure that they can maintain public safety services during storm conditions within their areas.
2. Should severe weather result in a sudden catastrophic event, law enforcement officials will respond to incidents within affected jurisdictions to provide safety and security under existing ordinances and statutes. Law enforcement chiefs coordinate response to a major storm event under the ICS.
3. The chief law enforcement official on scene is encouraged to physically locate within the existing ICP and unify law enforcement operations into the Incident Command structure. Close coordination among all emergency response services is essential to an effective response. Unified Command is the best strategy to accomplish this goal.
4. Traffic control involves road closures or limits on the number and types of vehicles that may be allowed on roadways or be parked along city streets. When calls for service as a result of weather-related traffic incidents overwhelm local capabilities, law enforcement may limit its response to "injury only" incidents or when necessary to reopen and maintain safe traffic movement.
5. Law enforcement officers may coordinate evacuations by securing routes of access and egress for emergency vehicles with the support of local or state road maintenance departments.

6. Law enforcement will enforce curfews and other restrictions that may be ordered by the Incident Commander or local authority.
 7. Law enforcement officers will be alert to and report on potential secondary hazards such as downed electrical wires, gas leaks, and hazardous materials (HAZMAT). Law enforcement will provide resources to safeguard these locations in order to prevent injuries until such time as public or private sector resources can respond.
- C. Lucas County Sheriff's Office (LCSO)
1. LCSO dispatchers monitor NWS for weather alerts and warnings.
 2. When advised by NWS of a Winter Storm Warning, dispatchers will alert the County Sheriff. The Sheriff may elect to declare a Level One, Two, or Three Snow Emergency as conditions warrant.
 3. In the event that storm conditions overwhelm local and county capabilities to provide for public safety, the County Sheriff may formally declare a Snow Emergency. The Sheriff will direct the Lucas County EMA Director to contact the Governor through the Ohio EMA to make a formal request for a State Declaration of Emergency (see ORC 311.07, 311.07.08A, and 311.08.08).
- D. Emergency Management
1. Local communities may activate their own EOCs to provide for multi-agency coordination (MAC) and may declare a snow emergency to restrict traffic and on-street parking as provided for under local ordinances (see EOP Base Plan I).
 2. Lucas County EMA may activate the Lucas County EOC to coordinate multi-agency response and recovery efforts in support of local Incident Commander(s).
 3. Incident Commander(s) will provide initial damage assessment(s) to the Lucas County EMA/EOC within 3 hours of incident notification. The assessment will be updated throughout the response to provide an ongoing picture of the scope and impact of the incident. The County EMA will forward the initial assessment to the State EMA office. A formal damage assessment will be completed and forwarded to the State EMA with any request for a Declaration of Emergency (see Lucas County/City of Toledo EOP Base Plan.)
 4. The need for temporary shelters for evacuees or transient populations will be coordinated by the American Red Cross (ARC). The ARC maintains a list of approved shelter locations and a trained volunteer workforce. The ARC will serve as the lead agency for the Lucas County EOC ESF 6 - Mass Care, Housing, and Human Services (see ESF 6).

E. Road Maintenance Operations

1. Snow and other debris clearance from roads and highways will be conducted under the direction of local municipal, county, and state road maintenance departments. During severe storms, status reports on snow, ice, and debris clearance will be obtained by the Lucas County EMA and forwarded to the State EMA Assessment Room (see Appendix 11 - Debris Management).
 - a) Pre-treatment of priority roads and streets will commence in advance of severe storms or upon notification from public safety officers of hazardous conditions.
 - b) Snow and ice removal operations will begin as conditions warrant and continue around the clock as needed. When the rate of snowfall exceeds the capability of snowplow crews, the initial goal will be to maintain a 90% cleared pavement, edge to edge.
 - c) As soon as conditions allow, snow removal operations will shift to cleanup with a goal of 100% clear pavement.
 - d) Once cleanup has been accomplished, plow-back of berms and adjacent areas will commence.
 - e) The Ohio Department of Transportation (ODOT) will conduct similar operations on State and Inter-State Routes.
2. Other departments and community service organizations will conduct operations to provide or restore essential services, defined as follows:
 - a) Access to roadways and other transportation.
 - b) Temporary warming centers and public shelters.
 - c) Restoration of utilities, such as water, gas, electricity, and telephone service.
 - d) Sustainment of health and medical operations in hospitals, clinics, and nursing homes.
 - e) Restoration of public school district operations.
 - f) Aid to senior citizens and other special needs populations.
3. Other agencies, departments, and organizations will coordinate necessary services as needed through the Incident Commander or the EOC in the event that the Incident Commander has terminated the emergency response phase. These services, for the most part, will be provided in the recovery phase of the disaster and may include the following:

- a) Health and safety services (food and water)
- b) Demolition and debris removal and solid waste disposal.
- c) Administration of Public and Private Assistance Programs.
- d) Long-term shelter/lodging programs.

IV. DIRECTION AND CONTROL

A. Lucas County EMA Response

1. The Lucas County EMA staff will monitor conditions, coordinating with local first responders and community service organizations as needed. The EMA staff will provide updates on local conditions to state and local officials as needed. The EMA staff will assure that facilities and equipment are operational and ready in the event these are needed.
2. The decision to activate the County EOC is made in consultation with members of the EOC Executive Group and officials of any affected jurisdictions. Management of EOC operations under internal policies and procedures is the responsibility of the EMA Director (see EOP Base Plan and ESF 5 - Emergency Management).
3. Key officials and executive department heads will be notified as soon as possible of EOC activation by telephone, personal pager, or mobile radio in accordance with an emergency notification procedure and related call-up roster (see ESF 5 and ESF 15 - Public Information, Warning and Notification).
4. The Lucas County EOC is a MAC center for operational, logistical, and administrative support needs of affected jurisdictions. When activated, EOC staff members coordinate emergency support activities through fulfilling resource requests, gathering information, and disseminating information and reports to local, state, and federal officials.
5. EOC staff members are responsible for conducting ESFs as assigned or as determined by the EOC Standard Operating Guideline (SOG). EOC staff will coordinate all resources and services related to their functions, analyze and maintain reports, and make recommendations to the EOC Executive Group.
6. The Executive Group will coordinate with the Incident Commander(s) who are directing operations in response to incidents related to major winter storm conditions.
7. When the County EOC is not activated, ESFs will be the responsibility of the department head or chief executive officer of each jurisdiction, unless organized under a Unified Command structure.

8. Each county and municipal department should develop a Continuity of Government (COG) plan to provide for sustainment of services at alternate facilities using reduced or augmented personnel.

B. Damage Assessment

1. The EMA staff will monitor, and when necessary, make inquiries on reports of damage and storm impacts. An initial "windshield" damage assessment (1-12 hours) will be communicated from local jurisdictions to the Lucas County EMA or EOC as soon as possible.
2. When a local disaster declaration is made, the EOC Damage Assessment Coordinator will coordinate activities from the EOC Assessment Group. All damage information will be forwarded to the State EOC Assessment Room and the local EOC Status Board Keeper to be posted for all EOC staff.
3. The EOC Planning and Assessment Group will obtain information and intelligence related to disaster damage, and provides ongoing assessments to the State EMA Damage Assessment Coordinator by calling the 24-hour emergency number for Ohio EMA - (614) 889-7150.
4. The initial damage assessment report will contain information that will aid in prioritizing tasks and organization of critical resources.
5. Repairs to public facilities will begin as soon as possible. Priority for repairs will be given to those public facilities critical to emergency response operations. County, city, and township resources, including the private sector, will be relied upon for most of the work, with support from state, federal, and other jurisdictions as available. Second priority will be given to restoring essential services.
6. Local jurisdictions may direct operations within their own boundaries or elect to join a Unified Command; in either case, each should maintain coordination with the Lucas County EOC, as well as adjacent entities.
7. Requests for a Declaration of a Snow Emergency shall be provided to the EOC Executive Group and forwarded to the Ohio EMA for action by the Governor when snowfall amounts exceed the "Snowfall of Record" (see Tab B). A Declaration of Emergency for a natural disaster may be issued when local needs exceed response capabilities and continue to present a clear danger to the public.

C. Recovery Operations

1. Coordination of disaster assistance for individual families, businesses, non-profits, and the public sector will be the responsibility of the Lucas County EMA in the recovery phase. Planning for expected recovery operations will begin concurrently with response operations.

2. Likely impacts may result in the need to open temporary warming centers, public shelters, and/or intermediate lodging. Impacts from winter storms include but are not limited to the following:
 - a) Extended loss of electric power, water, or natural gas service.
 - b) Extended road closures affecting resident and transient populations.
 - c) School closures resulting in labor shortages.
 - d) Business closures resulting in loss of revenue.
 - e) Uninsured damage to homes, businesses, and critical infrastructure.
 - f) Traffic accidents resulting in injuries and uninsured losses.
3. Initial damage assessments will identify the unmet basic needs of affected communities.
4. Departments of local government and community service organizations will coordinate to provide services to meet the short- and long-term needs of individuals and families. A one-stop disaster application center will be opened to provide for registration and assistance in applying for aid as warranted.

V. ORGANIZATION AND ASSIGNMENTS

- A. The Lucas County EMA is responsible for coordinating activities before, during, and after severe storms. The EMA will provide the following direct support for the County:
 1. Activate the Lucas County EOC as needed.
 2. Coordinate acquisition of resources in support of the local Incident Commander.
 3. Communicate "wind shield" damage report to the State of Ohio.
 4. Coordinate Disaster Declaration with Sheriff's Office as needed.
 5. Coordinate preliminary damage assessments.
 6. Assist jurisdictions with public assistance grant applications.
 7. Support operations of disaster information center(s).
 8. Obtain and maintain detailed records and documentation.
 9. Provide for emergency public notification and media releases.
 10. Manage activities of the Lucas County EOC ESFs

- B. Law enforcement officials should plan for expansion of their normal resources through call-up of off-duty personnel and auxiliaries as needed. Principal duties the aftermath of a severe snow/ice storm will be as follows:
1. Public safety
 2. Protection of property
 3. Traffic safety and control.
 4. Evacuation operations.
 5. Augmentation of existing emergency communications.
 6. Coordination with adjacent jurisdictions and State Highway Patrol post.
 7. Coordination with Lucas County EOC ESF 13 - Public Safety and Security.
- C. Fire services should plan to augment normal response capabilities with additional personnel and volunteers. They may elect to activate mutual aid agreements with adjoining jurisdictions. The primary focuses of their response will be as follows:
1. Fire safety and response.
 2. Emergency medical services (EMS).
 3. SAR operations; water/ice rescue.
 4. HAZMAT response.
 5. Evacuation operations.
 6. Coordination with Lucas County EOC ESF 4 and ESF 10 - Oil and Hazardous Materials Response.
- D. Emergency Medical Services (EMS) will respond to save lives in response to winter storms. Advance life support paramedics will respond to incidents to stabilize and transport individuals to hospitals when injuries are life threatening. The EMS will respond when needed as follows:
1. Provide communications/emergency dispatch support for EMS services.
 2. Coordinate for private-sector medical transport.
 3. Coordinate with hospital emergency departments.
 4. Provide damage assessment to the Lucas County EMA.
 5. Coordinate with Lucas County EOC ESF 8.

- E. Emergency 9-1-1 Public Safety Answering Point Service will respond to increased call volume as follows:
1. Manage increased incident reports and requests for emergency service through automated systems.
 2. Increase 9-1-1 personnel staffing in response to sustained call volume.
 3. Provide technical support as needed.
- F. Engineer, Solid Waste and Public Works Departments will provide for the maintenance of important transportation routes. They will support the following activities;
1. Erect barricades as needed.
 2. Clear and dispose of storm-generated snow, ice, and other debris as generated.
 3. Provide maps for emergency responders and relief organizations as needed.
 4. Provide damage assessment information and a liaison to the Lucas County EOC as needed.
 5. Coordinate with Lucas County EOC ESF 3 - Public Works and Engineering and ESF 1 - Transportation.
- G. Local Elected Officials Local officials may enact local ordinances for snow emergency for their jurisdictions. Local representatives are critical to the response in the following areas:
1. Coordinate and communicate public warnings and notifications with the Lucas County EOC.
 2. Establish COG.
 3. Support local and County EOC activation, staffing, and assignments.
 4. Issue emergency fund authorizations as needed.
 5. Provide damage assessment to the County EOC.
 6. Support and document post-disaster assistance and recovery operations.
 7. Coordinate with Lucas County EOC Manager and the Executive Group.
- H. Building regulation personnel will survey the damage to county facilities and residential/commercial structures. They will act to protect the public in the following manner:
1. Specify necessary repairs for safe occupancy of damaged buildings.

2. Inspect and condemn structures that have sustained major damage and pose a danger to occupants.
 3. Provide damage assessments to the Lucas County EMA.
 4. Coordinate with Lucas County EOC ESF 3 and ESF 14 - Long Term Recovery and Mitigation.
- I. State/Military Liaison (ODOT/U.S. Environmental Protection Agency [EPA]/Ohio National Guard [ONG] will act as follows:
1. Coordinate support of civil/military operations as assigned under state orders.
 2. Provide for additional security and/or traffic management forces as needed.
 3. Provide for personnel, transportation assets, equipment, and material resources as needed and available.
 4. Support regional evacuation operations as needed.
 5. Coordinate with Lucas County EOC Manager.
- J. Health and Human Services Officials will act as follows:
1. Identify potential threats to public health that may result from extreme winter conditions.
 2. Obtain information on the needs of special populations at risk.
 3. Advise the public on measures to maintain personal health and safety.
 4. Advise on methods to safeguard foods and provide safe water.
 5. Coordinate with other organizations to establish temporary warming centers.
 6. Assist damage assessment and other recovery measures.
 7. Coordinate with Lucas County EOC ESF 6.
- K. Amateur Radio Communications will play the following roles:
1. Staff the Lucas County EOC Communications and Dispatch Center.
 2. Establish and maintain links with adjacent jurisdictions and state/federal agencies.
 3. Monitor emergency radio transmissions and relay messages between the EOC and other responders.

4. Coordinate with Lucas County EOC ESF 2 - Communications and ESF 15.
- L. Public Information Officer (PIO) will perform the following duties:
1. Direct public information, education, and rumor control functions from the Lucas County EOC or the Joint (Operations) Information Center (JIC).
 2. Coordinate JIC operations when activated.
 3. Prepare, review, and distribute official statements and press releases for the EOC.
 4. Coordinate media interviews for official spokespersons.
 5. Coordinate with Lucas County EOC ESF 15.
- M. Shelter/Mass Care Officials will act as follows:
1. Provide for temporary shelter(s) and relocation of affected individuals and families.
 2. Coordinate for the essential needs of transients and local evacuees.
 3. Coordinate with other organizations to establish temporary warming centers.
 4. Provide documentation on impact to the community.
 5. Support damage assessment process in the recovery phase.
 6. Coordinate with Lucas County EOC ESF 6.
- N. Operations Section/EOC Manager will act as follows:
1. Coordinate the operations of each functional group within the Lucas County EOC and supporting field operations centers.
 2. Brief the Executive Group and the EOC staff as necessary.
 3. Maintain EOC(s) in a constant state of readiness.
 4. Review, update, and train personnel in EOC operations procedures.
 5. Manage activities of the Lucas County EOC within.
- O. Private Sector Liaison/Technicians will act as follows:
1. Support the Assessment Group with technical knowledge and/or expertise on a given hazard.

2. Advise the EOC Executive Group on measures being taken to manage incidents.
3. Provide advice and recommendations to officials and emergency workers on personal protective measures.
4. Assist in damage assessment activities in the recovery.
5. Coordinate media relations and press releases.
6. Coordinate with Lucas County EOC Manager.

VI. CONTINUITY OF GOVERNMENT (COG)

- A. In order to assure continued delivery of critical services to the public, the line of succession is as follows:
 1. Local jurisdictions/departments: per local standard operating procedure (SOP).
 2. EOC Director: per SOG.
 3. EOC Operations Officer: per SOG.
- B. Succession of authority is in accordance with local ordinance or internal procedures and directives of affected jurisdictions, departments, and supporting organizations.
- C. Alternate facilities will be in accordance with local plans and procedures (see EOP Base Plan Section H - Continuity of Government).

VII. ADMINISTRATION / FINANCE

- A. Detailed records and reports are critical to accurate assessments, identification of unmet needs, the emergency declaration, and the disaster assistance process in the recovery. The EOC Administrative Group will implement necessary practices to maintain files and documentation in order to support response and recovery operations.
- B. Personnel rosters, notification lists, and equipment inventories will be maintained to support cost recovery and/or reimbursement of expenditures.

VIII. RESOURCE MANAGEMENT AND LOGISTICS

- A. Equipment, Materials, and Services
 1. Equipment, material, and personnel requests exceeding local capability or memoranda of understanding (MOU) will be coordinated by the appropriate ESF within the Lucas County EOC. Resource requests that cannot be filled by the ESFs will be referred to ESF 7 for disposition.

2. All emergency responders have personal protective equipment (PPE) with which to perform essential assigned tasks in a contaminated environment.
3. Authorization for emergency procurement of equipment, materials, or services will be included in local declarations of emergency.
4. Re-supply of equipment and material needed for response and recovery operations will be coordinated by the on-scene ICS Logistics Section, with the support of the Lucas County EOC ESF 7.

B. Sustainment Assets

1. Emergency responders and support personnel may require material support for sustained operations. Such support would include food, water, shelter, and rest. The on-scene ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and ARC. For longer term needs of responders, the appropriate Lucas County EOC ESF 7 will coordinate with commercial vendors for identified sustainment support.
2. Temporary shelter units are part of the emergency response assets present in most jurisdictions. Additional temporary shelter assets are available through mutual aid and coordination with the Lucas County EOC ESF 6. Longer term shelter needs will be met through coordination with local jurisdictions for use of existing public buildings such as schools, libraries, and government offices via Lucas County EOC ESF 6.
3. Reception centers, care facilities, and public shelters may also support emergency responder's needs.

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. All agencies, departments, and organizations are responsible for reviewing this appendix at least once per year and submitting new or updated information.
- B. All agencies, departments, and organizations are also responsible for developing and maintaining local SOPs, mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers, and resource inventories (including sources, locations, and quantities).
- C. The Lucas County EMA Director is responsible for printing and distributing changes, updates, and revisions of this annex to all departments, agencies, and organizations retaining a copy of this plan.
- D. Training and Exercises:
 1. Exercises and drills will be conducted annually to evaluate planning and performance on functional objectives for all-hazards. A schedule of exercises and drills will be posted annually.

2. Additional training will be conducted as needed or requested by local emergency responders.

X. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the Base Plan.

XI. ADDENDUMS

Tab A - Ohio Annual Snowfall Accumulation

Tab B - Lucas County Snowfalls of Record

Tab C - Snow Emergency Levels

Tab D - Potential Family Resource "Warming" Centers

Tab E - ODOT Emergency Notification

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab B

**Lucas County Snowfalls of Record
(in inches)**

Rank	JANUARY		FEBRUARY		DECEMBER		SEASON TOTALS	
	Total	Year	Total	Year	Total	Year	Total	Season
1st	30.8	1978	25.1	1900	26.0	2000	73.1	1977-78
2nd	27.6	2005	23.6	2008	25.5	1951	68.2	1981-82
3rd	26.2	1918	23.1	1912	24.2	1977	63.7	1895-96
4th	22.3	1895	22.2	1908	23.9	1974	60.6	1966-67
5th	22.1	1999	21.4	1896	23.5	1895	59.4	1969-70
6th	21.0	1910	18.8	2003	21.5	2005	56.9	1993-94
7th	20.5	1987	16.6	1994	19.0	1969	56.4	2002-03
8th	20.2	1994	14.4	1967	18.5	1914	56.0	2004-05
9th	18.4	1982	14.3	1988	17.8	1886	53.9	1976-77
10th	17.2	1944	14.3	1982	17.4	1934	51.9	1911-12

**Record 1-Day, 2-Day, and 3-Day Snowfalls
for Stations in Lucas County**

Station name	1-Day Snowfall	2-Day Snowfall	3-Day Snowfall	NYRS
TOLEDO EXPRESS WSO AP	13.9	13.9	13.9	47

Notes:

Snow did not necessarily fall on each day of these multi-day periods.
All snowfall amounts are in inches.

NYRS = Number of years with non-missing data.
WSO = Weather Service Office
AP = Airport

Tab C

Snow Emergency Levels

Snow Emergency Levels

LEVEL I

A LEVEL I SNOW EMERGENCY is for all roads and streets in Lucas County, including state, county, and township roads, and all city streets. This means that roadways are hazardous with blowing and drifting snow. Roads are also icy. Drive very cautiously.

LEVEL II

A LEVEL II SNOW EMERGENCY is for all roads and streets in Lucas County, including state, county, and township roads, and all city streets. This means that only people with a real and important need to be out on the roads and streets should do so. All persons, including news media reporters, support, and production personnel; and all health care and other emergency personnel should contact their employers to determine whether they are to report to work during the snow emergency. All public safety employees must report as scheduled.

LEVEL III

A LEVEL III SNOW EMERGENCY is for all roads and streets in Lucas County, including state, county, and township roads, and all city streets. This declaration does not apply to traffic on the Ohio Turnpike, but does apply to all other roads and streets in Lucas County. This means that no person may drive on roads and streets in Lucas County except for: operators of public safety vehicles on duty or otherwise responding to an emergency; essential news media personnel, including reporters, support, and production employees; health care and other emergency personnel; and essential employees of critical infrastructure facilities,. All others traveling on the roadways might be subject to arrest. All public safety employees must report to work as scheduled.

IMPORTANT: All county sheriffs have authority under *Ohio Revised Code (ORC)* to declare an emergency for snow storms that meet or exceed the snowfall of record. See Tab B of this Appendix.

Tab E

ODOT Emergency Notification

District 2 Northwest Ohio

County	Garage Phone	Primary	Alt 2	Alt 3
Lucas	(419) 382-2681	John Tansey (419) 409-0136		
Fulton	(419) 335-8941	Toby Hines (419) 409-0364	Rick Roe (419) 409-1945	Karen Shiaria (419) 409-1948
Wood	(419) 353-0866	Rick Bowers (419) 373-7041	Dale Calcamuggio (419) 373-7041	Violet Courtney (419) 373-7041
District 2		Layth Istefan (419) 409-0109	Dave Dysard (419) 409-1068	Teresa Pollick (419) 409-0368

APPENDIX 7

ANIMALS IN DISASTER



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I. PURPOSE

- A. The purpose of this appendix is to identify the organizations and individuals with roles in disaster animal management and to define those roles and the responsibilities of a Regional Disaster Animal Response Team (DART). This appendix defines the organization, activation, and role of Region One DART during an emergency in providing for protection of citizens and animals (both domestic and wild) from the effects of natural and man-made disasters. The Lucas County Emergency Management Agency (EMA), along with its regional partners, has taken measures to plan and prepare for potential impacts involving pets, livestock, and wildlife in large-scale emergencies and disasters.
- B. Lucas County is home to more than an estimated 600,000 domestic pets of four primary types. This number does not include many exotic animals and livestock. In large-scale emergencies or a declared disaster, animals are often affected in ways similar to people. Animal rescue efforts may be necessary when wildlife is impacted by disasters. Wildlife can also pose a threat to humans when animal diseases such as rabies become epidemic. Therefore, during catastrophes, animals can become a major problem for a community and the local Incident Commander when responding to a large-scale incident or disaster, and these problems often continue in the recovery phase.
- C. In addition, animals can become naturally or intentionally infected with a variety of diseases, some of which can be transmitted to people. Some animal populations are monitored by public health or the U.S. Department of Agriculture (USDA) as sentinel agents of a biological outbreak or possible attack against community, state, or national interests. When a potentially harmful agent is suspected or detected in an animal population, extreme measures may be required initially to assure that the outbreak is quickly recognized, contained, and controlled. Should an agent become the source of an epidemic within the animal population or jump to humans, the cost could be staggering and the impact felt for months or even years.

II. SCOPE

- A. This plan is intended to serve as a guide for local emergency services when preparing to address critical issues related to animal populations during response and recovery operations following a large-scale emergency or declared disaster. The plan provides for activation and mobilization of a regional DART (see Tab A - Region One DART Activation) to assist local Incident Command (IC) when animal issues arise. The actions of the DART serve to relieve animal owner concerns and minimize animal suffering from lack of shelter, water, food, or as a result of injury.

- B. Procedures under this plan will be implemented for all owned lost or stray pets, domestic livestock, and wildlife that are affected by a large-scale emergency (see Tab B - Guidance for Animal Owners). This will include animals that temporarily cannot be cared for by their owners, or pose a potential danger to themselves or the public.
- C. Animal control actions in a declared disaster may include rescue, temporary sheltering to include foster care and/or adoption, feeding, preventive immunization of animals, and emergency veterinary care. If possible, all animals will be reunited with their owners. If pets or livestock cannot be returned to their owners, they will be handled in accordance with established animal control procedures and within the rules under the *Ohio Revised Code* (ORC). Other state and federal statutes will be in effect as these apply to wildlife.
- D. Pets (mostly dogs, cats, birds, and rodents) are common to most households in Ohio. Added to this are exotic species of amphibians, reptiles, aquatics, unusual fowl, large mammals such as livestock, and potentially dangerous animals such as big cats, bears, and venomous reptiles.
- E. Livestock encompasses all domesticated animals intended for commercial use in food production or competitive animal sporting venues. Horses (equine), cattle, sheep, swine, goats, and fowl are the most common types of livestock. Commercial farms that feature bison, llama, alpaca, elk, ostrich and emu are recent additions to livestock operations in Northwest Ohio.
- F. Many jurisdictions employ animals, primarily canines, in a variety of emergency response roles such as search and rescue (SAR), explosives detection, and drug interdiction. In addition, many disabled persons employ dogs as guides and companions. Dogs and other animals serving in disasters must be routinely monitored, and care should be provided by their owner/handlers with support from the local jurisdiction.
- G. Animals in the wild and those in public zoos or other licensed facilities may come into contact with the public from time to time, especially following a disaster. The DART will respond to calls from first responders to coordinate collection, capture, or in the extreme, "putting down" animals who are suffering from serious non-survivable injuries or animals that pose an imminent danger to the public. Animals from the wild are protected by state and federal statutes that regulate how they must be controlled and who is authorized to handle them. Zoo animals that pose no threat to the public should never be handled, but reported to Zoo operators. Zoo animals that could pose a threat to the public should be reported to Zoo operators and if possible monitored until professional animal control personnel can arrange recapture.

III. CONCEPT OF OPERATIONS

- A. The Lucas County Dog Wardens Office will dispatch animal control officers within Lucas County in response to canines only. They will address day-to-day reports of stray or dangerous dogs that pose a threat to the public. They will also investigate reports of dogs that require medical attention as a result of injuries or abuse. The Dog Warden will coordinate with the Humane Society of Northwest

Ohio for collection, transportation, medical treatment, and care of animals other than dogs. The DART Leader will coordinate with local dog wardens for large-scale response to incidents involving dogs.

- B. The Toledo Area Humane Society (see Tab - C Toledo Area Human Society Contact Information) is a private, nonprofit organization whose mission is to lead the community in efforts focused on relieving the suffering of, preventing cruelty to, and providing for humane treatment of animals. The Humane Society responds to incidents involving household and stray pets, as well as farm animals. The Toledo Area Humane Society places thousands of animals in permanent homes each year. All animals receive a health exam, vaccinations, and testing for feline leukemia or heartworms. They are also wormed, spayed or neutered, and temperament tested. Animal adoption counselors are trained to help find the companion animal best suited to the personality and lifestyle of each potential adopter.
- C. The Region One DART provides for coordination and technical support regarding animal issues resulting from natural or man-made disasters. The DART includes representatives from many animal control and care agencies, as well as other organizations from both the public and private sector, from within the region and the State. When requested, DART representatives mobilize in a disaster to respond to the operational, planning and assessment, logistical, and administrative needs of the impacted region.
 - 1. The Regional DART will be activated upon notification of a local Incident Commander or the Lucas County EMA Director (ESF 5 or ESF 6). The DART can be notified via pager. See Tab A of this Appendix.
 - 2. A DART liaison can assist the IC Operations Officer at the Incident Control Post (ICP) when requested by IC. DARTs may be mobilized into teams and tasked to assist emergency responders in the field or at the scene with animal management issues. In some situations these teams may work independently; however, DARTs likely will be paired and support other emergency response personnel for their own safety and accountability.
 - 3. The DART leader will coordinate with the Humane Society for the care and disposition of animals in the response and recovery.
 - 4. A DART representative may serve in the Lucas County Emergency Operations Center (EOC), when activated, to provide coordination for animal issues regarding response and recovery operations.
 - 5. Upon mobilization, DART members will be administered by and supervise their own resources and personnel while supporting the coordinated response and recovery operations under the Incident Command System (ICS).
- D. The Toledo-Lucas County Department of Health will monitor for animal vectors with the aid of veterinarians and animal care providers. A trained staff of

epidemiologists monitors for and collects reports of any unusual illnesses of deaths in animal populations, including wildlife.

- E. The USDA and Ohio Department of Agriculture (ODA) monitor commercial livestock, dairy, and poultry operations for potential outbreaks focusing on a specific set of biological or toxin indicators. Certain animal species are sentinels for biological diseases and toxins. Should an incident of disease be observed, the local DART could immediately notify federal, state and local responders, as well as departments of health so that protocols for containment, treatment, and disposal can be implemented.
- F. Organizations and institutions must develop and communicate internal guidelines and procedures that outline their animal control and response capabilities with local jurisdictions:
 - 1. Animals that escape confinement from zoos, research laboratories, or other public or private facilities should be immediately reported to management and local emergency responders.
 - 2. The location of escaped animals should be monitored if possible until professional animal control personnel can arrange for recapture. Under no circumstances should untrained individuals attempt to capture or destroy escaped animals.
- G. Animals from the wild are protected by state and federal statutes that regulate how they must be confined and controlled, and who is authorized to manage or destroy them:
 - 1. Wildlife out of their natural habitats that are a danger either to themselves or the public will be the responsibility of the Ohio Department of Natural Resources (ODNR). Specifically trained DART members and licensed wildlife rehabilitators in accordance with state and federal rules and regulations may be used for wild animal response purposes. For the most part, wild animals should be left to their own survival instincts.
 - 2. Whenever possible, wild animals outside of their natural habitat that are endangering the public will be captured and returned to their natural habitat by authorized animal control representatives (State Wildlife Officer or licensed rehabilitator).
 - 3. Wild animals not susceptible to rabies that are captured will be released by authorized animal control officials. If a captured animal cannot be transported back to its natural habitat due to the nature of the emergency or injuries the animal may have sustained, it may be transported to a licensed wildlife rehabilitator for medical treatment. Injured animals from the wild that receive medical attention will be transferred to a licensed animal rehabilitator until they can be released into the wild.
 - 4. When forced to handle wild animals that are potential rabies carriers: such as raccoons, coyotes, foxes, bats, skunks, or other animals found susceptible to the disease that are exhibiting symptoms or have bitten

individuals: animal control officers will assess the situation and take measures to immediately destroy the animals as warranted. Animals suspected of being rabies carriers and that are known or believed to have bitten people or domestic animals will be processed for laboratory testing to confirm the disease. Care must be taken to keep the cranium intact.

- H. In a declared federal disaster, a Veterinarian Medical Assistance Team (VMAT) may be requested. The VMAT will coordinate through the Joint Operations Center (JOC) with the local Incident Commander (IC), EOC, and regional DART representative for animal-related issues.

IV. DIRECTION AND CONTROL

A. Incident Command

1. Emergency responders will contact local animal control agencies and organizations to resolve problems associated with animals during the response to large-scale emergencies and disasters under the ICS.
2. Animal control officers may be tasked by the IC to coordinate and provide assistance in the ICP or the staging area, or they may operate under the direction of the County EMA Director in the EOC.
3. The County Dog Warden and other animal control agent(s) will provide support and technical assistance to the IC to resolve canine issues.
4. The EOC Director may provide for mobilization of the Region One DART at the request of the IC to assist in field operations.

B. Emergency Response Operations

1. If an animal has a life-threatening injury, or incurable or communicable disease, it may be destroyed or euthanized immediately. Minor injuries will be treated (i.e., lacerations sutured, fractures splinted), and the animal made as comfortable as possible.
2. Evacuations of citizens with disabilities may require assistance in evacuating their pets. If these individuals are unwilling or unable to make special arrangements for sheltering their pets, transportation of their pets to the closest pet shelter will be coordinated by the EOC DART representative as directed by the IC.

C. Planning and Assessment

1. An initial animal needs assessment will be performed by DART to determine the specific health and safety needs of animals impacted by a natural or man-made disaster. This assessment will include impact to pre-existing animal shelters, kennels/veterinarian hospitals, and the animal population of the County. This information will be provided to the EOC and used in planning preliminary responses by DART and other

concerned agencies; identifying objectives, resources available, resources needed; and determining if additional aid must be requested.

2. If aid is requested from DART, the DART Assessment Team will conduct an on-site area assessment. The assessment will focus on four animal types:
 - a) Livestock and large animals.
 - b) Pets and small animals.
 - c) Exotic and dangerous animals.
 - d) Wildlife.

3. Safety issues
 - a) Post-disaster periods pose a number of hazardous conditions to animal control officers and volunteers. At no time will DART personnel engage in animal management activities that pose a risk of serious risk of injury or death. In such instances, DART personnel will request the assistance of emergency responders or other professional animal control persons.
 - b) Regardless of who is tasked with handling animals in a disaster situation, great care should be taken, as even typically docile animals can become aggressive under stress and unexpectedly pose a danger to animal managers.
 - c) The management of obvious or potentially dangerous animals should be attempted only by trained or licensed individuals using equipment certified to the task.
 - d) Suspected or actual disease outbreaks in an animal population may pose a threat to other animal populations, and to handlers without adequate safeguards against transmission of diseases: personal protective equipment (PPE) and measures including infectious control, containment, isolation, and, if necessary, quarantine. All reports of actual or suspected diseased animals will be forwarded through administrative channels.
 - e) Other safety issues:
 - 1) Licensed animal control officials should have received pre-exposure inoculations for rabies and other animal diseases specific to the region and their duties.
 - 2) If desired, The Toledo-Lucas County Department of Health will make pre-exposure rabies vaccinations available to DART members and other animal rescue personnel at cost. Pre-exposure inoculations may be unnecessary if the animal can be tested in a relatively short period of time.
 - 3) Treatment of bites and injuries to DART members and rescue personnel will be provided by area hospital emergency facilities, urgent care facilities, or other medical

facilities. All injuries, regardless of severity, associated with animal control activities will be reported through administrative channels.

D. Logistics / Resource Management

All organizations providing animal control services should coordinate their procedures for managing animal control issues with other organizations and institutions that could be impacted by these or may have a support capability or function.

1. Personnel

a) Public officials

- 1) Veterinary Medical Assistance Team deployment may be requested through the Ohio EMA to assist in the response to domestic and non-domestic animal issues.
- 2) The County Dog Warden and/or Humane Society will provide animal control services as needed by the jurisdiction.

b) Private sector

- (1) Veterinarians (see Tab D - Lucas County Veterinary Contact List).
- (2) Animal care industries.
- (3) Animal service industries.
- (4) Agri-businesses.
- (5) Field sport industries.

c) Non-governmental organizations (NGO)

- 1) Humane Society.
- 2) Wildlife Rehabilitates.
- 3) Other animal care.

d) Volunteers

- (1) Volunteers from the Regional DART, the Toledo Veterinarian Medical Association, and others will assist in providing the medical care in these medical facilities.
- (2) Depending on the extent of the emergency situation, volunteers or temporary animal shelters and pet friendly shelters will be staffed with volunteer personnel from DART and other professional staff as needed.

2. Facilities

- a) The Regional DART representative will coordinate the resources for a medical facility for domestic animals that cannot be accommodated by the various shelters due to the animals' injuries.
- b) Private boarding kennels and veterinarian hospitals will be responsible for staffing their own facilities according to the established policies.
- c) Fixed and mobile storage facilities will be pre-determined and stocked with a cache of equipment, materials, and supplies. Some storage locations must be secure and may require protection from moisture and temperature extremes.
- d) All stray/lost domestic pets recovered during or after a disaster will be sheltered at designated temporary shelters.
- e) Any pets whose owners cannot care for their pets or domestic pets found by citizens will also be sheltered at these locations. Private boarding kennels and veterinarian hospitals may serve as overflow shelters and will be requested to open by the EOC DART representative as necessary. Animal Shelters will be established and operated in coordination with ESF 6 Mass Care, Housing & Human Services. Private veterinarian hospitals may serve as alternative medical facilities and medical shelters as space permits.
 - (1) All animals taken into custody during a disaster will become part of the shelter population.
 - (2) Individuals must plan and provide for the shelter needs of their pets and livestock in anticipation of both natural and man-made disasters.
 - (3) American Red Cross (ARC) shelter managers will provide for the admission of "service" animals to assist the blind and disabled. To accommodate the needs of those with service animals, it may be necessary to separate them from the general special needs population. Assistance with the care of these service animals, especially medical care should it be required, will be arranged through DART. No other animals will be accommodated by ARC shelters.

- (4) Temporary pet shelters may be requested during evacuations. Upon activation of evacuation shelters for citizens, a representative from the Lucas County Animal Response Team will be contacted by the Animal Control Director and requested to initiate the opening of a temporary pet shelter and/or other prearranged private boarding kennels and veterinarian hospitals as boarding facilities, if needed.
 - (5) Domestic pets owned by evacuated citizens will be sheltered at private boarding kennels and veterinarian hospitals as close to the evacuation shelters as possible.
 - (6) Considering evacuated and stray/lost livestock, due to the size of most livestock and inability to transport large numbers of farm animals, owners are expected to develop shelter and/or evacuation plans for their own animals. Private farms located throughout the County may be used as shelter facilities for livestock. A record of transfer of animals will be required. In the event of an emergency situation, Lucas County Cooperative Extension will contact prearranged volunteer livestock sheltering facilities and request their assistance in the sheltering operation
- f) Other pet friendly shelters/hotels
- (1) There are designated pet friendly shelters and hotels in Lucas County (see Tabs E & F for hotels that do and do not accept animals). These locations will provide for evacuated citizens in one of two ways: pets and owners together, or owners in residential areas and their owned pets in separate but co-located facilities.
 - (2) Each of the pet friendly shelters will have a visiting veterinarian volunteer to evaluate the animals. Pets with significant injuries or illnesses will be transported to an animal hospital/clinic designated for the medical treatment of animals.
- g) Animal shelter holding periods
- (1) Stray animal: a stray animal is "any animal which is running at large; off its owner's property; appears to be lost, unwanted, or abandoned; or whose owner is unknown or not readily available." Stray animals picked up during a disaster will be held for 14 days.
 - (2) Owned animals: if an owner brings his animal(s) to a temporary shelter for care, the animal will be held in 7-day increments with expectation that the owner will contact DART with an update at the end of each 7-day period. The maximum period an animal will be held is 6 weeks. If an owner does not contact DART at the end of a 7-day period

or if an animal has not been reclaimed after 6 weeks, attempts will be made to contact the owner at the address listed when the animal was brought in. If the owner can not be contacted within a reasonable time, the animal will be considered abandoned.

- (3) If any owner brings his animal(s) to a pet friendly shelter, expectation is that the owner will take his/her animal(s) when he/she leaves, or the animals will be transferred to an appropriate facility.

h) Incapacitation of pre-existing shelters

- (1) If pre-existing shelters are destroyed, incapable of functioning due to the nature of the emergency situation, or exceed capacity, then private boarding kennels, veterinarian hospitals, and stables may be requested to open as boarding and/or medical facilities.

- (2) In rare cases, during large-scale emergencies, animals may be moved outside Lucas County for care and protection.

i) Veterinary clinics and hospitals (Tab G - Sylvania Veterinary Hospital)

j) Laboratories

k) Pet mortuaries and cemeteries

E. Equipment

- 1. Communications needs will be addressed via telephone (wired and wireless) when available and radio systems. Portable radio equipment that will support DARTs in the field will consist of assigned Amateur Radio Emergency Service (ARES) operators and multi-channel spare radios provided by EOC or the Lucas County EMA.
- 2. Treatment centers may be temporary but must be capable of providing a standard of care consistent with a more permanent facility. This will include means to maintain security, sanitation, and environmental (temperature) control, and an emergency medical treatment capability.
 - a) Containment of animals will necessitate cages and crates, as well as temporary fencing and pens for larger animals.
 - b) Medical supplies and pharmaceuticals will require storage and security.
- 3. Disposal of animal waste products and contaminated material must be pre-arranged with existing bio-waste facilities. Disposal of animal carcasses must be planned and coordinated with the EOC DART representative, as well as state agencies with responsibility for environmental protection and public health.

F. Transportation

1. Once DART members are activated and report to the field, they will require transportation for the team and for their equipment and supplies. The DART will also require a method of replenishing their fuel supply and maintenance.
2. A DART trailer should be designated for extended field operations. The DART trailer will carry sufficient equipment, materials, and supplies to support a temporary animal clinic until such time that the local veterinarian(s) can resume their practice.
3. Private contractors or operators from organized labor can provide transportation resources in emergencies.

G. Material and Supplies

Animal food companies, medical suppliers, water suppliers, and cleaning product suppliers will be contacted and requested to begin shipment of supplies to an established delivery point. The delivery point will serve as a storage center and a distribution center for the various shelters and hospitals.

1. PPE will be provided to the DART for their safety and to provide for protection of the public against transmission of bio-hazards associated with animal care.
2. Sanitation supplies will be stocked for prevention of infection and transmission of diseases.
3. Pharmaceutical supplies will be designated for use by the DART. A list of medical drugs will be developed by the DART and supplied to them for their use.
4. Food and Water:
 - a) Water should ALWAYS be available to all animals. Animals (except birds), like people, can go extended periods of time without food, but can last only a couple of days at the most without water.
 - b) If there is a change in water source, mix the water over time. Start with 1/4 "new" and 3/4 "original" water for a few days. Then go to half-and-half, followed by 3/4 and 1/4, to transition to 100% "new" water. Remember to do this again when going home.
 - c) A table provided in Tab H - Disaster Food Planning indicates the approximate adult animal daily food needs. Sources of feed should be identified before a disaster.

- d) Most herbivorous animals eat approximately 1-2% of their body weight in some form of "roughage" (hay or hay-like products, pellets, cubes, hay, etc.).
 - 5. Clerical supplies
 - a) A stock of clerical supplies will be maintained for the DART within the EOC and the DART field team(s).
- H. Maintenance
 - a) Inventories.
 - b) Repair kits and replacement parts.
- I. Administration and Finance
 - 1. A record of each animal including breed, species, description, pickup location, and owner information, if available, will be completed and maintained.
- J. Reports:
 - 1. Disaster assistance reports
 - 2. Preliminary damage assessment
- K. Personnel Records:
 - 1. DART roster
 - 2. Volunteer roster
 - 3. NGO roster(s)
- L. Accountability Records:
 - 1. Inventory forms
 - 2. Temporary hand receipts
- M. Purchasing:
 - 1. Purchases will be coordinated through the ICS system
 - 2. If the Lucas County EOC is functioning, purchases will be made through the logistics section
 - 3. Private boarding kennels and veterinarian hospitals will be compensated by the owners of animals who use the facilities according to established policies

N. Activation, Warning, and Notification

1. The Animal Response Plan will be activated in the event of a large-scale emergency or other significant disaster causing a major requirement for animal protection, treatment, isolation, or destruction and disposal. When the Plan is activated, the Region One DART Standard Operating Procedures (SOP) will immediately go into affect (see Tab I - Animal SAR Operations).
2. Region One DART will be notified by the Lucas County EMA or EOC staff when the Animal Response Plan is activated. If the EOC has been activated, a liaison from the DART will be asked to report to the EOC.
3. Region One DART, based on an initial damage assessment, will implement the DART notification/recall roster (DART SOP), to alert agencies and personnel as needed.
4. Notification methods may include phone, cell phone, pager, fax transmission, e-mail, or, if necessary, use of television/radio announcements.
5. The general public will receive an initial warning of potential threats to their health and safety from the IC, Lucas County EOC, or other lead agency in the response.

O. Communication

1. Communication among the DART, support agencies, and volunteer personnel will occur primarily through phone, cell phone, pager, fax transmission, and e-mail messages.
2. ARES personnel may be used as a backup if other communication is impossible. Requests for ARES personnel will be made through the ARES communications liaison in the EOC.
3. ARC/pet friendly shelters will be staffed with an ARES radio operator.
4. Use of privately owned, hand-held FSR radios or spare multi-channel radios for field operations (SAR, Animal Needs Assessment, etc.) will be coordinated through the Incident Commander on scene or, if necessary, the EOC.
5. Coordinate with Lucas County EOC ESF 2 for additional communications needs.

P. Public Information and Outreach

1. During an emergency, public information will be carried out in accordance with EOC ESF 15 - Public Information, Warning and Notification.

2. A DART spokesperson, designated by the Lucas County EMA Director, will be responsible for working with the ESF 15 to coordinate all media activities and press releases in association with DART activities. Public Information responsibilities may include:
 - a) Delivering instructions to the public to prepare their pets for an impending emergency, and instruction for minor medical responses (first aid) for injured pets.
 - b) Notifying the public of appropriate animal or pet friendly shelters—locations, regulations, contact personnel, etc.
 - c) Initiating a system to direct inquiries on lost pets to appropriate shelters.
 - d) Conveying other information appropriate to the emergency and recovery operations.
 - e) Coordinating with Lucas County EOC ESF 15 for joint communications efforts.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. The Lucas County Dog Warden's Office

1. The Lucas County Dog Warden coordinates animal control response operations for owned, stray, and feral dogs.
2. The Lucas County Dog Warden is responsible for developing a comprehensive disaster program for dogs to include SOPs.
3. The Lucas County Dog Warden's office will coordinate with the Lucas County Humane Society for animals other than dogs.
4. Dog Warden will:
 - a) Maintain current notification rosters for organizations that provide animal control measures and support capabilities.
 - b) Provide for facilities, training, materials, and equipment necessary to the maintenance of canine control operations.
 - c) Provide a mechanism for adoption of canines to qualified owners.
 - d) Provide for the euthanasia of dangerous, feral, and unwanted dogs.
 - e) Coordinate with Lucas County EOC ESF 6.

B. The Toledo Area Humane Society

1. Care for lost and abandoned pets.
2. Provide a mechanism to place pets out for adoption with qualified owners.

3. Work to educate the public on the importance of having pets spayed or neutered.
4. Maintain a current list of kennels and veterinarian hospitals within Lucas County (see Tabs D and G).
5. Maintain a list of veterinarians and boarding facilities willing to provide medical care and temporary housing (see Tabs D and G).
6. Identify, survey, secure owner permission, and maintain a list of temporary animal shelter sites to be used in the event of emergency (Tabs D and G).
7. Identify, survey, secure owner permission, and maintain a list of pet friendly shelter locations to be used in the event of emergency (Tabs D and G).
8. Coordinate with Lucas County EOC ESF 6.

C. The Regional DART

1. Develop procedures to activate and deactivate emergency animal shelters and develop emergency shelter operation guidelines.
2. Establish public information and education programs regarding animal response.
3. In conjunction with Emergency Management, provide for Animal Response Team training.
4. Assign a liaison individual to report to the Lucas County EOC, upon activation, to assist in animal response operations.
5. Assist other county or municipal agency representatives in establishing priorities for animal rescue efforts.
6. In conjunction with the Lucas County EMA, and ARC, where appropriate, designate animal shelter sites during animal response operations.
7. Coordinate with the State of Ohio/Ohio State University Extension Agent, Ohio Department of Health, ODNR, and other agencies/organizations to request technical and logistical support during animal response operations.
8. Coordinate with Lucas County EOC ESF 6.

D. Lucas County Cooperative Extension Agent

1. Coordinate personnel, equipment, and shelter as required to care for livestock during an emergency.

2. Responsible for coordination with the Cattleman's Association, Horseman's Association, other livestock associations, and the Rescue Squad Large Animal Response Team for the handling and care of livestock during an emergency situation.
 3. Identify, survey, and maintain a list of volunteer livestock sheltering facilities.
 4. Coordinate with Lucas County EOC ESF 6.
- E. Natures Nursery of Northwest Ohio
1. Provide facilities, personnel, and training necessary to care for wildlife impacted by a disaster.
 2. Coordinate volunteer resources for wildlife operations.
 3. Coordinate with the ODNR to provide care and shelter for injured and displaced wildlife.
 4. Provide expertise in the identification, care, and control of wild animals, in accordance with state laws.
 5. Return wild, indigenous animals to their natural habitat.
 6. Provide equipment, supplies, and shelter for injured and displaced wildlife.
 7. Coordinate with Lucas County EOC ESF 6.
- F. Lucas County EMA Director
1. Provide identification for DART members for access to the scene or affected area.
 2. Ensure communication capability between EOC and animal shelters.
 3. Support public information and education programs regarding animal response.
 4. In conjunction with the Animal Control Director, provide for Animal Response Team training.
 5. Identify resources to support and assist with animal response activities.
 6. Through ESF 5, coordinate activities of all ESFs within the Lucas County EOC.
 7. Reinforce resource accountability and enforce policies restricting resource self-deployment.

G. ARC Liaison ESF 6

1. Ensure space is available in general population shelters for service animals that belong to people with disabilities.
2. Assist in training shelter managers and staff for animal shelters that will also have humans in residence.
3. Provide mass sheltering as directed by ESF 6, for pre-designated pet friendly shelters.
4. Support animal care training for pet owners.
5. Manage ESF 6. Reinforce resource accountability policies among animal in disaster responders.

H. Superintendent of Schools

1. Certain school districts agree to allow use of pre-designated schools as "temporary pet friendly" shelters.
2. Coordinate with Lucas County EOC ESF 6.

I. County Health Director

1. Support public health services in pet friendly shelters to include inspections, sanitation, and environmental health concerns.
2. Coordinate disposal of deceased animals that may impact the public health.
3. Provide assistance in the investigation of animal bites with regard to rabies quarantine, and provision of post-exposure rabies prophylaxis to rescue personnel, if not available through regular medical services.
4. Coordinate with Lucas County EOC ESF 8 and ESF 6.

J. Fire Services

1. Liaison with animal control representatives and DART as needed for protection of the public and emergency response personnel.
2. Survey shelter sites for fire safety.
3. Advise about fire security during incineration operations.
4. Coordinate with Lucas County EOC ESF 4 and ESF 6.

K. Law Enforcement

1. Liaison with animal control representative and DART as needed for protection of the public and emergency response personnel.

2. Conduct criminal investigations regarding criminal acts involving animals, including acts of terrorism.
 3. Provide transportation control, site security, and law enforcement for shelters and disposal sites as necessary.
 4. Coordinate with Lucas County EOC ESF 13 and ESF 6.
- L. ARES
1. Provide primary communications between the EOC and shelters in the event that telephone lines become inoperable.
 2. Coordinate with Lucas County EOC ESF 2 and ESF 6.
- M. ODA
1. Coordinate State Animal Response Team (SART) volunteers.
 2. Assist with animal needs assessment and mobilizing appropriate resources.
 3. Coordinate with Lucas County EOC ESF 11 and ESF 6.
- N. ODNR
1. Coordinate management of indigenous wild animals.
 2. Capture and return wild, indigenous animals to their natural habitats.
 3. Destroy and dispose of wild animals.
 4. Provide policy guidance for wild animal response personnel
 5. Coordinate with Lucas County EOC ESF 6 and ESF 5.
- O. Toledo Zoological Society
1. Provide guidance and assistance as needed regarding large, wild, and exotic animals.
 2. Coordinate with Lucas County EOC ESF 6.
- P. Animal Care Associations
1. Toledo Veterinary Medical Association

- a) Provide a list of association members willing to participate on a Regional DART.
- b) Assist in establishment of triage units for the care of injured animals.
- c) Provide emergency medical equipment and supplies.
- d) Coordinate with Lucas County EOC ESF 6.

2. Livestock associations: Triad Horseman's Association

- a) Provide a list of association and team members.
- b) Rescue Squad Large Animal Response Team
- c) Coordinate with Lucas County EOC ESF 6 and ESF 11.

Q. Ohio EPA

1. Provide coordination for disposal of animal carcasses and by-products.
2. Provide technical assistance for mass burial or incineration of animal carcasses.
3. Coordinate with Lucas County EOC ESF 6 and ESF 7.

R. Toledo Kennel Club

1. Provide temporary shelter operation.
2. Provide training and outreach for emergencies.
3. Coordinate with Lucas County EOC ESF 6.

S. Administration

1. All public and private agencies and organizations will document activities related to animal control measures.
2. Requests for state and federal assistance will be made through the Lucas County EMA and coordinated by the Lucas County EOC staff.
3. Notification rosters for both professional and volunteer emergency workers will be created and maintained by agencies and organizations in support of animal control measures.
4. All financial records and documentation of animal control measures will be completed and retained by the creating agency/organization and the purchasing authority.

- T. Logistics and Resource Management (ESF 7 at EOC)
1. The on-scene ICS Logistics Officer will coordinate material needs of deployed resources with EOC ESF 6. In the event ESF 6 cannot fulfill supply support requests, ESF 7 Logistics Section will manage the request and provide disposition.
 2. The EOC ESF 6 will coordinate material needs of both deployed and support resources that are providing aid and assistance in the disaster response and recovery operations.
 3. Donations of materials, supplies, and equipment will be coordinated through the EOC ESF 14.
 4. Assignment of response personnel, including volunteers, will be coordinated between the on-scene Incident Commander and the EOC ESF 6.

U. Plan Maintenance

1. Opportunities for Plan reviews will be provided to all participating agencies and organizations annually.
2. Plan changes will be incorporated as needed and notated on the Record of Changes and revisions page. The current Plan revision date will be posted on the upper right of each page of the respective document.
3. Distribution of the Plan to each organization will occur through conveyance of a digital compact disk.
4. Training for any potential disaster response will be accomplished through internal and external drills and exercises.

VI. Authorities and References

A. Authorities: See Section K of the Base Plan

B. References

1. *Ohio Administrative Code (OAC) 3745-19 – EPA Open Burning Standards.*
2. Region One DART Plan, July 27, 2008.

VII. Addendums

Tab A – Region One DART Activation
Tab B – Guidance for Animal Owners
Tab C – Toledo Area Humane Society Contact Information
Tab D – Lucas County Veterinarian Contact List (see EOC)
Tab E – Hotels/Motels that Accept Pets
Tab F – Hotels/Motels that Do Not Accept Pets

Tab G – Sylvania Veterinary Hospital
Tab H – Disaster Food Planning
Tab I – Animal Search and Rescue (SAR) Operations

VIII. Authentication

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Region One DART Activation

Region One DART activation can be requested 24/7 via Pager: (419) 321-0466. The request for Region One DART activation should be forwarded to the local EMA and/or EOC, if activated. Upon activation, all five of the DART team leaders on call will be notified of each request. Team C will respond initially to Erie, Hancock, Huron, Lucas, Ottawa, Sandusky, Seneca, and Wood Counties.

NOTE: Larger incidents involving dogs may be assigned to DART; however, smaller incidents that involve only dogs are the responsibility of the County Dog Warden.

The DART pager is programmed with a single phone number (419-321-0466) so that all five leaders will be notified any time the DART team is requested.

DART has established the following rotating on-call system:

1. The following persons will carry with them a pager at all times when on call:
 - DART Leader
 - DART Deputy Leader
 - Sub-Regional DART Team Leaders (3)
2. When the pager is activated, the DART Leader will contact the Incident Commander or requesting jurisdiction to conduct an initial assessment of the incident and tasking.
3. The DART Leader will contact the Deputy Leader and make a decision as to which DART sub-regional resources will be required.
4. The activated Sub-Regional Leader will then contact the EMA of the county making the initial request for the DART team in order to obtain additional information as needed.
5. The DART is initially self-supporting; however, the county EMA or requesting jurisdiction must provide the location to which DART will report and stage.
6. The Sub-Regional Leader will then activate team members, coordinate other resource needs, and mobilize the DART.
7. Upon arrival, DART volunteers will be administered the State Oath as prescribed in the ORC by the county EMA Director or other authorized official.
8. The on-scene DART Leader and individual team members may be rotated when responding for an extended mobilization.
9. DART demobilization will proceed in reverse of the activation procedure.

Tab B

Guidance for Animal Owners

The loss of a pet is often a major tragedy. Here are thoughts on how to care for these members of your family during bad times.

- 1) Have identification in form of a tag, tattoo, or an implanted chip on the animal.
- 2) Keep a copy of shot records.
- 3) Keep veterinarian's phone number with carrier.
- 4) A photo will be helpful to prove ownership.
- 5) Keep a good leash, a blanket, and a duplicate favorite toy.
- 6) Stockpile canned or the dry food.
- 7) Keep dishes for food and water.
- 8) Your veterinarian can advise you on what to do when animals are nervous or stressed to the point that they may injure themselves.
- 9) Cats will need a small litter box.
- 10) Don't leave your pets locked in the house or chained to a post if you are evacuating.
- 11) Train pets to accept being in a travel carrier or crate for extended periods. Birds and many dogs travel better in darkened carriers. Cats, however, may become more active in the dark.

Tab C

Toledo Area Humane Society Contact Information

Toledo Area Humane Society
1920 Indian Wood Circle
Maumee, Ohio 43537
Phone: (419) 891-0705
Web page: www.toledoareahumanesociety.org

The Toledo Area Humane Society employs two full-time Humane Agents to enforce animal cruelty laws in Lucas County. These officers investigate over 1,800 complaints per year.

To report animal cruelty, email: cruelty@ToledoAreaHumaneSociety.org

Or call the Cruelty Hotline: (419) 891-9777

Tab D

Lucas County Veterinarian Contact List

This document is maintained within the Lucas County Emergency Operations Center Resource Manual and is available to users upon request. The Toledo Veterinary Medical Association maintains a complete listing of member veterinarians.

Tab E

Hotels/Motels that Accept Pets

<u>Hotel</u>	<u>Phone</u>	<u>Notes</u>
<u>ARROWHEAD MOTEL</u>		
8225 STATE ROAD 108 WAUSEON	(419) 335-5811	EXCEPTION: NO WHITE TIGERS, NO EXTRA FEE FOR OTHER ANIMALS
<u>BAYMONT INN AND SUITES</u>		
1154 PROFESSIONAL DR. PERRYSBURG	(419) 877-6668	NO EXTRA FEE
<u>CHIEF WAUSEON MOTEL</u>		
1496 N. SHOOP WAUSEON	(419) 355-8011	NO EXTRA FEE
<u>COMFORT INN</u>		
2930 NAVARRE	(419) 691-8911	\$10.00 PER NIGHT, PER PET
2426 OREGON ROAD	(419) 666-2600	\$10.00 PER NIGHT, PER PET OR \$5.00 1 WEEK
1426 REYNOLDS	(419) 893-2800	\$10.00 PER NIGHT, PER PET
<u>CROWN INN</u>		
1727 W. ALEXIS ROAD	(419) 473-1485	\$5.00 PER NIGHT, PER PET
<u>CROSS COUNTRY</u>		
1201 E. MALL DR	(419) 866-6565	\$5.00 PER NIGHT, PER PET, CAN'T LEAVE PET ALONE IN ROOM, CAGED OR UNCAGED
<u>DAYS INN</u>		
150 DUSSELL ROAD I- 80/90 EXIT 4/59	(419) 893-9960	\$10.00 PER NIGHT, PER PET
1-75 & STATE RTE. 20 PERRYSBURG	(419) 874-8771	\$5.00 PER NIGHT, PER PET
<u>HAMPTON INN</u>		
5865 HAGMAN ROAD	(419) 727-8725	SERVICE ANIMAL ONLY
1409 REYNOLDS ROAD	(419) 893-1004	SERVICE ANIMAL ONLY
<u>HOME WOOD</u>		
1410 ARROWHEAD	(419) 897-0980	YES, \$100.00 CLEANING FEE
<u>HOWARD JOHNSON</u>		
I-280 & HANLEY ROAD	(419) 837-5245	\$10.00 PER NIGHT, PER PET

<u>Hotel</u>	<u>Phone</u>	<u>Notes</u>
<u>KNIGHTS INN</u>		
I-280 & LATCHA ROAD MILLBURY	(419) 837-5196	\$10.00 PER NIGHT, PER PET
I-75 & STATE ROUTE 2	(419) 865-1380	\$10.00 PER NIGHT, PER PET
<u>RADISSON HOTEL</u>		
101 N. SUMMIT ST	(419) 241-3000	\$50.00 DEPOSIT, RETURNED IF NOT DAMAGED
<u>RED CARPET</u>		
26054 N. DIXIE	(419) 872-2902	\$5.00 PER NIGHT, PER PET
<u>RED ROOF</u>		
1214 CORPORATE	(419) 866-5512	NO FEE, UNDER 80 LBS, CAGED OR OUT OF ROOM IF MAID IS IN ROOM
I-80/90 & U.S. 20 MAUMEE	(419) 893-0292	NO FEE, UNDER 80 LBS, CAGED OR OUT OF ROOM IF MAID IS IN ROOM
I-475 & SECOR	(419) 536-0118	NO FEE, 10 LBS AND UNDER, LEASHED ALL TIMES, NO COMMON AREA
<u>RESIDENCE INN BY MARRIOTT</u>		
6101 TRUST DR	(419) 867-9555	\$50.00 DEPOSIT, RETURNED IF NO DAMAGE
<u>SLEEP INN</u>		
1761 MEIJER CIRCLE	(419) 697-7800	\$7.00 FEE PER PET, PER NIGHT, SMOKING ROOM
<u>SUPER 8</u>		
10753 AIRPORT HWY	(419) 865-2002	NO FEE, ATTENDED ALL TIMES, EVEN IF CAGED
1135 BUCK ROAD	(419) 666-4515	NO FEE, ONLY IN SMOKING ROOMS

Tab F

Hotels/Motels that Do Not Accept Pets

Hotel	Address/Phone Number
AMERIHOST INN AND SUITES	6425 KIT LANE, 419-9400
BEL-AIR MOTEL	726 N. REYNOLDS, 419-536-1249
BEST MOTEL	1115 S.REYNOLDS, 419-382-5843
BEST WESTERN	27441 HELEN DR., 419-874-9181
CLARION	3536 SECOR, 419-535-7070
COMFORT INN	1702 TOLLGATE, 419-897-5555
COURTYARD BY MARRIOTT	HOLLAND, MAUMEE, ROSSFORD
DAYS INN	1800 MIAMI STREET, 419-666-5120
DELUXE INN	6366 TELEGRAPH, 419-847-8670
EXTENDED STAYAMERICA	TRUST DRIVE, W. DUSSELL, 419-891-1211
FAIRFIELD INN BY MARRIOTT	W. DUSSELL,419-897-0865,E.MALL, 419-867-1144
HOLIDAY INN	FRENCH QUARTER, REYNOLDS RD.& WAUSEON
MAUMEE BAY RESORT/STATE PARK	1750 PARK ROAD, 419-836-1466
PLANTATION MOTEL	5849 ALEXIS, SYLVANIA, 419-882-7141
QUALITY HOTEL	2429 REYNOLDS. 419-381-8765
SENECA MOTEL	2935 NAVARRE AV., 419-691-0792
SUNSET MOTEL	5452 TELEGRAPH, 419-476-7777

Tab G

Sylvania Veterinary Hospital

The Sylvania Veterinary Hospital has the following provisions:

- The building encompasses 16,000 square feet. An open area with a rubber-matted floor encompasses 1850 square feet and can be used for free standing cages. In addition, an outside fenced area is 2250 square feet.
- Fifty dog kennel runs and 11 hospital runs.
- Undetermined number of cages.
- Eight exam rooms and two surgical suites. One large dog treatment area and one smaller cat treatment area.
- A full laboratory that can run complete blood work and urines.
- A blood bank with whole blood and fresh-frozen plasma available.
- A registered technician always present in the building.

Tab H

Disaster Food Planning

Species	Water (Summer/Winter)	Food (Type)	Feed (Quantity/Frequency)
Beef Cattle	5-15 Gallons	alfalfa & or oat	15-30 lb. / Day
Dairy Cattle	5-30 Gallons	alfalfa	15-40 lb. / Day
Horses	5-15 Gallons	alfalfa & or oat	8-15 lb. / 2x Day
Pigs	1-2 Gallons	pig pellets / mixed grains	1-7 lbs / 1x or 2x Day
Llamas	2-5 Gallons	alfalfa & or oat hay	2-4 lb. / 2x Day
Sheep	1-2 Gallons	alfalfa	2-5 lb. / Day
Goats	1-2 Gallons	alfalfa & or oat hay	1-5 lb. / Day
Large Dogs			
Small Dogs			
Cats			
Small Mammals			
Birds			
Reptiles			

Tab I

Animal Search and Rescue (SAR) Operations

SAR teams will participate in coordinated, organized, SAR operations to minimize animal suffering and death, and to ensure safety of first responders in the field.

- A. Team Requirements:
 - 1. Search and rescue personnel are required to be qualified and have the appropriate equipment to assist in the type of animal rescue assigned, as determined by DART SAR Team Leaders.
 - 2. Specific requirements:
 - a) Proper vaccinations—rabies, tetanus, hepatitis A & B.
 - b) Proper animal handling experience.
 - c) Proper HAZMAT training.
 - d) Proper swift water training for flood situations.
 - e) Proper equipment for field entry (what is the proper equipment?).
- B. SAR Procedures - See DART SOPs

Supporting Agencies - See DART SOPs and EOC

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APPENDIX 8

AVIATION EMERGENCY



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Aviation Incident Disaster Procedures

The attached Disaster Alert Levels policy has been approved by the Lucas County Fire Chief's Association and have been in effect since July 1, 2004. This policy is a culmination of all jurisdictions working together to establish an initial response for disaster situations. This instruction sheet describes the actions of each dispatch agency upon receipt of the alert level notification from Lucas County EMS Dispatch.

Lucas County EMS, when notified of an Airport or Jurisdictional Disaster Alert Level shall:

1. Send a Computer Aided Dispatch (CAD) System Emergency message to all Call taker and Dispatcher terminals in the Lucas County 911 system; notifying them of the Alert level, Staging Area, and an incident number for them to refer for information.
2. Follow the appropriate responses for Lucas County EMS as listed in the following pages and Lucas County EMS dispatch procedures.

PSAP INSTRUCTIONS:

1. All dispatch agencies, within Lucas County, will be notified of a Disaster Alert Level being instituted by either the Toledo Express Airport safety forces or individual Jurisdictional safety forces. This notification will be received via the CAD system – by an Urgent Emergency message.
2. Upon receiving this message, the individual dispatch agencies will refer to the Disaster Alert Level policy and determine what actions are required by them.

AIRPORT ALERT LEVELS:

1. Go to the appropriate section of Tab A - Airport Disaster Alert Levels
2. Find the Alert Level that was announced
3. Review the response / notification information for each jurisdiction that you dispatch for and follow the response/notification information. (Each individual dispatch center should be aware of what actions are necessary for response vs. notification criteria).

JURISDICTIONAL ALERT LEVELS:

1. Go to the appropriate section of Tab B - Jurisdictional Disaster Alert Levels
2. Find the Jurisdiction that the alert level was announced in.

3. Review the Alert Level that was announced
4. Follow the Alert Level's information for response / notification for the safety forces you dispatch for. Staging area should be listed in the CAD urgent message. If staging area is missing review the jurisdiction listing to see if an automatic staging area is listed.

Tab A

Airport Disaster Alert Levels

I. Aircraft Incident Procedures

A. EMS Response – (Aircraft of 1 – 5 passengers) – EMS response:

Response: Monclova Fire or Swanton Fire (depending on location of incident)
Lucas County EMS (1 ALS)

If ALS response: Lucas County EMS (1 ALS) dispatched also

Notification: Lucas County Sheriff

B. Level 1 (One) – (Aircraft of 6 – 25 passengers):

Response: Amateur Radio Emergency Service
Lucas County EMS (2 ALS)
Lucas County Sheriff
Monclova Fire / EMS
Swanton Fire/ EMS
State Highway Patrol
Springfield Fire (disaster trailer)

Notification: Maumee Fire & EMS
Oregon Fire
Providence Twp
Richfield Twp. Fire
Red Cross
Spencer Fire
Springfield Fire & EMS
Sylvania Fire & EMS
Toledo Fire & Rescue
Washington Twp Fire
Waterville Fire & EMS
Whitehouse Fire & EMS

C. Level 2 (Two) – (Aircraft of 26 or more passengers):

Response: All the departments listed in Level 1, and the following:
Toledo Fire (Hazmat)

D. Level 1-33 or Level 2-33 (crash):

Response: All the departments and agencies notified and listed in Level 1, and the following:

Toledo Fire (Hazmat)
Maumee Fire & EMS (Medic)
Providence Twp (Tanker)
Richfield Twp. Fire (Medic)
Spencer Fire (Medic)
Springfield Fire & EMS (Tanker & Medic)
Whitehouse Fire & EMS (Tanker & Medic)
Red Cross
Amateur Radio Emergency Service

Notification: Oregon Fire, Sylvania Fire & EMS, Washington Twp Fire & EMS, Waterville Fire & EMS, and Air Ambulance Service

II. **Aircraft Incident – Staging Areas:**

A. **Staging Areas ON Airport:**

Staging #1: Air Guard Base
(Eber Road between Alternate 20 and Airport Hwy)

Staging #2: Turnpike Overpass / Airport Highway (East Airport Service Drive; just west of turnpike on Airport Highway)

Staging #3: Airport Highway / St. Rt. 295 (South on St. Rt. 295 off Airport Highway)

Staging #4: 20A at St. Rt. 295 (North onto airport access road)

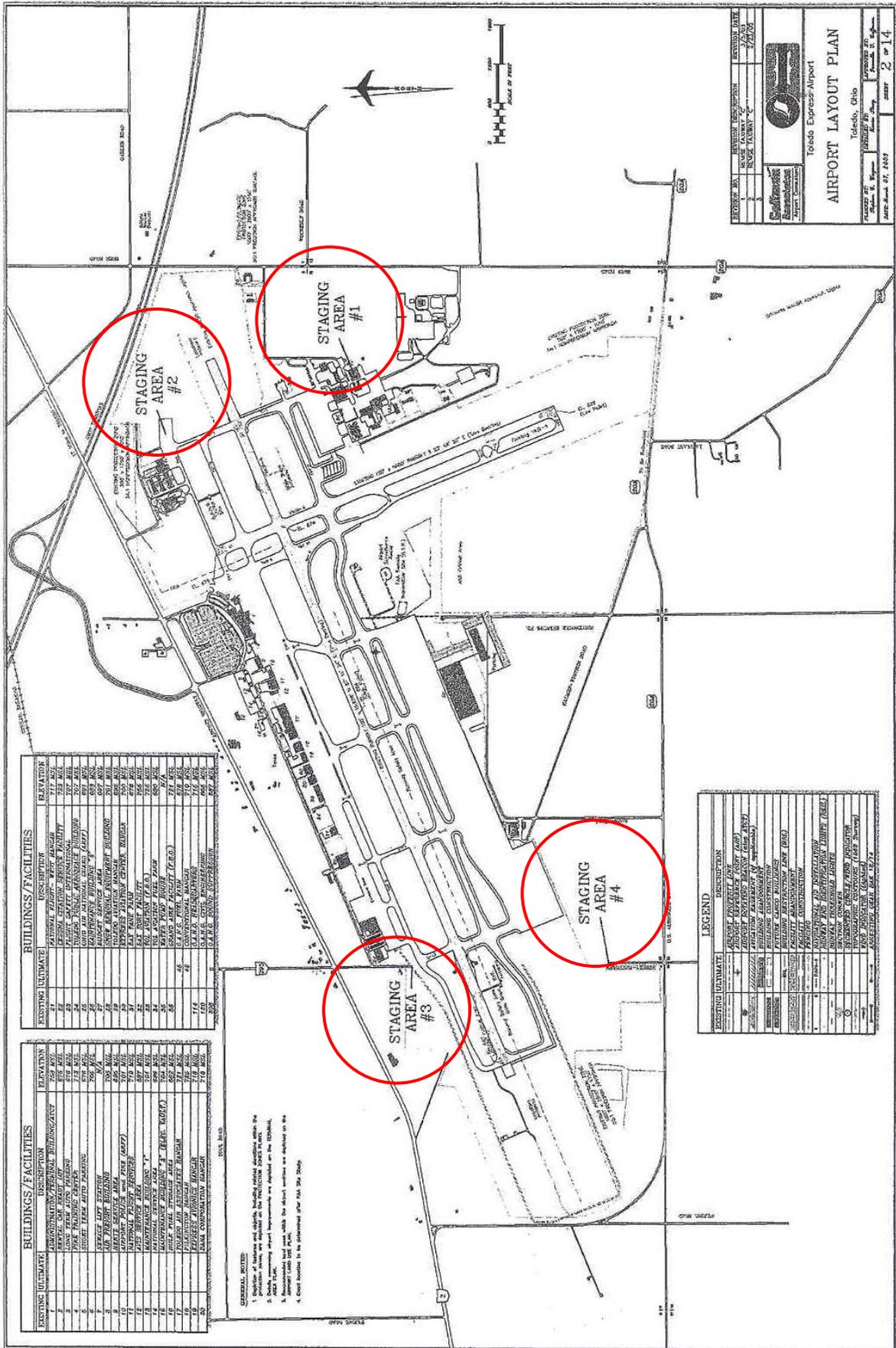
B. **Staging Areas OFF Airport Installation:**

West end: On ST RT. 295 south of airport at Sound Suppression Bldg.

South end: On ALT. 20 of the south end of the runway in the field

East end: On Mesher Rd. south off Airport Hwy.

**See Installation Map on following page for the On Airport staging area locations.



EXISTING UTM/DATE	DESCRIPTION	ELEVATION
1	ADMINISTRATION BUILDING	710.00
2	CONCRETE PAVEMENT	710.00
3	ASPHALT PAVEMENT	710.00
4	GRAVEL PAVEMENT	710.00
5	GRAVEL DRIVEWAY	710.00
6	GRAVEL DRIVEWAY	710.00
7	GRAVEL DRIVEWAY	710.00
8	GRAVEL DRIVEWAY	710.00
9	GRAVEL DRIVEWAY	710.00
10	GRAVEL DRIVEWAY	710.00
11	GRAVEL DRIVEWAY	710.00
12	GRAVEL DRIVEWAY	710.00
13	GRAVEL DRIVEWAY	710.00
14	GRAVEL DRIVEWAY	710.00
15	GRAVEL DRIVEWAY	710.00
16	GRAVEL DRIVEWAY	710.00
17	GRAVEL DRIVEWAY	710.00
18	GRAVEL DRIVEWAY	710.00
19	GRAVEL DRIVEWAY	710.00
20	GRAVEL DRIVEWAY	710.00
21	GRAVEL DRIVEWAY	710.00
22	GRAVEL DRIVEWAY	710.00
23	GRAVEL DRIVEWAY	710.00
24	GRAVEL DRIVEWAY	710.00
25	GRAVEL DRIVEWAY	710.00
26	GRAVEL DRIVEWAY	710.00
27	GRAVEL DRIVEWAY	710.00
28	GRAVEL DRIVEWAY	710.00
29	GRAVEL DRIVEWAY	710.00
30	GRAVEL DRIVEWAY	710.00
31	GRAVEL DRIVEWAY	710.00
32	GRAVEL DRIVEWAY	710.00
33	GRAVEL DRIVEWAY	710.00
34	GRAVEL DRIVEWAY	710.00
35	GRAVEL DRIVEWAY	710.00
36	GRAVEL DRIVEWAY	710.00
37	GRAVEL DRIVEWAY	710.00
38	GRAVEL DRIVEWAY	710.00
39	GRAVEL DRIVEWAY	710.00
40	GRAVEL DRIVEWAY	710.00
41	GRAVEL DRIVEWAY	710.00
42	GRAVEL DRIVEWAY	710.00
43	GRAVEL DRIVEWAY	710.00
44	GRAVEL DRIVEWAY	710.00
45	GRAVEL DRIVEWAY	710.00
46	GRAVEL DRIVEWAY	710.00
47	GRAVEL DRIVEWAY	710.00
48	GRAVEL DRIVEWAY	710.00
49	GRAVEL DRIVEWAY	710.00
50	GRAVEL DRIVEWAY	710.00

EXISTING UTM/DATE	DESCRIPTION	ELEVATION
51	GRAVEL DRIVEWAY	710.00
52	GRAVEL DRIVEWAY	710.00
53	GRAVEL DRIVEWAY	710.00
54	GRAVEL DRIVEWAY	710.00
55	GRAVEL DRIVEWAY	710.00
56	GRAVEL DRIVEWAY	710.00
57	GRAVEL DRIVEWAY	710.00
58	GRAVEL DRIVEWAY	710.00
59	GRAVEL DRIVEWAY	710.00
60	GRAVEL DRIVEWAY	710.00
61	GRAVEL DRIVEWAY	710.00
62	GRAVEL DRIVEWAY	710.00
63	GRAVEL DRIVEWAY	710.00
64	GRAVEL DRIVEWAY	710.00
65	GRAVEL DRIVEWAY	710.00
66	GRAVEL DRIVEWAY	710.00
67	GRAVEL DRIVEWAY	710.00
68	GRAVEL DRIVEWAY	710.00
69	GRAVEL DRIVEWAY	710.00
70	GRAVEL DRIVEWAY	710.00
71	GRAVEL DRIVEWAY	710.00
72	GRAVEL DRIVEWAY	710.00
73	GRAVEL DRIVEWAY	710.00
74	GRAVEL DRIVEWAY	710.00
75	GRAVEL DRIVEWAY	710.00
76	GRAVEL DRIVEWAY	710.00
77	GRAVEL DRIVEWAY	710.00
78	GRAVEL DRIVEWAY	710.00
79	GRAVEL DRIVEWAY	710.00
80	GRAVEL DRIVEWAY	710.00
81	GRAVEL DRIVEWAY	710.00
82	GRAVEL DRIVEWAY	710.00
83	GRAVEL DRIVEWAY	710.00
84	GRAVEL DRIVEWAY	710.00
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86	GRAVEL DRIVEWAY	710.00
87	GRAVEL DRIVEWAY	710.00
88	GRAVEL DRIVEWAY	710.00
89	GRAVEL DRIVEWAY	710.00
90	GRAVEL DRIVEWAY	710.00
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93	GRAVEL DRIVEWAY	710.00
94	GRAVEL DRIVEWAY	710.00
95	GRAVEL DRIVEWAY	710.00
96	GRAVEL DRIVEWAY	710.00
97	GRAVEL DRIVEWAY	710.00
98	GRAVEL DRIVEWAY	710.00
99	GRAVEL DRIVEWAY	710.00
100	GRAVEL DRIVEWAY	710.00

GENERAL NOTES:

1. Stationing shown on this plan includes vertical alignment with the existing ground surface.
2. Stationing shown on this plan includes vertical alignment with the existing ground surface.
3. Measurements and notes on this plan are subject to change without notice.
4. Exact location to be determined after FAA 504 Study.

EXISTING UTM/DATE	DESCRIPTION
101	GRAVEL DRIVEWAY
102	GRAVEL DRIVEWAY
103	GRAVEL DRIVEWAY
104	GRAVEL DRIVEWAY
105	GRAVEL DRIVEWAY
106	GRAVEL DRIVEWAY
107	GRAVEL DRIVEWAY
108	GRAVEL DRIVEWAY
109	GRAVEL DRIVEWAY
110	GRAVEL DRIVEWAY
111	GRAVEL DRIVEWAY
112	GRAVEL DRIVEWAY
113	GRAVEL DRIVEWAY
114	GRAVEL DRIVEWAY
115	GRAVEL DRIVEWAY
116	GRAVEL DRIVEWAY
117	GRAVEL DRIVEWAY
118	GRAVEL DRIVEWAY
119	GRAVEL DRIVEWAY
120	GRAVEL DRIVEWAY
121	GRAVEL DRIVEWAY
122	GRAVEL DRIVEWAY
123	GRAVEL DRIVEWAY
124	GRAVEL DRIVEWAY
125	GRAVEL DRIVEWAY
126	GRAVEL DRIVEWAY
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137	GRAVEL DRIVEWAY
138	GRAVEL DRIVEWAY
139	GRAVEL DRIVEWAY
140	GRAVEL DRIVEWAY
141	GRAVEL DRIVEWAY
142	GRAVEL DRIVEWAY
143	GRAVEL DRIVEWAY
144	GRAVEL DRIVEWAY
145	GRAVEL DRIVEWAY
146	GRAVEL DRIVEWAY
147	GRAVEL DRIVEWAY
148	GRAVEL DRIVEWAY
149	GRAVEL DRIVEWAY
150	GRAVEL DRIVEWAY

Tab B

Jurisdictional Aviation Disaster Alert Levels

I. Jerusalem Township

A. Level 1 (less than 25 victims):

Response: Allen Twp. Fire Dept.
Lucas County Sheriff
Lucas County EMS (2 ALS and private ambulances, as requested)
Oregon Fire Dept.

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Genoa Clay Center Fire Dept.
Mobile Medics

II. Maumee City

A. Level 1 (less than 25 victims):

Response: Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County Sheriff
Monclova Fire & EMS
Ohio State Highway Patrol
Perrysburg Fire & EMS
Toledo Fire Dept.
Toledo Police
Waterville Twp. Police

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Air National Guard
Lucas County EMS disaster trailers
Perrysburg Police

Sylvania Police
Waterville Village Police

III. Monclova Township

A. Level 1 (less than 25 victims)

Response: Air Guard Fire
LCEMS Disaster Trailer
Lucas County EMS – 2 Squads
Lucas County Sheriff
Springfield Fire / EMS
Whitehouse Fire / EMS
Private Ambulances as requested by Transport Officer

Notification: Air Ambulance on Standby
Maumee Fire / EMS
Waterville Fire / EMS

B. Level 2 – (more than 25 victims)

Response: All departments listed in level, and the following:
Air Ambulances & Private as requested by Transport Officer
Swanton Fire / EMS

Notification: Perrysburg City Fire / EMS
Spencer Twp. Fire / EMS
Toledo Fire & Rescue

IV. Oregon City

A. Level 1 (less than 25 victims):

Response: Oregon Station 1 internal response

B. Level 2 (more than 25 victims):

Response: Oregon Station 1 & 2 internal response
*Special units will be called as requested - mutual aid through Oregon Dispatch

V. Ottawa Hills

A. Level 1 (less than 25 victims):

Response: Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County EMS disaster trailer
Sylvania Twp. Fire Dept
Toledo Fire Dept.

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following
Springfield Twp. Fire Dept.
Toledo Regional Area Transit Authority (TARTA)

VI. Providence Township

A. Level 1 (less than 25 victims):

Response: Grand Rapids Fire Dept.
Lucas County EMS (2 ALS and private ambulances, as requested)
Swanton Fire & EMS
Whitehouse Fire Dept.

Notification: Waterville Fire (stand-by in station)

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Lucas County EMS to supply ambulances, as requested

VII. Richfield Township

A. Staging Area: US 20 & St Rt. 295 at Toledo Trap and Skeet

B. Level 1 (less than 25 victims):

Response: Air Ambulances, staged
Lucas Co. Disaster Trailer
Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County Sheriff
Metamora Fire Dept.
Ohio State Highway Patrol
Riga Fire Dept.
Spencer Twp Fire Dept.
Swanton Fire Dept.
Sylvania Twp Fire Dept.

C. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Air Guard Fire Dept (airport)
Blissfield Fire Dept
Lucas County EMA
Maumee Fire Dept
Monclova Twp Fire Dept
Providence Twp Fire Dept
Springfield Twp Fire Dept
Toledo Fire Dept
Waterville Fire Dept
Whitehouse Fire Dept

VIII. **Spencer Township**

A. Level 1 (less than 25 victims):

Response: Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County Sheriff
Monclova Fire Dept.

Richfield Twp Fire/EMS
Springfield Fire Dept.
Ohio State Highway Patrol
Swanton Fire Dept.

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:

Air Guard Fire
Lucas County EMA
Maumee Fire
American Red Cross
Sylvania Fire Dept.
Toledo Fire Dept.

IX. Springfield Township

A. Level 1 (less than 25 victims):

Response: Lucas County EMS (2 ALS and private ambulances, as requested)

Monclova Fire Dept.
Spencer Fire Dept.
Sylvania Fire Dept.

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:

Maumee Fire Dept.
Swanton Fire Dept.
Toledo Fire Dept.

X. Swanton Township

A. Staging Area: St. Rte. 295 south of Airport Hwy. @ Sound Suppression Building

B. Level 1 (less than 25 victims):

Response: Air Guard Fire
Lucas County Sheriff
Lucas County EMS (2 ALS and private ambulances, as requested)
Monclova Fire/EMS
Springfield Twp. Fire/EMS
Ohio State Highway Patrol
Whitehouse Fire/EMS

C. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Metamora Fire/EMS
Providence Twp. Fire/EMS
Richfield Twp. Fire/EMS
Spencer Twp. Fire/EMS

Notification: Delta Fire/EMS
Maumee Fire/EMS

XI. **Sylvania City & Township**

A. Level 1 (less than 25 victims):

Response: LEPC trailer
Lucas County EMS (including disaster trailer)
Ottawa Hills
Springfield Fire Dept.
Sylvania City Police
Sylvania Twp. Fire Dept.
Sylvania Twp Police
Toledo (w/ Hazmat)

Notification: Air National Guard
Maumee Fire Dept.

Oregon Fire Dept.
Richfield Twp Fire Dept.
Whiteford Township Fire Dept.

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:

Notification: Lucas County EMS – private ambulances, as requested
Lucas County EOC, (consider activation of)
Metamora Fire Dept.
Monclova Fire Dept.
Spencer Fire Dept.
Swanton Fire Dept.
Whitehouse Fire Dept.

XII. City of Toledo

A. Level 1 (less than 25 patients):

Response: Lucas County EMS
Toledo Fire Dept.
Toledo Police

Notification: Lucas County Sheriff
Maumee Fire Dept.
Ottawa Hills Fire Dept.
Oregon Fire Dept.
Sylvania Fire Dept.

B. Level 2 (25 or more patients):

Response: All departments listed in Level 1, and the following:
Departments notified in level 1 to fill-in at mutual aid stations, or to
staging location (determined by Toledo Fire Dispatch).

XIII. Washington Township

A. Level 1 (less than 25 victims):

Response: Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County Sheriff
Morin Point Fire Dept.
Ohio State Highway Patrol
Toledo Fire & Rescue
Toledo Police

B. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Incident Command Vehicle
Monroe County Fire Dept.

XIV. Waterville Village & Township

A. Staging Area: Waterville Fire Station

B. Level 1 (less than 25 victims):

Response: Air Guard Fire
Lucas County EMS (2 ALS and private ambulances, as requested)
Monclova Fire & EMS
Providence Fire & EMS
Waterville Village Police
Whitehouse Fire & EMS

C. Level 2 (more than 25 victims):

Response: All departments listed in Level 1
Springfield Fire & EMS (including disaster trailer)

XV. Whitehouse Village

A. Staging Area: Stone Quarry south of Waterville St. on left

B. Level 1 (less than 25 victims):

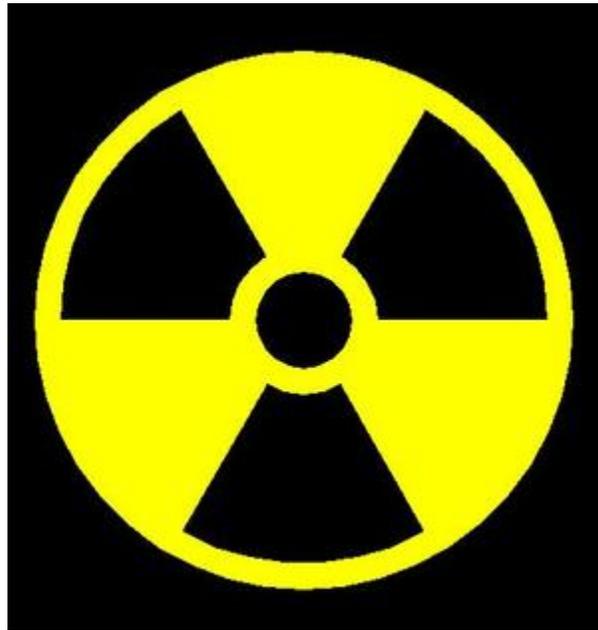
Response: Air Guard Fire
Lucas County EMS (2 ALS and private ambulances, as requested)
Lucas County Sheriff
Monclova Fire & EMS
Providence Fire & EMS
Waterville Fire & EMS
Waterville Twp. Police
Whitehouse Village Police

C. Level 2 (more than 25 victims):

Response: All departments listed in Level 1, and the following:
Springfield Fire (disaster trailer)
Swanton Fire & EMS

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APPENDIX 9
RADIOLOGICAL INCIDENTS



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I. PURPOSE

- A. Threat of a radiological material release stems from several sources. A portion of Lucas County lies within 10 miles of a nuclear powered electrical generating facility (see the Lucas County Radiological Emergency Response Plan, rev. 17, JAN 2009). Also present is the real threat that nuclear weapons and weapons containing radiological materials could be used to attack the United States. Finally, radiological materials are commonly used in a variety of medical applications, research facilities, and industrial processes within Lucas County. A release of radioactive material from any of these sources could occur as a result of human error; a transportation, industrial, or institutional accident; or as a result of an intentional criminal act.
- B. This appendix provides guidance to local officials as it identifies the organizations, personnel, equipment, and procedures necessary to mitigate, prepare for, and recover from the effects of a radiological materials accident or incident, with primary intent to protect citizens. While some of the same guidance and standards regarding nuclear power stations apply here, this appendix is intended to address incidents that involve radiological releases and exposures not related to accidents at nuclear power stations.

II. CONCEPT OF OPERATIONS

- A. Mitigation and Preparedness
 - 1. The Nuclear Regulatory Commission (NRC) provides stringent regulations and safe-guards for manufacture, processing, storage, transportation, and disposal of radiological materials; these regulations must be followed by licensed industrial and institutional managers.
 - 2. Local and state emergency management officials provide training and equipment for monitoring and decontamination.
 - 3. Local emergency service personnel are trained and equipped to identify and respond effectively to a radiological accident or incident.
 - 4. Shipments of radiological materials through the State and Lucas County are monitored by state and federal agencies. Local and state law enforcement officials are advised of the route and estimated time of transit through each jurisdiction.
- B. Response to Radioactive Material Accidents or Incidents.
 - 1. Emergency responders will monitor for suspected hazardous materials (HAZMAT), including radiological materials, utilizing monitoring equipment that is standard within each department. When the local Incident Commander suspects or confirms the presence of a radiological source release, the area will be evacuated from 100 to 1,000 meters per U.S. Department of Transportation (DOT) guidelines, and the perimeter will be secured. See Tab A - Initial Actions for Radiological Materials Spills or Release and Tab B - Radiation Limits and Reporting.

2. The Incident Commander (IC) will make required notifications to local pollution control departments, the Lucas County Emergency Management Agency (EMA), the Ohio Environmental Protection Agency (Ohio EPA), the United States Environmental Protection Agency (USEPA), and the U.S. Coast Guard (USCG) Marine Safety Office in accordance with standard procedures. If the responsible party is known or can be identified, that party will also be notified. Lucas County EMA will notify the State EMA office and the regional State Radiological Analyst by telephone.
3. Any contaminated/injured individuals, including emergency workers, will be triaged, treated, and transported per local standard protocols under the supervision of the emergency medical services (EMS) Commander. Contaminated individuals with no other injuries will be decontaminated per local internal procedures prior to transport or release. See Tab C - Radiation Exposure Control and Decontamination.
4. Any contaminated materials or personal property will be retained for decontamination or safe disposal. Necessary receipts for personal property will be provided.
5. The Incident Command System (ICS) Safety Officer will document names of all potentially exposed emergency service personnel and other individuals in proximity to the source. The Safety Officer will record any radiological exposure readings along with the length of time of the exposure. See Tab D - Radiation Accident Reporting Checklist.
6. The State Radiological Analyst will report to the Incident Command Post (ICP) as needed and assess the situation. The Radiological Analyst will communicate and coordinate needs with local and state officials within the Ohio Department of Public Safety through the Ohio EMA office. The State will notify federal agencies as necessary.
7. Firms and institutions licensed to manufacture, use, store, or transport radioactive materials have both the responsibility and technical expertise to advise and support the IC (Tab E - Local NRC License Holders of Radiological Materials is to be developed). A representative of private industry may be present at either the ICP or Lucas County Emergency Operations Center (EOC) when activated.

III. DIRECTION AND CONTROL

- A. The local IC shall coordinate all activities at or near the scene for the duration of any emergency event. The IC will be supported by outside technical experts in addition to the assigned ICS organization, to include mutual aid resources. Upon determination of no imminent danger to the public, further responsibility for coordination of recovery efforts may be transferred by IC to local, state, or federal entities. Effective command and control will be implemented in order to assure that the measures outlined in the attached Tabs to this appendix will serve to protect both emergency workers and the community at large.

- B. The County Radiological Response Officer (RRO) will report to the Lucas County EOC when it is activated for a radiological incident. There the RRO will coordinate monitoring, damage assessment, exposure control, and decontamination operations. The RRO will provide necessary information and make recommendations to local officials on necessary protective actions. Specifically, the RRO serves the following functions:
1. Assumes role of County Radiological Defense Officer (RDO) during exercises and radiation emergencies.
 2. Coordinates monitoring and reporting procedures (Tab D - Radiation Accident Reporting Checklist and Tab F - Radiological Monitoring Equipment Assignments) and provides decontamination guidance to emergency services (Tab C - Radiation Exposure Control and Decontamination).
 3. Prepares and presents radiological situation briefings to EOC Executive Group and the operations staff. Advises County Executive Committee on protective measures (evacuation, sheltering, etc.) necessary to protect citizens threatened by the radiation hazards, based on USEPA protective action guides (PAG), as well as criteria consistent with the Department of Health, Education, and Welfare, the Food and Drug Administration, etc. (peacetime only).
 4. Provides information for release to the Public Information Officer (PIO).
 5. Submits required radiological situation reports to the State EOC.
 6. Identifies resources for radiological and chemical analysis, environmental assessment, biological sampling, plume movement tracking, and contamination surveys. Maintains an inventory of RADEF instruments.
 7. Provides advice and assistance to the EOC staff, monitoring stations, shelter staffs, and the general public on the full range of nuclear weapons effects, including radiological hazard and fire and blast effects.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- A. There may be little or no warning that a radiation event is imminent. For this reason, people need to be as informed and as prepared as possible under conditions of possible radiation incident.
- B. Fire Services
1. Direction and control.
 2. Initial radiation monitoring.
 3. Coordination of evacuations.
 4. Secondary warning and notifications.

5. Containment.
 6. Extrication and initial treatment of casualties.
 7. Coordination with Lucas County EOC Emergency Support Function (ESF) 4 and ESF 10.
- C. Law Enforcement
1. Direction and control.
 2. Accident investigations.
 3. Perimeter control.
 4. Communication.
 5. Initial warning and notifications.
 6. Assistance to evacuations as required.
 7. Escort services.
 8. Coordination with Lucas County EOC ESF 13.
- D. EMS
1. Direction and control.
 2. Treatment and triage of casualties.
 3. Transportation of injured.
 4. Coordination of disposition of fatalities.
 5. Communication with hospital emergency departments.
 6. Coordination with Lucas County EOC ESF 8.
- E. Health Services
1. Provides recommendations to the county commissioners on allowable radiological exposures to the public and/or evacuation recommendations.
 2. Provides staff member to Radiation Defense (RADEF) Section during wartime activation of EOC.
 3. Distributes pharmaceuticals as needed for the general population and emergency workers. Each service/facility/industry must prepare the procedures and plans to operate in this environment.
 4. Coordinates with Lucas County EOC ESF 6 and ESF 8.

F. Environmental Services

1. Provide regulations for the safe use and disposal of nuclear materials.
2. Provide training for first responders.
3. Provide liaison officials and field teams to assist state and local responders as needed.
4. Coordinate with Lucas County EOC ESF 10.

G. Lucas County EMA develops and forms a Radiological Protection Program with activities including but not limited to:

1. Conducting classes and refresher classes for RMs, RRTs, and RDOs.
2. Providing guidance on standard operating procedures (SOP).
3. Providing training materials and instructors.
4. Coordinating radiological emergencies within the County.
5. Distributing radiological monitoring equipment to law enforcement agencies, fire departments, EMS, and other agencies as needed.
6. Augmenting radiological monitoring teams, as necessary.
7. Preparing damage assessment reports for submittal to the State and Federal Governments.
8. Managing activities of all Lucas County EOC ESFs.

H. Ohio EMA

1. Supports local emergency response.
2. Provides and maintains radiological monitoring equipment to local EMAs.
3. Provides for instruction in radiological response.
4. Provides for radiological field monitoring team(s) as required.
5. Provides for State Radiological Analyst and liaison to other state agencies and departments.

I. Private Sector

1. Uses accepted mitigation strategies for storage, transportation, and disposal of radioactive materials.
2. Maintains documentation and reporting procedures.

3. Assists emergency services in the containment and recovery of spilled radioactive materials as necessary.
 4. Provides for a liaison officer at the ICP or Lucas County EOC as required.
 5. Coordinates with Lucas County EOC Manager.
- J. Medical Facilities
1. Provide proper treatment for exposure to radiation and final decontamination.
 2. Provide medical care for radiation-related injuries.
 3. Coordinate with Lucas County EOC ESF 8 and ESF 10.
- K. U.S. Department of Transportation (DOT)
1. Provides regulations for transportation of radioactive materials.
 2. Coordinates transportation of radioactive materials across interstate commerce routes.
 3. Coordinates with Lucas County EOC ESF 1.
- L. U.S. Department of Energy (DOE)
1. Provides regulations for transportation of radioactive materials.
 2. Coordinates transportation of specific radioactive materials across interstate commerce routes.
 3. Coordinates with Lucas County EOC ESF 12.
- M. NRC
1. Regulates the nuclear industry.
 2. Provides standards for safety.
 3. Operates nuclear material disposal sites.
 4. Coordinates with Lucas County EOC ESF 10.
- N. NRC USDA / County Agricultural Extension Agency
- O. USDA / County Agricultural Extension Agency
1. Identify contaminated agricultural crops or products.
 2. Issue regulations regarding sale or transfer of contaminated materials.

3. Issue advisories to the public regarding potential risk associated with homegrown produce.
4. Coordinate with Lucas County EOC ESF 11.

V. CONTINUITY OF GOVERNMENT (COG)

- A. The line of succession for the Radiological Officer is as follows
 1. Radiological Officer
 2. Assistant Radiological Officer
 3. Senior Analyst
- B. Succession of authority is in accordance with local ordinance or internal procedures and directives of each participating organization.

VI. ADMINISTRATION

- A. Records and Reports
- B. Personnel rosters, notification lists, etc.

VII. RESOURCE MANAGEMENT AND LOGISTICS

- A. Equipment
 1. Radiological monitoring equipment includes personal dosimetry devices and area monitoring units (Tab F - Radiological Monitoring Equipment Assignments).
 2. All fire departments have protective equipment, clothing, and instruments to perform essential assigned tasks in a radiologically contaminated environment; however, these are not disposable and would have to be either decontaminated or replaced.
 3. Resupply of contaminated equipment and material that cannot be decontaminated locally will be the responsibility of the responsible party.
 4. Equipment, material, and personnel requests exceeding local capability or memoranda of understanding (MOU) will be coordinated by the appropriate ESF within the Lucas County EOC. Resource requests that cannot be filled by the ESFs will be referred to EOS ESF 7 (EOC Logistics Section Chief) for disposition.
 5. Re-supply of equipment and materials needed for response and recovery operations will be coordinated by the on-scene ICS Logistics Section, with the support of the Lucas County EOC ESF 7 Logistics Section.

B. Sustainment Assets

1. Emergency responders and support personnel may require material support for sustained operations. Such support would include food, water, shelter, and rest. The on-scene ICS Logistics Section will coordinate initial support with the assistance of the local Salvation Army and American Red Cross (ARC). For longer term needs of responders, the appropriate Lucas County EOC ESF or ESF 7 Logistics Section Chief will coordinate with commercial vendors for identified sustainment support.
2. Temporary shelter units are part of the emergency response assets present in most jurisdictions. Additional temporary shelter assets are available through mutual aid and coordination with the Lucas County EOC ESF 6. Longer term shelter needs will be met through coordination with local jurisdictions for use of existing public buildings such as schools, libraries, and government offices via Lucas County EOC ESF 6.
3. Reception centers, care facilities, and public shelters may also support emergency responder's needs.

C. Monitoring Facilities

1. All fire departments and EMS stations within the County are designated monitoring stations for emergency service personnel within Lucas County.
2. All reception facilities and shelter/care centers are considered back-up monitoring stations.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. All agencies, departments, and organizations with radiological protection responsibilities must review this appendix at least once per year and submit new or updated information.
- B. All agencies, departments, and organizations with radiological protection responsibilities must review and clearly understand the Lucas County Radiological Emergency Response Plan and the Emergency Planning Zone (EPZ) of this plan (Tab G - Emergency Planning Zone for the Lucas County Radiological Emergency Response Plan).
- C. All agencies, departments, and organizations with radiological protection responsibilities also must develop and maintain SOPs, mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers, and resource inventories (including sources, locations, and quantities).
- D. The Lucas County EMA Director is responsible for printing and distributing changes, updates, and revisions of this appendix to all departments, agencies, and organizations retaining a copy of this plan.
- E. Training and Exercises
 1. Lucas County will have a designated RRO who will attend training with

the Ohio EMA and be issued state-of-the-art radiological monitoring instruments. The RRO will undertake to provide for instruction to other local emergency responders in proper use of this equipment.

2. Additional training will be conducted as needed or requested by local emergency responders. Refresher training will be given to all RMs, RRTs and RDOs at least every 2 years.

IX. AUTHORITIES AND REFERENCES

A. Authorities: See Section K of the EOP Base Plan

B. References:

1. Lucas County Radiological Emergency Response Plan
2. U.S. DOT - North American Emergency Response Guidebook

X. ADDENDUMS

Tab A – Initial Actions for Radiological Materials Spill or Release

Tab B – Radiation Limits and Reporting

Tab C – Radiation Exposure Control and Decontamination

Tab D – Radiation Accident Reporting Checklist

Tab E – Local NRC Licensed Holders of Radiological Materials (To be developed)

Tab F – Radiological Monitoring Equipment Assignments

Tab G – Emergency Planning Zone (EPZ) for Lucas County Radiological Emergency Response Plan

XI. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Initial Actions for Radiological Materials Spill or Release

1. Restrict the area of the incident. Keep non-essential emergency workers and the public at the recommended safe distance from the incident scene. See attached chart: Radioactive Materials Safe Distances Chart. Keep upwind of fires to the extent possible. The area downwind of any fire should be evacuated.
2. Conduct life saving operations while performing radiological monitoring. Perform decontamination measures in accordance with existing emergency medical services (EMS) protocols. Hospitals should be advised that radiological contamination persists on the victim and/or individuals clothing.
3. Contain the debris resulting from the incident with mechanical means to avoid direct skin contact or contact with clothing. Clothing and tools used at the scene should remain set aside until these have been checked for radioactive contamination by qualified monitoring personnel.
4. Notify other local, state, and federal agencies as indicated by internal procedures to include the Lucas County Emergency Management Agency (EMA) as soon as possible.
6. Monitor and document all persons involved with the incident or potentially contaminated during the incident. Provide for immediate decontamination of all emergency workers found to be contaminated.
7. Eating, drinking, or smoking by emergency workers should be prohibited while actively engaged in the response. Use of self-contained breathing apparatus (SCBA) is recommended.

Tab B

Radiation Limits and Reporting

1. If possible, emergency workers should be briefed prior to responding to a potential radiological hazard. Self-reading dosimeters must be read once every 30 minutes; more often if possible.
2. The dose received by each individual should be kept to a minimum. The on-scene Radiological Response Officer (RRO) should record the dose for each individual exposed.
3. A maximum exposure limit of 25 Roentgens (R) applies to emergency workers involved in lifesaving or population protection activities. The turn-back value for these individuals is 20 radiation equivalents in man (REM). When an emergency worker's dose nears 25R, he/she should be replaced by another worker.
4. An emergency worker may voluntarily exceed the 25 REM limit for lifesaving or population protection; however, that worker should then be debriefed by health department personnel.
5. The decision to authorize emergency workers to incur exposures in excess of Ohio Department of Health general Protective Action Guidelines should occur only under life threatening circumstances. Any exposures of 75 REM or more MUST BE reported to the Ohio Department of Health.

Tab C

Radiation Exposure Control and Decontamination

1. The Ohio Department of Transportation Guidelines will be used initially to determine safe distance and the area needing to be sheltered or evacuated.
2. All citizens located within the area will be monitored for contamination. Any person found to be contaminated will be decontaminated if a reading from the CDV 700 registers 1 REM above background or higher.
3. In order to determine need for decontamination, exposed individuals and equipment shall be monitored by the local emergency response organization. If the reading obtained measures twice the local (uncontaminated) background, decontamination protocols will be followed by local fire/EMS units.
4. Priority will be given to initial lifesaving and treatment of injuries concurrently with efforts to remove or contain contamination. Every effort should be made to prevent the spread of contamination to emergency service personnel and equipment, and to local hospital emergency departments, while at the same time providing effective lifesaving care in line with existing protocols.
5. When activated, The State Radiological Analysis Section will be located within or near the Lucas County EOC. The RP Section will receive, analyze, and evaluate radiological data from the monitoring teams and make recommendations to local government chief executive officers (CEO) concerning operating decisions in a radiological environment.
6. State Radiological Monitors in field locations near the scene will perform:
 - a. Monitoring, and air and soil sampling when radiation levels are persistent.
 - b. Mobile monitoring where radiation levels permit.
 - c. Radiological aerial monitoring and assessment. See Ohio Emergency Operations Plan, Radiological Annex.

Tab D

Radiation Accident Reporting Checklist

This checklist regards acquisition and submittal of information when requesting assistance or reporting a radiological incident to the proper authority. Provide the following information:

1. A clear statement that you are calling about a radioactive materials incident.
2. Location and brief description of the nature of the incident, including description of package(s).
3.
 - a. There is ____, is not ____ injury to personnel.
 - b. Personnel are ____, are not ____ expected to have been exposed or contaminated.
 - c. There is ____, is no ____ evidence of release of radioactive material.
4. Evidence of any other hazardous materials.
5. Carrier and shipper and/or consignee.
6. Terrain and weather.
7. Personnel and equipment on scene and actions under way.
8. Your name and callback phone number.
9. If readily available from shipping papers, labels, or package markings, the following will be of value. Do not delay your call for assistance to obtain this information; however, you can always call back.
 - a. Shippers's name.
 - b. Radioisotope(s).
 - c. Number of curies.
 - d. White I, Yellow II, or Yellow III labels.
 - e. Transport index (TI) of package(s).
 - f. Physical and chemical forms.
 - g. Package identification (specification Type A or B, certification number, exemption number, etc.).
10. If emergency service personnel responders have radiation survey meters and have been properly trained in their use, indicate types of instruments used and readings obtained. Again, unless specifically directed, do not delay communications to get this information.

Tab E

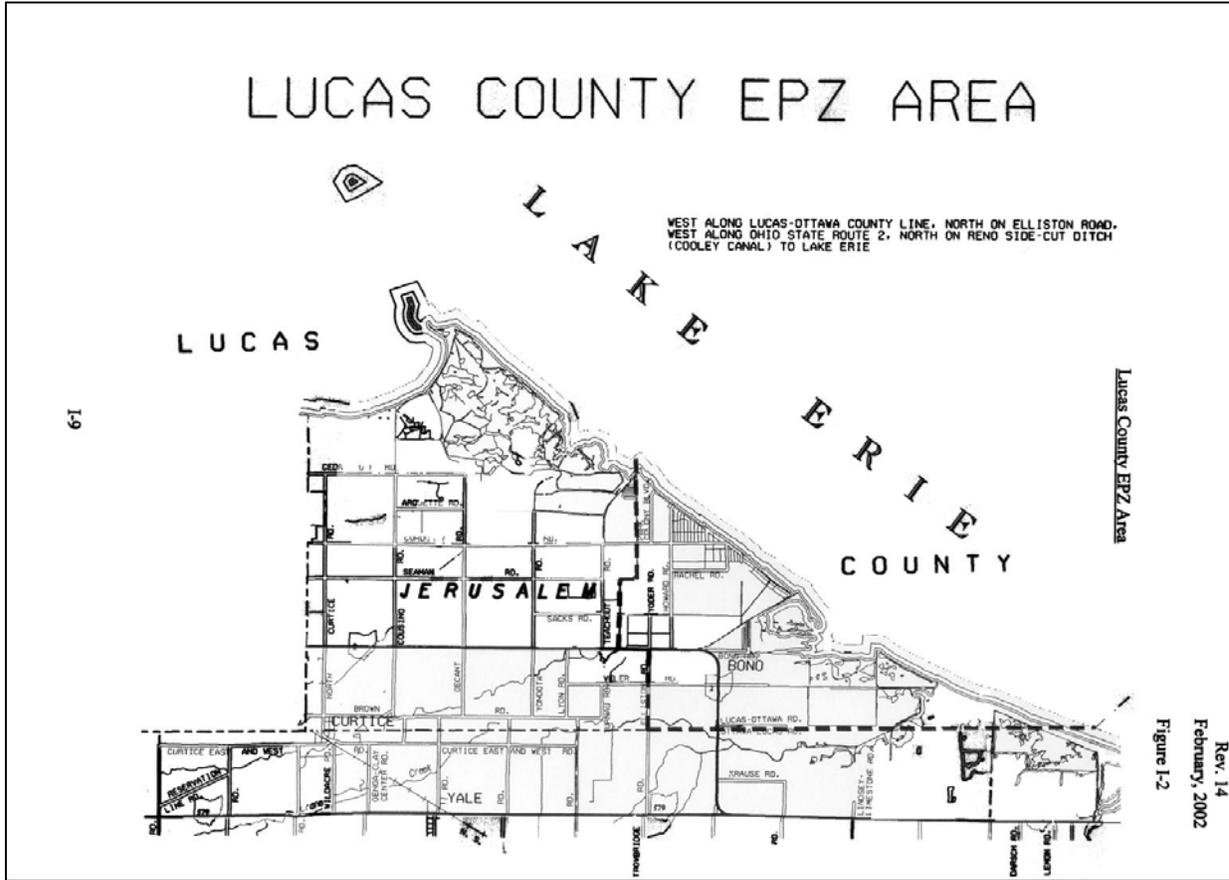
**Local NRC Licensed Holders of Radiological Materials
(To be developed)**

Tab F

Radiological Monitoring Equipment Assignments

Equipment	Model	Jurisdiction	Address	Location
Portal Monitor	TPM 903	Jerusalem Twp Fire	Rt2 Curtice, Ohio	RERP Locker
Portal Monitor	TPM 903	Oregon Fire Sta. #1	Seaman Rd, Oregon Ohio	RERP Locker
Portal Monitor	TPM 903	Springfield Twp Fire	Crissey Rd, Monclova, Ohio	Equip. Locker
Portal Monitor	TPM 903	City of Toledo Fire	Port Auth Hanger, TE Airport	Radiation Trailer

Tab G
Emergency Planning Zone (EPZ)
for the
Lucas County Radiological Emergency Response Plan



APPENDIX 10

EVACUATION



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I. PURPOSE

- A. This appendix provides information and guidance on the concept for and methods of conducting evacuations of homes, businesses, communities, or major metropolitan regions. Evacuations may be necessary for bomb threats, fires and explosions, major flooding, hazardous material (HAZMAT) releases, criminal activity, or other instances that pose risk to the public if they remain in their existing locations. However, even the best plan for evacuation must depend upon the cooperation of the public and be flexible to the dynamics of the incident.

II. SITUATION AND ASSUMPTIONS

- A. Evacuations range in size from individual homes or businesses to entire communities. They often involve a wide range of people of all ages, genders, and physical condition. Special needs populations with every possible physical or mental complication will also be included.
- B. Evacuations from affected areas are also complicated by urgency of threat in that some must occur within minutes while other situations may allow for more planning, coordination, resource management, and education of the public prior to movement of the populace. Weather, time of day or night, geographical area, or the type of occupied structures will also be factors governing the manner and method of evacuations.
- C. Absent any evacuation order, people who perceive a threat may decide to evacuate on their own initiative. This spontaneous departure does not allow Incident Command (IC) an opportunity for organization. A spontaneous evacuation may have some benefits, as it can reduce the number of potential citizens at risk within a given area. More generally, uncontrolled evacuations result in traffic control problems and greater risk to the public. Additionally, any spontaneous departure may unnecessarily deplete human resources that may be needed to support the community and any formal evacuation plan. When faced with this type of evacuation, the Incident Commander or local officials may need to use more resources and the public media in order to regain control. The Incident Commander and the public will be aided in this effort if a building or facility manager and the evacuees themselves are following individual and internal evacuation plans or procedures and have acted early.
- D. Animals are personally (and economically) important to people. Most shelters and many public and residential facilities restrict pets. Livestock are not easily or economically moved in a short period of time. In any evacuation, emergency personnel may need to allow for movement of household pets in order to increase overall compliance with any ordered evacuation.
- E. Citizens are encouraged to create and test a family evacuation plan. In addition citizens are encouraged to compile an evacuation kit (see Tab A - Evacuation Kit).
- F. Large-scale businesses, industries, high-rise apartments, and many offices of government are required to develop evacuation plans under existing Occupational Safety and Health Administration (OSHA) workplace safety

directives, and to communicate those plans to local first responders/emergency services. Local officials, building authorities, special events coordinators, and organizational heads may order evacuations of public areas or private buildings, venue sites, or establishments in order to save lives. State and local ordinances require that evacuation plans or instructions be posted in all public and many private buildings. Special events coordinators will provide local officials with detailed evacuation plans through the local permitting process as required.

III. CONCEPT OF OPERATIONS

- A. When the public is threatened by actual or potential hazards, executive managers and emergency response officers must quickly determine the best strategy for immediate safety of the public. Typically, this will involve either a decision to stay in a protected area(s) (shelter-in-place) or to evacuate.
- B. When the Incident Commander determines that an evacuation is necessary, the IC will organize and conduct one of four types of evacuation: Advisory, Precautionary, Ordered, and Mandatory or Forced.
 - 1. When a potential disaster is imminent but the impact is uncertain, the Incident Commander, along with local officials, may issue an Evacuation Advisory with instructions to the public in sufficient time to allow for individuals, institutions, and businesses to prepare for the emergency and make arrangements for closing up homes, business, schools, etc., followed by a managed departure.
 - 2. A Precautionary Evacuation can be used initially when the specific risk to the public is still undetermined and may take the form of an advisory to the public.
 - 3. An Evacuation Order is issued by the Incident Commander or other local civil authority, and provides specific information and instructions to the public.
 - 4. A Mandatory or Forced Evacuation is not authorized under the current *Ohio Revised Code* (ORC). When necessary to save lives and provide for the safety and security of the public, local authorities may authorize mandatory relocations providing sufficient resources are available to enforce such actions.
- C. Small-scale evacuations are coordinated by the on-scene Incident Commander using internal resources or with the support of local organizations. This is common where (1) natural gas leaks, fires, explosions, bomb threats, or other hazards threaten a home, business, or community; and (2) quick resolution of the situation is likely, allowing return of evacuees.
- D. When a mass evacuation is determined necessary, the on-scene Incident Commander may direct the ICS Planning Section, with support of multiple agencies and organizations, to determine how the evacuation will be executed, including specifications of minimum safe distances that evacuees must travel, necessary assembly areas and reception centers, available shelters if needed,

transportation requirements, and the routes that will or must be used. Scenario-based pre-planning for facilities such as schools, nursing homes, hospitals, high-rise business districts, senior residential apartments, and correctional facilities is critical to a successful evacuation (see Tab B - Concept of Operations for Mass Evacuations).

- E. Choke points such as bridges, secondary streets, and areas of existing roadwork should be avoided when preparing Evacuation Incident Action Plans (IAP). Updated information on road conditions is available through municipal street departments, the County Engineer's Office, or directly through the Ohio Department of Transportation (DOT). See Tabs C through F - Evacuation Routes.
- F. When an Evacuation Order is determined as an appropriate protective action for the safety of the public, local officials are responsible to provide for the needs of emergency response organizations and the public until such time as the affected area can be determined safe for individuals to return.
- G. When little or no time is available, such as in a fire, natural gas leak, or bomb threat, emergency response officers will act quickly to safeguard as many citizens as possible using whatever routes, methods, and resources that may be available.
- H. In any planned evacuation, the public will be notified by any of several means. The most direct but manpower-intensive is Door to Door notification. A less reliable method is to use mobile speakers on emergency vehicles broadcasting as they move through a community. The on-scene Incident Commander or local officials may direct the activation of the Emergency Alert System (EAS). The EAS can be used to interrupt commercial radio and television programs to broadcast information and/or instructions. The most effective means of notification and warning is to access local commercial broadcast radio and television station networks for public service advisories or to provide press statements and live interviews with local officials.
- I. The public may voluntarily leave a location when becoming aware of a specific threat. This is typical of a spontaneous evacuation. A voluntary or spontaneous evacuation may occur despite official assurances of no immediate danger. Some people will simply walk out and away from a building or area to a location that they again feel (rightly or wrongly) safe. Others will attempt to drive (if possible) out of the area to relatives, friends, or destinations of their own choosing. Further, segments of the endangered population may be incapable of evacuation without assistance or choose to remain with others, pets, and livestock. Should travel by vehicle or mass transit become impossible, evacuees will often abandon these in place. While spontaneous evacuations can help emergency responders in that these reduce the affected population that may need to be evacuated at some time in the future, spontaneous evacuations often complicate operations. Local officials and the Incident Commander may employ public media as a means to manage a spontaneous evacuation (see Section III., K. and L. below).
- J. People without access to transportation will first be encouraged to seek help from neighbors, friends, co-workers, or relatives as soon as possible to affect an

orderly and timely departure. Those individuals that do not have nor cannot obtain transportation will be advised to go to pre-designated assembly areas where they will be transported via inter-urban transport, commercial charter, school buses, or other form of mass transit. If they are unable to travel to an assembly area, they will be instructed to contact local officials for assistance. This population may include, but is not limited to, special needs persons, the disabled, "latch-key" children, the elderly, and those who lack necessary resources to evacuate themselves.

- K. Evacuation of the institutionalized (i.e., hospitalized, nursing homes, jails, etc.) require special consideration. Evacuation from such facilities will be the responsibility of the private-sector facility manager in most cases according to the facility's emergency plan. However, local jurisdictions must plan and prepare to assist the private sector in completing timely evacuations and relocations of special needs populations. The evacuation of most institutionalized persons will often be accomplished by privately owned vehicles, ambulance services, public transient buses, school buses, and publicly owned vehicles. Trucks and moving vans may also be necessary to move critical equipment and supplies. Evacuation of inmates from correctional facilities will require increased measures of security in the method of transfer to other facilities in the region. (See Tab G – Special Needs and Institutionalized Populations, which is under development).

- L. Pet owners must be encouraged to have a plan for their pets and livestock. Information for planning for Animals in Disasters is available from the Lucas County Emergency Management Agency (EMA), the American Red Cross (ARC), the Toledo Humane Society, Ohio State Cooperative Extension Agent, Veterinary Associations, Society for the Prevention of Cruelty to Animals (SPCA), and private animal care groups. In any event, emergency personnel may need to allow for movement of household pets in order to increase overall compliance with any ordered evacuation (see Appendix 7 - Animals in Disaster).

- M. Re-entry to the evacuated area(s) will be the responsibility of local officials and the on-scene Incident Commander, and must be determined by a variety of factors. Residents may have to re-enter an evacuated area for a variety of reasons: to look for family members, to feed farm animals or pets, or to retrieve medicines and vital documents.
 - 1. The post-disaster environment can pose a continued risk to the safety and security of the public. Lack of essential services and utilities in evacuated areas may require a limited re-entry under controlled conditions.
 - 2. Emergency responders, disaster relief and volunteer agencies, and representatives of the public media and insurance industries will require access to affected communities and regions.
 - 3. Access may be allowed for home and business owners for a brief time period to determine the status of their properties or businesses for recovery purposes, and to some recover personal affects.

4. Individuals who make up the essential workforce may be granted re-entry authorization under a controlled access procedure to assure their safety.
 5. The decision to authorize re-entry rests with the Incident Commander in coordination with local, state, and federal officials.
- N. Return of evacuees to their homes and businesses is of concern to the entire community. Restoration of essential services, access to affected areas, and the extent to which public health and safety can be assured will be the determining factors. Considerations for a safe return of evacuees will include presence or absence of continued risk to the public, extent of debris removal, status of repairs to infrastructure, availability and sustainability of basic goods and services, and need for continued security.
1. Return of individuals to the community is among the first steps toward recovery from a disaster.
 2. The decision to authorize return of evacuees rests with the local officials and the Incident Commander in coordination with state and federal officials.

IV. DIRECTION AND CONTROL

- A. The primary responsibility for ordering and conducting major evacuations rests with local officials and the chiefs of fire and law enforcement services under the ICS. When a large-scale evacuation is localized or a single jurisdiction is involved, the responsibility generally will lie with the on-scene Incident Commander with the aid and support of local officials.
- B. In a large-scale or multi-jurisdiction evacuation, the decision to evacuate may come from local chief executives, the County Sheriff, Commissioner of Health, or Board of County Commissioners. Under a Unified Command structure, each authority will coordinate its decision with other local officials and the on-scene Incident Commander(s) who will support or direct the evacuation as needed. Lucas County Emergency Operating Center (EOC) Emergency Support Function (ESF) 13 – Law Enforcement and ESF 4 – Fire may be asked to assist with planning and resource acquisition to successfully accomplish evacuation activities.
- C. The ARC (also Lucas County EOC ESF 6 - Mass Care, Housing & Human Services) will support evacuation operations with activation of temporary shelters, usually within schools and churches that may open to the public under existing agreements.
- D. The Lucas County EMA will coordinate from the Lucas County EOC under the Multi-agency Coordinating System (MAC) and support operations at local disaster application centers (DAC) that provide evacuees and other victims with a single point to seek assistance for a state or federally declared disaster. When possible, DACs will be set up in or near a shelter or reception center area.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Local Jurisdictions (Including State and Federal Offices)

1. Incident Commander (fire /police/other official).
 - a. Organize available resources under ICS.
 - b. Plan and schedule evacuation operations.
 - c. Coordinate with other jurisdictions and organizations as needed.
 - d. Conduct evacuations to include warning and notification of the public.
 - e. Provide security and perimeter control as needed.
 - f. Coordinate re-entry operations as needed.
 - g. Assist with emergency public information.
 - h. Support communications networks.
 - i. Coordinate with appropriate Lucas County EOC ESF for assistance.
2. Local officials
 - a. Coordinate with other jurisdictions and organizations as needed.
 - b. Provide information and instructions to the public.
 - c. Coordinate delivery of essential human services to the public.
 - d. Direct debris clearing operations from local streets.
 - e. Coordinate with Lucas County EMA Director
 - f. Participate in/coordinate with Lucas County EOC Executive Group.
3. Public transportation
 - a. Coordinate use of commercial and school buses, moving vans, trucks, and other vehicles or watercraft.
 - b. Assist the Executive Group in establishing fueling points, assembly, rest, and staging areas for vehicles.
 - c. Coordinate transportation needs for essential workers.
 - d. Coordinate transportation requirements of essential equipment and supplies.
 - e. Coordinate transportation needs of special needs persons.
 - f. Coordinate with Lucas County EOC ESF 1 - Transportation.
4. Public/private utilities
 - a. Safeguard public utilities with adequate measures to prevent ruptures, leaks, spills, contamination, fire, or explosion.

- b. Coordinate and aid in evacuation effort with field personnel when needed.
 - c. Provide for barriers, heavy equipment, and impediment removal as necessary.
 - d. Coordinate with Lucas County EOC ESF 12 - Energy.
- B. Lucas County EOC
- 1. Executive Group
 - a. Initiate evacuation or issue evacuation order or recommendation.
 - b. Approve best available evacuation routes on the advice of the assembled EOC staff/jurisdiction staff or on-scene Incident Commander.
 - c. With appropriate ESF and jurisdiction liaisons, coordinate evacuation with the jurisdictions involved, including adjacent jurisdictions.
 - 2. Law Enforcement Coordinator
 - a. Coordinate with other EOC staff to prepare evacuation routes as needed.
 - b. Coordinate local security needs, traffic, and perimeter control points.
 - c. Assist with emergency public information.
 - d. Support communications networks.
 - e. Assist in coordination of re-entry and recovery.
 - f. Provide for search and rescue (SAR) as needed.
 - g. Provide for assistance for special needs persons.
 - h. Coordinate with Lucas County EOC ESF 13 - Public Safety and Security.
 - 3. County Engineer Coordinator
 - a. Coordinate evacuation effort with other EOC staff.
 - b. Coordinate evacuation effort with field personnel.
 - c. Provide for barriers, heavy equipment, and impediment removal as necessary.
 - d. Coordinate with Lucas County EOC ESF 1 and ESF 3 - Public Works and Engineering.
 - 4. Fire Coordinator
 - a. Coordinate fire security in evacuated area.
 - b. Provide for search and rescue as needed.
 - c. Provide for assistance for special needs persons.

- d. Assist in Coordination of re-entry and recovery.
 - e. Coordinate with Lucas County EOC ESF 4 - Firefighting, ESF 9 - Search and Rescue, ESF 10 - Oil and Hazardous Materials Response, and ESF 13.
5. Transportation Coordinator
- a. Coordinate use of school buses, Toledo Area Mass Transit Authority (TARTA) equipment, moving vans and trucks, and other vehicles (see Tab H - Mass Transit Assets).
 - b. Assist the Executive Group in establishing fueling points, rest areas, etc.
 - c. Coordinate transportation needs for essential workers.
 - d. Coordinate transportation requirements of essential equipment and supplies.
 - e. Coordinate transportation needs of special needs persons.
 - f. Coordinate with Lucas County EOC ESF 1.
6. ARC; ESF 6
- a. Establish mass care centers (see Tab I - Regional Medical Facilities Distribution) or temporary public shelters.
 - b. Provide for temporary food, clothing, and medical needs of the public.
 - c. Coordinate other volunteer organizations' efforts as needed.
 - d. Maintain a liaison officer in the Lucas County EOC when activated.
 - e. Coordinate with Lucas County EOC ESF 6.
7. Human Resources Representative
- a. Coordinate establishment of reception and care centers.
 - b. Coordinate with ARC, Salvation Army, local school officials, and other support agencies as necessary.
 - c. Provide services to the public with long-term needs.
 - e. Coordinate with Lucas County EOC ESF 6, ESF 8 - Public Health and Medical, and ESF 14 - Long Term Recovery and Mitigation.
8. Ohio National Guard (ONG) Liaison Officer
- a. Provide coordination for the Adjutant General when activated by the Governor.
 - b. Assist local law enforcement in crowd and traffic control.
 - c. Provide for 24-hour perimeter access control as needed.
 - d. Provide transportation resources including vehicle operators as needed.

- e. Coordinate with Lucas County EOC Manager.
9. Local Sub-division Liaison Representative
- a. Activate local evacuation plans as necessary.
 - b. Use local plans for safeguarding records.
 - c. Assist other sub-divisions in evacuation efforts.
 - d. Assist other sub-divisions in reception and care centers.
 - e. Coordinate with on-scene Incident Command.
10. Dog Warden/Humane Society
- a. Assist local government in animal control in evacuated areas when such control is necessary for the safety of the public or emergency workers.
 - b. Set up temporary animal holding areas at reception and care centers.
 - c. Coordinate with ESF 6.

VI. CONTINUITY OF GOVERNMENT

- A. Succession of authority and continuity will be in accordance with local policy and directives.

VII. ADMINISTRATION

- A. Planned evacuations may require a formal Declaration/Proclamation of Emergency in order to provide emergency powers and authority to police and law enforcement officers.
- B. Memoranda of understanding (MOU), mutual aid agreements, or countywide agreements should be in place before emergency responders and other support organizations need support for evacuation operations.
- C. State and federal assistance will be requested in accordance with procedures outlined in the Lucas County Basic Plan.
- D. Local emergency service organizations will maintain internal notification rosters necessary to support sustained operations.
- E. Local shelter / care center managers will maintain evacuee registration and tracking forms.
- F. Lucas County's policy is to provide as much information to the public as possible using all available resources. This includes distributing emergency public information via EAS, other electronic media, newspapers, cable TV, foreign language sources, hearing impaired and sight impaired services, and other community resources. This information will include maps and charts, listings of

shelters, reception and care centers, staging areas, etc. Coordinate with ESF 15 - Public Information, Warning and Notification.

VIII. LOGISTICS AND RESOURCE MANAGEMENT

- A. Equipment will be coordinated by the on-scene ICS Logistics Section with the support of the appropriate EOC ESF. If the ESF is unable to support the request, it will be handled by ESF 7 - Logistics Management and Resource Support.
- B. Planned evacuations may require support of mass transit resources. Toledo Area Regional Transit Authority (TARTA) maintains 150 inter-urban buses with established routes throughout the County. Additional support may be available from the eight public school districts within Lucas County, as authorized under ORC 3301-83-16. Use of commercial mass transit and school buses for evacuation must be pre-planned, and formal agreements must be in place in order to assure availability of assets and manpower (operators) when requested from Lucas County EOC ESF 1.
- C. The ICS Logistics Officer will gather the necessary transportation and personnel resources at a time and place(s) determined by the ICS Operations Chief. Fuel, food, water, and medical care must be staged along major evacuation routes to provide support to evacuees. Other organizations, such as ARC and the Salvation Army may be alerted to the need for temporary shelters and other needs to support a portion (usually 20%) of the expected evacuee population from 1 to 3 days. (See ESF 6). Lucas County EOC ESF 11 - Agriculture, Food, and Water and ESF 1 may be tasked to support these activities.
- D. When assigned by the on-scene Incident Commander, the ICS Communications Officer will coordinate all electronic communications assets including provisions for the Command and Control network, administrative and logistics channels as needed, staging area, shelter/care centers, emergency medical services (EMS), hospitals, amateur radio operators, and law enforcement frequencies. When necessary, the ICS Communications Officer will post key telephone numbers for off-air coordination. Lucas County EOC ESF 2 - Communications may be tasked with supporting these activities.
- E. When assigned by the on-scene Incident Commander or Operations Section, the ICS Transportation Unit Leader (TUL) will coordinate and control access and egress of emergency service vehicles and equipment at the scene. The TUL will provide for traffic control measures to carry out planned operations. The TUL will coordinate with the ICS Operations Section on mass transit needs and specialized transportation assets for mobility impaired individuals (see Tab H – Mass Transit Assets).
- F. The Lucas County EMA Planning Section ESF 5 - Emergency Management will plan for and identify primary and secondary evacuation routes or corridors. Information on these routes will be used by local authorities to provide for an orderly evacuation. Congestion can be expected if insufficient time is allowed for the public to exit in an orderly manner. Congestion can be relieved by coordinating a staged evacuation using progressive sectors or zones. Further measures to relieve congestion would be to plan for “counter-flow” evacuation on

major routes. Counter-flow evacuations limit use of designated routes for use by emergency services, and can result in an increase in vehicle accidents if all entry ramps are not closed off (see Tab C and Tab D of this appendix.)

- G. Major evacuations will require planning for delivery of emergency fuel and vehicle service, in addition to water and food for evacuees that may be slowed or stopped due to traffic congestion caused by the volume of vehicles and an increase in accidents and stalled vehicles. EMS units must be available to support medical needs of evacuees. Lucas County EOC ESF 11 may be tasked with supporting this mission.
- H. Coordination of mass transit capacity will be critical for evacuees receiving medical care at hospitals and nursing homes, as well as the transportation-dependent population. Movement of special needs populations must begin at the earliest opportunity following a decision to evacuate, and will necessitate establishment of staging areas, transportation terminals, and evacuee tracking operations. Close coordination between Lucas County EOC ESF 8 and ESF 1 will be critical during medical evacuations
- I. When activated, the EOC Operations Section (Lucas County EOC ESF 5 and other identified ESFs) will support and assist the on-scene Incident Commander with resource management and acquisition through the Fire and Law Enforcement Coordinators. The Lucas County EMA Operations Section Chief will coordinate with the State EMA for additional resources under a Declaration of Emergency.
- J. The EOC Assessment Group (Lucas County EOC ESF 5) will supply personnel at the EOC for long-term evaluation of an ongoing threat requiring a large-scale evacuation or an extended relocation period. The Assessment Group will make recommendations for population-protective measures to include evacuation when warranted.
- K. ARC provides for temporary public shelter(s) (Lucas County EOC ESF 6) with the aid of local school districts and faith-based organizations. Major evacuations into or out of a community may necessitate establishment of a temporary reception center and accompanying mass shelter at a pre-designated facility.
- L. ARC, the Salvation Army, and other community service organizations will coordinate to provide food service in addition to other individual needs in coordination with the United Way agencies and other volunteer organizations assisting in the (disaster) evacuation (Lucas County EOC ESF 11).

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. Lucas County EMA is responsible for reviewing, updating, and re-distributing this appendix as necessary.
- B. Emergency response and support agencies are responsible for updating internal plans and standard operating procedures (SOP).

- C. Records of evacuation routes and other items pertaining to the evacuation will be kept in the offices of the Lucas County EMA if the EOC has been activated.
- D. A system is in place whereby the Lucas County EMA receives updated notices of road and bridge closings throughout the County.
- E. Records of buses and other transportation methods will be kept in the EMA offices as necessary.

X. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the EOP Base Plan
- B. References: Federal Emergency Management Agency (FEMA) Evacuation Operations Guidelines

XI. ADDENDUMS

Tab A – Evacuation Kit

Tab B – Concept of Operation for Mass Evacuations

Tab C – Primary Metropolitan Evacuation Routes

Tab D – Inter City of Toledo Map

Tab E – Inter-State Evacuation Routes

Tab F – Region One Evacuation Corridor (I-75)

Tab G – Special Needs and Institutionalized Populations (Under Development)

Tab H – Mass Transit Assets

Tab I – Regional Medical Facilities Distribution

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Evacuation Kit

Evacuation Supplies Kit

Preparing an evacuation kit in advance can be a life saver when time is critical. With sometimes only minutes to escape disaster, a ready-to-go container with emergency supplies can take only seconds to load into a vehicle. Placed in an easy-to-carry container or multiple packs, the supplies an individual would most likely need if away from home for several days will allow for that person's safety and a level of comfort. Label the container(s) clearly. Remember to include:

- Basic Disaster Supplies Kit

The following items might be needed at home or for an evacuation. Keeping them in an easy-to-carry backpack or duffel bag near the door would be best in case of need to evacuate quickly, such as in a tsunami, flash flood, or major chemical emergency. Store the kit in a convenient place known to all family members. Kit basics are:

- A portable, battery-powered radio or television and extra batteries
 - Flashlight and extra batteries
 - First aid kit and first aid manual
 - Supply of prescription medications
 - Credit card and cash
 - Personal identification
 - An extra set of car keys
 - Matches in a waterproof container
 - Signal flare
 - Map of the area and phone numbers of places you could go
- Three gallons of drinking water per person
 - Three-day supply of nonperishable food
 - Kitchen accessories: manual can opener; mess kits or paper cups, plates, and plastic/disposable utensils; utility knife; a can of cooking fuel if food must be cooked; household liquid bleach to treat drinking water; sugar, salt, pepper; aluminum foil; plastic re-sealable bags
 - One complete change of clothing and footwear for each family member, sturdy shoes or work boots, rain gear, hat and gloves, thermal underwear, sunglasses
 - Blankets or sleeping bag for each family member

- Tools and other accessories: paper, pencil; needles and thread; pliers, shut-off wrench, shovels, and other useful tools; tape; medicine dropper; whistle; plastic sheeting; small canister, A-B-C-type fire extinguisher; emergency preparedness manual; tube tent; compass
- Sanitation and hygiene items: toilet paper, towelettes; soap, hand sanitizer, liquid detergent; feminine supplies; personal items such as shampoo, deodorant, toothpaste, toothbrushes, comb and brush, lip balm; plastic garbage bags (heavy-duty) and ties (for personal sanitation uses); medium-sized plastic bucket with tight lid; disinfectant; household chlorine bleach; small shovel for digging an expedient latrine
- Entertainment/recreational items: sporting equipment, board games, and books
- Remember to consider the needs of very young and older family members, such as infants and elderly or disabled persons:
 - For baby: formula, diapers, bottles, powdered milk, medications
 - For adults: heart and high blood pressure medication, insulin, prescription drugs, denture needs, contact lenses and supplies, extra eyeglasses, and hearing aid batteries

Tab B

Concept of Operation for Mass Evacuations

A mass evacuation is a complex undertaking that typically requires significant resources, meticulous coordination among jurisdictions and supporting organizations, and clear information and instructions for the affected population. Even when all of these factors are available, there are still limits to what a single community can support. Dispersal of evacuees is critical under mutual aid agreements within a region when their number exceeds the capability of a countywide system to shelter and provide for essential services. More citizens are likely to need evacuation than will need shelter services, thus somewhat easing the strain on resources. Moreover, dispersal of evacuees makes it even more likely that multiple jurisdictions will be able to support a smaller proportion of citizens. Like dispersal, there is often need to relocate and shelter citizens in more distant urban centers along the evacuation corridor. Public safety and transportation officials within the region will be required to support movement of evacuees in transit to avoid delays and congestion. Importantly, evacuees should not be forced to travel too far initially in order to more easily facilitate their subsequent reentry and return. When citizens are no longer in immediate danger, public safety officials can remove restrictions and allow evacuees who do not need or want to continue on the evacuation corridor to exit. Local officials will restrict access to the affected area and establish when and how evacuees will be allowed temporary reentry or permanent return to the community. Should it be determined not possible for evacuees to return to their community within a reasonable time, local officials can request further aid and assistance from the State and the Federal Emergency Management Agency (FEMA). The following steps outline a Concept of Operation for Mass Evacuation within Northwest Ohio:

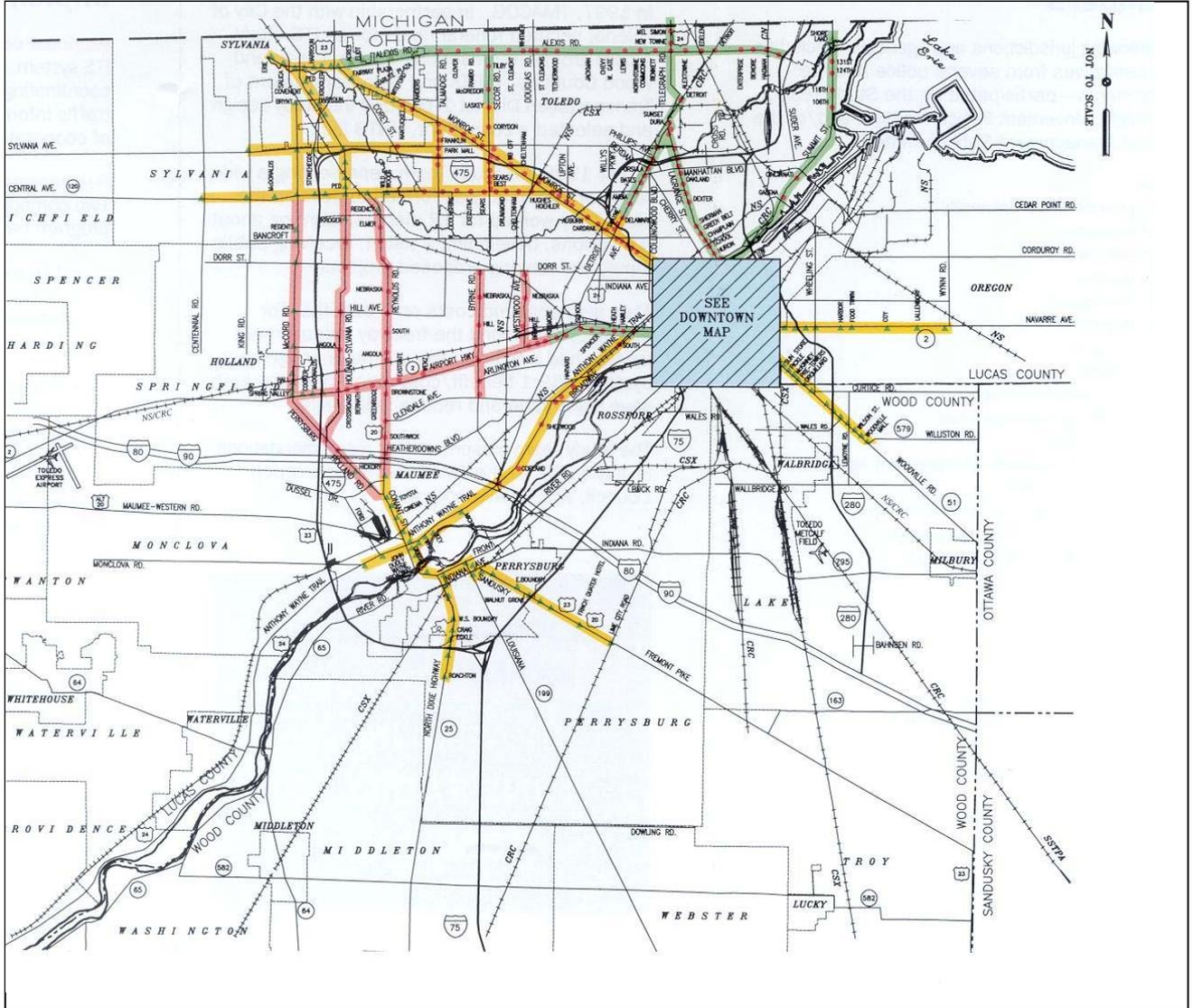
- A. In the event of a catastrophic event or incident requiring the evacuation of more than 5,000 citizens or need to evacuate and shelter more than 1,000 citizens for more than 3 days, local officials may issue a Mass Evacuation Order (MEO) in coordination with state and Lucas County Emergency Management Agency (EMA) officials and law enforcement chiefs under existing Intra-State Mutual Aid Agreements.
- B. A MEO will support relocation of a threatened population out to 60 miles, or within 1 hour travel time from the affected area. This relatively short distance will facilitate sustainment operations, efficient communications, effective public information, and allow for a timely re-entry and return of evacuees.
- C. The designated Evacuation Corridor (EC) for Ohio Region One is I-75. Evacuees will be directed to move along safe primary avenues to the nearest entrance to the EC. The I-75 corridor connects several urban centers within Region One that have the capacity and the infrastructure to support an influx of evacuees until it is safe for them to return or until state/federal assistance is authorized and available.
- D. Once on the Interstate, evacuees must remain on the EC until public safety officials determine that there is no longer a threat to their immediate safety. This location will be designated as a Release Point, after which evacuees are free to exit the EC if they do not need or wish to continue toward the established emergency shelter and care centers.
- E. Emergency support assets will be mobilized along the EC within each county/municipality to support the needs of evacuees. Food, water, fuel, vehicle

maintenance, and medical support will be available on or adjacent to the Interstate to prevent delays and traffic congestion while assuring the safety of evacuees in transit.

- F. Public transportation assets including school buses will be utilized to evacuate affected institutionalized, special needs, and transportation-dependent populations. Evacuation of these affected groups will be accomplished at the earliest opportunity or in advance of the MEO whenever possible.
- G. A combination of electronic signage and message boards will be strategically positioned along the EC, in addition to information broadcast over the Ohio Department of Transportation (DOT) Travelers Information Channel in order to provide helpful information and emergency instructions to evacuees.
- H. Mass shelter care centers will be established in major urban centers along the EC under direction of local jurisdictions and with assistance of the American Red Cross (ARC).
- I. Local and regional hospitals and other medical facilities will be alerted to the mass evacuation so they can support increased demand for unscheduled medical services.
- J. The Ohio Region One Disaster Animal Response Team (DART) will be alerted to coordinate with shelter managers for support of pets and other animals that may accompany evacuees. The DART will coordinate with Public Safety and Humane Society officials to address the needs of other animals that may be in danger in the affected area.

Tab C

Primary Metropolitan Evacuation Routes



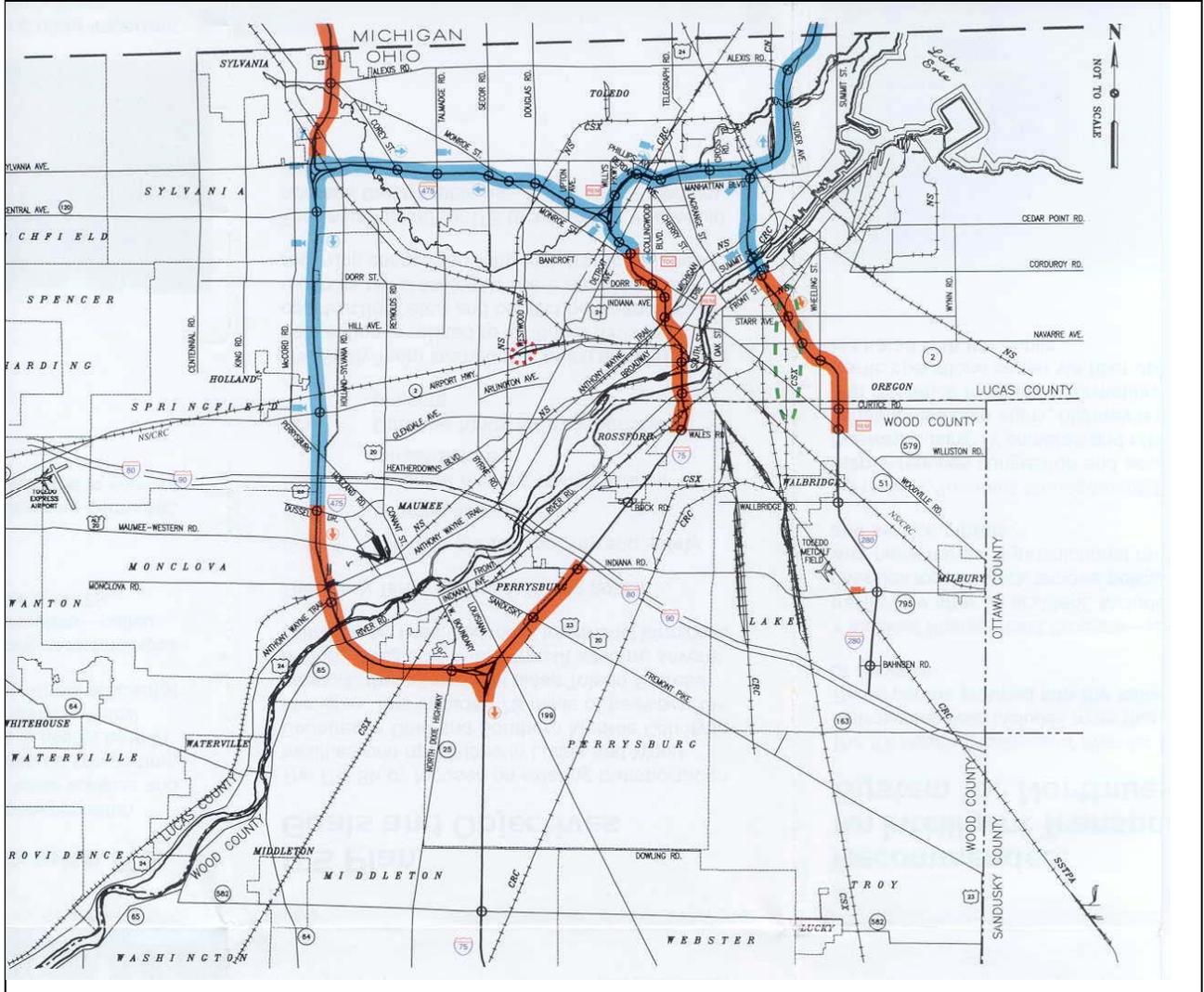
Tab D

Inter City of Toledo Map



Tab E

Inter-State Evacuation Routes



Tab F

Region One Evacuation Corridor (I-75)



Tab G

Special Needs and Institutionalized Populations (Under Development)

For the purposes of disaster planning, special needs populations are broadly classified. Special needs includes not only the physically and mentally impaired, but the very elderly, infant children, and medically dependent or immune-deficient and institutionalized persons. The critical issues that must be addressed when planning for special needs populations are early warning and communications, mobility and transportation, medical care, and nutritional needs, as well as safety and security. While general guidelines will be helpful, no one plan for evacuation of special needs populations in emergencies will suffice for all circumstances.

The greatest difficulty is in identifying the diverse special needs populations within each jurisdiction.

The following is a partial listing of miscellaneous institutions that could be impacted under an evacuation order:

- Eight hospitals
- 29 nursing homes
- One hospice facility
- One county corrections center (jail)
- One juvenile justice and rehabilitation center
- One state prison
- Nine school districts plus parochial schools

Tab H

Mass Transit Assets

Toledo Area Regional Transit Authority (TARTA) (419) 245-5205

Bus Type	Total Assets	Max. Capacity	Total Capacity
Passenger*	125	35	4,375
Passenger*	20	40	800
Passenger*	20	19	380
* Wheel Chair lift equipped		Total	5,555

School District Transportation

School District	Type	Total Assets	Max. Capacity *	Total Capacity/Type
Toledo				
Sylvania				
Maumee	Transit	15	71	1,065
	Transit	5	65	325
	Transit	3	16	48
Oregon		41	72	2,952
		10	41	410
		4	5/ 10 **	20/40 **
Springfield		3	30	90
		20	84	1,680
		20	72	1,440
	Wheelchair	3	3 / 64 **	12 / 122 **
Anthony Wayne	Transit	3	71	213
	Wheelchair	3	8 / 24 **	24 / 40 **
	Transit	46	83	3,818
Ottawa Hills	Transit	1	82	82
Washington Local		38	84	3192
		24	72	1728
		6	65	390
		2	35	70
		9	3	10
University of Toledo		3	2 / 45	2 / 90
		1	2 / 35	2 / 35
		7	2 / 28	14 / 196
		2	2 / 12	4 / 24
Lucas County ESC				

* Reduce capacity for adult seating. ** **Wheel chair** / bench seats

Ambulance Vans

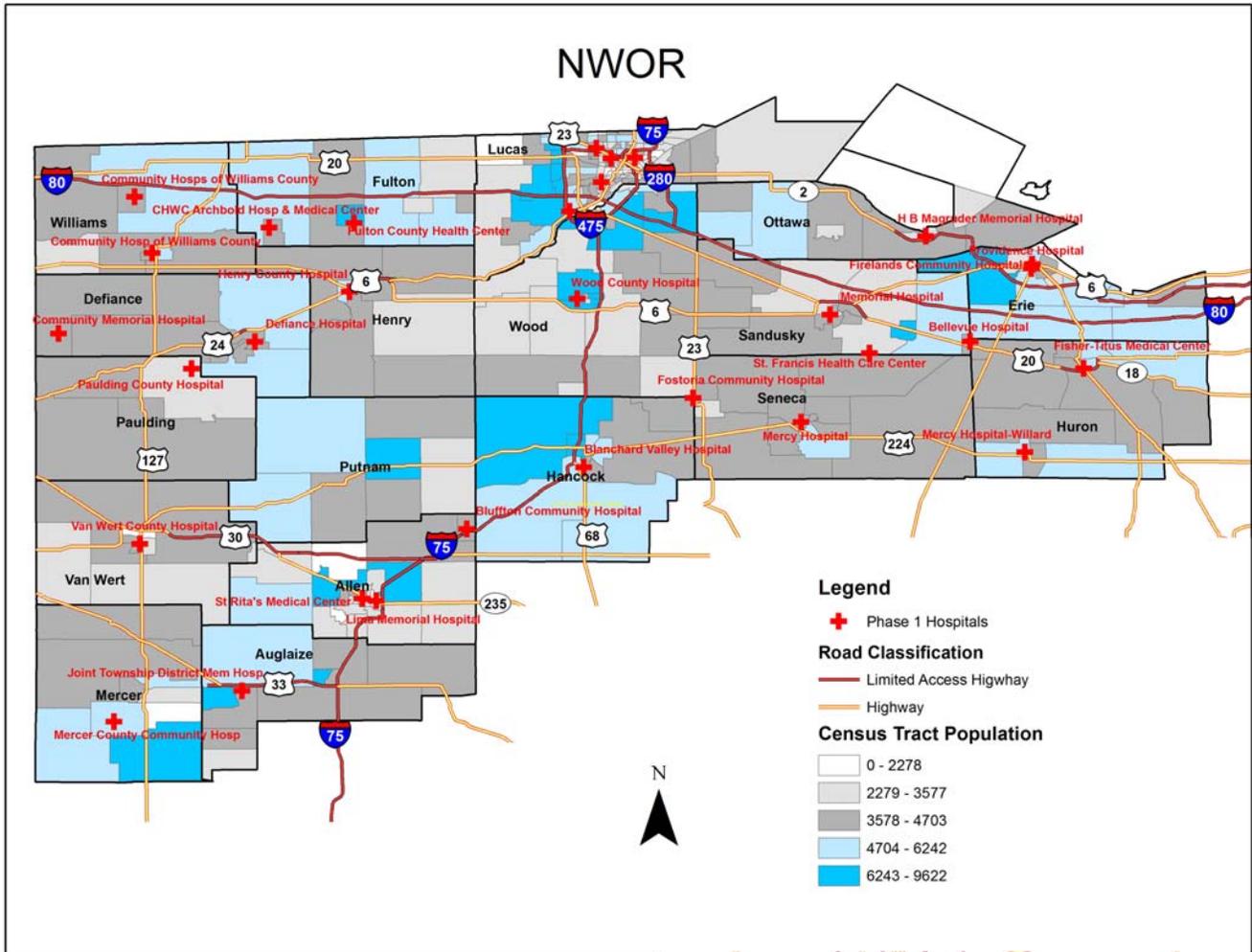
Private/Public	Type	Total Assets	Max. Capacity *	Total Capacity

Other Lift Vans / Buses (Parochial/Private)

Private/Public	Type	Total Assets	Max. Capacity *	Total Capacity

Tab I

Regional Medical Facilities Distribution



APPENDIX 11

DEBRIS MANAGEMENT



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I. PURPOSE

- A. The Lucas County Debris Management Plan is intended to serve as a guidance document for use by Lucas County officials and the 21 subdivisions within the County. It provides information on policies and procedures for removal and disposal of debris resulting from a major natural or man-made disaster. This appendix should be used to facilitate and coordinate management of all debris-related issues following a disaster. The guidance provided here should also serve as an outline for local policies and procedures that could aid efforts to mitigate post-disaster conditions when potentially large debris fields threaten public health and safety and retard a community's ability to quickly return to pre-disaster conditions.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Natural and man-made disasters often generate a variety of debris that includes but is not limited to trees, sand, gravel, building and construction materials, vehicles, personal property, and hazardous materials (HAZMAT).
2. The quantity and type of debris generated from any particular disaster will be a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity.
3. The quantity and type of debris generated, its location, and the size of the area over which it is dispersed will directly relate to the type of collection and disposal methods utilized to address the debris problem, associated costs incurred, and how quickly the problem can be addressed.
4. In a major or catastrophic disaster, many state agencies and local governments may have difficulty in quickly locating staff, equipment, and funds to devote to debris removal if no planning for these has occurred prior to the event, and if policies and procedures have not been developed.

B. Assumptions

1. A natural or man-made disaster that requires removal of debris from public or private lands and waters could occur at any time.
2. The amount of debris resulting from an event or disaster can exceed the local government's ability to manage it, requiring outside assistance.
3. When disaster conditions overwhelm local capabilities, the Governor could declare a State of Emergency that authorizes use of state resources to assist in removal and disposal of debris. If federal resources are required, the Governor can request a Presidential Disaster Declaration.

4. Private contractors can play an important role in debris removal, collection, reduction, and disposal.
5. Any effective debris management program will be based on the waste management approach of reduction, reuse, reclamation, resource recovery, incineration, and land-filling.

III. CONCEPT OF OPERATIONS

A. Lucas County Emergency Operations Center (EOC)

1. The Lucas County Emergency Management Agency (EMA) will activate the Lucas County EOC at the direction of the Board of County Commissioners, the Lucas County Sheriff, or upon the request of any county sub-division executive. The Lucas County EOC will coordinate with local officials, county departments, and the State on emergency response and recovery planning and decisions.
2. Debris management planning and damage assessment will be addressed by representatives within the EOC Assessment Group, with support from local jurisdictions and trained disaster field teams.
3. The Lucas County EOC Operations staff will determine the scope of the disaster and the extent of damage with the aid of local officials and disaster field teams. Lucas County EOC representatives will facilitate and coordinate actions to implement debris management policies and procedures. See Section VIII for a listing of individuals and organizations that support the emergency debris management response.
4. The county Disaster Resource Appendix lists public and private capabilities and resources that may be used to respond to debris management issues. Local jurisdictions are encouraged to develop mutual aid agreements that provide for sharing of resources and capabilities in advance of actual need.
5. The Lucas County EOC Emergency Support Function (ESF) 3 - Public Works & Engineering will support local jurisdiction debris management activities when an incident exceeds local jurisdiction capabilities.

B. Disaster Debris Assessment

1. The Assessment Group must coordinate with local officials to estimate the amount and type(s) of debris that have resulted from a catastrophic event within the first hours of the emergency response. Following the initial assessment, local officials and field teams must continue to update their estimate of the debris management situation for local planners and emergency responders.
2. A variety of methods are used to estimate the volume of debris. One method is to conduct a drive-through "windshield" damage assessment and estimate the amount of debris visually by counting the number of

homes and businesses damaged, and estimating agricultural losses. When a large area has been affected or when ground access is blocked by debris, an assessment using private aviation, State Police, National Guard, and/or Civil Air Patrol aircraft can be an effective means to estimate debris, as well as conduct other assessments that can aid planners and emergency responders.

3. The Lucas County EOC Assessment Group will employ a software application developed by the University of Toledo, Department of Mechanical and Industrial Engineering that can generate a debris estimate. Field data are entered onto a computerized form for the specific catastrophic event, the type of geographic area affected, and the amount of vegetative cover. An estimate of the volume of debris is immediately displayed, allowing for further estimates and decision-making.

C. Debris Disposal Priorities

1. Remove debris from roadways, power lines, and locations that block access to critical facilities or essential operations.
2. Conduct search and rescue (SAR) operations and provide lifesaving to survivors. Identify the location of fatalities within the debris field for later recovery by Disaster Mortuary Operational Response Teams (DMORT).
3. Provide guidance to the public that will aid in debris disposal actions by local officials, and caution individuals on potential risk to health and safety.
4. Lucas County EOC Assessment Group will coordinate debris removal resources and establish schedule(s) for debris collection. Advise debris management agencies of locations of temporary disposal and reduction sites.
5. Man-made disasters may require treatment of some debris as potential evidence of a criminal act under current statutes. Law enforcement officials may seek to control the handling and removal of debris pending criminal investigation. Some debris may be marked and temporarily stored in a secure area pending completion of judicial actions, including civil lawsuits.
6. Each jurisdiction should determine the number and location of temporary debris storage and reduction (TDSR) sites for collection and processing of debris. Many pre-selected TDSR sites are located on vacant public lands remote from residential areas.
7. Prioritize sites that will be used based upon the amount and types of debris estimated.
 - a) First Priority: Select TDSR site(s) on publicly owned property.

- b) Second Priority: Select other public lands near the affected area.
 - c) Last Priority: Select areas of private property.
8. Site consideration should take into account distance from the debris field, soil and water conditions, and need for costly remediation or cleanup following debris processing.

D. Pre-Designated Local TDSR sites

- 1. A number of pre-designated TDSR sites have been identified by local officials.
- 2. The Lucas County Solid Waste District maintains information that includes exact location, size, available ingress and egress routes, and results of an environmental assessment and initial data pertaining to these sites.
- 3. The list of TDSR sites is reviewed annually and updated as necessary as part of the Debris Management Plan Appendix.

E. Existing Landfills

- 1. The only public landfill in operation within Lucas County is the Hoffman Road Landfill in North Toledo near the intersection of Hoffman and Manhattan Roads. The capacity of this facility is estimated as 26 years based upon normal solid waste volumes. The District utilizes 13 out-of-district landfills and three out-of-state facilities.
- 2. The type(s) of debris that can be placed into each landfill depends upon landfill design. Cost for disposal is determined by volume and type of material.
- 3. Local solid waste management officials should contact the Ohio Environmental Protection Agency (EPA) as soon as possible to request an emergency temporary permit for waiver of existing rules and regulations for solid waste disposal. Officials should include a list of materials.

IV. DEBRIS REMOVAL

A. General

- 1. Tornadoes and other natural disasters can generate unprecedented amounts of debris over a number of hours or a few minutes. The debris may be equally heavy in both urban and rural areas depending on the magnitude of tree blow-down and associated structural damage to homes, businesses, utilities, and industrial facilities. This section provides guidelines on debris removal issues, including emergency roadway clearance, public rights-of-way removal, mobile home park removal, private property debris removal, navigation hazard removal, and household hazardous waste (HHW) removal.

2. Debris removal, regardless of source, becomes a high priority following a disaster. Debris management strategy for a large-scale debris removal operation divides the operation into two phases:
 - a) Phase I consists of clearing debris that hinders immediate life saving actions within the disaster area and clearing debris that poses an immediate threat to maintenance of public health and safety.
 - b) Phase II consists of debris removal and disposal determined necessary to ensure orderly recovery of the community and to eliminate less immediate threats to public health and safety.

B. Emergency Debris Removal (Phase I)

1. Identify critical routes that are essential to emergency operations.
2. Prioritize efforts among local agencies.
3. Identify areas that state and federal assistance can target.
4. Define actions to occur during Phase I. Typically, roadway debris removal involves opening arterial roads and collector streets by moving debris to the shoulders of the road without attempt to physically remove or dispose of the debris initially—only to clear key access routes in order to expedite movement of emergency vehicles, mobility of law enforcement services, resumption of critical services, and provision for assessment of damage to key public facilities and utilities such as schools, hospitals, government buildings, and municipally owned utilities.
5. The types of debris that may be encountered within the debris field will be tree blow-downs and broken limbs; yard debris such as outdoor furniture, trash cans, and storage sheds; telephone and cable TV lines, poles, transformers, and other electrical distribution devices; commercial and industrial debris including significant amounts of metal, plastics, glass, chemicals (including some HAZMAT); building debris such as roofing, siding, wood framing, and insulation; personal property such as clothing, furniture, carpeting, appliances, boats, cars, trucks, and trailers; and high probability of animal and human remains.
6. Requirements for many government services will increase drastically following a major natural disaster. Ability to provide these services may be impacted by large fields of disaster-generated debris.

C. Local, state, and federal assets may be available in the event of a Disaster Declaration to support debris cleanup and/or disposal operations. Local jurisdictions desiring to use any of the following resources should direct their requests to the Lucas County EOC ESF 3.

1. Municipal workers and equipment

2. U.S. or Ohio Department of Transportation (DOT) workers and equipment
3. National Guard
4. Local private contractors
5. U.S. EPA
6. U.S. Department of Agriculture (USDA) Forest Service crews
7. Local U.S. Army Corps of Engineers (USACE) workers and equipment
8. Ohio Department of Natural Resources (ODNR)

D. Supervision and Special Considerations

1. Immediate debris clearing (Phase I) actions should be directed and supervised by local officials and public works personnel of each jurisdiction, using all available resources with support of Lucas County departments and agencies.
2. The Lucas County EMA can request additional assistance and resources from the Governor through the Ohio Emergency Management Agency by declaring a disaster. Requests for federal assistance can be made through the State Coordinating Officer (SCO) to the Federal Emergency Management Agency (FEMA). A Federal Coordinating Officer (FCO) will be assigned to support the response by state and local officials upon issuance of a Presidential Disaster Declaration.
3. When live electric lines are involved, work crews should coordinate with local utility companies to have power lines de-energized for safety reasons. Special crews equipped with chain saws may be required to cut up downed trees. This activity is hazardous, and common sense safety considerations are necessary to reduce the chance of injury and possible loss of life.
4. Safety of emergency responders and protection of equipment and property must be a priority in any response. Front-end loaders and bulldozers should be equipped with protective cabs. Driveway cutouts, fire hydrants, valves, and stormwater inlets should be left unobstructed. All public employees and any volunteer personnel should wear protective gear, such as hard hats, gloves, goggles, and safety shoes.
5. The USDA Forest Service and other state and federal land management agencies are equipped for fast responses to tornadoes and hurricanes. Assistance would be requested through the SCO to the FCO according to standard procedures.

E. Debris Removal and Disposal (Phase II)

1. During the emergency opening (Phase I) of key routes, debris that blocks roads and access to structures is just pushed to the shoulders of the roadway or moved onto the curb zone. The objective is to provide for safe movement of emergency and support vehicles into and out of the disaster area. Little sorting of debris occurs during Phase I.
2. As removal operations progress, the initial roadside piles of debris may become dumping locations for additional yard waste and other storm-generated debris, such as construction material, personal property, trash, white metals such as refrigerators, washers, dryers and hot water heaters, roofing, and even household, commercial, and agricultural chemicals. Local officials should quickly take steps jointly with state agencies to inform the public in the method of disposing of various types of debris in much the same manner as done for curbside recycling and leaf pickup.
3. Debris management officials in each jurisdiction should quickly begin to assess, plan, and coordinate debris removal operations with the County Disaster Assessment Group upon activation of the Lucas County EOC.
4. Local field assessment teams should be developed within each jurisdiction. These teams serve as the "eyes and ears" for the EOC Assessment Group. Field reports are critical to coordination of debris management issues and the transition from Phase I to Phase II response.
5. Need for additional state and/or federal assistance should be determined following Phase I debris assessments by local officials and field assessment team reports.
6. Mutual aid agreements among local jurisdictions for cleanup and disposal of disaster-generated debris do not exist.
7. A list of local contractors should be developed and maintained by officials within each jurisdiction for assistance in Phase II operations. Lists are maintained by the Northwest Solid Waste District and are available within the Solid Waste Plan for Lucas County.
8. The Lucas County EMA will coordinate with local jurisdictions to aid in establishing a contracted work force capable of expeditious removal and disposal of debris in line with the Debris Management Plan.
9. Local and state personnel will monitor debris removal activities from the Lucas County EOC and through visits to affected communities, temporary debris storage areas, and debris disposal sites. This team becomes the "eyes and ears" of the SCO and the FCO in the disaster response. Public force account employees must anticipate and plan for the transition from Phase I to Phase II operations.

10. Debris managers must conduct update briefings with local officials. Some debris disposal actions may require authorizations from state or federal agencies and departments. Ensure that all major debris removal and disposal actions are reviewed by state and local debris managers and by the EOC Assessment Group.
11. Ensure that representatives of each affected jurisdiction attend briefings to resolve any coordination problems involving potential conflicts in state and federal regulations and local debris removal and disposal efforts.
12. Establish a public information management plan that emphasizes actions that the public can perform to expedite the cleanup process, such as segregating HHW, placing debris at the curbside, keeping debris piles away from fire hydrants and valves, reporting locations of illegal dump sites or incidents of illegal dumping, and segregating recyclable materials.
13. The public should be kept informed of debris pickup schedules; disposal methods and ongoing actions to comply with federal, state and local regulations; disposal procedures for self-help and independent contractors; and restrictions and penalties for creating illegal dumps. The Public Information Officer (PIO) should be prepared to respond to questions pertaining to debris removal from the press and local residents. The following questions are likely to be asked:
 - a) What is the debris pickup plan?
 - b) When will pickup crews be in my area?
 - c) What departments are in charge and how can I contact them?
 - d) Should I separate the different debris materials and how?
 - e) What if I am elderly, disabled, or in need of help?

F. Private Property Debris Removal

1. Damaged structures are the responsibility of the homeowner or commercial resident to repair to a safe condition. Unsafe buildings that are not repaired in a safe or timely manner may be condemned and scheduled for demolition to protect the health and safety of adjacent residents. Condemned structures may remain in place for a time due to lack of private insurance, absentee landlords, or lack of available funding for demolition. Demolition of these structures may become the responsibility of municipalities or other local jurisdictions.
2. The Lucas County EMA staff will assist communities in the recovery phase following a disaster to ensure cooperation with numerous local and State Government officials to include the following: real estate offices; local law and/or code enforcement agencies; State Historic Preservation Office (SHPO); qualified contractors to remove HHW, asbestos, and lead-based paint; and field teams to photograph the sites before and after demolition.

3. Close coordination is essential, and at least one staff person from the FEMA Disaster Field Office (DFO) should be on site to work directly with the local government to ensure implementation of all required legal actions.

G. HHW Removal

1. HHW may be generated as a result of a major natural disaster. HHW may consist of common household chemicals, propane tanks, oxygen bottles, batteries, home heating and motor oils, as well as industrial and agricultural chemicals. These items often become mixed into the debris stream and will require close attention throughout the debris removal and disposal process.
2. HHW response teams coordinate and respond ahead of any removal efforts. The Solid Waste District contracts with private waste facilities to address HHW disposal issues.
3. Arrangements should be made to enlist public support for collection and sorting of salvageable HAZMAT based on intended use. Properly trained personnel or emergency response HHW contractors may be needed to accomplish removal of hazardous waste. The EOC should coordinate with local, state, and federal regulatory agencies to ensure cleanup actions comply with current regulations. Local governments must also coordinate with regulatory agencies for necessary waivers for debris removal and disposal.
4. Regular demolition contractors can remove uncontaminated debris.
5. A separate staging area for HHW materials, contaminated soils, and contaminated debris should be established at temporary disposal sites. Small amounts of debris or soils may be stored in roll-off boxes pending disposal. Any open staging areas should be lined or covered with an impermeable material and bermed to prevent contamination of the groundwater and surrounding area.

V. OPERATION OF TDSR SITES

- A. Management and Supervision - removal and disposal actions should be handled at the lowest level possible based on the magnitude of the event. These actions follow the normal chain of responsibility, i.e., local level, county level, state level, and—when resources are exceeded at each level of responsibility—federal assistance may be requested according to established procedures. Because debris removal and reduction resources are limited, establishment and operation of TDSR sites are generally managed by private contractors.
- B. Contracting Debris Disposal - Local governments are encouraged to take responsibility for developing debris disposal contracts. Regional solid waste planning districts and/or other local government departments may be responsible

for developing and implementing these contracts for debris removal and disposal (see Tab A - Debris Contract Information for FEMA Applicants).

- C. Monitor Performance - a method should be established to monitor contractor performance in order to ensure that public funds are used appropriately. State and federal agencies can assist in the area of contractor assurance.
 - 1. Site preparation: The topography and soil conditions should be evaluated to determine best TDSR site layout. Consider ways to make remediation and restoration easier when planning site preparation.
 - 2. Site operations: Site preparation and operation are usually left up to the contractor, but guidance can help avoid problems with the ultimate closeout. Establish lined temporary storage areas for ash, HHW, fuels, and other materials that can contaminate soils, groundwater, and surface water. Set up plastic liners, when possible, under stationary equipment such as generators and mobile lighting plants. These issues should be addressed as a requirement of the scope of work (SOW).
- D. Environmental Concerns - If the TDSR site is also an equipment staging area, monitor fueling and equipment repair to prevent and mitigate spills of petroleum products and hydraulic fluids. Include clauses in contract SOWs to require immediate cleanup by the contractor.
- E. Public Health and Safety - be aware of and plan to mitigate related debris disposal issues that could irritate the community such as:
 - 1. Smoke – Ensure proper construction and operation of incineration pits (when authorized). Do not overload air curtains.
 - 2. Dust – Employ water trucks.
 - 3. Noise – Construct perimeter berms.
 - 4. Traffic – Establish effective ingress and egress procedures to maintain traffic flow.

VI. DEBRIS REDUCTION METHODS

- A. Volume Reduction by Incineration - Available incineration methods include uncontrolled open incineration, controlled open incineration, air curtain pit incineration, and refractor lined pit incineration. The EOC Assessment Group should review each incineration method with state and local environmental service officials before selection and implementation as part of the overall volume reduction strategy.
 - 1. Uncontrolled open incineration: Uncontrolled open incineration is the least desirable method of volume reduction because it lacks environmental control. However, the ODNR, Ohio EPA, or local municipal

department may issue waivers to temporarily allow this method of reduction early in the disaster recovery effort.

2. **Controlled open incineration:** Controlled open incineration can be a cost-effective method for reducing clean woody debris in rural areas, although shredding and chipping may be a better but more costly option. Prior to any burning of waste, it is necessary that the jurisdiction acquire TES authorization. Incineration must be terminated if mixed debris such as treated lumber, poles, nails, bolts, tin, and aluminum sheeting enters the waste flow. Clean woody tree debris presents some environmental and health issues, but the resulting ash can be used as a soil additive by the local agricultural community. USDA and county agricultural extension personnel should be consulted to determine if and how the resulting ash can be recycled as a soil additive.
 3. **Air curtain pit incineration:** Air curtain pit incineration offers an effective means to expedite the volume reduction process by substantially reducing environmental concerns caused by open incineration. Specifications and SOWs should be developed to ensure proper use of these systems, because many contractors and subcontractors are not fully knowledgeable of the system operating parameters.
 4. **Refractor lined pit incineration:** Pre-manufactured, refractor-lined pit burners are an alternative to air curtain open pit incineration. The units can be erected on site in a minimal amount of time. Some are portable and others must be built in-place. The units are especially suited for locations with high water tables, sandy soil, or where materials are not available to build aboveground pits. Engineered features designed into the units allow for a reduction of approximately 95% in release of smoke and small particles, with a minimum of air pollution. The air curtain traps smoke and small particles and re-circulates them to enhance combustion that reaches over 2,500 degrees Fahrenheit. Manufacturers claim that combustion rates of about 25 tons per hour are achievable while still meeting emission standards.
 5. Local officials, environmental groups, and citizens should be thoroughly briefed on risks associated with each type of incineration, the type of incineration method being planned, how the system works, environmental standards, and health issues. A proactive public information strategy to include press releases and media broadcasts should accompany any operation that involves incineration as a primary means of volume reduction.
- B. **Incineration Environmental Controls** - environmental controls are essential for all incineration methods due to the effects of smoke and air-borne particulates, and for effective site remediation prior to closure. The following measures should be considered:
1. A setback of at least 1,000 feet should be maintained between the debris piles and the incineration area. Keep at least 1,000 feet between the

incineration area and the nearest building. Contractors should use fencing and warning signs to keep the public away from the incineration area.

2. The fire should be extinguished approximately 2 hours before anticipated removal of the ash mound. The ash mound should be removed when it reaches 2 feet below the lip of the incineration pit.
3. The incineration area should be placed in an aboveground or belowground pit that is no wider than 8 feet and between 9 and 14 feet deep.
4. The incineration pits should be constructed with limestone and reinforced with earth anchors or wire mesh to support the weight of the loaders. A 1-foot impervious layer of clay or limestone should be on the bottom of the pit to seal the ash from the aquifer.
5. The ends of the pits should be sealed with dirt or ash to a height of 4 feet.
6. A 12-inch dirt seal should be placed on the lip of the incineration pit area to seal the blower nozzle. The nozzle should be 3 to 6 inches from the end of the pit.
7. One-foot-high, unburnable warning stops should be along the edge of the pit's length to prevent the loader from damaging the lip of the incineration pit.
8. Hazardous or contaminated material should never be placed in the pit. This is to prevent explosions and toxic emissions.
9. The airflow should hit the wall of the pit about 2 feet below the top edge of the pit, and the debris should not break the path of the airflow except during dumping.
10. The pit should be no longer than the length of the blower system, and the pit should be loaded uniformly along the length.

C. Volume Reduction by Grinding and Chipping

1. Tornadoes, ice storms, and other natural disasters may present the opportunity to employ large-scale grinding and chipping operations as part of the overall debris volume reduction strategy. This option provides an opportunity to reduce clean woody debris into suitable mulch or compost that can be used in many public and private activities.
2. While generally more expensive than incineration, grinding and chipping is more environmentally friendly, and the resulting mulch can be recycled. Organic mulch is a desirable product that can be used by local public works departments and sold to local commercial landscapers and agri-business operations or provided at cost (or free) to local residents. Another source for disposal of ground woody debris may be as an alternative fuel for industrial heating or for use in a co-generation plant.

3. Chipping operations are suitable in urban areas where streets are narrow, or in concentrated groves of trees. It is possible and cheaper to reduce the woody vegetation to mulch when making the initial pickup using mobile equipment. This reduces the costs associated with double handling. When a jurisdiction has established a mulching and composting operation at a fixed facility, the jurisdiction may opt for hauling debris to this site. When mobile grinding equipment is unavailable, moving debris to a temporary grinding and storage site may be necessary.
4. While some debris will be accessible on or near public rights of way, most debris will be located on private property. It may be desirable or even necessary to aid in the removal of this material with the use of local, state, and/or commercial resources. In some cases, authorization from private property owners may be necessary for this purpose due to potential for further property damage during cleanup operations.
5. When operating or contracting chipping operations, the most important item to specify is the size of the mulch. If the grinding operation is strictly for volume reduction, size is not important. Mulch to be used for agricultural purposes must be of a certain size and be virtually free of paper, plastic, and dirt. The average size of wood chips produced should not exceed 4 inches in length and 0.5 inch in diameter. Production output should average 100 to 150 cubic yards per hour when debris is moderately contaminated, which slows feeding operations, and 200 to 250 cubic yards per hour for relatively clean debris.
6. Contaminants are all materials other than wood products and should be held to 10% or less for the mulch to be acceptable. Plastics are a big problem and should be eliminated completely. To help eliminate contaminants, root rake loaders should be used to feed or crowd materials to the grapplers. Bucket-loaders tend to scoop up earth, which is a contaminant and causes excessive wear on the grinder or chipper. Hand laborers should remove contaminants prior to feeding the grinders. Shaker screens should be used when processing stumps with root balls or when large amounts of soil are present in the woody debris. The public should be enlisted to aid in the effort by separating other contaminants from woody debris
7. Chippers are ideal for use in residential areas, orchards, or groves. The number of damaged and uprooted trees presents significant problems if these are pushed to rights of way for eventual pickup and transport to staging and reduction sites.
8. Grinders are ideal for use at debris staging and reduction sites because of their high-volume reduction capacity. Locating the grinders is critical in consideration of noise and safety. Moreover, a large area is needed to hold the woody debris and to hold the resulting mulch. Ingress and egress to the site is also an important consideration.
9. Grinding and chipping operations are labor intensive and will place a real demand on local jurisdictions for trained supervisory personnel, as well as

a significant number of equipment operators and laborers if the facility is to be operated continuously (often the case) for a period of days, weeks, or even months.

D. Volume Reduction by Recycling

1. Recycling reduces volume of mixed debris before it is hauled to a landfill. Recycling is attractive and strongly supported by the Northwest Ohio Solid Waste District and most municipalities within Lucas County because this often involves economic cost savings or value to the recovered material if it can be sorted and sold. A portable materials recovery facility could be set up at the site. Metals, wood, and soils are prime candidates for recycling. The major drawback is the potential environmental impact of the recycling operation. In areas of large usage of chemical agricultural fertilizer, the recovered soil may be too contaminated for use on residential or existing agricultural land.
2. Many natural disasters may require jurisdictions to contract out large-scale recycling operations. Contractors will seek to achieve an economic return from segregating and recycling debris as it arrives at their reduction sites. Because this economic return will in most cases not cover their cost, contractors may well expect cost return provisions as a condition of their work. Recycling has significant drawbacks if contracts are not properly written and closely monitored.
3. Specialized contractors should be available to bid on disposal of debris by recycling, if it is well sorted. Contracts and monitoring procedures should be developed to ensure that the recyclers comply with local, state, and federal environmental regulations.
4. Recycling should be considered before disasters occur or at the very least early in the debris removal and disposal operation, because recycling may present an opportunity to reduce the overall cost of the operation. The following materials are suitable for recycling:
 - a) Metals – Most metals are non-ferrous and suitable for recycling. Trailer frames and other ferrous metals are also suitable for recycling. Metals that have been processed for recycling can be sold to metal recycling firms.
 - b) Soil – Cleanup operations using large pieces of equipment pick up large amounts of soil. The soil is transported to the staging and reduction sites where it is combined with other organic materials that will decompose over time. Large amounts of soil can be recovered if the material is put through some type of screen or shaker system. This procedure can produce significant amounts of soil that can either be sold or recycled back into the agricultural community. This soil could also be used at local landfills for cover. It is more expensive to transport and pay tipping fees at local landfills than to sort out the heavy dirt before moving the material.

Monitoring and testing of the soil may be necessary to ensure that it is not contaminated with chemicals.

- c) Wood – Woody and other organic debris can be either ground or chipped into mulch or converted into compost.
- d) Construction Material – Concrete block and other building materials can be ground and used for other purposes if there is a ready market. Construction materials and wood can also be shredded to reduce volume. This construction material could also be used at local landfills for cover.
- e) Residue Material – Residue material that cannot be recycled, such as cloth, rugs, and trash, can be sent to a landfill for final disposal.

VII. TDSR SITE CLOSE-OUT PROCEDURES

- A. Local Supervision - each TDSR site must eventually be emptied of all material and likely be restored to its previous condition and use. Contractors should be required in writing to remove and dispose of all mixed debris, construction and demolition (C&D) debris, and debris residue at approved landfills. Local officials should monitor all closeout and disposal activities to ensure that contractors comply with contract specifications. Additional measures may be necessary to meet local, state, and federal environmental requirements.
- B. Site Remediation Planning - the contractor must assure the DMTF that all sites are properly remediated. Significant costs are associated with this operation, as well as close scrutiny by communities and environmental groups. Site remediation will go smoothly if baseline data acquisition and site operation procedures are followed.
- C. Close-out steps - the basic close-out steps are to remove all debris from the site; conduct an environmental audit or assessment; develop a remediation or restoration plan approved by the appropriate environmental agency; execute the plan; get acceptance from the landowner; and terminate lease payments, if applicable.
- D. Scheduling - The key to timely closeout of the mission is efficient scheduling of the above activities for multiple sites. Therefore, critical path scheduling of all the activities as far in advance as possible will minimize down time between steps.

- E. Environmental Restoration - debris fields following a disaster are usually a mix of woody vegetation, construction material, household items, and yard waste. Hazardous commercial, household, and medical wastes should be segregated and removed prior to stockpiling. Medical waste, in particular, should be treated and disposed of without delay. Environmental contamination of the air, ground, or water may occur from chemical spills in the debris field, releases due to handling or transporting materials, and at staging and reduction sites. In addition, runoff from debris piles and debris reduction sites is also a concern. Pre-planning for debris management should take each of these factors into account and specify procedures for rapid disposal.
- F. Site Remediation
1. During the debris removal process and after the material has been removed from each debris reduction site, environmental monitoring is needed to ensure that no long-term environmental contamination is left on site. Monitoring should be done on four different media: ash, soil, surface water (ponds, lakes, and tributaries), and groundwater.
 2. Consider the following requirements to close out a temporary staging and reduction site(s):
 - a) Coordinate with local and state officials responsible for construction, real estate, contracting, project management, and legal counsel regarding requirements and support for implementation of a site remediation plan.
 - b) Retain staff during closure phase to develop site-specific remediation for sites, as needed, based on information obtained from the closure checklist.
 - c) Complete a baseline environmental assessment for each site and establish a testing and monitoring program following closure.
 - d) Reference appropriate and applicable environmental regulations.
 - e) Prioritize site closures.
 - f) Schedule closeout activities.
 - g) Develop cost estimates.
 - h) Develop criteria for certifying satisfactory closure based on baseline information.
 - i) Develop administrative procedures and contractual arrangements for closure phase.
 - j) Inform local and state environmental agencies regarding acceptability of program and established requirements.
 - k) Designate approving authority, as needed, to review and evaluate contractor closure activities and progress.

VIII. ORGANIZATION AND RESPONSIBILITIES

A. Local Government Agencies and Departments

1. Local pollution control / public service departments
 - a) Conduct initial damage assessment.
 - b) Report results of initial and ongoing damage assessment.
 - c) Support clearance of public rights-of-way.
 - d) Support Lucas County EOC Assessment Group planning.
 - e) Maintain documentation on local debris management operations.
 - f) Coordinate with Lucas County EOC Manager.
2. Local fire and rescue officials
 - a) Support roadway debris clearance operations.
 - b) Provide SAR operations prior to debris removal.
 - c) Support removal of fatalities from debris field.
 - d) Coordinate with Lucas County EOC ESF 4 - Firefighting, ESF 10 - Oil and Hazardous Materials Response, and ESF 9 - Search and Rescue.
3. Law enforcement officials
 - a) Support roadway debris clearance.
 - b) Support SAR operations prior to debris removal.
 - c) Secure disaster area.
 - d) Secure debris field as a potential crime scene.
 - e) Coordinate with Lucas County EOC ESF 13 - Public Safety and Security.
4. Lucas County EMA
 - a) Provide hazard assessment and planning assistance.
 - b) Develop Debris Management Appendix to local Emergency Operations Plan (EOP).
 - c) Conduct initial and ongoing damage assessments.
 - d) Staff EOC Assessment Group when activated.
 - e) Coordinate local support for debris disposal.
 - f) Request additional support for debris disposal.
 - g) Maintain documentation on debris management operations.

- h) Support EOC public information and education.
 - i) Manage activities of the ESFs within the Lucas County EOC.
5. Department of Health (Environmental Section)
- a) Assess potential adverse short/long-term health impacts.
 - b) Support EOC Assessment Group operations.
 - c) Support TDSR site monitoring and cleanup.
 - d) Coordinate with the Lucas County EOC ESF 8 - Public Health and Medical.
6. Toledo Office of Environmental Services
- a) Regulate safe disposal of solid waste.
 - b) Monitor air-borne pollutants.
 - c) Coordinate with the Lucas County EOC ESF 3 - Public Works and Engineering and ESF 10.
7. County Engineer
- a) Conduct initial damage assessment in unincorporated jurisdictions.
 - b) Report results of initial and ongoing damage assessments.
 - c) Conduct debris clearance on county rights-of-way.
 - d) Assist local debris disposal operations.
 - e) Support Lucas County EOC Assessment Group planning.
 - f) Provide technical expertise to local planners.
 - g) Assist in the identification and selection of TDSR(s).
 - h) Coordinate with the Lucas County EOC ESF 3 and ESF 1 - Transportation.
8. County Coroner
- a) Assist emergency services in removal of fatalities.
 - b) Provide routine services for processing victim's remains.
 - c) Coordinate with mortuary services for on-site recovery of fatalities.
 - d) Coordinate with Lucas County EOC ESF 6 - Mass Care, Housing & Human Services and ESF 8.

9. Local building regulation/inspection departments
 - a) Provide for inspection of damaged structures.
 - b) Identify condemned structures.
 - c) Initiate administrative action for demolition of unsafe structures if required.
 - d) Coordinate with Lucas County EOC ESF 14 - Long Term Recovery and Mitigation and ESF 3.
10. Local animal control
 - a) Coordinate for disposal of animal remains as needed.
 - b) Provide incineration services for other debris disposal.
 - c) Coordinate with Lucas County EOC ESF 11 - Agriculture, Food, and Water and ESF 6.
11. Solid Waste District representative(s)
 - a) Assist Lucas County EMA in preparing debris management plans and procedures.
 - b) Provide technical assistance to EOC Assessment Group.
 - c) Coordinate with Lucas County EOC ESF 3 and ESF 14.
12. State & Federal Environmental Protection
 - a) Provide assistance to affected communities for debris disposal.
 - b) Review local debris management planning and preparedness.
 - c) Provide technical assistance for:
 - (1) Selection of TDSR site.
 - (2) Operation of an authorized incineration facility or equipment.
 - (3) Regulatory compliance.
13. FEMA
 - a) Provide guidance for planning.
 - b) Provide support upon request by state and local officials.
 - c) Provide financial assistance to homeowners and small businesses.
14. USACE
 - a) Provide support for transportation and disposal of waste.
 - b) Provide support for operation of specific TDSR sites.

15. Ohio EMA
 - a) Provide guidance for debris management planning and reviews of plans and procedures.
 - b) Provide public assistance following a local declaration of emergency as warranted and available.
 - c) Coordinate emergency response of state departments.
- B. Supporting Public and Private Organizations
1. ARC (ESF 6)
 - a) Support Lucas County EMA with initial damage assessment.
 - b) Make agency referrals for essential services.
 2. County Prosecutor
 - a) Provide legal opinions.
 - b) Conduct legal investigations.
 - c) Review draft legal documents.
 3. County Auditor
 - a) Provide geo-spatial analysis support.
 - b) Provide financial relief to affected area(s).
 4. County Treasurer
 - a) Provide financial documentation.
 - b) Support post-incident review and audits.
 5. County risk management
 - a) Survey public property damage and loss.
 - b) Document personal property losses of employees.
 - c) Support debris disposal management.
 6. County Purchasing / Office of Management and Budget
 - a) Process emergency requisitions of material and equipment.
 - b) Provide support for contracting services.
 7. County Commissioners PIO
 - a) Provide for press releases and media relations.
 - b) Coordinate (joint) public information and education.
 - c) Coordinate public "hot-line" service.

8. Private waste haulers and contractors
 - a) Provide solid waste services to communities.
 - b) Provide technical expertise to local planners.
9. Private waste management facilities
 - a) Provide facilities for debris disposal.
 - b) Provide technical expertise to local planners.
10. Lucas County Local Emergency Planning Committee (LEPC)
 - a) Support hazard and capability assessment.
 - b) Develop debris management mitigation programs.
 - c) Support initial and ongoing damage assessments.
 - d) Provide representative to Lucas County EOC Assessment Group.
 - e) Coordinate local support for debris disposal.
 - f) Maintain documentation on debris disposal operations.
 - g) Develop information and education programs regarding HHW.

IX. ADMINISTRATION AND LOGISTICS

- A. All agencies should document personnel and material resources used to comply with this appendix. Documentation is required to support any federal assistance that may be requested.
- B. Requests for support and/or assistance must be directed by local officials through the Lucas County EMA, which will assess the situation and make further request for assistance to the State of Ohio in accordance with the Lucas County Emergency Plan.
- C. Requests for federal assistance will be made by the State EOC through established procedures, as outlined in the Federal Response Plan (FRP).
- D. All jurisdictions and organizations listed in Section VIII will ensure adequate staffing and/or support capability during implementation of debris management.
- E. The Lucas County EMA will be responsible for reviewing this appendix with each jurisdiction or organization listed in Section VIII to update its respective portion and ensure any limitations and shortfalls are identified and documented.

X. AUTHORITIES AND REFERENCES

- A. Authorities

See Section K of the EOP Base Plan

Lucas County Building Code, Section R, para. 103.4
Lucas County Building Code, Section R, para. 111.4

B. References

FEMA Pub.325, Debris Management Guide with Appendices
Lucas County Solid Waste Management Plan
Coroner Emergency Response Plan
Ohio Funeral Directors Association Response Plan

XI. ADDENDUMS

Tab A - Debris Contract Information for FEMA Applicants

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Debris Contract Information for FEMA Applicants

DEBRIS OPERATIONS - CLARIFICATION: EMERGENCY CONTRACTING VS. EMERGENCY WORK

Response and Recovery Directorate Policy Number: 9580.4
Date Published: January 19, 2001

SUMMARY: Contracting for debris operations, even though it is "emergency work" in FEMA operations, does not necessarily mean the contracts can be awarded without competitive bidding. Applicants should comply with state laws and regulations, but should be aware that non-competitive contracting is acceptable ONLY in rare circumstances where there can be no delay in meeting a requirement. In general, contracting for debris work requires competitive bidding. The definition of "emergency" in contracting procedures is not the same as FEMA's definition of "emergency work."

DISCUSSION: There appears to be some confusion regarding awarding of some contracts, especially for debris, without competitive bidding. The reason cited for such actions is that the contract is for emergency work, and competitive bidding is not required. Part 13 of 44 *Code of Federal Regulations* (CFR) is entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments." These requirements apply to all grants and subgrants to governments, except where inconsistent with federal statutes or regulations authorized in accordance with the exception provisions of Section 13.6. In essence, these regulations apply to all federal grants awarded to state, tribal, and local governments.

Non-competitive proposals awarded under emergency requirements are addressed as follows:

"Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals and one of the following circumstances applies:

(A)

(B) The public exigency or emergency of the requirement will not permit a delay resulting from competitive solicitation." (44 CFR Part 13.36(d)(4)(1)(B)).

Staff of the Office of General Counsel and the Office of the Inspector General has expressed concern that contracts are being awarded under this section without an understanding of the requirement. Simply stated, non-competitive contracts can be awarded only if the emergency is such that the contract award cannot be delayed by the amount of time required to obtain competitive bidding.

FEMA's division of disaster work into "emergency" and "permanent" is generally based on the period of time during which the work is to be performed, and not on the urgency of that work. Therefore, the award of non-competitive contracts cannot be justified on the basis of "emergency work" as defined by FEMA.

In some situations, such as clearing road for emergency access (moving debris off the driving surface to the shoulders or rights-of-way), or removal of debris at a specific site, awarding a non-competitive contract for site-specific work may be warranted; however, normally, non-competitive bid awards should not be made several days (or weeks) after the disaster or for long-term debris removal. Obviously, the latter situations do not address a public exigency or emergency which "will not permit a delay resulting from competitive solicitation."

Regarding competitive solicitations, applicants can use an expedited process for obtaining competitive bids. In the past, applicants have developed a scope-of-work, identified contractors that can do the work, made telephone invitations for bids, and received excellent competitive bids. Again, applicants must comply with state and local bidding requirements.

Please remind applicants that no contractor has the authority to make determinations as to eligibility, determinations of acceptable emergency contracting procedures, or definitions of emergency work. Such determinations are to be made by FEMA.

APPENDIX 12
MASS CASUALTY



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I. OVERVIEW

- A. This plan provides guidelines for response to Mass Casualty Incidents (MCI) throughout Lucas County. This involves triage, treatment, and transport of emergency victims.
- B. The Lucas County emergency medical service (EMS) Mass Casualty Plan encourages use of the Simple Triage and Rapid Treatment (S.T.A.R.T.) Program within the structure of an Incident Management System.
- C. These are essential parts of mass casualty response that must be universally accepted and applied. This will enable all of the many agencies involved to work in an effective and coordinated manner. Many of the agencies that could be involved with mass casualty response have participated in this planning process. Their combined efforts have been referenced in development of the Lucas County Mass Casualty Response Plan.
- D. Terms, responsibilities, and appendices used in the Plan are designed to match other countywide response plans. These other plans are in place or under development and are designed to address other emergency response issues under the “all hazard” approach.
- E. This Mass Casualty Plan supports the Incident Command (IC) concept. Identity of the Incident Commander should depend on the nature of the incident. For example, the Fire Chief would typically be in charge of a fire in an apartment complex involving multiple victims. The Police Chief would typically be in overall charge of a civil disturbance with multiple victims. However, in all instances, each Chief would remain in ultimate control of personnel from his/her department.

II. MASS CASUALTY TERMS

- A. Multiple Scene or Community-Wide Emergencies/Disasters
 - 1. Significant disaster sufficient to activate Lucas County Emergency Operation Center (EOC).
- B. Mass Casualty Incidents (Mass Casualty) or (Level II)
 - 1. An incident where the number of victims exceeds the number of rescuers and resources that can immediately triage, treat, and transport them.
 - 2. The number of victims to declare a mass casualty shall vary from community to community.
 - 3. An incident involving 26 or more victims is always a mass casualty
- C. Limited Victim Incident (LVI) or (Level I)
 - 1. An incident where the number of victims indicates that on-scene control and limited triage is necessary. However, full activation of the Mass

Casualty Plan is not needed.

2. The number of patients for a limited victim incident shall differ by community and situation.
3. Generally, the minimum number of victims is five and the maximum number is 25.
4. Generally, fewer than 12 victims are not considered a LVI or Level I incident.
5. At a minimum, an EMS Officer will be designated. It is strongly recommended that a Transport Officer also be designated. The EMS Officer or the Transport Officer, if one officer has been designated, will notify Lucas County EMS Dispatch of the type of situation and the estimated number of patients. The Lucas County EMS Dispatch will obtain information regarding the capabilities and availabilities of Lucas County hospitals.

D. Run Sheets Not Required

1. Triage tags or triage ribbons may be used instead of run sheets for a Level I/Level II at the discretion of the agency/community involved. The individual EMS units will not contact the receiving hospital. All communication with the hospital will be from the Transport Officer (or the EMS Officer if there is no Transport Officer) through Lucas County EMS Dispatch.

E. Standby Notification

1. Certain instances pose immediate potential of a mass casualty, even though none has yet actually occurred. In these situations, Lucas County EMS Dispatch may choose to make a Standby Notification to persons and entities that may be called on if the mass casualty actually occurs.
2. This notification should be made in the same way as an actual notification and should be directed to emergency responders, the hospital network, the Lucas County Emergency Management Agency (EMA), American Red Cross (ARC), County Coroner, and other local personnel. Those responders thus will have some time to prepare for a response.

III. COMMAND STRUCTURE

- A. The Command Structure will follow the Lucas County Incident Command System (ICS) adopted by the Lucas County Fire Chiefs' Association. The following are very important in a Mass Casualty Incident:

1. EMS Officer
 - a) In charge of all EMS-related activities (EMS Sector).
2. Triage Officer
 - a) In charge of all triage, tagging, and movement into the patient collection/field hospital area.
 - b) Responsible to EMS Officer.
3. Treatment Officer
 - a) In charge of all activities including treatment and re-triage within the patient collection/field hospital area.
 - b) Responsible to EMS Officer.
4. Transport Officer
 - a) In charge of all patient movement from the patient collection/field hospital area to the receiving hospitals.
 - b) Communication with Lucas County EMS Dispatch.
 - c) Responsible to EMS Officer.
5. Transport Officer Aide
 - a) Assists the Transport Officer in duties as assigned.
 - b) Responsible to the Transport Officer.
 - c) Acts as a scribe to assist Transport Officer.
6. Aero Medical Officer
 - a) Trained in Landing Zone (LZ).
 - b) Capable of communications.
 - c) Reports to Transportation Officer.
 - d) Distributes destinations.
7. Transport Communication Liaison
 - a) Radio Assistant to Transport Officer.
 - b) If available, person dispatched to incident by Lucas County EMS Dispatch.

- c) Assists in communication between scene and EMS Dispatch
 - d) Reports to Transport Officer
8. EMS Staging Officer (ground transport)
- a) In charge of all ambulances used in transport of victims.
 - b) Maintains inventory control over ambulance staging.
 - c) Reports to Transport Officer.
9. Joint Information Center (JIC) (when EOC is active)
- a) Fixed facility for dissemination of public information.
 - b) All participating agencies will be represented in the JIC.
 - c) Away from but in communication with EOC
10. Fire Staging Officer
- a) In charge of all equipment and manpower in staging area.
 - b) Maintains inventory control over staging area and available resources.
 - c) Reports to Incident Commander.
 - d) Supplies equipment requested by Incident Commander.
11. Cold Zone
- a) General perimeter separating bystanders and traffic from the incident.
12. Warm Zone
- a) Boundary that separates the “hot zone” from the “cold zone.”
 - b) Only personnel actively working on the incident wearing appropriate personal protective equipment (PPE) will be permitted in the Warm zone.
 - c) For safety, media are not permitted within the Warm Zone without appropriate PPE and an escort.
13. Hot Zone
- a) Particularly volatile sector within the inner perimeter where access is restricted to those persons taking special protective measures.

- b) In a HAZMAT incident, decontamination may be required for all persons and equipment leaving the Hot Zone. (Normally, a Hot Zone is not used in a mass casualty unless unusual conditions such as HAZMAT or a sniper exist.)
14. Incident Command Post (ICP)
- a) Fixed, clearly marked, on-scene location where, fire services, EMS, and law enforcement make command decisions and coordinate all scene operations.
 - b) An ICP shall be established for each incident scene.
 - c) The ICP will display a green light/flag elevated for visibility.
15. Patient Collection/Field Hospital Area
- a) Location within the Cold Zone where patients are moved for re-triage, treatment, and prioritization of transport.
 - b) Sector is divided into orderly rows of patients in Black, Red, Yellow, Green order.
 - c) Sectors are clearly marked with colored flags or similar markers.
 - d) Sector must be accessible to the location of victims and to transport vehicles.
16. EOC
- a) A fixed location, permanent or temporary, where scene representatives, elected officials, and support agency representatives make high-level decisions during multiple scene or community-wide emergencies/disaster.
 - b) Normally, not more than one local EOC operates at a time.
17. Public Information Officer (PIO)
- a) If JIC not activated, a PIO is to be delegated by the Incident Commander.
 - b) Individual agencies may also designate spokespersons to act as agency PIO.
 - c) The EMS Manager will act as PIO for LCEMS
 - d) Lucas County Commissioners have hired a full-time PIO

IV. DUTIES AND RESPONSIBILITIES

A. Lucas County EMS Dispatch

1. Lucas County EMS Dispatch will receive initial call from the scene indicating a possible/actual Level I or Level II. This may come from the IC, the EMS unit first on scene, other public safety officer on scene, or police or fire dispatch.
2. Lucas County EMS Dispatch will notify/dispatch all necessary private and public Lucas County EMS units and available on-scene medical control.
3. Lucas County EMS Dispatch will notify Lucas County First Responder Dispatchers of the incident via normal communication channels, with necessary updates.
4. Lucas County EMS Dispatch will utilize the “alpha numeric pager program,” to simultaneously notify appropriate groups and officials of a Level I, Level II, or standby situation. Necessary updates will be made.
5. Lucas County EMS Dispatch shall poll all ambulance companies, local air ambulances, Lucas County First Responders, and (if necessary) out-of-county providers for transport availability.
6. Upon receipt of a notification of a Mass Casualty Incident (Level I/Level II), Lucas County EMS Dispatch shall notify all potential receiving hospitals. In a Level II, all Lucas County acute care hospitals are expected to receive patients. Notification will be made utilizing the “Pre-alert/confirmed incident” statements.
7. Depending on the number, type of casualties, and location of the incident, Lucas County EMS Dispatch may, after discussion at the scene, also notify potential receiving hospitals outside of Lucas County.
8. Lucas County EMS Dispatch consults a pre-compiled hospital availability list, and calls the hospital closest to the incident first—then outward from the location of the incident.
9. Consider recall for appropriate hospital staffing.
10. After the initial call, all further communication to the scene by Lucas County EMS Dispatch should primarily be through the Transport Officer or his/her communication assistant. Lucas County EMS Dispatch shall maintain contact with the Transport Officer until the scene has been cleared of victims.
11. If an Internet site monitoring hospital status/EMSystem status is available, Lucas County EMS Dispatch should utilize notification capabilities of such.
12. Lucas County EMS Dispatch should be prepared to advise the Transport

Officer of the status and capacity of all receiving hospitals.

13. The Transport Officer will provide Lucas County EMS Dispatch with periodic updates on the transport activities at the scene and the number of victims.
14. As victims are transported from the scene, the Transport Officer will notify Lucas County EMS Dispatch of the number of patients, the receiving hospital, the transporting squad and the priority.
15. Lucas County EMS Hospital Log Forms will be used for keeping patient destination records.
16. Lucas County EMS Dispatch will then notify the designated receiving hospital.
17. The Transport Officer or Lucas County EMS Dispatch, if the Transport Officer requests such assistance, will rotate the patients among the receiving hospitals.

B. Physician Requested at the Scene

1. Normally, physicians are not sent to the scene of a Level I or Level II incident.
2. The Lucas County EMS Medical Director or Medical Director for the community may choose to respond.
3. If additional physicians are needed, the EMS Officer should request the Transport Officer to notify the Lucas County EMS Dispatch of the specific indications/situation that requires a physician on the scene.
4. Lucas County EMS Dispatch may send a pre-approved on-scene medical control physician, if available.

C. Treatment of Deceased

1. All deceased are left at the scene until released by the County Coroner.

D. Receiving Hospitals

1. All hospitals will be notified by Lucas County EMS Dispatch of the occurrence of a Level II or Level I situation.
2. All information from the scene will be received only from Lucas County EMS Dispatch.
3. The receiving hospitals will discuss any special concerns regarding their status with Lucas County EMS Dispatch.
4. All area hospitals are expected to receive patients during a Level II/Level I, regardless of their status (example: selective bypass).

5. The receiving hospital will not attempt to contact a dispatch center or EMS unit directly.
 6. Activation of the individual hospital's disaster plan is at the discretion of the individual hospital.
 7. Each receiving hospital is responsible for releasing to the local ARC chapter the names and status of each victim as such information becomes available.
 8. Critical incident stress management (CISM) for victims and their families is the responsibility of the receiving hospital.
 9. Each receiving hospital shall update EMS system status page as applicable.
- E. Lucas County EMS Microwave Phone System
1. This emergency phone system connects the emergency departments of all Lucas County hospitals and Lucas County EMS Dispatch.
 2. This system is used for communication between the Dispatch and receiving hospitals.
 3. This system utilizes Lucas County EMS microwave and does not depend on the public telephone system.
- F. CISD for Fire EMT/LCEMS Paramedics and Fire or Lucas County EMS Dispatchers
1. Critical incident stress debriefing (CISD) for emergency workers should be utilized as needed and accessed through the appropriate agency's dispatch.
- G. Transport Units
1. EMT/paramedics shall not call reports to receiving hospitals.
 2. Personnel shall assist at scene as assigned by officers.
 3. It is important that someone remains with the vehicle and that keys are left with vehicle at staging.
 4. Personnel may provide aero medical sector to set up LZ and set up safety support.
 5. Coordinate with Lucas County EOC Emergency Support Function (ESF) 8 - Public Health and Medical and ESF 4 - Firefighting
- H. Law Enforcement
1. Oversees all activities regarding scene security.

2. Responsible for crowd control, traffic flow control, direction of incoming responders to Staging Sector, removal of anyone hindering the orderly patient care process, identification of witnesses and bystanders that require medical or mental health care, investigation of any criminal activity related to the MCI, security for temporary morgue.
 3. Coordinates with Lucas County EOC ESF 13 - Public Safety and Security.
- I. Coroner
1. Responsible for deceased victims. Also interfaces and coordinates with IC and EMS Officer.
 2. Coordinates with Lucas County EOC ESF 6 - Mass Care, Housing & Human Services and ESF 8.
- J. ARC (ESF 6)
1. Obtain patient names and destinations from receiving hospitals.
 2. Receive health and welfare inquiries and patient locations from the public.
 3. Establish shelter and feeding facilities for displaced families.
 4. ARC establishes a DWI line and telephone bank, number(s) of which are communicated to emergency services and hospitals.
 5. ARC and amateur radio personnel are sent to each hospital to assist with communication and patient record keeping.
 6. Information on each victim is relayed from each receiving hospital to the ARC Information Center.
 7. If victims are later transferred to other hospitals, this information shall be also relayed to ARC hospital personnel using triage tag number as a common reference unless another system is adopted.
 8. For confidentiality, transmission of patient or transfer information typically proceeds to ARC via encrypted amateur radio, land line, or fax.
 9. A specific ARC telephone number for patient inquiries shall be established.
 10. The ARC shall immediately notify all hospitals, the ICP, Lucas County EMS, and the Lucas County EMA of the number or procedure to be used for the incident.
 11. The number (419) 329-6060 will normally be used for local ARC.
 12. In extremely large incidents, a moratorium on incoming health and welfare inquiries may be instituted as part of standard ARC procedure.

13. Coordinate with Lucas County EOC ESF 8.

K. Lucas County EMA

1. Assists the Incident Commander by locating special resources at the local, state, or federal level.
2. Coordinates special volunteer resources.
3. Establishes Lucas County EOC when apprised of situation or when requested by the Incident Commander or other appropriate individual.
4. Notifies state and other applicable agencies as required.
5. Manages functions of all ESFs within the Lucas County EOC.

L. Amateur Radio

1. Lucas County Amateur Radio Emergency Service (ARES) will be used as the primary backup to normal two-way radio and telephone communications systems for emergency services.
2. ARES also may be used as the primary link for relaying patient information among receiving hospitals, ARC Headquarters, and the scene.
3. The County ARES Emergency Coordinator will designate amateur radio operations to fill communications requirements upon request of the Lucas County EMA (provide backup/supplemental communications for local governments and safety agencies).
4. ARES coordinates with Lucas County EOC ESF 2 - Communications and ESF 15.- Public Information , Warning and Notification

M. Mental Health

1. CISD Coordinator may be contacted through LCEMS Dispatch.
2. Coordinates with Lucas County EOC ESF 6 and ESF 8

N. Allied Health Personnel

1. Physicians, nurses and other allied health personnel on the scene of the emergency will report to the EMS staging sector only.
2. Coordinate with Lucas County EOC ESF 8.

O. Metropolitan Medical Response System (MMRS)

1. A plan for activation of medical resources in greater Toledo, particularly for weapons of mass destruction (WMD) situations is under development by MMRS.

2. Coordinates with Lucas County EOC ESF 10 - Oil and Hazardous Materials Response.
- P. Lucas County EMS Annex and Support Staff
1. Support Services Manager and/or Annex Supervisor and available staff shall go to Lucas County EMS Annex to prepare for needs of additional supplies and life squads.
 2. Coordinate with Lucas County EOC ESF 8.
- Q. EMS Manager
1. Acts as Lucas County EMS PIO and as liaison to incident PIO. Unless needed at JIC or Lucas County EOC, will be at the Emergency Services Building.
 2. Coordinates with Lucas County EOC ESF 8

V. INCIDENT OPERATIONS – MASS CASUALTY (LEVEL 1 OR LEVEL 2)

- A. EMS Field Activities
1. Establish scene safety before rescuers enter sector.
 2. Upon arrival, the first EMS unit on the scene estimates the number of casualties and the type of incident. If an obvious mass casualty exists, the first arriving EMS unit immediately advises Lucas County EMS Dispatch.
 - a) First EMS unit assumes EMS Officer and delegates person(s) to do initial triage (size up and patient count).
 - b) Triage Officer will report to EMS Officer a gross estimate of number of victims and types of problems.
 - c) Airways opened and major bleeding (arterial) controlled.
 3. If the first unit does not make this notification, the first arriving Sector Officer or other person designated to do so by local procedure should make it.
 4. It is critical that the Lucas County EMS dispatcher be clearly told “This is a Level II/Mass Casualty” or this is a “Level I Limited Victim Incident” so that all components of the Plan can be immediately activated.
 5. Lucas County EMS dispatcher may designate specific frequency or frequencies that shall be used when communicating with Lucas County EMS.

6. All EMS communications will be “plain English,” and no radio codes will be used.
7. EMS dispatcher automatically initiates preplanned call up of equipment, personnel, and agencies.
8. The EMS Officer will designate the Triage Officer, Treatment Officer, Transport Officer, and EMS Staging Officer.
9. The EMS Officer shall establish contact with Lucas County EMS Dispatch and request appropriate resources including “disaster trailers” unless delegated to transport officer.
10. Appropriate officers put on labeled appropriate vest and when replaced transfer vests. Each person and his/her assistant(s) use(s) the same color vest turned inside out.
11. Under the direction of the Triage Officer, arriving crews begin triage of patients in the location found. Standard Lucas County triage tags or ribbons are to be used.
12. Patients requiring immobilization shall be splinted/backboard and moved into the patient collection point area.
13. When possible, patients are moved in tag color priority order (Red, Yellow, and then Green). If possible, leave patients tagged Black where they lie.
14. Arriving EMS transport units report to EMS Staging Officer.
15. If appropriate, equipment is off loaded for use in the patient collection point/treatment area (trailers, EMS supply truck, etc.).
16. Mass casualty trailers, lighting trailer, and EMS supply truck may be available through LCEMS Dispatch.
17. Personnel from EMS staging are assigned tasks as needed by EMS Commander.
18. The Treatment Officer supervises all activity in the patient collection patient/treatment area and requests additional assistance as necessary through the EMS Commander.
19. Based on hospital information, the Transport Officer begins sending victims to all area hospitals in priority order, relating to LCEMS Dispatch the number of each category being sent to each hospital as victims are sent.
20. Rotation to participating hospitals will be coordinated between the Transport Officer and Lucas County EMS Dispatch based on hospital assessment data.

21. The law enforcement Control Officer will handle traffic flow, crowd control, scene security, and will be made aware of the staging areas and routing to staging.
22. EMS resources will report to the EMS staging area and function as requested.
23. Transporting EMS units will not make direct contact with receiving hospitals. Treatment standing orders will be used as necessary.
24. During a declared Mass Casualty, other EMS units (not involved in the mass casualty response) will work off of written standing orders and will not make hospital radio contact for the duration of the mass casualty incident. Such units shall coordinate destinations through Lucas County EMS Dispatch. Patient condition shall be communicated to Lucas County EMS Dispatch as Red, Yellow, or Green.

B. Lucas County EMS Dispatch Actions

1. Coordinating Lucas County EMS
 - a) Dispatch appropriate number of available life squads.
 - b) The Lucas County EMS Dispatch will immediately notify the hospitals, all [Public Safety Answering Points](#) (PSAPs), EMS management, ARC, Lucas County EMA, Lucas County Coroner's Office, and appropriate officials of a Level I/Level II incident of a mass casualty, including the nature of the incident and estimated total number of victims if available.
 - c) Lucas County EMS Dispatch will notify all private and public Lucas County EMS of a MCI Level II.
 - d) These estimates shall be updated as often as necessary and possible.
 - e) Notification shall be made by the Lucas County EMS microwave intercom, phone line, or radio as case may require.
 - f) If an Internet site monitoring hospital status/EMS system status is available, Lucas County EMS Dispatch should utilize notification capabilities of such using MCI and system alert capabilities.
 - g) Determine location of EMS staging and send additional transport vehicle and mass casualty trailers.
 - h) Lucas County EMS Dispatch shall poll hospitals for capacities if current information is not readily available.
 - i) Lucas County EMS Dispatch shall poll all ambulance companies and departments for transport availabilities.

- j) Lucas County EMS Dispatch will communicate to hospitals number and level of patients being transported.
- k) Lucas County EMS Dispatch shall maintain contact with the Transport Officer until the scene has been cleared of victims.

2. Receiving Hospitals

- a) Receiving hospitals may activate their internal disaster plans as determined by their own protocols.
- b) Each hospital will periodically post on EMS system and/or respond to Lucas County EMS inquiries regarding its capacity.
- c) Hospitals will notify EMS dispatch if their capacities have been significantly affected since the last report to EMS dispatch (e.g., substantial numbers of other “walk-in” victims have significantly affected their emergency room capabilities).
- d) Receiving hospital will log patients pursuant to their own hospital plan and, if feasible, post numbers and categories on EMS System for viewing by all hospitals and EMS dispatch.
- e) All Lucas County triage tags and triage tag numbers will be maintained as part of the patients’ medical records and for later incident evaluation purposes.
- f) ARC will establish a DWI line and telephone bank, number(s) in which will be communicated to emergency services and hospitals.
- g) ARC and amateur radio personnel will be sent to each hospital to assist with communication and patient record keeping.
- h) Information on each victim will be relayed by receiving hospital to the ARC hospital representative.
- i) If victims are later transferred to other hospitals, this information shall be also relayed to the ARC hospital personnel, assigning triage tag number to them as a common reference unless another system is adopted.
- j) For confidentiality, transmission of patient or transfer information will typically be made to ARC by encrypted amateur radio, land line, or fax.
- k) A specific ARC telephone number for patient inquiries shall be established.
- l) ARC will immediately notify all hospitals, the ICP, Lucas County EMS, and the Lucas County EMA of the number or procedure to be used for the incident.

- m) The number (419) 329-6060 will normally be used for local ARC.
- n) Generally any inquiries about victims may be referred to the ARC.
- o) In extremely large incidents, a moratorium on incoming health and welfare inquiries may be instituted as part of standard ARC procedure.

3. Public Information

- a) All public statements will be made through the Lucas County JIC managed by Lucas County EOC ESF-15 where all participating agencies will be represented.

4. Triage Tags and Equipment

- a) Each community EMS unit in Lucas County will be equipped with a package of at least 100 Lucas County mass casualty triage tags.
- b) Each community EMS unit in Lucas County should have an additional equipment package containing the following vests:
 - Incident Commander
 - EMS Officer
 - Triage Officer
 - Treatment Officer
 - Transport Officer
 - Staging Officer
 - EMS Staging Officer

- c) Colored flags or markers for the Red, Yellow, Green, and Black sections in the patient transportation area.

5. Whenever Lucas County mass casualty triage tags are used, the following color codes will be used:

- a) Red Tag (Most urgent, 1st priority) - Victims with life-threatening injury that have a high probability of survival if given immediate care and rapidly transported.
- b) Yellow Tag (Urgent, 2nd priority) - Victims with injuries that may become life threatening if not treated. Patients are not yet in life-threatening shock or hypoxia.
- c) Green Tag (Non-urgent, 3rd priority) - Victims with localized injuries that need treatment but do not have an immediate

systemic implication.

- d) Black Tag (DOA, 4th priority) - Victims who are obviously dead or in cardio-pulmonary arrest based on clinical experience and judgment.
- e) Catastrophically injured victims—those whose injuries are so grave that they have little chance of survival regardless of care at the moment.
- f) Basic needs should be met regardless of category, to the extent possible.

6. Completion of the Lucas County triage tags will depend on the number of victims, rescuers, and nature of the incident. Generally, the following steps will be taken:

- a) Each victim will be assessed and tagged by priority prior to movement to the patient transportation area.
- b) The primary nature of the injury will be noted in as few words as possible under “First Assessment.”
- c) The tag will be attached to the victim’s wrists or ankles, if possible – not to clothes.
- d) Later assessments and treatment will be noted as possible and as resources allow. Information is listed on the triage tags in descending order of importance. The reverse side of the tag may be used to record more treatment data, make drawings, etc., as needed.
- e) Treatment or transport will not be delayed in order to complete information on the triage tags.
- f) Victims tagged “Black-DOA” are Coroner’s cases; as such, they will be left in the location found unless movement is needed to reach potentially viable patients.
- g) Tags will become part of the patient’s hospital record as common identifier number and in substitution for EMS run report.
- h) Normal pre-hospital run reports will not be used.
- i) If a victim’s condition deteriorates, upgrade the tag.
- j) Do not remove the first tag or recopy treatment information from one tag to the other.

VI. SPECIAL SITUATIONS

- A. If the initial responding EMS unit is not capable of transmitting on EMS med channel radio, the safety service radios will be used. When possible and to the extent necessary, Lucas County EMS may utilize other frequencies capable of being patched.
- B. Amateur radio will be considered for additional backup.
- C. Should microwave phone communications fail, backup would be the emergency department's 10-digit disaster communication phone line.
- D. Should microwave radio communications fail, amateur radio would be utilized.
- E. The Greater Toledo Area Chapter of ARC will be the lead agency to handle ARC responsibilities.

VII. LUCAS COUNTY MASS CASUALTY PLAN COMMAND STAFF

- 1. Incident Commander
- 2. EMS Officer
- 3. Safety Officer
- 4. Staging Officer
- 5. Triage Officer
- 6. Treatment Officer
- 7. Transport Officer
 - a) Transport Officer Aid
 - b) Transport Communication Liaison
 - c) Aero-medical Officer
- 8. Other Branch Control Officers
 - a) Fire
 - b) Hazmat
 - c) Law Enforcement

See Tabs A through P for position guidelines

VIII. RESOURCE MANAGEMENT

- A. When an incident exceeds the capabilities of local jurisdictions, the Lucas County EOC provides resources, planning, joint information services, and coordination.
- B. Lucas County EOC ESF 8 fulfills requests for additional resources and services for Mass Casualty Incidents.
- C. Lucas County EOC ESF 6 fulfills requests for additional resources and services for sheltering during incidents.
- D. When a responsible ESF is unable to fulfill a request to support the local on-scene command, ESF 7 - Logistics Management and Resource Support assumes responsibility for the request and its disposition.
- E. Once resources are obtained and deployed to the field, they are under the command of the on-scene Incident Commander and not the ESF. However, final authority over resources use and deployment resides with the resources home agency whose authority is assumed by the ESF or on-scene Incident Command

IX. AUTHORITIES AND REFERENCES

- A. Authorities
See Section K of the EOP Base Plan
- B. References
Lucas County Mass Casualty Plan

X. ADDENDUMS

- Tab A - EMS Officer Mass Casualty Guidelines
- Tab B - Triage Officer Mass Casualty Guidelines
- Tab C - Treatment Officer Mass Casualty Guidelines
- Tab D - Transport Officer Mass Casualty Guidelines
- Tab E - Transportation Officer's Victim Record Mass Casualty Guidelines
- Tab F - Safety Officer Mass Casualty Guidelines
- Tab G - EMS Staging Officer Mass Casualty Guidelines
- Tab H - Responding EMS Unit Mass Casualty Guidelines
- Tab I - Law Enforcement Command Mass Casualty Guidelines
- Tab J - Law Enforcement Officer Mass Casualty Guidelines
- Tab K - Lucas County EMS Dispatch Mass Casualty Guidelines
- Tab L - Responsibilities of LCMS Dispatch after Initial Transport of Victims
Mass Casualty Guidelines
- Tab M - Hospital Emergency Communications Emergency Contact List Mass Casualty
Guidelines
- Tab N - Directions to Area Hospitals Mass Casualty Guidelines
- Tab O - Mass Casualty Call-up Mass Casualty Guidelines
- Tab P - Dispatch Center Checklist Mass Casualty Guidelines

XI. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A
EMS Officer
Mass Casualty Guidelines

DUTIES: In charge of all EMS activities

REPORTS TO: Incident Commander

SUPERVISES: Triage Officer
Treatment Officer
Transport Officer
EMS Staging Officer

ACTIONS:

- Confirm that dispatcher, coordinating hospital, and _____ Fire have been notified of “Mass Casualty” and have initiated their call-up procedures.
- Appoint Triage, Treatment and Transport Officers
- Distribute vests and wear EMS Command vest
- Designate Patient Transportation Area
- Supervise all EMS activity
- Assign manpower
- Request additional assistance through Incident Commander
- Advise senior Law Enforcement Officer of staging route, etc., through Incident Command Post

Tab B

Triage Officer Mass Casualty Guidelines

DUTIES: All patient triage, tagging and movement into the Patient Transportation Area.

REPORTS TO: EMS Officer

SUPERVISES: All EMS personnel assigned to triage

ACTIONS:

- Put on **EMS Triage vest**
- Order Primary Survival Scan
- Size up situation and report to EMS Officer
- Have patients triaged, tagged and left in place
- Move all patients on backboards into Patient Collection Point/Treatment
- Area by color priority:

Red = Most Urgent

Salvageable if treated & transported immediately

Yellow = Urgent

Salvageable if treated & transported soon

Green = Non-urgent

Treatment can be delayed

Black = DOA -or- Full Arrest

-or-

Massive injury probably not salvageable

Leave all Black tag victims in position found unless they must be move to assist viable victims.

Request additional assistance as needed through the EMS Officer.

Tab C

Treatment Officer Mass Casualty Guidelines

DUTIES: All patient treatment and re-triage within the patient transportation sector.

REPORTS TO: EMS Officer

SUPERVISES: All EMS personnel in the Treatment Area

ACTIONS:

- Put on “EMS Treatment” vest
- Establish a patient transportation area with 3 zones:

 RED (most urgent)
 YELLOW (urgent)
 GREEN (non urgent)
- Obtain personnel and equipment for treatment through Staging Officer.
- Re-triage patients as they come into Transportation Area as needed.
- Place victims in color areas (R-Y-G) with worst victims of each color group closest to the “Transport” end of sector.
- Coordinate all Treatment activities.
- Continually re-triage until patients are transported. Tags may be upgraded at any time.
- Coordinate transportation priorities with Transport Officer. Don’t transport DOAs.
- All radio traffic to hospitals must go through the Transport Officer to Lucas County EMS

Tab D

Transport Officer Mass Casualty Guidelines

DUTIES: Patient movement from the Transportation Area to Receiving Hospitals (in rotation).

REPORTS TO: EMS OFFICER

SUPERVISES: *All transport vehicles and personnel.
*EMS Staging Officer

ACTIONS:

- Put on EMS Transport vest
- Set up area for arrival of ambulances.
- Establish communication with Lucas County EMS Dispatch
- Transport Officer Aid, Transport Communication Liaison, and Aero medical Officer, if needed, should be appointed.
- Transport in priority order **Red> Yellow> Green**
- Do not transport DOAs
- Coordinate with Coroner.
- Unless otherwise advised by Lucas County EMS Dispatch, rotate victims among hospitals based on categorical capacity
- For each victim, advise the Lucas County EMS Dispatcher: squad, destination hospital, tag color. Example: "LS3, St. Vincent, Red, Chest Trauma."
- Transport vehicles do not call hospitals
- Lucas County EMS Dispatch contacts hospitals
- All radio traffic to hospitals must go through the Transport Officer to Lucas County EMS Dispatch.

Tab E

**Transportation Officer's Victim Record
Mass Casualty Guidelines**

USE ONE LINE FOR EACH PATIENT

<u>Transporting Dept Tag Number & Age</u>	<u>Tag Color</u>	<u>Receiving Injury Type</u>	<u>Hospital</u>
1 _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____
4 _____	_____	_____	_____
5 _____	_____	_____	_____
6 _____	_____	_____	_____
7 _____	_____	_____	_____
8 _____	_____	_____	_____
9 _____	_____	_____	_____
10 _____	_____	_____	_____
11 _____	_____	_____	_____
12 _____	_____	_____	_____
13 _____	_____	_____	_____

Lucas County Hospitals (Specialty Emergency Categories)

Flower Hospital	OB			
Medical College Hospital	T			
St. Anne Mercy Hospital				
St. Charles Mercy Hospital	OB			
St. Luke's Hospital	OB			
St. Vincent Mercy Medical Center	OB	T	PED	BN
The Toledo Hospital	OB	T	HY	PED
Bay Park Community	OB			

- T – Level 1 Trauma
- PED – Pediatric
- HY – Hyperbaric
- OB – Obstetrics
- BN – Burn

Tab F

Safety Officer Mass Casualty Guidelines

DUTIES: Responsible for all preparation and safety of all manpower in HotZone.
Assures all backup and safety procedures are followed.
Oversees the layout, entry, and exit of Hot, Warm, and Cold zones.

REPORTS TO: Incident Commander

ACTIONS:

- Put on Safety Officer vest
- Control safety of everyone on scene
- Consult with Incident Command regarding all safety issues

Tab G

EMS Staging Officer Mass Casualty Guidelines

DUTIES: Coordinate all transport vehicles used in the transport of victims.

 Maintain inventory control over EMS Staging Area

 Report to Transport Officer.

REPORTS TO: Transport Officer

ACTIONS:

- Put on EMS Staging Officer vest
- Coordinate all transport vehicles used in transport of victims
- Maintain inventory control over EMS Staging
- Supply transport vehicles when requested by Transport Officer or EMS Officer

Tab H

Responding EMS Unit Mass Casualty Guidelines

- Respond with all available backboards, straps and all other supplies.
- Report to EMS Staging Officer and then drop all appropriate equipment and supplies at the patient collection/ field hospital area.
- Maintain minimum radio traffic.
- Do not contact the receiving hospital; the EMS Dispatch will handle this!
- Return to EMS Staging as soon as possible.
- Do not put victims directly on your cots — use backboards or litter carriers only!

Tab I

Law Enforcement Command Mass Casualty Guidelines

DUTIES: Overall responsibility for scene security, maintain established zones, traffic lanes for emergency units, assurance that responding personnel report to proper duty of staging areas.

REPORTS TO: Incident Commander.

SUPERVISES: All law enforcement personnel in Incident Area.

ACTIONS:

- Establish Warm and Cold Zones, and Staging as designated by Incident Commander.
- Ascertain if EMS units are to report to Transport or EMS Staging Area.
- Assign Duties
 - Traffic control and routing
 - Zone control
 - Security of victims and property
 - Incident Investigation
 - Coroner's Liaison
 - Crowd control
- Use plain English
- Do not use radio codes

Tab J

Law Enforcement Officer Mass Casualty Guidelines

DUTIES: As assigned by Law Enforcement Command

REPORTS TO: Law Enforcement Commander/Supervisor.

ACTIONS:

- Report to Staging until assigned.
- Direct all incoming EMS units to Transport or EMS Staging areas as designated by Incident commander.
- Do not allow squads, other police, or other bystanders to “scoop and run” outside of system above.
- Limit Warm Zone access to persons having reason to be in the sector.
- Direct or escort any questionable person to Staging for further identification.
- Direct all personnel to Staging.
- Directs ambulances and crews to EMS staging.
- Direct all “Good Samaritan” doctors, nurses, etc., to Staging for assignment.
- Leave DOAs in position found unless movement is needed to reach live victims.
- Do not allow ID to be removed from victims or the dead.
- Direct media to the designated Joint Public Information Center. Do not allow them inside the Warm Zone without escort.
- Use plain English
- Do not use radio codes

Tab K

**Lucas County EMS Dispatch
Mass Casualty Guidelines**

The following guidelines are only for use by LCEMS Dispatch between the Mass Casualty scene and the Receiving Hospitals.

- Lucas County EMS Dispatch will act as Coordinator with the hospitals.
- The LCEMS Dispatch will communicate with the Transportation Officer or designated assistant at the disaster scene.
- The Transportation Officer will supply all size-up and patient information.
- Individual transport units do not call any hospitals directly during a Mass Casualty.
- Obtain the following information from the Transportation Officer:

Nature of incident _____

Approximate Number of Victims _____

Location _____

- Notify all county hospitals on the Microwave of the situation and update them periodically
- Assess the status of these hospitals and gather appropriate information.

HOSPITAL	TIME NOTIFIED	STATUS
Bay Park Hospital	_____	_____
Flower Hospital	_____	_____
Medical College Hospital	_____	_____
St. Anne Mercy Hospital	_____	_____
St. Charles Mercy Hospital	_____	_____
St. Luke's Hospital	_____	_____
St. Vincent Mercy Medical Ctr	_____	_____
The Toledo Hospital	_____	_____

- Consider notification of hospitals in surrounding counties if situation/location warrants. Lucas County EMS Dispatch will communicate with the Transport Officer in the field to determine what hospitals will be used.
- Victims should be sent from the field to hospitals in rotation by the Transportation Officer

or with the assistance of Lucas County EMS Dispatch.

- Activation of individual hospital disaster plans is at the discretion of the individual Receiving Hospital.
- Log all victims leaving the scene on the attached sheets and relay information to the appropriate receiving hospitals by EMS microwave and internet posting.

Physician Request at Scene

- Normally, physicians are not sent to the scene unless there is a special situation (victim trapped requiring amputation, etc.)
- If Transport Officer requests a physician, LCEMS Dispatch may request an approved physician on scene or request a receiving hospital to send a physician and the needed equipment.
- Pre-approved "Physician On Scene" individuals may use LCEMS vehicles to respond to scene.
- Use returning squad or law enforcement for transportation.
- *Send needed equipment with physician.

Tab L

Responsibilities of LCMS Dispatch after Initial Transport of Victims Mass Casualty Guidelines

- Coordinate transport of all victims to local and distant hospitals.
- If requested, contact CISD coordinator with information.
- The American Red Cross will send a team to gather information from each receiving hospital to prepare a master list of patient names and destinations.

Tab M

**Hospital Emergency Communications
Emergency Contact List
Mass Casualty Guidelines**

HOSPITAL NAME	EMERGENCY ROOM NUMBER
<u>LUCAS COUNTY</u>	
Bay Park	(419) 690-7911
Flower Hospital	(419) 824-1442
Medical College Hospital	(419) 383-3888
St. Anne Mercy Hospital	(419) 407-1422
St. Luke's Hospital	(419) 893-5920
St. Charles Mercy Hospital	(419) 693-7300
St. Vincent Mercy Medical Center	(419) 251-4354
The Toledo Hospital	(419) 291-4101
<u>WOOD COUNTY</u>	
Wood County Hospital	(419) 354-8910
<u>MONROE COUNTY</u>	
Mercy Monroe Memorial Hospital	(313) 241-1700

Tab N

Directions to Area Hospitals Mass Casualty Guidelines

Bay Park Hospital - 2801 Bay Park Dr.
I280/Woodville Rd; W. on Woodville; N on Wheeling; E. on Brown Rd.

Flower Hospital - 5200 Harroun Rd.
US 23 to Monroe St.; W. on Monroe to Harroun; S. on Harroun.

Medical College of Ohio Hospital - 3000 Arlington Ave.
I75/South; exit South Ave; South Ave to Detroit Ave.; S. on Detroit to Arlington; W. on Arlington.

St. Anne Mercy Hospital – 3404 W. Sylvania
I475/Monroe; W. on Monroe to Secor; N. on Secor to Sylvania Ave; W. on Sylvania

St. Charles Mercy Hospital - 2600 Navarre Ave.
I280/SR2 (Navarre) to Wheeling

St. Luke's Hospital - 5900 Monclova Rd.
I475/23 at Anthony Wayne Trail; E. on AWT; AWT to Monclova Rd.: Turn W. on Monclova

St. Vincent Mercy Medical Center - 2213 Cherry St.
I280/Greenbelt; W. on Greenbelt to Cherry; N. on Cherry

The Toledo Hospital - 2142 North Cove Blvd.
I475/Central(Jackman); W. on Central to Oatis; S. on Oatis

Tab O

Mass Casualty Call-up Mass Casualty Guidelines

For a Mass Casualty (Level II), Lucas County EMS Dispatch makes the following notifications:

Contacts all Lucas County Hospitals Management Staff (by hospital radio intercom)

*American Red Cross 300 West Central
*24-Hour Number (419) 329-6060

*Lucas County Coroner (419) 213-3900
*24-Hour number (419) 245-3271, 8:30 – 4:30 M-F (419) 245-3142 (TPD
Dispatch)

Tab P

Dispatch Center Checklist Mass Casualty Guidelines

CONFIRMED MASS CASUALTY

Notify Lucas County EMS Dispatch to activate the Mass Casualty Plan – Level I (limited victim) or Level II (mass casualty)

Incident # _____

1. **Dispatch appropriate number of LCEMS vehicles**
2. **1st responder notification via CAD**
 - For airport alert levels send incident
 - All other incidents, notify agencies w/CAD incident and emergency message sent
 - (i.e. – EMER CALL DISP/incident occurring Inc# _____)
3. **Utilize the paging system to notify appropriate groups**
 - Airport group or Disaster group, etc.
 - Update information as appropriate
4. **Notify hospitals using “pre alert” statement**
5. **Complete “Disaster Resource Tally sheet”**
6. **Stage transport vehicles – once advised of location by incident command**
7. **Notify hospitals with “confirmed alert” statement, when incident confirming responding units (under appropriate alert in EMSsystem)**
8. **Compile hospital availability list**
9. **Make proper fill-in assignments throughout county**
10. **Other notifications**
 - U32 recalled (if not already responding)
 - Red Cross (419) 329-6060
 - Academy of Medicine, if needed (419-473-3200)
 - Recall dispatchers, as needed

APPENDIX 13

RECOVERY OPERATIONS



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I. PURPOSE

- A. Recovery operations in the aftermath of a catastrophic incident or event is often the least understood and therefore the most difficult aspect of any disaster response operation. Recovery operations begin during and continue through the Response Phase under the direction of the Incident Commander. However, once the immediate danger to the public has passed the response organization is demobilized leaving the remaining short and long term recovery function to local officials and heads of departments who may be unprepared for the challenges that they will face. The Lucas County Recovery Plan provides guidance for the concept of operation and organizational structure required to mount effective recovery operations.

II. CONCEPT OF OPERATIONS

- A. Large scale emergencies and disasters require a command and control organization that is highly structured yet remains flexible. Emergency Service organizations within Lucas County have adopted the Incident Command System, (ICS), under the National Incident Management System, (NIMS) as a model for managing large-scale emergencies and disasters. It is critical that any Recovery be managed under the principals of ICS (see Tab A - Incident Command System Organization).
- B. The Incident Commander (IC) will assume Command and respond to the need to restore public safety and security at or near the incident scene.
- C. The IC will conduct an initial incident size-up, establish a Command Post, prioritize response actions to include issues related to short term Recovery and coordinate those actions at the scene until the response is terminated or the command authority is transferred to a senior command or other official with authority.
- D. The IC may request activation of a municipal or County Emergency Operations Center (EOC) in order to coordinate with multiple agencies in the Response (see Tab B - Lucas County EOC Organization and Tab C - Lucas County EOC Layout). The IC will transition the ICS organization to manage the short/long term Recovery needs generated by an incident upon demobilization of the Response.
- E. A Presidential Declaration of Emergency is required for specific Federal aid for short term emergency assistance. Short of a Federal Declaration the State may institute financial or other measures to address short term needs of affected jurisdictions.
- F. When the emergency response phase is determined to be concluded the Incident Commander, along with Department Heads of the public and private sectors will advise the officials of the affected jurisdiction(s) and provide a final status report that will include any unresolved short and long term Recovery issues. Local officials will seek to resolve unmet needs with the support of the local Long Term Recovery Committee (LTRC) and the State Volunteer Organizations Assisting in

Disasters (VOAD) representative (see Tab D - Long Term Recovery Committee Organization).

- G. The County Emergency Management Agency will coordinate disaster assistance operations and provide support for long term Recovery planning and operations as needed with the support of community service organizations in coordinating with the local LTRC and VOAD organizations.

The EOC will be demobilized when it is determined that it is no longer needed as a central facility for multi-agency coordination. Coordination and support for short-term recovery will shift to the Disaster Application Center (DAC) while long-term recovery issues will be addressed by the local LTRC (see Tab D - Long Term Recovery Committee Organization).

III. DIRECTION AND CONTROL

A. Local Incident Response/EOC Coordination

1. The local jurisdictions Law Enforcement or Fire Service Chief Officer will determine the need to establish an Incident Command Post (ICP or CP) for response to any large-scale emergency (see Tab E - Initial Incident Assessment Procedure). The location of CP will be indicated by a green flag during daylight and a green flashing strobe light during evening hours or periods of reduced visibility. See Emergency Support Function (ESF) Annex 13 - Public Safety & Security and ESF Annex 4 - Firefighting.
2. The IC manages the incident and ICS organization in accordance with local procedures that are compatible with NIMS standards. The IC will take appropriate measures to safeguard all responders engaged at the scene.
3. The IC shall establish and maintain communications with adjacent jurisdictions, other emergency responders and the County Emergency Management Agency as needed. Municipal EOCs should establish communications with other jurisdictions and the County EOC to coordinate the most effective response.
4. The IC shall activate emergency plans and procedures to include Mutual Aid Agreements with other jurisdictions and community service organizations as needed. The IC, along with local officials of the affected jurisdiction, will alert the County and State Emergency Management Agencies when the scope of the emergency requires additional support and assistance.

B. Response and Recovery Operations

1. The Lucas County EOC will be activated following a natural, technological or man-made incident upon a request by one or more county sub divisions or upon the determination of the need for a coordinated response to a disaster affecting one or more county sub divisions.

2. The Lucas County EOC will be staffed at a level necessary to meet the needs of the incident. Selected members of each EOC Staff and other functional representatives may be contacted for a partial mobilization of the Lucas County EOC. When fully staffed the Lucas County EOC is capable of coordinating support for the IC across multiple emergency support functions.
3. The Lucas County EOC is responsible for supporting operations of the IC directed toward reducing the immediate hazard, saving lives and property, establishing operational control, restoring order and transitioning to a rapid recovery.
4. The Lucas County EMA Director is responsible for the coordination of short term disaster assistance programs and services, including emergency assistance to individuals and families, human services assistance, and Public Assistance for reimbursement for expenditures related to the declared disaster under the Robert T. Stafford Act. The Operations Section Chief will transfer responsibilities to the Chief Executive of the Recovery Task Force who will develop the initial Recovery IAP and manage all recovery activities.
5. The Lucas County EOC Planning Group maintains information on the current situation as it transitions from Response to Recovery. The Planning Section prepares maps and other displays that provide information critical to the situational awareness of an incident to aid in the development of strategies and decision-making during the Recovery phase.
6. The Lucas County EOC staff will establish and maintain multi channel communications capability with all affected jurisdictions, public and private agencies and the State Emergency Management Agency. See EOP ESF 2 - Communications.
7. The Lucas County EOC staff will complete on-going Damage Assessments of the impacts of the disaster event to identify the needs of the affected communities.
8. Upon a determination of the Lucas County EMA Director that the public safety needs generated by the incident have been met, that the potential for further harm has been addressed and that measures are in place to coordinate relief and recovery operations, the Lucas County EOC may be demobilized and/or transition to disaster recovery operations with selected representatives remaining to continue in support of short term disaster assistance operations.
9. Upon demobilization of the Lucas County EOC all documentation will be retained and safe-guarded. Post incident response documents will be useful to administrators in documenting disaster relief and recovery assistance and evaluating the effectiveness of the Lucas County EOP.

C. State and Federal Agencies Response

1. The State EMA will provide a Liaison Officer to assist County and municipal officials in the coordination of disaster aid and assistance for affected communities pending and following a Declaration of Disaster.
2. State and Federal Agency representatives will coordinate actions to assist the community in the disaster recovery efforts in accordance with section 408 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5174 and Title 44 of the Code of Federal Regulations (CFR).
3. State and/or Federal representatives deployed in support of a declared disaster will support and coordinate operations with all local authorities under an On-scene Coordinator. Local, State, Federal and community service organizations will administer the process to provide short term financial aid to affected jurisdiction(s) by establishing “one-stop” Disaster Application Centers (DAC) for individuals and families.

IV. ORGANIZATION AND RESPONSIBILITIES

- A. The Lucas County EMA will coordinate, support and facilitate any short term aid and assistance to communities. Further, the Lucas County EMA staff will coordinate and facilitate applications of any jurisdiction for reimbursement for cost associated with the declared disaster. In addition, the EMA will facilitate applications of any jurisdiction for a post disaster Mitigation Grant Project.
- B. The Department of Jobs and Family Services will provide financial assistance to individuals and/or families that meet criteria for State programs.
- C. VOAD will provide a representative to facilitate the function of a LTRC.
- D. The LTRC (see Tab D) will coordinate information among each other and with the members of other groups in support of an effective disaster recovery effort. Each member will provide routine status briefings to local officials and the Lucas County EOC Recovery Operations Staff on programs and projects to address unmet needs (see Tab F - Donations and Volunteer Management).
 1. The United Way
 2. The American Red Cross
 3. The Salvation Army
 4. Goodwill Industries
 5. Toledo Area Ministries
 6. The Community Emergency Response Team (CERT) (see Tab G)
 7. The Medical Reserve Corps (MRC)

8. The Retired Senior Volunteer Program (RSVP)

V. CONTINUITY OF AUTHORITY

- A. The Incident Commander is responsible all tactical response actions for large scale incidents and disasters. The ICS organizational structure allows for succession or unity of command to meet the needs of the incident from the initial response through the recovery.
- B. The Director of the Lucas County EMA is responsible for the coordination of operations within the Lucas County EOC. The succession of authority for the Lucas County EMA Director goes first to the Lucas County EMA Deputy Director and then to the Lucas County EMA Operations Officer.
- C. Two members of the Board of Lucas County Commissioners must be present in order to lawfully conduct official matters that affect the public unless provisions have been made for delegation of authority. The Board of Lucas County Commissioners has made provision for the continuity of government through the adoption of County Resolution No. 01-549, dated April 12, 2001.
- D. Under County Resolution No. 01-549, the County Administrator may serve in the absence of one of the County Commissioners in the event of an imminent or actual disaster that results in a request for a declaration of emergency or disaster.
- E. All County and Municipal officials and heads of departments must plan and prepare for the continuation of essential services in the aftermath of a disaster. The principal means of assuring the continuity of governmental functions is by pre-designating lines of succession or pre-delegating authorities for decision making when and where it is provided for in law.
- F. All community service organizations referenced within this Plan have the capacity for sustained operations under a succession of executive leadership

VI. ADMINISTRATION

- A. Documentation of events and decisions will be maintained within the Lucas County EOC. Detailed records are critical to financial aid and assistance to individuals and the public sector as well as the development of future Plans and Procedures.
- B. All records, logs, journals, notes and press releases generated during a disaster response will be maintained by all responding organizations and departments within each jurisdiction and the Lucas County EOC.

VII. LOGISTICS AND RESOURCE MANAGEMENT

- A. The IC or the ICS Logistics Officer will provide for timely delivery of personnel, equipment, materials and services necessary for an effective immediate and short term recovery response. The Lucas County EOC will support the needs of

the IC and coordinate resources for the response phase and throughout the recovery period as needed.

- B. The Lucas County EOC will coordinate resource support for affected jurisdictions.
- C. Volunteer workers will be coordinated by local the United Way's Volunteer Reception Center with the support of community service organizations and the Ohio Volunteer Organizations Assisting in Disasters (VOAD).
- D. Donations of food, clothing, furniture, appliances and other material goods will be coordinated by local the United Way's community service organizations with the support of the American Red Cross, Salvation Army, Goodwill Industries and the Toledo Area Ministries.

VIII. PLAN MAINTENANCE

- A. Direction and Control procedures have been adopted by all county fire service organizations and familiar to other emergency response organizations. ICS procedures are followed routinely. All future emergency response training, drills and exercises will contain an ICS component.
- B. This appendix will be reviewed by all affected organizations. Changes and updates will be issued as needed with a new revision distributed every four years.

IX. AUTHORITIES AND REFERENCES

- A. See Section K of the Base Plan.

X. ADDENDUMS

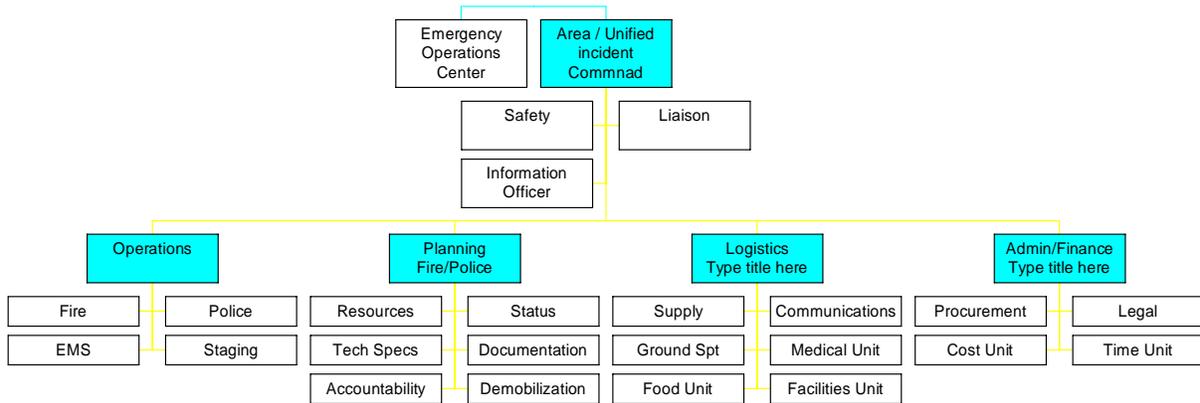
- Tab A - ICS Organization
- Tab B - Lucas County EOC Organization
- Tab C - Lucas County EOC Layout
- Tab D - Long Term Recovery Committee Organization
- Tab E - Initial Incident Assessment Procedure
- Tab F - Donations and Volunteer Management
- Tab G - Community Emergency Response Team Program

XI. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

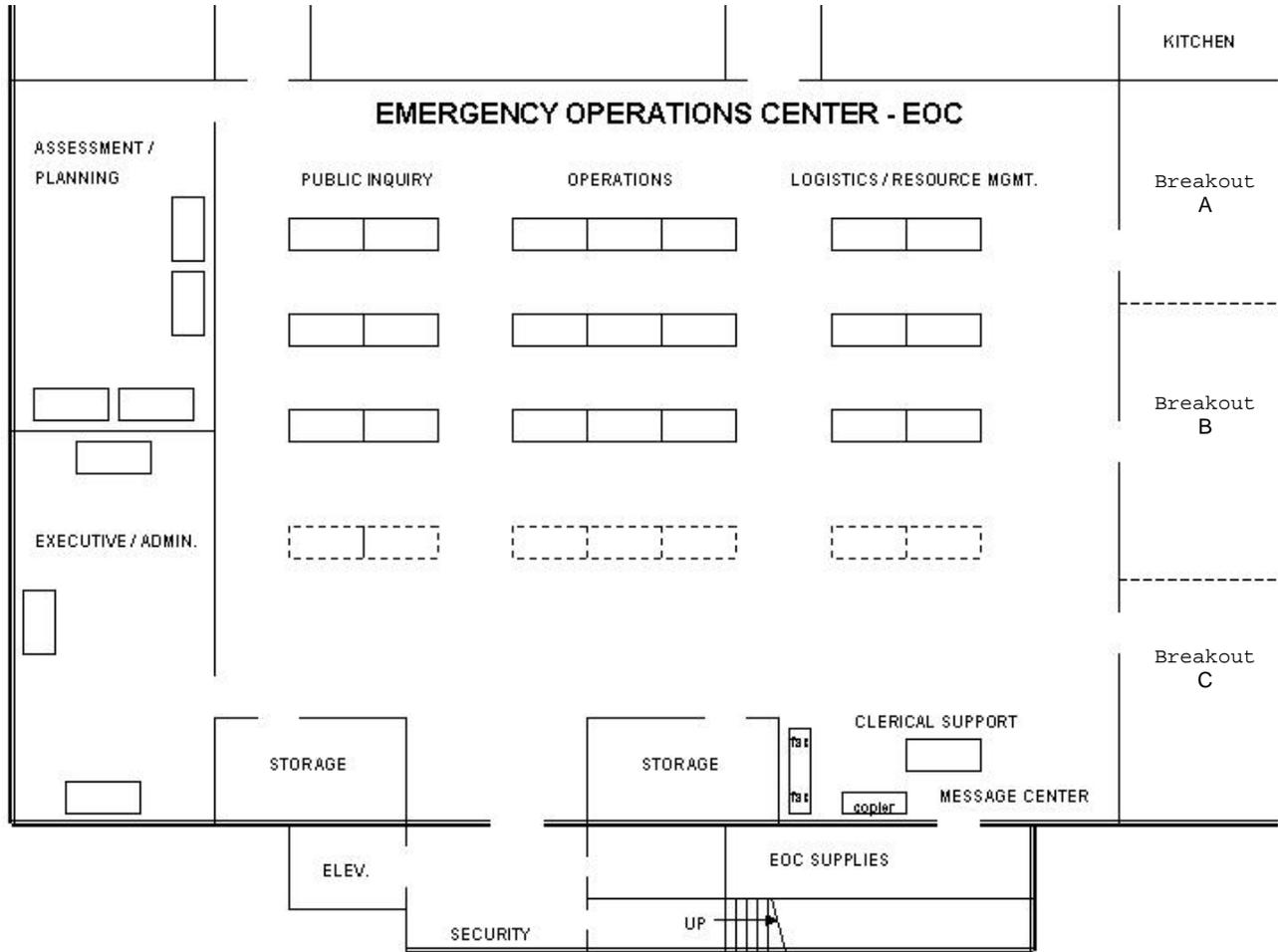
Tab A

ICS Organization



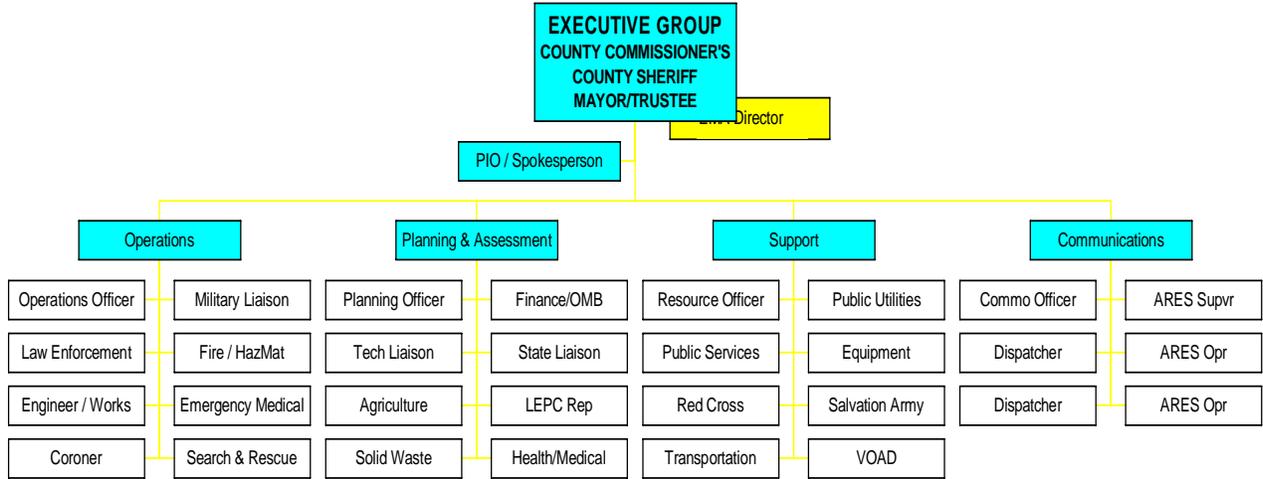
Tab B

Lucas County EOC Floor Plan



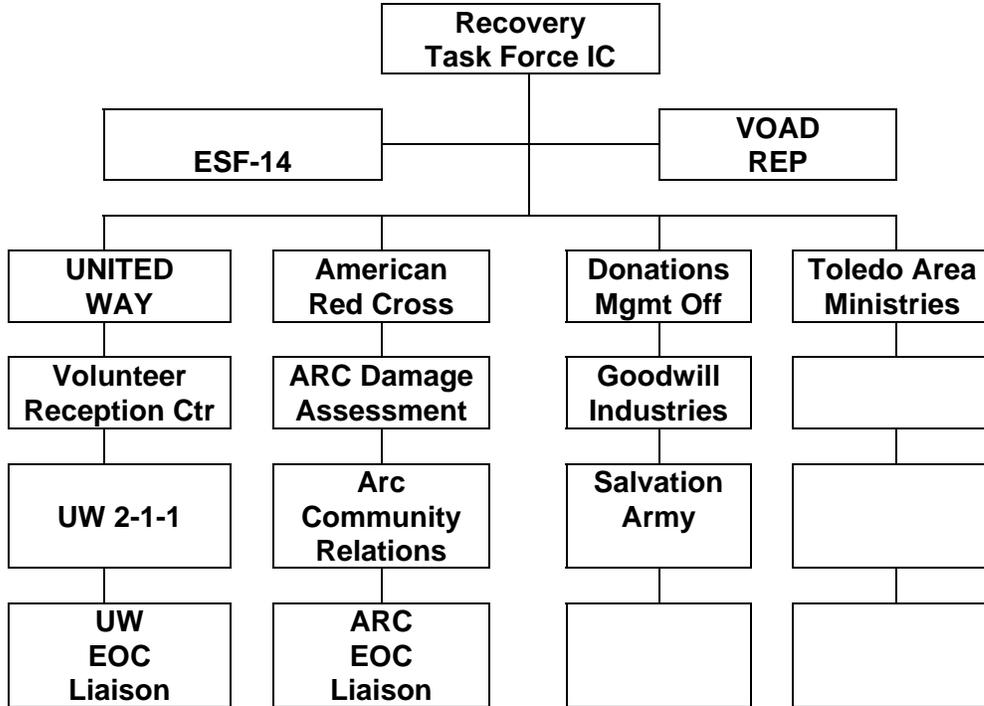
Tab C

Lucas County EOC Organization



Tab D

Long Term Recovery Committee Organization



Tab E

Initial Incident Assessment Procedure

- A. When an event occurs, such as a sustained torrential rain associated with localized flooding that has the potential for widespread impact within Lucas County the Lucas County EMA Director shall begin to assess the incident as soon as possible. As part of the initial assessment, the Lucas County EMA Director shall make the following contacts and arrange for a joint meeting or conference call between the affected jurisdictions and community service organizations to discuss local response actions and any calls for assistance.
- B. The Lucas County EMA Director or his designee will:
1. Contact Lucas County Departments:
 - o Lucas County Administrator / Commissioner
 - o Affected Jurisdictions Public Safety Director / Departmental Administrator
 - o Lucas County Emergency Services Director
 - o Lucas County Engineer
 2. Contact emergency response organizations within the affected area(s).
 - o Lucas County Sheriff and local Chief of Law Enforcement
 - o Local Chief of Fire and Rescue
 - o National Weather Service; Cleveland, Ohio (as needed).
 3. Contact the following community service organizations within the region.
 - o Director, Greater Toledo American Red Cross
 - o Director, United Way's 2-1-1 and Volunteer Center
- C. When initial incident reports and conditions indicate the potential for a Declaration of Emergency by the jurisdiction or Lucas County, the Lucas County EMA Director will open the Emergency Operations Center to coordinate a formal Damage Assessment for the State of Ohio.
- D. Community Service organizations can staff the Lucas County EOC with a representative to further coordinate the delivery of aid and assistance to impacted areas, as needed, pending any Declaration of Emergency. Upon receipt of a Disaster Declaration community service organizations will continue to assess the needs of affected citizens and staff the Disaster Application Center when activated.

Tab F

Donations and Volunteer Management

I. PURPOSE

- A. The purpose of this appendix is to provide for the coordination of donated and volunteer resources to effectively respond to and recover from emergencies and disasters. Lucas County EOP ESF Annex 7 - Logistics & Resource Management, provide for the typing, acquisition, tracking and demobilization of most resources in an emergency. However, the management of donated and volunteer resources is both within and outside of this function and therefore merits a separate discussion. The support of non-governmental organizations in receiving, organizing and distributing these resources is critical to the system for managing an effective system in response to disasters and in the short and long term recovery phase. Careful planning for volunteer and donations management will reduce or eliminate problems.

II. SITUATION AND ASSUMPTIONS

- A. In the aftermath of a major incident the uncoordinated arrival of donated items, cash contributions and volunteer services to affected communities can disrupt existing programs to provide material assistance, overwhelm volunteer agencies, and interfere with life-saving operations. Unloading, sorting, securing and organizing the distribution of goods places a strain on the demands for other emergency support activities.
- B. Lucas County EMA will implement a strict donations management policy along with protocols during large scale emergencies and declared disasters to govern what resources are required, in what quantity, in what location, by what time and by whom. The Lucas County EOC Logistics Section Chief will coordinate for materials, supplies, equipment and technical support for the incident IC.
- C. Assumptions
1. During emergencies local volunteer organizations will experience demands that may necessitate state and possibly federal assistance.
 2. Cash donations are preferable to in-kind material donations, because this allows the purchase of exact resources to address unmet needs.
 3. State and local governments in coordination with VOAD and other community service and faith-based organizations will address the operation of an emergency donations management system.
 4. Full use of existing volunteer agencies' donations management networks will be encouraged in an effort to employ the most effective link to disaster victims.

5. The use of donations during emergencies will be balanced between the needs of disaster victims and the assurance that free goods and services will have a temporary negative impact on local businesses.
6. Donated goods may include basic resources for life and health, equipment, construction materials, and a wide range of supplies.
7. Volunteer services may include basic cleanup and debris clearance operations but may include professional services to restore essential services and emergency feeding operations.
8. VOAD will actively address donations management requirements in the Ohio EOC at the DFO and at the site of the emergency.

III. CONCEPT OF OPERATIONS

- A. The ICS Logistics Officer will coordinate for and support the needs of emergency responders at or near the disaster scene. The ICS Planning and Logistics Section Chiefs will identify additional resource needs and coordinate with local officials and supporting organizations for key personnel, materials, equipment and services that cannot be met internally.
- B. During the emergency, the Lucas County EOC Logistics Officer will coordinate resources in support of the Incident Commander and other supporting organizations as needed. The Resource Management Group will also coordinate with non-governmental support organizations from the Lucas County EOC, when activated.
- C. The regional Amateur Radio Emergency Service (ARES) organization supports Lucas County EMA in volunteer staffing of the Sky Warn Net Control station located in the Lucas County 9-1-1 Center when activated by the National Weather Service, Cleveland, Ohio.
- D. When all local resources have been expended or committed, local officials may declare an emergency and request assistance from the Governor through the Lucas County EMA.
- E. Request for specific materials, equipment or personnel may be acquired through the activation of the State Mutual Aid Compact or the Federal Emergency Mutual Aid Compact, EMAC.
- F. The ESF-14 in the Recovery Operations Group will coordinate with non-governmental organizations for the receipt of donated materials and equipment for local jurisdictions through the incident IC. The long-term recovery needs of the affected communities will be addressed through the following protocols.
 1. Lucas County will not solicit donations to address specific unmet needs but, in coordination with VOAD and other charitable organizations will support programs and initiatives for receipt, maintenance and distribution of donated items and financial contributions.

2. Donations management will be coordinated by the Lucas County EOC Recovery Operations Group based upon the probability of unmet needs of disaster victims and will be deactivated based upon the diminished needs of disaster victims.
 3. Lucas County EMA will coordinate with the State VOAD representative for one or more facilities where Voluntary Agencies (VOLAGS) can pick up donated goods and deliver them to the site of the emergency or to individuals or families in need.
 4. Lucas County will encourage cash donations to community service organizations during emergencies instead of material donations.
 5. Persons offering to donate unsolicited goods will be directed to charitable organizations of their choice.
 6. Shipments of donated goods from outside of Ohio must be coordinated through the Donated Management Coordinator (DMC) in the Lucas County EOC.
 7. The United Way will provide for a volunteer to staff a donations hotline on the 2-1-1 System to provide information on needed items.
 8. Volunteers with professional credentials or essential skills may be needed to perform services in support of local jurisdictions. All non-paid Emergency Worker Volunteers must complete the State Oath (See Tab A) for public service employees prior to being deployed. Other persons volunteering services will be directed to call the United Ways Volunteer Center.
 9. Persons and organizations volunteering services are responsible for their own support.
 10. Lucas County will utilize a donations management network made up of Ohio EMA, Dept. of Human Services, VOAD, the American Red Cross, the Salvation Army, the Area Office on Aging and other organizations as needed to address donations management during emergencies.
 11. Any donated goods that remain following demobilization will be provided to local NGO's or other charitable organizations.
- G. Volunteers may originate within a local community or be affiliated with an organization. Faith-based or non-governmental organizations (NGOs) are typical sources of volunteers.
- H. The United Way's Volunteer Reception Center provides for the registration of unaffiliated volunteer individuals and groups. Volunteer resources can be directed to support local organizations or departments of local government for assignment.

IV. DIRECTION AND CONTROL

- A. The ICS Staff will direct all logistics operations from the emergency Command Post during the Recovery except for specific request for support from the Lucas County EOC.
- B. The Lucas County Emergency Management Agency is a resource for coordinating resource management. The primary responsibility is to identify sources from which needed resources can be obtained during emergencies. When activated, this function will be the responsibility of the EOC Logistics Officer.
- C. When activated the State Volunteer Organizations Assisting in Disasters (VOAD) will provide direct support to local officials to coordinate unaffiliated volunteers that are typically faith-based, under the supervision and direction of the supported organization.
- D. The Volunteer Agency Liaison serves as the central point between government entities and volunteer organizations in the coordination of information and activities of VOADs (Volunteer Organizations Active in Disasters) responding in times of disaster, including those services in execution of ESF # 6 – Mass Care and ESF #15 – Volunteers and Donations.
- E. The Donations Management Coordinator in the Lucas County EOC Resource Management Group will support voluntary agency donations efforts, including handling, storage, and disbursement of donated goods and emergent volunteers who offer assistance in a disaster response.
- F. The American Red Cross and United Way organizations maintains systems to establish and validate emergency need, special needs, and unmet needs referrals from FEMA/State sources to and among the voluntary agencies. Each organization coordinates voluntary agency activities with community relations, donations management, PIO/JIC, and other VOLAG agencies.
- G. The Lucas County EOC Recovery Operations Officer assist with the overall recovery strategy and assignment of agencies to establishing the long-term recovery committees (LTRC). Working with State VOAD's leadership, the ROO conducts frequent coordination meetings with VOAD agencies during the response phase of the disaster and continues scheduling of meetings to transition to the LTRC upon demobilization of response operations.
- H. Volunteer organizations and individuals must provide for their own support needs during their initial mobilization and deployment. Local jurisdictions have no financial obligation to volunteer organizations or individual volunteers unless provided for in prior memorandums of agreement.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- A. The Emergency Management Agency (EMA):
 - 1. Maintain inventory database on trained personnel, materials and equipment from Lucas County agencies and departments. This resource list will provide the following information:
 - a) Number of personnel available to support emergency/disaster response.
 - b) Point of contact phone numbers.
 - c) Special skills or capabilities.
 - d) Specialized training, IE: scuba divers, etc.
 - e) Specialized equipment, IE: wheel Chairs, etc.
 - 2. Provide a primary and alternate Lucas County EOC for coordination and support of the response and recovery effort.
 - 3. Coordinate and support the needs of operations at the local Disaster Applications Center.

- B. The Lucas County Job & Family Services Department
 - 1. Provide Liaison Officers and representatives to the Lucas County EOC as needed or in accordance with standard procedures.
 - 2. Provide personnel to staff a Disaster Applications Center.
 - 3. Provide expanded services to qualified disaster victims to include:
 - a) Home heating assistance.
 - b) Food Stamps
 - c) Unemployment Compensation
 - d) Job training and placement assistance

- C. The Toledo-Lucas County Department of Health
 - 1. Provide Liaison Officers and representatives to the Lucas County EOC as needed or in accordance with standard procedures.
 - 2. Provide vaccinations of volunteers as needed.
 - 3. Certify volunteer organizations mass feeding operations.

- D. The Ohio EMA
 - 1. Provide Liaison Officers and VOAD representative to the Lucas County EOC as needed or in accordance with standard procedures.
 - 2. Provide a liaison representative to the Disaster Application Center.
 - 3. Provide financial aid and assistance within specific guidelines.

- E. The Salvation Army
 - 1. Provide temporary feeding for emergency responders at disaster scene.
 - 2. Provide facilities for a Family Assistance Center during disasters.
 - 3. Provide Counseling and coordinate Chaplains services for affected families.

- F. The American Red Cross
 - 1. Provide for Damage Assessment in the initial response to a large scale emergency or natural disaster.
 - 2. Provide for temporary needs of evacuees with shelter, food and clothing vouchers and family counseling as required.
 - 3. Provide liaison representative to the County EOC and DAC as needed.

- G. V.O.A.D. Coordinator
 - 1. Provide liaison representative(s) to Lucas County EOC and DAC as needed.
 - 2. Provide for unmet needs assessment in affected communities.
 - 3. Coordinate efforts to supply donated supplies and services.
 - 4. Provide guidance and support to Long Term Recovery Committee.

- H. The United Way of Greater Toledo
 - 1. Activate the Volunteer Reception Center for non-affiliated volunteers.
 - 2. Activate the UW 2-1-1 System to provide referrals to affected individuals and families. Provide for tracking of unmet needs through a designated data management file.
 - 3. Facilitate efforts of community service organizations to supply donated supplies and services.

4. Provide liaison representative to the Lucas County EOC and DAC as needed.
- I. The Toledo Area Ministries
 1. Provide a liaison to the Lucas County EOC to coordinate the donation of goods and services.
 2. Coordinate local efforts of volunteer ministries to aid affected individuals and families.
 3. Assign Caseworker(s) to interview and assist affected individuals and families with long-term unmet needs.

VI. CONTINUITY OF GOVERNMENT

- A. The Line of Succession for the ICS Logistics Officer is determined by local policy and procedure.
- B. The line of succession for the Lucas County EOC Resource Coordinator in the Assessment Group will be determined by local standard procedure.

VII. ADMINISTRATION

- A. The Lucas County EMA will maintain the Lucas County EOP and ESF 7. The Plan will be revised and updated per the maintenance schedule and changes sent to all Plan holders. The EMA office will maintain a separate Appendix entitled Countywide Resource Manual that will contain a detailed database which will be updated quarterly.
- B. The Lucas County EMA will complete an annual Threat Risk and Capability Assessment that will be used to determine our local needs prior to any disaster(s). Once shortfalls are identified they can be prioritized and plans can be developed to meet local needs. In addition, following exercises or actual emergencies a formal After Action Review AAR is conducted involving all participants. Identified shortfalls are provided to one of several emergency planning and advisory groups to research the issues and deliver recommendations for action by department heads and/or local officials.
- C. Local governments will maintain records of all resources expended during a disaster such as personnel, equipment, and materials.
- D. All private-sector relief organizations (Salvation Army, Red Cross) will keep their own inventories and volunteer personnel records.

VIII. LOGISTICS AND RESOURCE MANAGEMENT

- A. Communications
 1. The resource management network of communications is a primary responsibility of the ICS Operations and the Lucas County EOC Communications Officers.

- B. Material and Equipment Resources
1. A list of all available retail outlets, stores and suppliers of foods materials, and equipment is on file with the Lucas County EOC Resource Management Coordinator in the Lucas County EOC, when activated.
 2. The ICS Logistics Officer is responsible for acquisition of material and equipment necessary to meet the needs of the incident.
 3. All local fire services maintain Mutual Aid agreements between one another to augment emergency equipment and personnel needs.
 4. The Incident Commander maintains contact with local and Lucas County EOC's for material support.
 5. Lucas County coordinates with local departments and the State of Ohio for logistical needs beyond the capability of the local jurisdictions.
 6. When necessary, local jurisdictions will arrange for purchasing material and equipment or contracting services with local or outside private sector suppliers.
- C. Offers of volunteer services and/or donations will be referred to the American Red Cross as the VOAD Coordinator or other private sector relief organizations.
- D. During major declared disasters, the Governor of the affected State(s) can activate a national system for mutual aid entitled EMAC or **Emergency Mutual Aid Compact** after first declaring an emergency. The EMAC can be used in order to request personnel, equipment and material in support of a declared disaster within the Compact's member states. A requesting state will notify other EMAC states through the states' coordinating agencies (the Ohio Emergency Management Agency in Ohio) of the specific need and request assistance. The responding state will notify the requesting state of its availability. If the requesting state accepts the offer, the responding state will move to deploy the resources to the requesting state.
1. State and local government employees are encouraged to notify their employing agency of their interest in responding. The governmental agencies are encouraged to maintain a list of interested employees and their corresponding skill sets.
 2. If the governmental agency is a local county, municipal, or township entity, the local agency should communicate the list of interested employees to its corresponding state agency who will in turn communicate the list to the lead coordinating agency for functional response issues. For local entities, such lists may be transmitted to regional coordinators who will in turn provide the information to the State agency responsible for that resource.

- E. The Lucas County Resource Manual lists available resources to be used during an emergency that includes sources and the means to contact them as well as quantity, availability of personnel, equipment, facilities and supplies.

IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. It is the responsibility of the emergency organizations addressed to keep an accurate and updated list of available sources that will supply critical resources or service during an emergency. ESF 7 will be updated quarterly.
- B. It is necessary for all political jurisdictions and organizations addressed in this Appendix to develop and maintain internal Standard Operating Procedures (SOP's) , 24 hour emergency phone rosters, personnel rosters, and pre-arranged mutual aid agreements prior to any emergency event.
- C. It will be the responsibility of the Lucas County EMA director to review this appendix annually and exercise the function of Resource Management as necessary.

X. AUTHORITIES AND REFERENCES

- A. Authorities

See Section K of the EOP Basic Plan.
Public Law 104-321, Emergency Management Assistance Compact

- B. References

See Section K of the EOP Base Plan

XI. ADDENDUMS

Tab A - Emergency Worker Volunteer State Oath

XII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A
Emergency Worker Volunteer State Oath

LUCAS COUNTY
DEPARTMENT OF EMERGENCY SERVICES

BOARD OF COUNTY
COMMISSIONERS

HARRY BARLOS
President

DENNIS COLE
Director

GARY ORLOW – EMS
BILL HALSEY – EMA
MIKE BAYES - 911

MARGARET B. THURBER
TINA SKELDON WOZNIAK

OATH

(for Emergency Management Workers or Volunteers)

As proscribed in Public Law 920 and ORC, Ann. 5502.14

“I, _____, do solemnly swear or affirm that I will support and defend the Constitution of the United States and the Constitution of the State of Ohio, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I will obey the orders of the governor of the State of Ohio; that I will take this obligation freely, without any mental reservation or purpose of evasion; and that I will faithfully discharge the duties upon which I am about to enter.”

“And I do further swear or affirm that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this State by force or violence; and that during such times as I am engaged in emergency management employment or activities, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this State by force or violence.”

(Signature of Employee/Volunteer)

(Organization/Position)

Sworn to and subscribed before me at this _____ day of _____, 20 ____.

(Signature of Administering Official)

(Organization/Position)

Tab G

Community Emergency Response Team Program

I. PURPOSE

- A. The Community Emergency Response Team (CERT) program will train individual citizens in communities, businesses and industries, schools and institutions in emergency preparedness and basic disaster response techniques and enable them to prepare, as volunteers, to take an active role in providing critical support to police, fire and emergency medical personnel during emergencies.
- B. The CERT program in Lucas County is based upon a model that employs three sub-programs;
 - 1. The Community Emergency Response Teams (CERT) that serve communities in the post disaster
 - 2. Business and Industry Emergency Response Teams (BERT) that serve the workplace
 - 3. School (Student) Emergency Response Teams (SERT) that provide a curriculum for civic study and community volunteer service by youth.

II. CONCEPT OF OPERATION

- A. Community Emergency Response Teams (CERTs) shall be made up of a minimum of three members; a Team Leader and two members, to provide an effective span of control and to allow for the use of a “buddy” system during operations. There is no limit on how large a team can be, however, ‘span of control’ should still apply. A single community with many members should consider creating multiple Teams with specific responsibilities or assigned areas.
- B. CERT Teams are neighborhood based, serving a specific geographic area that is identified by the Team. Individuals who complete the twenty hour CERT course may volunteer to join an existing team in their community or make up their own team by recruiting others who must also complete training. Individuals who do not join a team may still use their CERT training and skills to aid others in disasters as long as they act in accordance with their training and observe all safety standards as taught in the CERT course.
- C. CERT volunteers “self-mobilize” when serious incidents and disasters occur to assist family, neighbors and the surrounding community until the arrival of local emergency services.
 - 1. CERT trained individuals and Teams may provide first aid to injured persons, suppress small fires and conduct light search and rescue operations as conditions warrant within the limitations of their training. CERT trained individuals must never endanger themselves nor others.

2. The CERT Team Leader will document an initial damage assessment and communicate details of that assessment to the responding Incident Command organization through the first arriving public safety officer and to the Lucas County Emergency Management Agency at the earliest opportunity.
 3. The CERT Team Leader will report to the Incident Command Officer, upon arrival, and standby for instructions. When given no further instructions or when instructed to “stand down” the (CERT) Team will de-mobilize and return to their homes or place of origin. CERT members may continue to aid in recovery operations in a variety of related volunteer or community service programs.
- D. Business (and Industry) Emergency Response Teams (BERTs) are formed by employers who recruit volunteers from their management and employee ranks. These individuals must complete the same 20 hour Lucas County CERT course. BERT Teams will use their training to aid co-workers in the aftermath of emergencies that impact their workplace, providing first aid to injured persons, suppressing small fires and conducting light search and rescue operations as conditions warrant within the limitations of their training.
1. Upon arrival of the first emergency service units the BERT Team Leader will report to the Incident Command Officer and standby for instructions. When given no further instructions or when instructed to “stand down” the BERT will de-mobilize. The BERT Team Leader(s) will report on Team operations in accordance with organizational plans and procedures.
 2. BERT members may continue to aid the workplace in recovery operations in a variety of functions such as, assisting in evacuations as long as such actions do not conflict with the operations of the Incident Commander. The BERT Team Leader will also provide an initial damage assessment to the Lucas County Emergency Management Agency at the earliest opportunity.
 3. As with other individuals who complete CERT training, members of BERT may volunteer to join a CERT Team in their own community. Individuals who do not join a team may still use their CERT training and skills to aid others in disasters as long as they act in accordance with their training and observe all safety standards as taught in the CERT course.

- E. No CERT Team nor individual CERT trained person may exceed the scope of their training nor act in a manner that would unnecessarily endanger themselves, the Team or the victims of disaster.

III. DIRECTION AND CONTROL

- A. CERT trained individuals will act first to aid their families and adjacent neighbors. Once safety measures have been completed, team members will self-mobilize and report to a predetermined assembly or staging area. When a minimum of three members are present they will activate their Team and appoint a Team Leader.
- B. The CERT Team Leader will provide for safety by assuring that all team members have completed CERT training, have the appropriate safety and other equipment necessary and are physically capable of performing assigned tasks. A formal safety briefing will be provided to Teams prior to delegating tasks.
- C. The CERT Team Leader, with the assistance of Team members, conducts a rapid damage assessment and delegates responsibilities to Team members who shall “buddy up” to assure individual safety. The Team Leader will continue to gather information and document assignments while awaiting the return of team members or the first arriving emergency service unit.
- D. Team members will complete a rapid survey of the stricken area and determine critical needs. They will return to their Staging/Assembly area and report to the Team Leader. Based upon the critical needs identified, the Team Leader will set priorities and delegate responsibility for each to members of the team. In some instances the entire Team may work together, while at other times they may continue to work in pairs to effect aid and assistance.
- E. Upon arrival of the first emergency service unit the Team Leader will provide a status report on the teams assessment and activities to the Incident Commander and standby for instructions. When given no further instructions or when instructed to “stand down” the (CERT) Team will de-mobilize and members will return to their homes or place of origin.

IV. ORGANIZATION AND RESPONSIBILITIES

- A. When emergencies and disasters occur, individuals in communities, at work, or in institutions typically act to provide assistance to others. In so doing, they provide assistance to professional emergency services that may be delayed in their response due to damaged infrastructure or lack sufficient resources to meet all of the needs of the community. Many of these citizens have been trained by various organizations (i.e. Red Cross) to perform lifesaving and other services prior to the arrival of police, fire and emergency medical personnel. CERT trained individuals may act as individuals, however, can mobilize as a team with greater effectiveness and safety.
- B. CERT Teams whose membership have completed the twenty hour CERT course may volunteer to join an existing team in their community or make up their own

Team by recruiting others within their community who must also complete CERT training.

- C. CERT Teams serve a specific geographical area defined by their community. Members of the Team should reside or be employed within this area. These identified areas may not conform to existing political boundaries or jurisdictions.
- D. Any political jurisdiction within Lucas County may have one or more CERT Teams as well as CERT trained individuals that are not members of a team. While CERT Teams may self-mobilize to assist their community they are subordinate to public safety officials within whichever jurisdiction they are functioning.
- E. CERT trained individuals that are not members of a Team may enlist in a Team for the purpose of providing assistance in an emergency or use their training to aid their family and community within the limitations of safety as provided in the CERT training program.
- F. CERT Teams may be called upon by public safety or local officials to provide specific aid or assistance in a manner determined by the Incident Commander or local officials. Examples of such service might include, but not be limited to, assisting in local evacuations, searching for lost persons or staffing local “disaster hotlines” to collect or provide information to the public.
- G. CERT Teams will document activations and operations. Teams will provide an initial damage assessment, updates reports as needed and document incident activities, personnel involved and victim information for local emergency responders and the Lucas County Emergency Management Agency.

V. CONTINUITY OF AUTHORITY

- A. CERT Teams are organized under a Team Leader that is appointed by the Team members when mobilizing for incidents in accordance with Team operating procedures.
- B. The Team Leader shall appoint assistant Team leadership to maintain effective span of control when team membership reaches or exceeds ten members.
- C. CERT Teams will be subordinate to the first arriving public safety official that assumes responsibility for the incident, (i.e. the Incident Commander).

VI. ADMINISTRATION

- A. The Lucas County Citizen Corps Council shall support the development and sustainment of the Community Emergency Response Team program. The Council will monitor and provide recognition of CERTs and individual CERT trained citizens for service to the community as may be warranted.
- B. The CERT program will be supported by a combination of Federal Grant funds administered by the Ohio Emergency Management Agency, local contributions

by participating jurisdictions, and other contributions and donations of equipment, material and services from businesses and industry.

- C. Lucas County EMA shall coordinate the administration of the CERT program in Lucas County. The Lucas County EMA shall administer any existing CERT Grant program that provides for training and maintain documentation of training and distribution of equipment. The Lucas County EMA shall further enter into contracts or agreements with the approval of the County Board of Commissioners for training and support of program activities as needed.
- D. Lucas County EMA will provide for a data file on all trained individuals and all organized CERT teams in Lucas County.
- E. Lucas County EMA will coordinate Train-the-Trainer sessions with the State of Ohio and local jurisdictions to provide for additional CERT Instructors as needed to maintain a student/instructor ratio of 10:1.
- F. Accountability for CERT related material and equipment that is provided under government funding will be the responsibility of the assigned individual and Lucas County EMA office as the program manager. Should any individual in receipt of CERT materials become inactive in the program, said materials and equipment shall be returned to the Lucas County EMA.
- G. Maintenance of facilities, equipment and materials provided under contract to the Lucas County EMA to support CERT training will be the responsibility of the contractor.
- H. CERT volunteers are protected from civil action by the Ohio Good Samaritan Act, ORC 2305.23 and the Federal Volunteer Protection Act of 1997, 42 U.S.C.S. 14501 for injury or harm to persons or property. These protections do not apply to incidents involving negligence or misconduct.
- I. CERT Participation Requirements
 - 1. Persons participating in the Lucas County Community Emergency Response Team Program must display positive proof of identification and;
 - a) Be at least 18 years of age or 14 years old and accompanied by a parent or guardian.
 - b) Maintain a satisfactory driving record, if applicable.
 - c) Have no felony convictions.
 - d) Have no misdemeanor convictions with two years of filing application to join CERT.
 - e) Successfully complete the 20 hour Lucas County CERT course.
 - f) Agree to attend scheduled refresher training.
 - g) Pass a background check.

- h) Be capable of performing emergency functions and be in good physical condition or have a physician-signed medical waiver.
 - i) Sign and witness the Lucas County CERT Indemnification form.
2. Persons not meeting the above conditions may participate in the CERT Training Program, however, they will not be assigned to a team within their community.

VII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The CERT Appendix will be reviewed annually by the CERT Program Steering Committee comprised of active CERT Instructors and updated as needed .
- B. Recommendations for changes to the CERT Appendix or in the CERT Program itself will be made to the Steering Committee as needed.

VIII. AUTHORITIES AND REFERENCES

- A. Authorities
 - 1. ORC 5502.30, Emergency Volunteer.
 - 2. ORC 2305.23, Good Samaritan.
 - 3. ORC 2305.38, Non-profit Volunteers.
 - 4. Volunteer Protection Act, 42 U.S.C.S. 14501.
- B. References
 - 1. Lucas County Resolution, 03-1416, Sept 30, 2003, Citizen Corps Council.
 - 2. Lucas County Resolution, 03-913, June 24, 2003, CERT.
 - 3. CERT Participant Handbook.
 - 4. CERT Resource Manual.
 - 5. CERT Field Operations Guide FOG

IX. ADDENDUMS

- A. Lucas County CERT Field Operating Guide (FOG) (not included)
- B. CERT Training Equipment and Material List (not included)

X. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

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APPENDIX 14

EMERGENCY SERVICES CONTINUITY OF GOVERNMENT



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I. GENERAL

- A. The Lucas County Emergency Services Building (ESB) is the home to four County departments. These are Lucas County Emergency 9-1-1, Lucas County Emergency Medical Service (EMS), Lucas County Emergency Management Agency (EMA), and the Lucas County Local Emergency Planning Committee (LEPC). In addition, ESB is the joint dispatch/call takers center for Lucas County Sheriff Office (LCSO), Toledo Police, Emergency Medical Service, Toledo Fire, and 9-1-1. All administrative offices are located on the third floor. Dispatchers and call takers are on the second floor. Toledo Police and Fire maintain administrative offices on the third floor. See Tab A - Definitions and Abbreviations.
- B. The approximate number of staff in the ESB during the day is 70.
- C. The approximate number of staff in the ESB at night, holidays and weekends is 39.
- D. The ESB is used extensively for a variety of classes and meetings. A large conference room on the third floor can house up to 35 participants. A smaller conference room on the same floor has a capacity of 8. The first floor has various sized training rooms that can accommodate an additional 75 participants. This could bring the total population of the ESB up to 190 on any given day, and 90 any given night.

II. CONCEPT OF OPERATIONS

- A. Site description/Vulnerability (hazards analysis) - The ESB located at 2144 Monroe Street, Toledo, Ohio, is a modern three story building (see Tab B - Site Layout). It is located between 21st and 22nd Streets and near the intersection of Monroe Street and Collingwood Boulevard. Within one mile of the ESB are: Interstate 75, US Route 24, and Ohio Routes 51 and 246. Interstate 75 is approximately ¼ mile south of the site. The outer walls of the top floor is primarily glass. This houses 9-1-1, EMS, EMA, LEPC and the supervisors for Dispatch/Call takers Toledo Police, Emergency Medical Services, Toledo Fire and Lucas County Sheriff Office. The 1st and 2nd floors consist predominately of reinforced concrete. The second floor does have windows.
 - 1. Situations that might require an **EVACUATION** :
 - a) If a **FIRE** and/or **EXPLOSION** happens, it could force the evacuation of the building.
 - b) Depending on its nature, a **UTILITY EMERGENCY** could force an evacuation of the building.
 - c) **BOMB THREATS** may require evacuation of the building.
 - d) **BIOLOGICAL/CHEMICAL THREATS** may require evacuation of the building.

- e) **RADIOLOGICAL THREATS** may require evacuation of the building.
2. Situations that could require **SHELTERING**:
 - a) **BLIZZARDS**, and other **SEVERE WEATHER** could require **sheltering** in place for the building occupants for extended periods of time.
 - b) **TORNADOES** may require immediate **sheltering** in “tornado shelter areas” for brief periods of time.
 3. Situations that could require **SHELTERING** or **EVACUATION**:
 - a) **HAZARDOUS MATERIALS** incidents may require **sheltering** or **evacuation**, depending upon the situation.
 - b) **INTRUDER/TERRORIST** activity could force an **evacuation** or **sheltering** situation depending upon the circumstances.
- B. Response procedures
1. During regular business hours, response to an emergency in the ESB is a cooperative effort between all the agency supervisors. After hours and holidays, the Lucas County Sheriff Office is responsible for ESB Security and will be making the appropriate response decision.
 2. Notification on an emergency can come from a variety of sources (see Tab C - Building Emergency Notification Procedure):
 - a) Tone activated weather alert radio
 - b) Police or fire radios
 - c) Commercial radio or television
 - d) Telephones or pagers
 - e) From the 9-1-1, LCSO, EMS, Toledo Police or Toledo Fire operators; calls from the general public or from the National Weather service.
 - f) Internally, such as an observance of fire.
 - g) Skywarn radio operators when activated for severe weather.
 3. **A Safety Committee** is responsible for implementing the plan, and for coordinating response activities, as appropriate. The safety committee consists of representatives from the County 9-1-1, EMS, EMA, and the Supervisors for Toledo Police, Toledo Fire, and Lucas County Sheriff Office.
 - a) The Safety Committee is required to meet annually if nothing changes. Special meetings may be held as required. Dates to be posted to safety bulletin boards.

4. Each agency has a person designated as responsible for carrying out emergency response, and safety activities in his/her area. These actions must be coordinated with the **Safety Committee**.
5. The on site warning systems shall consist of several actions:
 - a) Message through the CAD to all call takers, dispatchers and their supervisors,
 - b) Upon discovery, yell FIRE, FIRE, FIRE.
 - c) Group page all staff on the 3rd floor. (We don't currently have these capabilities.)
6. Any individual discovering an emergency situation, i.e. Medical emergency, fire, suspicious envelope/package, or suspicious vehicle in the parking lot, shall notify the Sheriff's Dispatcher Supervisor at 213-4735. That person shall then notify one of the agency directors of the emergency, if possible (see Tab D - Fire or Explosion Procedure).

III. ORGANIZATION

- A. Personnel are assigned tasks that coincide as much as possible with their day to day tasks. The EMS, 9-1-1, and EMA Directors along with LCSO Lieutenant (or Sergeant), Toledo Police and Toledo Fire Supervisors (highest ranking officers) are responsible for their staff's safety, and protection of County equipment, and services. However, to insure a coordinated effort throughout the facility, the Safety Coordinator is responsible for overall emergency planning, and response.

IV. EMERGENCY ASSIGNMENTS

- A. Emergency Coordination - the primary duties of the Safety Coordinator are:
 1. Maintain a current Site Emergency Plan
 2. Develop and regularly revise a building Emergency Notification Annex to the ESB Site Emergency Plan.
 3. Test the plan on a regular basis, as appropriate.
 4. Appoint, train and activate personnel to perform emergency tasks.
 5. Insure that vital records are identified and protected. (NOTE) – The Director of each agency/department may have this as a primary responsibility according to appropriate laws.
 6. Activate the Site Emergency Plan when necessary.
 7. Assist the agency directors in recall procedures for evacuated personnel.
 8. Notify County Officials of the situation.

- B. Protective Actions - Agency Shift Supervisors will serve as Unit Emergency Coordinators in the ESB. Their primary duties are:
1. Notify persons on-site of the need to evacuate or seek protective shelter.
 2. Direct persons to designated evacuation assemble area or protective shelter.
 3. Ensure that all persons have taken the appropriate protective actions.
 4. Coordinate emergency shut-down, and start up procedures with all of the call takers, operators and dispatchers, (back-up of computer records, for example.)
 5. Ensure that vital records not safe guarded elsewhere are secured.
 6. Assist other personnel during an evacuation or sheltering.
 7. Account for all personnel during an evacuation or sheltering.
 8. Issue further instructions and updates to personnel as necessary.
 9. Assist with damage assessment as necessary.
 10. If damage has occurred, coordinate securing the ESB as necessary.
- C. Emergency Warning/Communications (To Be Developed)
- D. Emergency Assessment - Due to the nature of services provided in the ESB, a return to full service is critical to the public health and safety of the citizens of Lucas County. Immediately after an emergency at the ESB, the Safety Coordinator will conduct a damage assessment. The purpose is to:
1. Quickly determine what actions are necessary to save lives of those that are/were in the ESB.
 2. Quickly determine what actions are necessary to save County property from further damage, i.e. shut off utilities, fight fires (if possible).
 3. Evaluate what actions are necessary to restore call taking and dispatching.
 - a) Within the ESB if possible
 - b) At alternate sites: Alarm Building for Toledo Police and Fire Departments, and the Emergency Operations Center for Lucas County Sheriff Office and EMS. The alternate Lucas County EOC is located at the Lucas County Corrections Center 1622 Spielbusch Ave. Toledo.
 4. Ascertain what actions are necessary to secure the ESB from vandals and the elements, if possible. (NOTE: This is not part of the plan, but placed here for planning purposes only. If the glass is broken or missing

from the first floor, intruders or looters can have easy access to the building. Several people on all three shifts should know how to lock the building down).

5. Determine what actions are necessary for the protection of staff, and occupants of the ESB.
6. Prepare reports, and maintain a written record of the emergency situation, and the actions taken to mitigate the problem.

E. Emergency Information (To Be Developed)

F. Emergency Maintenance

1. The Lucas County Facilities Department will be notified immediately if the ESB has received any damage:

Office Phone Number. (419) 213-6465
Emergency Pager (Digital) (419) 534-1088
Alternate Emergency Pager (Digital). (419) 534-0514

G. Emergency Security

1. The Lucas County Sheriff's Office will be notified immediately.

H. Emergency Training - the Site Emergency Coordinator is responsible for ensuring that all personnel are trained in how to respond to an emergency in the ESB and that they understand their role. The Unit Emergency Coordinators will assist as necessary. Primary responsibilities are:

1. Insure that all personnel are thoroughly familiar with the Site Emergency Plan.
2. Conduct training programs for site personnel that includes, at a minimum, the following areas:
 - a) The hazards that threaten the site.
 - b) The hazards that threaten the area.
 - c) The various warning signals used, what they mean and what responses are required.
 - d) What to do in an emergency (i.e. Where to seek shelter; Where to report, etc.)
 - e) The identification, location, and use of common emergency equipment (i.e. fire extinguishers).
 - f) Shut down and start up procedures.
 - g) Procedures for restoring vital services.
 - h) How to protect vital records and resources.

- i) First aid and rescue techniques.
 - j) Evacuation, and sheltering procedures, including routes, shelter areas, assembly areas, etc.
- 3. Training:
 - a) For new employees during their probation period.
 - b) When new equipment or procedures are added.
 - c) When a drill shows that additional training is required.
 - d) At least once annually.
 - e) Other times when the Safety Committee or the Director of Emergency Services determines additional training is necessary.
- 4. Conduct drills and exercises at least annually to evaluate the Site Emergency Plan, and test the capabilities of the site organization.
- 5. To conduct an evaluation/critique session after an exercise (or actual event) to determine the adequacy of the plan and organization.

V. AUTHORITIES AND REFERENCES

- A. Authorities: See Section K of the Base Plan

VI. ADDENDUMS

Tab A – Definitions & Abbreviations
 Tab B – Site Layout (not included)
 Tab C – Building Emergency Notification Procedure
 Tab D – Fire or Explosion Procedure
 Tab E – Tornado Procedure (not included)
 Tab F – Hazardous Materials Incident Procedure (not included)
 Tab G – Biological Incident Procedure (not included)
 Tab H – Chemical Incident Procedure (not included)
 Tab I – Severe Winter Weather Procedure (not included)
 Tab J – Severe Thunderstorm Procedure (not included)
 Tab K – Bomb Threat Procedure (not included)
 Tab L – Utility Emergency Procedure (not included)
 Tab M – Civil Disturbance Procedure (not included)
 Tab N – Intruder/Terrorist Procedure (not included)
 Tab O – Earthquake (not included)
 Tab P – Evacuation Procedure (not included)
 Tab Q - Resource List (not included)

VII. AUTHENTICATION

Authentication and authorization is documented in the Base Plan Section M (pages 33 and 35) and the original signatures will be maintained by the Lucas County EMA with the master copy of the EOP.

Tab A

Definitions & Abbreviations

Access Control Point - A staffed barricaded point established to prohibit access to a hazardous or potential hazardous area.

Assembly Area - A designated area, located away from the emergency scene, where persons gather during a site evacuation for the purpose of receiving emergency briefings, and instructions, and to be accounted for. An assembly may be on or off site.

Command Post - Base of operations for the immediate site disaster.

Disaster - An occurrence or imminent threat of widespread or severe damage, injury, loss of life or property, or loss of service resulting from a natural or man made emergency. This can include, but is not limited to fire, flood, snow, ice, tornado, windstorm, hazardous material spill or release, utility failure, radiological incident, major transportation accident, drought, explosion, terrorist, riot or civil disorder.

Emergency Control Center(ECC) - The location from which key site personnel exercise direction and control in an emergency.

Emergency 9-1-1 - One of four County agencies in the Emergency Services Building (ESB).

Emergency Management Agency (EMA) - One of four County agencies in the ESB.

Emergency Medical Services (EMS) - One of four County agencies in the ESB.

Emergency Operations Center (EOC) - The location from which the Lucas County Board of Commissioners coordinates the County response to an emergency. It is located at 1622 Speilbusch Avenue, Toledo, Ohio.

Emergency Situation - Any situation confronting a site, facility or community requiring emergency actions of a lesser nature than a disaster, including, but not limited to civil disturbance, labor strikes, and build-up activities prior to an actual disaster.

Evacuation - A population protection strategy that provides for the orderly movement of people away from an actual or potential hazard. It may be ordered by the building Safety Coordinator, fire department or law enforcement official.

Joint Public Information Center (JPIC) - A center established by local government for issuing information during and after an emergency situation. It provides a central location for the issuance of coordinated information regarding the emergency.

Local Emergency Planning Committee (LEPC) - One of four County agencies in the ESB. The LEPC has one part-time staff member who maintains an office in the building.. Also, the committee meets in the building.

Media Center - A center established prior to the JPIC for issuing emergency information and briefing the media.

Protective (In Place) Shelter - an indoor shelter area designated to protect people from the effects of a disaster. It may be part of an existing structure or build special for a shelter.

Safety Coordinator - The person designated to ***coordinate*** emergency planning and services for the ESB. Duties include activating the Site Emergency Plan, implementing emergency procedures, and coordinating response activities from the ECC. The Safety Coordinator works closely with the Directors of the other agencies in the ESB for developing, maintaining planning, and exercising this plan.

Site Emergency Plan - The plan developed and maintained by the Lucas County Department of Emergency Services for the purpose of organizing and coordination its emergency response activities and operations. The plan is consistent with the Lucas County Basic Emergency Operations Plan (EOP).

State of Disaster - A declaration by executive order by the Governor of Ohio under provisions of Act 390, P.A. 1976, which activated the disaster response and recovery aspects of State, County and local emergency plans, authorized deployment and use of any forces to which the plan or plans apply.

Unit Emergency Coordinator - The person designated from each of the agencies/ departments (EMS, 9-1-1, EMA, Toledo Police and Toledo Fire) to carry out protective measures for the unit at the site.

Tab B

Site Layout

(Insert revised layout)

Tab C

Building Emergency Notification Procedure

1. Upon receipt of the bomb threat call, notify the Supervisor and dispatch a search police/fire crew.
2. Notify LCSO and EMS dispatch by CAD (possibly).
3. EMS dispatch to notify EMS and EMA personnel by group page of the threat.
4. EMA and EMS personnel will notify any personnel not included on the group paging system.
5. If suspect object is discovered, police/fire will call the Bomb Squad.
6. Safety Coordinators are notified to begin evacuation of the building.
7. The Safety Coordinators will check all restrooms and break rooms on their floor to make sure that everyone has been notified and is leaving the building.
8. Evacuated personnel are to go directly to the ***east end of the Annex*** and remain there until they receive the **ALL CLEAR** or other instructions.
9. Following evacuation, the ESB Director must remain in contact with all Managers/Supervisors via cell phone.
10. Upon receipt of the **ALL CLEAR**, The ESB Director instructs the Managers to direct personnel back to the building.

Tab D

Fire or Explosion Procedure

Notification of a FIRE or EXPLOSION will be made by whomever discovers the incident. Immediately accomplish the following tasks:

1. Yell FIRE, FIRE, FIRE, three (3) times to alert others.
2. Small or isolated fires should be extinguished if safely possible. Fire extinguishers are located:
 - First Floor: West of the back door by the Locker Room entrance
Just inside the Main Training Room on the East wall
 - Second Floor: At the South end between the double doors (front entrance)
On the North wall by the Toledo Police Dispatch
 - Third Floor: On the North wall by the Women's Restroom at the back door
On the South wall by the front door and across from the water fountain
3. Call Toledo Fire Dispatch at (419) 245-1180 to report large or chemical fires or pull the fire alarm located beside each entrance on all floors.
4. Determine the extent of the fire or explosion.
5. If necessary, notify persons of the need to evacuate to the EMS Annex assembly area.
6. Ensure that all persons in the ESB have evacuated.
7. Account for all ESB staff at the assembly area.
8. The attached poster could be posted at all exits.

FIRE

IN CASE OF FIRE IN THIS BUILDING:

YELL FIRE, FIRE, FIRE

AND

INSURE THAT OTHERS IN THE BUILDING ARE AWARE OF
THE FIRE

CALL **9-1-1** TO REPORT FIRE IF CONDITIONS PERMIT, IF
NOT CALL 389-9121
FROM THE EMS ANNEX

**EVACUATE THE BUILDING BY EITHER
OF THE TWO DOORS
DO NOT USE THE ELEVATOR**

GO TO THE ANNEX ASSEMBLY POINT

**DO NOT ATTEMPT TO FIGHT THE FIRE
UNLESS
IT CAN BE DONE
SAFELY AND WITHOUT RISK**