Gooding County
Emergency Operations Plan

January 2012

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BASE PLAN

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Preface

The Gooding County Emergency Operations Plan (EOP) is a set of guidelines and procedures developed to assist in the emergency response effort within the County.

It parallels the National Response Plan (NRP) and incorporates guidance from the Federal Emergency Management Agency (FEMA) as well as lessons learned from disasters and emergencies that have threatened Gooding County in the past. The plan is in compliance with the National Incident Management System (NIMS).

Major emergencies and disaster incidents are unique events that present the community and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of government. Since disasters differ in important ways and it is impossible to plan for every contingency, highly detailed operational procedures are avoided in the plan in favor of a streamlined all–hazards preparedness approach.

Because Gooding County is small, many individual departments do not have detailed operation procedures; therefore, this plan acts as fundamental guidance for emergency response. The coordination of this plan and standard operating procedures within the EOP is an ongoing process through regular training and exercises.

Implementation of the EOP will require extensive cooperation, collaboration, and training. I ask for your continued cooperation and assistance as we implement our community EOP. I thank you and look forward to working with you to continue to improve our ability to protect our citizens.

Lori Capps
Coordinator, Gooding County Disaster Services

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Letter of Acceptance

The Gooding County Emergency Operations Plan January 2012 is hereby authorized to be the Official Plan for Gooding County's intergovernmental emergency operations pursuant to Chapter 10, Title 46, and Idaho Code. This plan supersedes all previous plans.

The signatories to this EOP concur with the concepts, requirements, and assignments. The plan is not an unqualified commitment to resources. It is essentially a "mutual aid" agreement, which provides for collaboration on the deployment of resources. As a "mutual aid" agreement this plan operates under the fundamental principle that the first priority of each Jurisdiction is to provide for the basic life safety of its residents. In the event that the Jurisdiction Having Authority and the County disagree on the resources that need to be committed, the Jurisdiction Having Authority will ultimately control the final disposition of such resources.

The Emergency Operations Plan is intended to, and shall be interpreted to, give effect to the purpose of the Idaho Disaster Preparedness Act of 1975, as amended, Chapter 10, Title 46, Idaho Code, and shall not be interpreted to increase liability of the county or signatory.

Signature:

Chairman, Gooding County Board of Commissioners

Signature:

Commissioner

Signature:

Commissioner

Adopted by the Gooding County Board of Commissioners on the ____ day of _____ 20__

Attest:

Clerk

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Notice of Acceptance and Participation In the Gooding Emergency Operations Plan

The following signatories hereby accept the Gooding County Emergency Operations Plan dated January 2012. We agree to coordinate planning, preparedness, response and recovery efforts and to offer reasonable assistance in times of a disaster emergency.

Our participation in the EOP shall not be construed to increase our liability in any manner except for our own conduct or as otherwise specifically agreed within the context of the EOP.

City of Bliss

_____ _____
Mayor Date

City of Gooding

_____ _____
Mayor Date

City of Hagerman

_____ _____
Mayor Date

City of Wendell

_____ _____
Mayor Date

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Approval and Implementation

The Gooding County Emergency Operations Plan (EOP) is effective upon signing by the jurisdictions represented on the letter of acceptance.

In order to fully implement this plan we must know what is in it. It is recommended that each agency review this plan quarterly.

For those of you who have positions outlined in the roles and responsibilities section please be familiar with your duties, and make sure you have a backup in case you are out of town. Please be sure to teach this individual what that position's responsibilities are and ensure that the Gooding County Disaster Services Coordinator knows who your backup is.

It is encouraged and expected that all agencies will participate in all available exercises. This will not only increase the agencies' understanding of the plan, but allow opportunities for improving the plan. Your input and participation is essential in having a plan that best meets your individual needs.

Having a copy of this plan will only benefit our citizens if you use it. Please take the time to make this plan "YOUR" Emergency Operations Plan.

Ongoing Plan Management & Maintenance

If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The County Board of Commissioners and involved department heads will brief appropriate additional personnel, as appropriate. This plan will be published by the Gooding County Disaster Services Coordinator and updated in its entirety every four years. Any changes resulting from this annual review will be published and distributed to agencies holding this plan.

Record of Changes & Review

When posting changes:

1. Make pen and ink changes and file instructions in the back of this plan
2. Replace pages and destroy superseded pages
3. Annotate and sign Record of Change Sheet

Change #	Date Posted	By (Print)	Signature

Record of Review

Review Date	Reviewed by	Signature

Record of Distribution

Organization	Name	Quantity	Date
Bureau of Homeland Security Central Area Field Officer			
Bureau of Homeland Security Boise Office			
Bureau of Land Management, Shoshone District			
City of Bliss			
City of Gooding			
City of Hagerman			
City of Wendell			
ESF 1 Transportation Coordinator			
ESF 3 Public Works and Engineering Coordinator			
ESF 4 Fire Services Coordinator			
ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator			
ESF 7 Resource Management Coordinator			
ESF 8 Health and Medical Coordinator			
ESF 9 Urban Search and Rescue Coordinator			
ESF 10 Oil and Hazardous Materials Coordinator			
ESF 14 Public Information Officer			
ESF 16 Agricultural Coordinator			
Federal Emergency Management Agency			
Fire Department/ Bliss			
Fire Department/ Gooding			
Fire Department/ Hagerman			
Fire Department/ Wendell			
Gooding County Clerk			
Gooding County Commissioners			
Gooding County Disaster Services Coordinator			
Gooding County Emergency Services (includes reserve for EOC use)			
Gooding County Prosecuting			

Attorney			
Gooding County Road and Bridge Department			
Gooding County Sheriff (ESF 2 and 13)			
Idaho Power Company			
Intermountain Gas			
School District # 231/ Gooding County			
School District # 232/ Wendell			
School District # 233/ Hagerman			
School District #234/ Bliss			
Mortuary Coordinator			
Radiological Protection Coordinator			
US Forest Service-Sawtooth National Forest			

A Master Copy to be maintained in the Gooding County Disaster Services Coordinator's Office

Introduction

Purpose

The purpose of the Gooding County Emergency Operation Plan is to develop a simple emergency management capability that can take immediate steps to respond to the effects of an emergency, preserve life, minimize damage, provide necessary assistance, and coordinate in the County's recovery, thus returning the community to its normal state of affairs.

This plan attempts to define clearly who does what, when, where, and how, along with the legal authority to act, in order to prepare for, respond to, and recover from the effects of an emergency within Gooding County.

Scope and Limitations

The Gooding County Emergency Plan covers all emergency operations within the boundaries of Gooding County Idaho. The contents of this Plan do not supplant individual response agency Standard Response Procedures. Further this Plan is specifically designed to set forth an overarching structure for County response. It is fully expected that an Incident Action Plan, as required by the National Incident Management System's (NIMS) Incident Command Structure (ICS) guidance, will be developed and implemented for each specific incident.

The responsibility for preparedness and response lies first with individual citizens, second families, third local jurisdiction, and finally Gooding County. In times of shrinking budgets local jurisdiction and County departments find it difficult to operate at normal capacities; emergency bring abnormal requirements on local jurisdictions and County departments, while it is the intent of the County to protect citizens from all types of emergency and disasters the reality maybe that individual citizens and families may be required to care for themselves in severe disaster events for at least the first 96 hours of the event.

This Plan acts as fundamental guidance for emergency response by all agencies assigned specific functional responsibilities. The Plan is base on the premise that agencies will respond within their current capabilities. When those capabilities are exhausted additional capabilities will be request through mutual aid organizations, State Agencies, and finally Federal Agencies.

Community Description

Gooding County is located in the Snake River Plain of south central Idaho. The County was established on January 28th, 1913 with its County seat at Gooding. The topography of the county is relatively flat with some rolling hills. The elevation across the County ranges from 2,900 to 5,052 feet. The northern extents of the County are known as the City of Rocks, which is named for its geological formations. The undeveloped public lands in Gooding County are dominated by sagebrush steppe and grassland habitats. Gooding County is predominately made up of rural and agricultural areas with a few small urban developments. The cities of Gooding, Bliss, Hagerman, and Wendell have experienced growth and development. The majority of the development has occurred along the major highways and the two Union Pacific rail lines that travel through the county. Most of the industries located in Gooding County are related to agricultural products, their production, harvest, or shipping.

Gooding County contains approximately 469,997 acres. The majority of the private land has been developed for agricultural use where seed crops such as alfalfa hay, potatoes, beets, and grains are produced. The public lands are primarily used for grazing and are undeveloped.

Gooding County has five highway districts: District 1 – Gooding, District 2 – Bliss, District 3 – Hagerman, District 4 – West Point, and District 5 – Wendell. Interstate 84, a four lane highway, travels through the southern end of the county passing near both Bliss and Wendell. This access is a primary east-west route for transportation networks in the area and a part of the nation's east-west connecting routes for major transportation networks. U.S. Highway 26 connects the city of Gooding with Shoshone to the east and provides a shorter route to Interstate 84 (and Bliss) to the west. U.S. Highway 30 travels north from Buhl, passes through Hagerman, and connects to Interstate 84 at Bliss. Both U.S. Highway 26 and 30 are two lane, paved access routes. State Route 46 proves a two lane, paved, north-south route through the county. Branching off I-84 near Wendell, State Route travels north through Gooding and on to Fairfield in neighboring Camas County. There are also numerous County Roads crisscrossing the area, most of which are well maintained gravel routes.

The mainline of the Union Pacific Railroad runs through Gooding and Bliss. Wendell has rail access from the Eastern Idaho Railroad branch line originating in Minidoka County. The Greyhound bus route includes Bliss. The city of Gooding has a municipal airport, but the nearest scheduled airlines are located in Twin Falls, Hailey, and Boise.

The Snake River borders the county on the south. The lower reaches of the Big and Little Wood Rivers enter Gooding County from the east and join together approximately four miles west of Gooding, forming the Malad River, which empties into the Snake River north of Hagerman. The other main drainages include Clover Creek on the west side of Gooding County, Dry Creek in the middle, and Thorn Creek on the eastern side.

Approximately half of Gooding County lies in the Snake River Aquifer. The aquifer has a large volume of water that results in springs along the Snake River Canyon from Blue Lakes to Bliss. The flow in Gooding County from the springs is approximately 5,588 cubic feet per second. The depth of the ground water varies from approximately 300 feet southeast of Gooding to less than 100 feet south of Wendell.

The main source of irrigation water is from the Snake River and is diverted for this purpose at Milner Dam. Other sources include the Big Wood Canal System and deep water wells. The American Falls Reservoir No. 2 has 397,000 acre-feet of storage. This irrigates approximately 65,000 acres; 32,270 of which are in Gooding County. About 2,000 acres in Gooding County have Big and Little Wood River rights.

The North Side Canal Company also serves Gooding and Jerome Counties. Storage rights for the North Side Canal Company include Palisades at 116,600 acre-feet, Jackson Lake at 312,007 acre-feet, and American Falls at 438,360 acre-feet.

Other lands are irrigated from ground water, Pioneer Reservoir, Clover Creek, Bray Lake, and Hagerman Springs. Reservoirs within the County include Pioneer, Bray Lake, Thorn Creek, Dog Creek, Clear Lakes, Upper and Lower Salmon, and Bliss.

Climate in Gooding County is generally consistent with other counties located along the Snake River Plain. In winter, the average daily maximum temperature is 40 degrees Fahrenheit and the average daily minimum is 21 degrees. In summer, the average daily maximum temperature is 86

degrees Fahrenheit and the average minimum temperature is 50 degrees. In general the summer days are hot and the nights are cool. Precipitation during the summer months is limited to isolated showers and thunderstorms that produce localized precipitation. Months of July through October represent the lowest average total precipitation recorded and coincide with the peak fire season when summer storms likely occur. Winter conditions usually arrive in mid-November. Snowfall is the primary source of precipitation for the county. Snow levels in the county vary between communities due to elevation.

Hazard Analysis

The Gooding County Multi-Jurisdiction All Hazard Mitigation Plan was developed in accordance with the Federal Emergency Management Agency's (FEMA) and State of Idaho Bureau of Homeland Security guidelines for a County level pre-disaster mitigation plan. The Multi-Jurisdiction All Hazard Mitigation Plan includes assessments of a variety of hazards from the following:

- Flood Mitigation Plan (as specified in 44 CFR 78.5 of the Federal Code)
- Landslide Mitigation Plan
- Earthquake Mitigation Plan
- Severe Weather (wind storm, winter storm, hail, drought) Mitigation Plan
- Wildland Fire Hazard Mitigation Plan (full document published in 2004, amended in 2006))
- Terrorism and Civil Unrest Mitigation Plan (published separately)

Table 1.1 illustrates the relative likelihood of a hazard's occurrence and the potential damage to people, property, infrastructure, and the economy within Gooding County. This was a basic assessment in order to generalize the relative risk and impact on the County.

Table 1.1. Phase I Hazard Assessment of Gooding County.

Probability of Occurrence				
	High		Severe Weather Flood Drought	Wildland Fire
	Medium		Wind Storms	
	Low	Terrorism & Civil Unrest Landslide	Earthquake	
		Low	Medium	High
		Potential to Impact People, Structures, Infrastructure, and the Economy		

Another hazard issue within Gooding County is hazardous material transport on Interstate 84 and the railroads. The Union Pacific Railroad and Eastern Idaho Railroad both have branches crossing Gooding County. The Union Pacific line passes just to the north of Gooding and the Eastern Idaho branch parallels Interstate 84 before intersect with the Union Pacific line near Bliss. Interstate 84 travels through Bliss and passes just to the south of Wendell.

Insect infestation and disease could also have a significant impact on residents of Gooding County due to the County's dependence on agriculture. Insect infestations and disease could take a drastic toll on area crops and livestock, as well as people. The local medical facilities would be easily overrun by a large scale epidemic.

Mitigation Overview

The Gooding County Multi-Jurisdiction All Hazard Mitigation Plan was formally adopted by the County in August 2008, and will be updated in 2013. It contains information relative to the hazards and vulnerabilities facing Gooding County. The jurisdictions participating in the Plan include Gooding County and the City of Gooding, City of Bliss, the City of Hagerman, and the City of Wendell. The Plan is designed to interface with the State of Idaho Multi-Hazard Mitigation Plan published in November, 2007.

The All Hazard Mitigation Plan (AHMP) seeks to identify the County and cities hazards, understand their impact on vulnerable populations and infrastructure. With that understanding the Plan sets forth solutions that if implemented, have the potential to significantly reduce threat to life and property. The Plan is based on the premise that hazard mitigation works! With increased attention to managing natural hazards, communities can reduce the threats to citizens and through proper land use and emergency planning avoid creating new problems in the future. Many solutions can be implemented at minimal cost and social impact.

There are several mitigation projects identified in the AHMP that if successfully implemented will reduce risks within the County. The projects were prioritized in the AHMP. Mitigation actions are listed in Section 9.3 of the Gooding County AHMP.

The AHMP is reviewed annually and revised every five years. The revision will include an update on the status of all mitigation actions taken during the previous five years.

Planning Assumptions & Considerations

The Gooding County Emergency Operations Plan (EOP) is based on the planning assumptions and considerations presented in this section.

- Incident management activities will be initiated and conducted using the principles contained in the NIMS Incident Command System.
- Incidents, where possible will be managed locally with support from Gooding County.
- The combined expertise and capabilities of the municipalities, Gooding County and the State of Idaho, will be required to prevent, prepare for, respond to and recover from emergencies.
- Top priorities for incident management are to:
  - ❑ Save lives of both the responders and the public
  - ❑ Ensure security
  - ❑ Protect and restore critical services
  - ❑ Protect property
  - ❑ Facilitate recovery

Concept of Operations

General

It is the responsibility of the Gooding County government to undertake emergency management in order to protect life and property from the effects of hazardous events. When the emergency exceeds the County government's capability, requests for mutual aid and State assistance will be made. Requests for assistance from State government will be made through the Idaho Bureau of Homeland Security. The Federal government will provide assistance to the State, when appropriate and requested by the Governor.

This plan is based upon the concept that the emergency functions for the various individual or groups involved in emergency management will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. However, there may be cases where personnel will have to work outside of their normal function.

Day-to-day functions that do not contribute directly to the emergency operation may be suspended or reduced for the duration of the emergency, as directed by the Gooding County Board of County Commissioners.

Phases of Management

- Mitigation: Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. These functions are not part of this planning effort; however, Gooding County Disaster Services will continue to address mitigation issues within the County.
- Preparedness: Preparedness activities develop the response capabilities needed if an emergency should arise. Planning, training, and exercises are among the activities conducted under this phase.
- Response: Response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage and to speed recovery. Response activities include warning, evacuation, rescue, and other similar operations.
- Recovery: Recovery is both a short-term and long-term process. Short-term operations restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, condition. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions would be provision of temporary housing and food, restoration of vital government services, and reconstruction of damaged areas.

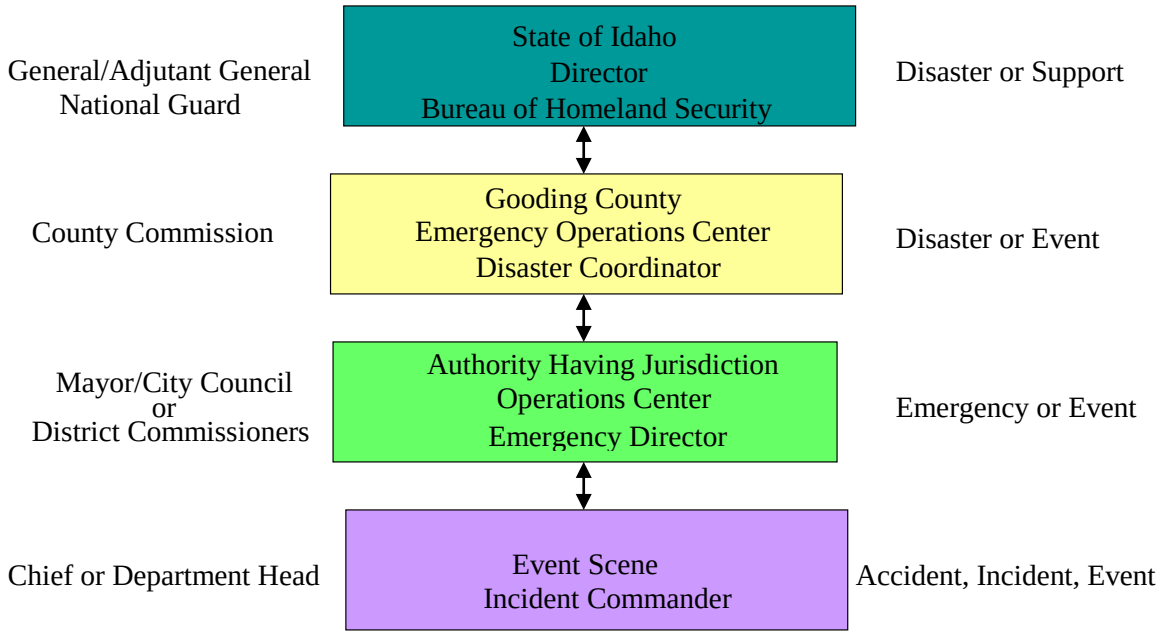
Organization and Assignments of Responsibilities

The responsibility for preparedness and response lies first with individual citizens, second families, third local jurisdiction, and finally Gooding County. Individual Citizens should be prepared to provide for their own needs during the first 96 hours of a disaster event. The elected officials are responsible for all policy-level decisions. They are also required to be the approving

agency for public information releases to the public. During response operations, the elected officials will be available to their constituents to handle non-routine problems.

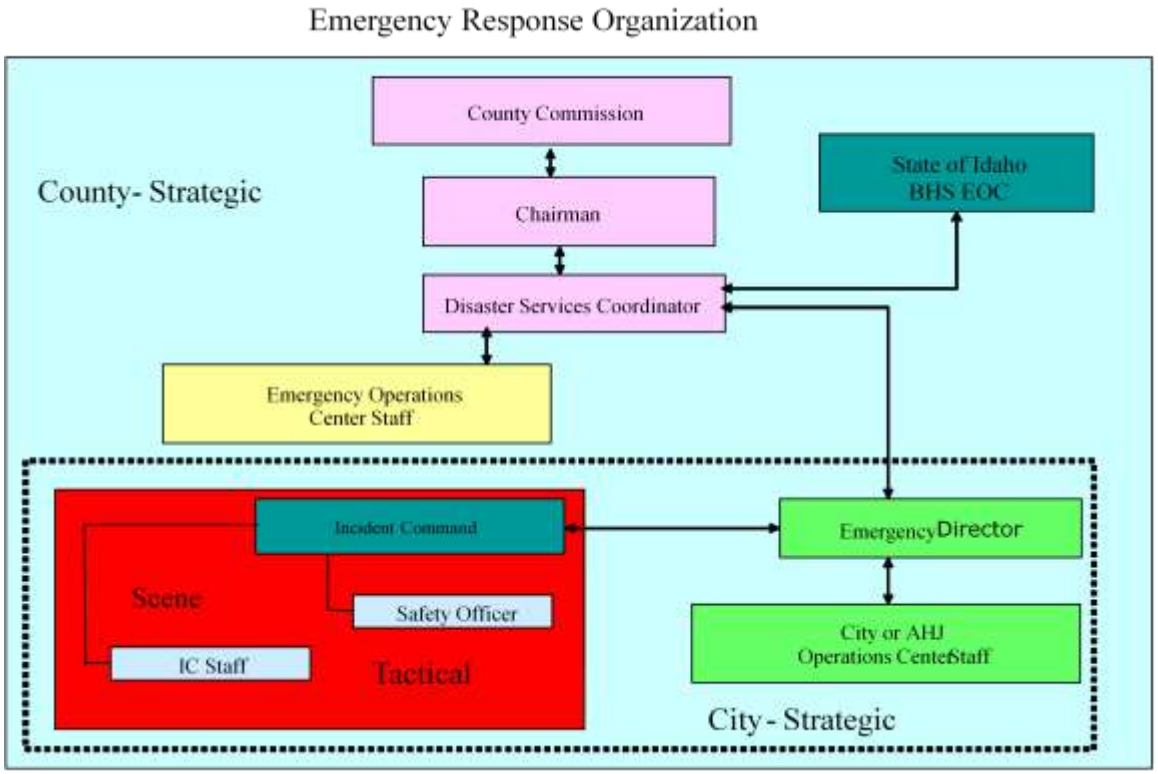
The Gooding County Disaster Services Coordinator has responsibility for coordinating the entire emergency management program within the County and can make routine decisions within the limits of disaster authority. During emergency operations, the Coordinator should ensure that all parties are working in a concerted, integrated, and supportive effort to overcome the disaster. Specific organizations or departments are responsible for fulfilling their obligations as presented in the basic plan.

The following flow chart illustrates the relationship between the Gooding County Emergency Response groups and the State of Idaho. It should be noted that the National Incident Management System (NIMS) is the fundamental response concept of all layers of response within Gooding County and the State of Idaho.



NIMS Direction, Control, and Coordination

Gooding County Emergency Response Organization consists of an integrated, yet flexible/expandable organization that is built upon the NIMS Incident Command Structure. The Figure below depicts the relationship between the local incident commander at the scene, the City Operations Centers, and the County's Emergency Operations Center.



Continuity of Government

Succession of Command

- The Chairman of the Board of Commissioners
- Commissioners based on seniority
- Sheriff
- Clerk
- Assessor
- Treasurer
- Prosecuting Attorney
- Coroner

Disaster Declaration Process

The provisions of this plan are applicable, but not limited, to all disasters that requires a Disaster Declaration by the County in support of local emergency activities and requests for disaster assistance will be made in accordance with the following procedures:

City

1. Emergency responders from the Cities will respond to an emergency within their city limits and coordinate activities in accordance with their standard operating procedures and mutual aid agreements
2. When an emergency situation is or is likely to be beyond the scope of control of the City, the mayor or city council may proclaim an emergency; their proclamation of emergency and any requests for assistance should be forwarded to the Gooding County Disaster Services Coordinator in an expedient manner, i.e., by voice followed by hard copy
3. When a local emergency has been proclaimed, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve the peace and order of the city

Gooding County

1. Upon receipt of the proclamation of a local emergency, the Gooding County Chairman of the Board of County Commissioners will:
   - ❑ Provide available assistance requested to contain the incident (i.e., sheriff, public works, health, etc)
   - ❑ Notify the Idaho Bureau of Homeland Security that a situation exists which *may* require the declaration of a County disaster
2. In the event a situation exists in the unincorporated portions of the County that may affect lives and property, the County will take necessary measures to bring the situation under control, utilizing all County government resources
3. If the situation, either in an incorporated or unincorporated portion of the County is beyond the capability and resources of the County to control, the chairman of the board of County Commissioners may declare a local disaster in accordance with Idaho Code 46-1011.
4. The Gooding County Disaster Services Coordinator will notify the Idaho BHS that the County has declared a disaster emergency, and that the County has implemented its Emergency Operations Plan; the notification should also state that the County has committed all available County resources to the response. If State supplemental assistance is needed to assist the County's response effort, the type of assistance should be clearly stated; the declaration and request for State assistance may be provided orally, and then submitted in writing to the Idaho Bureau of Homeland Security *(See Attachment 1)*
5. The BHS Director will evaluate the County's request for assistance and brief the Adjutant General and the Governor of the situation

Information Collection and Dissemination

Emergency information collection and dissemination begins before the event occurs. Emergency information for Gooding County is located not only in this Emergency Operations Plan, but also in the Gooding County Multi-Jurisdiction All Hazard Mitigation Plan, and in other planning documents throughout county and city government.

During an emergency event, the Planning function in the EOC is responsible to gather and review relevant information, including a situation analysis of the event. The Planning function will then work with the Operations function and the Disaster Services Coordinator to create an Incident Action Plan. The key to effective dissemination of critical information during a disaster or an emergency is to implement and then update an incident action plan.

Communications

Emergency communication protocols are under the direction of the Gooding County Sheriff as assigned in ESF 2 Communications and Warning. Emergency Communications will use clear language at all times. The use of acronyms or “10” codes will be avoided to ensure accurate communications of emergency information among all responders.

Administration Finance and Logistics

Training and Exercises

Training on this Plan shall occur upon adoption by the County Commissioners. Training will include an overview of NIMS and how to use the Emergency Support Function Annexes. Additionally users will be briefed on the use of the Standard Response Guides and the Roles and Responsibility Checklists for the EOC.

The Plan will be exercised annually as part of the County Exercise Program. Specific objectives will be developed to ensure users are familiar with the format of the Plan, and that agency assignments remain appropriate.

Additional preparedness activities such as Plans, Procedures, and Equipment Maintenance, Training, and Exercises are the responsibility of the Gooding County Emergency Services Coordinator, and are addressed in ESF 5 Emergency Management.

Plan Maintenance

The Plan will be reviewed annually by the County Emergency Services Coordinator and members of the LEPC. Changes necessitated will be made and distributed to Plan holders.

Preservation of Records

In order to develop after-action reports, all messages and logs will be maintained and submitted to the Gooding County Coordinator of Disaster Services, or his designee, immediately after deactivating emergency operations. Consideration must be given to the protection of records critical to the operation of government and those of historical note.

Authorities and References

- Federal Civil Defense Act of 1950, Public Law 81-920 as amended
- The Disaster Relief Act of 1974, Public Law 93-288, as amended
- FEMA CPG 101 version 2.0 Developing and Maintaining Emergency Operations Plans November 2010
- FEMA CPG 1-5 Objectives for Local Emergency Management
- FEMA CPG 1-34 Hazard Identification Capability Assessment and Multi-Year Development Plan
- Robert P. Stafford Disaster Relief and Assistance Act, Public Law 93-288, as amended
- Chapter 10 Title 46 of the Idaho Code; The Idaho Disaster Preparation Act of 1975, as amended
- Gooding County Resolution establishing a local disaster preparedness organization
- Gooding County Resolution establishing NIMS ICS as the County's response standard

Attachment 1: Disaster Declaration

WHEREAS, there is threat to life and property in **GOODING COUNTY,** as the result of _____,

Which occurred on _____ 20___; and

WHEREAS, the resulting _____ is threatening structures, roadways, infrastructures, public utilities, and other lines of communications as well as _____.

WHEREAS, a disaster emergency as defined in Section 46-1002, Idaho Code, is in existence in **GOODING COUNTY,** due to the imminent threat to life and property created by _____, and

WHEREAS, Section 46-1011, Idaho Code, authorizes the Commissioners of **GOODING COUNTY,** Idaho to declare a disaster emergency to authorize the furnishing of aid and assistance, thereunder;

NOW THEREFORE, be it resolved, and declared by the **GOODING COUNTY**, Idaho Board of Commissioners, as follows:

1. A disaster emergency is hereby declared to exist within **GOODING COUNTY**, created by _____. Creating an imminent threat to life and property and
2. These conditions require the activation of the response and recovery aspects of all applicable local disaster emergency plans and
3. Such disaster may require State emergency assistance to supplement local efforts to protect, rehabilitate, and replace public property and to provide a coordinated multi-agency effort to mitigate, avert and lessen the threat and impact of the disaster.

Adopted unanimously, in open special session this _____ day of _____, 20____, by those Commissioners subscribing their names hereto.

COUNTY BOARD OF COMMISSIONERS

_____
Chairman

_____
Member

_____
Member

ATTESTED:

_____
Clerk

Attachment 2: EOC Activation Levels

Level I: This is typically a "monitoring" phase. Emergency management will staff the EOC to monitor the situation and/or coordinate requests for outside assistance.

Level II: This is a limited activation. Emergency management will staff the EOC and if appropriate ask the emergency agencies involved in the response to provide a representative to the EOC. Emergency Support Function (ESF) coordinators may be alerted if appropriate.

Level III: Full-scale activation of the EOC with staffing by elected officials, ESF coordinators, and support staff. This activation may require 24 hours a day, full staff manning of the EOC during response phases of the disaster.

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Attachment 3: NIMS Resolution

GOODING COUNTY IDAHO
RESOLUTION NO. 05-02-14

WHEREAS Gooding County has used Incident Command System (ICS) as their incident management system for emergencies, and

WHEREAS the Department of Homeland Security has developed a comprehensive nationwide framework for incident management that will enable responders at all levels to work together more effectively to manage incidents no matter what the case, size or complexity, called National Incident Management System (NIMS), and

WHEREAS the Department of Homeland Security has asked all government and emergency entities to adopt the National Incident Management System (NIMS), so that all entities are tied to the system.

NOW THEREFORE BE IT HEREBY RESOLVED that the Gooding County Board of Commissioners by a unanimous vote do hereby adopt the National Incident Management System (NIMS) as their incident management system.

ADOPTED THIS 14 **DAY OF** February, **2005**

GOODING COUNTY BOARD OF COMMISSIONERS

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Carolyn Elexpuru, Chairman

Thomas Bingham, Commissioner

Bob Morgado, Commissioner

ATTEST:

Helen Edwards, Clerk

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ROLES AND RESPONSIBILITIES

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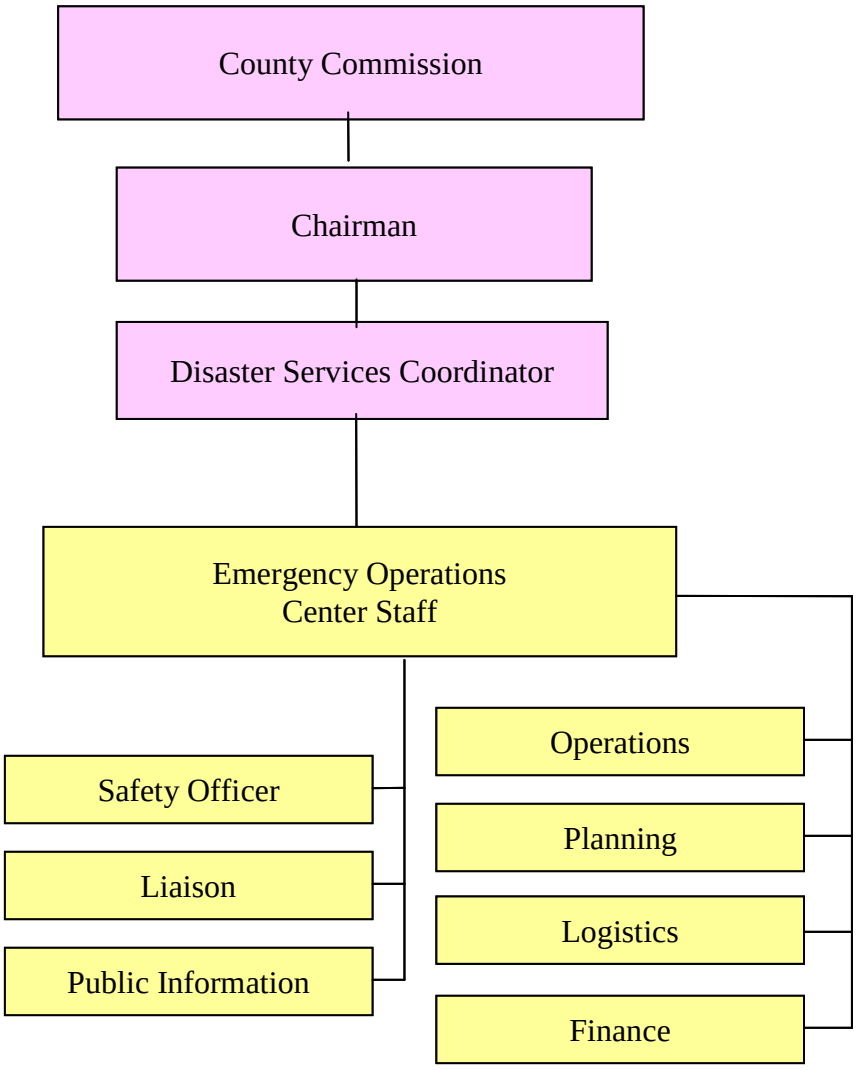
Gooding County
Emergency Response Organization



The Gooding Emergency Operations Center (EOC) will be staffed according to the ICS structure above. The following roles and responsibilities can be used as checklists during EOC activation.

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Elected Officials

Responsibilities

I. Preparation

- ❑ Set policy for the Emergency Response Organization
- ❑ Authorize mitigation strategy in coordination with the State of Idaho
- ❑ Identify by title or position the individuals responsible for serving as coordinators
- ❑ Identify EOC staff
- ❑ Coordinate with adjacent communities and the State of Idaho

II. Response

- ❑ Activate the EOC if needed
- ❑ When notified, serve in the EOC
- ❑ As appropriate, direct implementation of protective actions for public safety
- ❑ Issue a disaster declaration if appropriate
- ❑ Specify authority for warning and may direct warning be issued
- ❑ Serve as spokesperson before media or delegates and support that function
- ❑ Approve emergency information/instructions/media releases
- ❑ Make evacuation decisions
- ❑ Authorize procurement of resources

III. Recovery

- ❑ Authorize mitigation strategies

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Disaster Services Coordinator

Responsibilities

I. Preparation

- ❑ Direct the development of a County response capability
- ❑ Coordinate with response efforts of other jurisdictions
- ❑ Train the EOC staff
- ❑ Assist the EOC Manager in preparing the EOC
- ❑ Identify resources needs and provide resources
- ❑ Assure appropriate warning to the public can be accomplished
- ❑ Publicize mass care locations/procedures

II. Response

- ❑ Analyze the emergency situation and decide how to respond quickly, appropriately, and effectively
- ❑ Coordinate with the response efforts of other jurisdictions
- ❑ Activate the EOC as required
- ❑ Notify the Commission of the emergency situation and brief them upon their arrival at the EOC
- ❑ Activate EOC staff.
- ❑ Assist the EOC Manager as requested
- ❑ Assure significant events log is maintained
- ❑ Work with ESF 3 Public Works and Engineering to collect and disseminate damage assessment information
- ❑ Submit Situation Reports and Damage Assessment Information to BHS
- ❑ Assist with ESF 7 Resource Support and logistics delivery
- ❑ Implement ESF 2 Emergency Communications and Warning procedures.
- ❑ Act as or designate an ESF 15 Public Information Officer
- ❑ Make evacuation recommendations
- ❑ Direct the ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator to activate mass care/shelter
- ❑ Coordinate with ESF 7 Resource Support and the Resource/Logistics Manager on procurement and delivery
- ❑ Assure significant events log is maintained

III. Recovery

- ❑ Activate Annex A and collect and disseminate damage assessment information
- ❑ Submit Situation Reports and Damage Assessment Information to BHS
- ❑ Coordinate with BHS on administration of State and Federal assistance program delivery

EOC Manager

Responsibilities

I. Preparation

- ❑ See that supplies and equipment in the EOC are stocked, maintained, and ready for an event
- ❑ Work with all EOC staff so they are trained in their duties and responsibilities

II. Response

- ❑ Activate the EOC
- ❑ Activate call out list and notify EOC staff and ESF coordinators of emergency
- ❑ Notify the Commissioners of the emergency situation and brief them upon their arrival at the EOC
- ❑ Develop staffing plan to maintain extended or 24-hour operations if needed
- ❑ Ensure the EOC runs smoothly
- ❑ Oversee the administrative staff and ensure that clerical help is available during activation

III. Recovery

- ❑ Transition EOC into Recovery Coordination Center
- ❑ Develop Recovery staffing plan

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Safety Officer

Responsibilities

Note: *To assure the safety of Emergency Operations Center (EOC) members, the Safety Officer has the direct responsibility to correct unsafe acts or conditions, exercising emergency authority to stop or prevent unsafe acts when immediate action is required concerning Emergency Operations Center (EOC) team members.*

I. Preparation

- ❑ Have a good working knowledge of local Emergency Operations Center (EOC) and Incident Command System (ICS) structures, policies, and procedures
- ❑ Have a working knowledge of the Hazards facing the County
- ❑ Participate in disaster training, exercises, and tabletops

II. Response

- ❑ Report to Emergency Operations Center (EOC)
- ❑ Obtain briefing from Incident Commander and/or from initial on-scene Safety Officer
- ❑ Oversee the monitoring and assessing of hazardous and unsafe situations
- ❑ Identify hazardous situations associated with the incident; ensure that the Emergency Operations Center (EOC) Staff is protected
- ❑ Work with the Operations and Planning Sections to ensure that appropriate protective actions are being taken to protect the public
- ❑ Identify potentially unsafe acts within the Emergency Operations Center (EOC)
- ❑ Identify corrective actions and ensure implementation. Coordinate corrective action with Command and Operations
- ❑ Ensure adequate sanitation and safety in food preparation
- ❑ Assist in the preparation of the Incident Action Plan Safety and Risk Analysis
- ❑ Participate in Planning and Operations Meetings:
  - o Listen to strategic options being considered; if potentially unsafe, assist in identifying options, protective actions, or alternate strategies
  - o Discuss accidents/injuries to date; make recommendations on preventative or corrective actions
- ❑ Coordinate critical incident stress, hazardous materials, and other debriefings, as necessary
- ❑ Document all activity on Unit Log

III. Recovery

- ❑ Personnel being demobilized must be debriefed before being released
- ❑ Stress counseling may be necessary following a traumatic incident
- ❑ Responsible for the after action reports

Public Information Officer

Responsibilities

I. Preparation

- ❑ Develop public education programs
- ❑ Maintain current media lists, appropriate plans and SOP's, and participate in County exercises
- ❑ During response and recovery, the PIO will counsel the Commissioners in emergency information releases, response, and all public information

II. Response

- ❑ Report to EOC
- ❑ Coordinate ESF 15 Public Information activities with the Commissioners and participating agencies on all emergency information releases

  NOTE: *Unless required, do not withhold information from the public. This erodes public trust and confidence.*

- ❑ Reassure the public that officials are working to resolve the situation
- ❑ Monitor media and public reports for accuracy and effectiveness
- ❑ Be prepared to provide warning to the public
- ❑ Respond to media queries in a timely fashion
- ❑ Provide information regarding locations of mass care and shelter, and aid centers, as requested by ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services
- ❑ Establish rumor control procedures
- ❑ Prepare timely, accurate news releases as required
- ❑ Maintain a chronological record of events
- ❑ Utilize other personnel to act as spokesperson, depending upon the circumstances, for technical information and political consideration

III. Recovery

- ❑ Establish rumor control procedures
- ❑ Advertise aid and recovery centers locations and services
- ❑ Prepare timely, accurate news releases as required
- ❑ Schedule news conferences, interviews, and other media access

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Liaison Officer

Responsibilities

I. Preparation

- ❑ Have a good working knowledge of local EOC and ICS structures, policies, and procedures
- ❑ Learn what area agencies and organizations might assist in an event, and what their roles, responsibilities, and needs would be

II. Response

- ❑ Report to EOC upon notification
- ❑ Act as the point of contact for assisting or coordinating agencies and organizations
- ❑ Ensure lines of authority, responsibility, and communications
- ❑ Resolve interagency conflicts
- ❑ Work with private contractors and organizations to address needs

III. Recovery

- ❑ Same as response

NOTE: Remember that people will be tired and frustrated. Do your best to be the level headed and patient point of contact.

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Planning and Assessment

Responsibilities

I. Preparation

- ❑ Know the capabilities of your local Emergency Response Organizations
- ❑ Study incidents reported in the media to learn what can happen and how other agencies handle different situations

II. Response

- ❑ Report to EOC upon notification
- ❑ Gather information and analyze the situation as it progresses
- ❑ Record the status of resources, including those already committed to the incident, anticipated needs, and the projected impact of additional resources responding
- ❑ Generate action plan for the next operational period
- ❑ Record and protect all documents relevant to the incident. (Incident reports, communication logs, injury claims, and status reports)
- ❑ Activate appropriate technical experts/specialists to assist in developing action plans

III. Recovery

- ❑ In incidents requiring a major resource commitment, adequate planning is needed to ensure an effective, safe, and cost-effective demobilization and return of resources to service
- ❑ Personnel being demobilized must be debriefed before being released
- ❑ Stress counseling may be necessary following a traumatic incident
- ❑ Responsible for the after action reports

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Operations/Coordination

Responsibilities

I. Preparation

- ❑ Know the capabilities of your local emergency response organizations
- ❑ Study incidents reported in the media to learn what can happen and how other agencies handle different situations

II. Response

- ❑ Is responsible for coordinating the County wide emergency response.
- ❑ **Do not micro manage the Incident Commander(s)**
- ❑ Help the Incident Commander(s) with span of control problems
- ❑ Assist the Disaster Services Coordinator in developing protective action measures for the general public
- ❑ Develop operational plans for emergency actions to be taken outside of the incident scene
- ❑ Consult with the IC and/or the Disaster Services Coordinator about the overall incident action plan
- ❑ Keep the EOC staff informed of the situation and resource status
- ❑ Work with the Resource/Logistics Manager, ESF 4 Firefighting, ESF 9 Search and Rescue, ESF 10 Oil and Hazardous Materials, or ESF 13 Public Safety and Security as required
- ❑ Assign priorities for resources

III. Recovery

- ❑ Same as response only with recovery objectives

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Resource/Logistics Management

Responsibilities

I. Preparation

- ❑ Provide a complete picture of resources available by working with ESF 7 Resource Support
- ❑ Maintain a resource inventory of locally available resources
- ❑ Is aware of resources available through mutual aid agreements

II. Response

- ❑ Report to EOC upon notification
- ❑ Coordinate with Operations regarding needs and priorities
- ❑ Identify facilities and sites available for resource storage, staging, and provides for security
- ❑ Coordinate the acquisition and deployment of resources
- ❑ Monitor potential resources shortages and advises Operations
- ❑ Seek outside resources when local resources are not adequate
- ❑ Meet critical resource needs despite interruptions or damage to City services
- ❑ See that all responders have, food, water, toilet facilities, and can get warm and dry
- ❑ Provide communication resources

III. Recovery

- ❑ Maintain accountability of the jurisdiction's use of resources

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Legal & Finance

Responsibilities

I. Preparation

- ❑ Know the State and local statutes concerning disaster and emergency operations
- ❑ Review County emergency plans for compliance with legal statutes
- ❑ Know the policies, laws, procedures, and resources for emergency expenditures

II. Response

- ❑ Is responsible for all legal considerations of the incident
- ❑ Prepare disaster declaration as required
- ❑ Is responsible for all costs and financial considerations of the incident
- ❑ Handle purchase orders, future payments, budgeting, cost documentation, etc

III. Recovery

- ❑ Is responsible for legal documentation
- ❑ Is responsible for cost recovery

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STANDARD RESPONSE GUIDES

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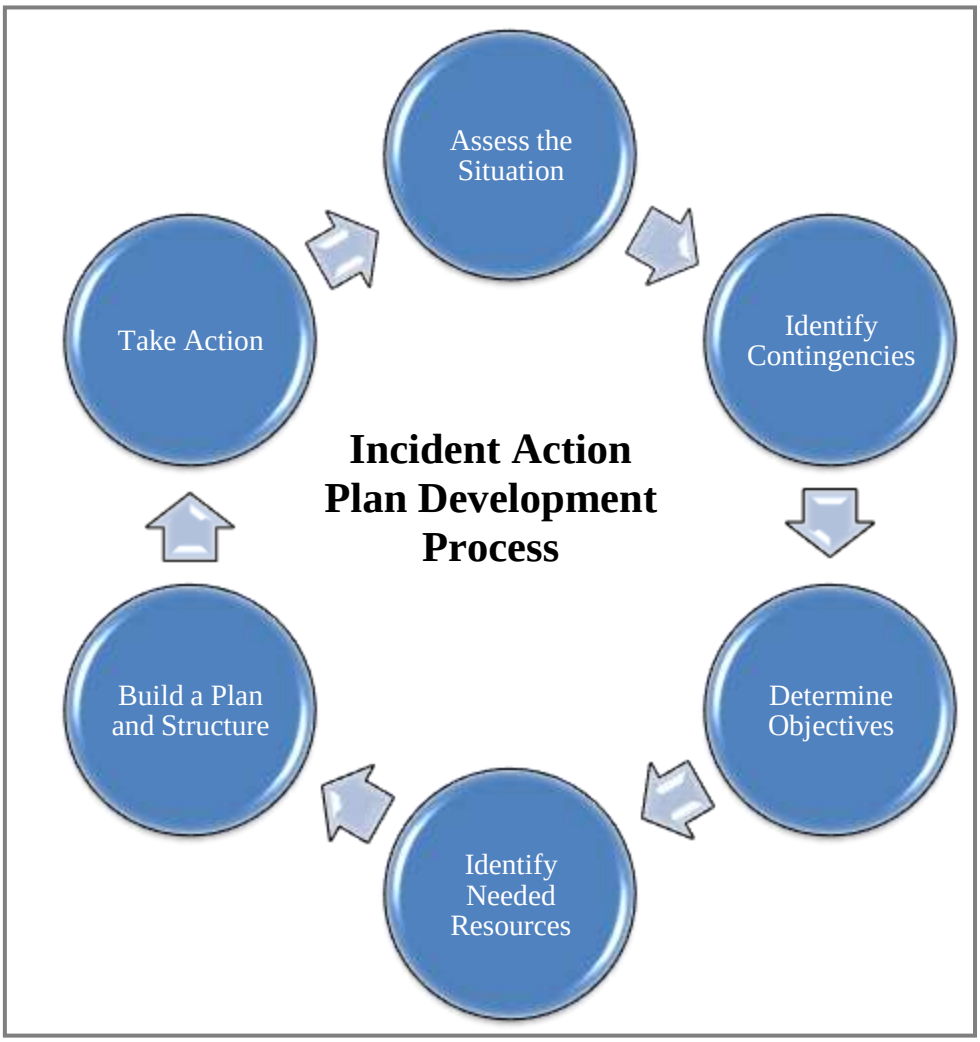
Incident Action Plan Development

An Incident Action Plan is the central tool for planning during a response to an emergency incident. The Incident Action Plan is prepared by the Planning Section Chief with input from the appropriate sections and units of the Incident Management Team. It should be written at the outset of the response and revised continually throughout the response.

Incidents vary in their kind, complexity, size, and requirements for detailed and written plans. In an initial response for an incident that is readily controlled, a written plan may not be necessary, Larger, more complex, incidents will require a written Incident Action Plan to coordinate activities. The level of detail required in an Incident Action Plan will vary according to the size and complexity of the response.

The plan should be accurate and transmit the information generated during the planning process. It must be prepared and distributed prior to Operations Shift Briefings. A plan must be prepared for each operational period.

The following Standard Response Guides provide checklists and questions to facilitate the development of an Incident Action Plan. The cyclical plan development process is illustrated in the following figure.



The development of an Incident Action Plan follows the following steps:

- Assess the Situation
  - ❑ Determine the geographic size of the incident
  - ❑ Estimate the duration of the incident
- Identify Contingencies
- Determine Objectives
- Identify Needed Resources
- Build a Plan and Structure
- Take Action
- Repeat the Process

Each of the following standard response guides provides questions to aid in the development of an Incident Action Plan. The responses to the posed questions will compose the plan. The following template is to be used in the development of an Incident Action Plan.

Incident Action Plan

Be brief and concise with your entries

Location	Control Level	Operational Period From: To:

SITUATION	Geographic Extent
	Estimated Duration
CONTINGENCIES	Response
	Public Safety
OBJECTIVES	

RESOURCES NEEDED	
PERSONNEL	EQUIPMENT

RESPONSIBILITIES & TASKS		
ROLE	TASKS	COORDINATING INSTRUCTIONS

CHAIN OF COMMAND

COORDINATION ISSUES	
OTHER	
ATTACHMENTS	
PLAN DEVELOPERS	
APPROVAL	

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Emergency Operations Center Activation and Operations Checklist

Purpose

This section details the Emergency Operations Center (EOC) activation criteria and procedures. The most critical time in most emergency incidents is the first few hours. Effective emergency response requires immediate action with the correct resources, personnel, and equipment.

Objectives

The main objective in managing emergency operations is to ensure the effective direction of emergency resources involved in preparing for and responding to situations associated with natural disasters or human-caused technological incidents. The specific objectives of the Emergency Operations Center are to facilitate the following:

- ❑ Protection of life, property, and the environment
- ❑ Overall management and coordination of emergency operations
- ❑ Restoration of operations and services
- ❑ Coordination and liaison with appropriate Federal, State, and other local governmental agencies and private sector resources
- ❑ Management of mutual aid
- ❑ Establishment of response priorities and the completion of action plans
- ❑ Collection, evaluation, and dissemination of information and other essential data
- ❑ Disseminating emergency public information to the general public and the employees.
- ❑ Control media attention and press releases
- ❑ Maintain a legal presence through-out the incident

1. **Determine the resource requirements of the EOC**

- ❑ Minimum Staffing
  - o Elected Officials
  - o Emergency Coordinator
  - o EOC Manager
  - o Operations Coordinator
  - o Planning Coordinator
  - o Logistic/Resources Coordinator
  - o Finance/Legal Coordinator
  - o Public Information Officer
  - o County Clerk/Secretary

Incident Priorities
- ☐ Life Safety
- ☐ Incident Stabilization
- ☐ Environmental Protection
- ☐ Property Conservation

2. **Begin development of Incident Action Plan.**
   - ❑ Establish Strategic Goals
   - ❑ Develop Tactical Objectives
3. **Develop Strategic Goals**
   - ❑ Establish Command and Control of the Incident
   - ❑ Assemble Incident Information
     - o Develop an Incident Action Plan
     - o Estimate the potential course and harm considering the following:
       - ▪ Magnitude of the incident
       - ▪ Spread of fire or hazardous materials
       - ▪ Life hazards
       - ▪ Vulnerable exposures
       - ▪ Impact on population
       - ▪ Impact on the environment
       - ▪ Safety factors and considerations.
   - ❑ Isolate the Area
     - o Establish perimeter and control zones
     - o Deny entry to non-essential personnel
   - ❑ Provide Protection to Public
     - o Activate area evacuations as necessary
   - ❑ Conduct Notification (Crisis Communications)
   - ❑ Procure and Manage Equipment
   - ❑ Approve activation of Specialized Operations
     - o Refer to specific Hazard Specific Response Guides
     - o Determine in advance the actions required to mitigate the situation
     - o Determine and gather the resources necessary to accomplish tactical objectives
   - ❑ Establish Recovery and Termination Criteria
     - o Establish a plan for returning all conditions to pre-incident status
4. **Evaluate the Incident Action Plan**
   - ❑ Verify that Strategic Goals are appropriate
   - ❑ Verify that Tactical Objectives are correct
   - ❑ Review the Safety Plan for accuracy

Continue to Evaluate the Process throughout the Incident

5. Incident Termination

The incident is terminated once the Incident Commander has demobilized ALL emergency response agencies and resources and declared the area safe to begin recovery operations.

The Incident Termination Procedure describes a formal process for terminating operations at the scene of an emergency and outlines a framework for conducting a post-incident analysis and critique so that operational plans may be improved based on lessons learned from the response.

Major incidents should be formally terminated using a structured system. Proper termination of activities helps ensure that:

- ❑ Emergency response personnel are accounted for before leaving the incident scene
- ❑ Personnel have been properly briefed on the signs and symptoms of exposure to toxic materials or special decontamination that may be required off-site
- ❑ Correct information has been obtained concerning the specific hazards personnel have been exposed to and exactly which personnel have received the exposure
- ❑ Critical data and information have been recorded for use during the incident critique; post incident analysis, investigations, etc.

Debriefing:

Debriefing activities should concentrate on funneling accurate information to the people who need it the most. Initially, this group will include response personnel who have controlled a specific division/group or who have worked in the exclusion zone.

On large incidents, the number of people who "need to know" critical post-incident information may be expanded to include support and technical personnel from mutual aid companies, outside agencies, etc. Expansion of the debriefing to outside agencies will be at the discretion of the Incident Commander.

Note: Release of inaccurate information during the debriefing may have long-reaching effects. Incorrect hazard data could cause those individuals exposed to a hazardous material to overlook the early warning signs or symptoms of exposure. Likewise, inadequate decontamination information could result in improper disposal or damage expensive equipment.

The Incident Commander shall begin the debriefing as soon as possible as the emergency phase of the operation is completed. If practical, this should begin before first responders are released. The Incident Commander should ensure that the following topics are covered during the debriefing

- ❑ **Exposure -** Inform all responders exactly what hazardous materials they were (possibly) exposed to and their signs and symptoms. The de-briefer should instruct personnel to immediately notify the Medical Director and report to a hospital emergency room if signs or symptoms occur within 48 hours of the incident.
- ❑ **Equipment Damage -** identify equipment that may have been damaged and unsafe conditions requiring immediate attention or isolation for further evaluation.

Responsibility for damaged equipment shall be assigned to a specific individual at the incident scene. The status of damaged equipment shall be reported in the shift log.

- ❑ **Information Gathering -** assign information-gathering responsibilities for records, Command checklists, etc. to a specific individual.
- ❑ **Summarize Activities –** provide a very brief summary of what occurred at the incident so that personnel leave the scene with accurate information. Note that this should not be a critique.
- ❑ **Closing Comments—**reinforce the positive aspects of the incident and assure personnel that problems will be addressed during the critique.

Post-Incident Analysis:

Many individuals and outside agencies will have a legitimate need for information concerning emergency response. These may include mutual aid companies, regulatory agencies, the media, insurance companies, accident investigators, police agencies, etc. While it is appropriate to share information with legitimate organizations that have a "need to know" all such releases shall be approved by the County Commission.

Within a reasonable time period after the incident, a Post-Incident Analysis (PIA) will be conducted in order to reconstruct the incident. The objective of the PIA is to establish a clear picture of the events that took place during the emergency. Such information may be used to conduct an incident critique, determine how much the response cost, or conduct a formal accident investigation.

The Incident Commander shall begin the PIA by designating one individual to collect information concerning the incident. Normally this is done during the debriefing. The Incident Commander and the person assigned to coordinate the PIA should meet as soon as practicable to review key elements of the incident and to identify subjects for follow-up. The following information should be obtained to support the PIA

- ❑ Verification of shipping papers or Material Safety Data Sheets
- ❑ Owner/operator information
- ❑ Chemical hazard data
- ❑ Command checklists
- ❑ Command charts or notes
- ❑ Communication tapes and log sheet
- ❑ Photographs or incident scene sketches
- ❑ Business cards of outside agency representatives
- ❑ Statements taken from response personnel

As soon as practicable, the individual coordinating the PIA should construct a brief chronological review of who did what, when, where, and how during the incident. A simple timeline placing key players at specific locations at different times is generally adequate.

Once available data has been assembled, the Emergency Director may assign an individual to write a formal report on the incident. The purpose of the report may be to formally document the incident for an accident investigation, the critique, etc. Reports will be prepared on a case-by-case basis.

Note: *At no time will a Post Incident Analysis report be released to outside organizations unless management has approved it.*

Critique:

All major emergency responses will be formally critiqued. Such incidents may include situations where personnel were exposed to hazardous materials, working incidents involving significant resources, time commitments, or any situation deemed appropriate by the Incident Commander.

The objective of the critique will be to:

- ❑ Improve the safety and health of emergency responders
- ❑ Promote a self-correcting system where specific problems are identified and corrected in a timely manner
- ❑ Promote teamwork among emergency response personnel
- ❑ Continue improving response training, skills, and techniques
- ❑ Revise and improve Command checklists
- ❑ Improve preplanning for specific hazards and risks
- ❑ Strengthen and improve the Incident Command System, outside agency coordination, etc.

When it has been determined that a formal critique is required, the Incident Commander will assign responsibility for leading the critique to a Critique Leader. The Critique Leader will be responsible for the following:

- ❑ Scheduling the critique within 30 calendar days of the incident
- ❑ Collecting all information resulting from the Post-Incident Analysis
- ❑ Notifying all individuals who participated in the original response
- ❑ Preparing all required visual aids, audiotapes, etc
- ❑ Leading the critique
- ❑ Briefing management on the critique findings

While there are many ways to conduct a critique, the Critique Leader should assure that each participant has an opportunity to share relevant issues and concerns with the group. In general, the Critique Leader should make every effort to control the critique so that the results are meaningful and constructive. At no time will a critique be used as a forum to establish fault for poor performance or as a method for disciplinary action.

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Any Type of Incident

The following six steps will help successfully resolve all types of incidents.

1. **Size up (or assess) the situation.**
   - ❑ What is the nature of the incident?
   - ❑ What hazards are present?
   - ❑ How large of an area is affected?
   - ❑ How can the area be isolated?
   - ❑ What location would make a good staging area?
   - ❑ What routes would be good for the flow of response personnel and equipment?

2. **Identify contingencies.**
   - ❑ Take into account not only the current situation but also any possible developments. What could happen?
   - ❑ Nothing is as easy as it looks.
   - ❑ Everything takes longer than you think it will.
   - ❑ If anything can go wrong, it will.

3. **Determine Objectives.**
   - ❑ Decide what you want to do.
   - ❑ Objectives may change as the incident progresses. (Incident Stabilization)
   - ❑ Objectives are measurable, used to monitor progress, and establish priorities, based on size-up and contingencies.

4. **Identify needed resources.**
   - ❑ What resources (people and equipment) are needed to accomplish the objectives?
   - ❑ Where will you get them? How long will it take them to get here?
   - ❑ What other agencies need to be involved? (Local, State, and/or Federal)

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?

6. **Take action.**
   - ❑ Incident control requires a continuous process of repeating steps 1-6.

This six-step process occurs continually throughout the response, enabling responders to take quick appropriate action.

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Bomb Threat/Civil Disobedience

1. **Size up (or assess) the situation.**
   - ❑ What is the nature of the incident?
   - ❑ What hazards are present?
     - o What hazards exist for response personnel and the public?
     - o Are there secondary events (fire, structural collapse, etc.)?
     - o Do warnings need to be issued?
     - o Are there injured people who need to be treated or assisted?
     - o Is evacuation required?
   - ❑ How large of an area is affected?
     - o Are emergency services functioning? (Fire, EMS, Police)
     - o Has the incident effected communications, transportation, or other services?
     - o Will the area be isolated?
   - ❑ Where will you establish a Command Post and Staging Area? Are multiple sites needed?
   - ❑ Consider and establish entrance and exit routes for flow of response personnel and equipment.

2. **Identify contingencies.**
   - ❑ Is this a terrorist act?
   - ❑ Are additional incidents/threats anticipated?
   - ❑ Are additional security/enforcement personnel required?
   - ❑ Are area medical facilities sufficient?
   - ❑ Is airlift or ground transportation or other evacuation assistance required?
   - ❑ Can additional damage or injury be expected?
   - ❑ Do we need to set up a community shelter?

3. **Determine Objectives.**
   - ❑ What do we need to do to save lives and prevent injuries?
   - ❑ What services can we provide?
   - ❑ Write our objectives down and prioritize.
   - ❑ Monitor media reports.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.
   - ❑ Disseminate self help information, and information on how to get emergency help.

4. **Identify needed resources.**
   - ❑ What resources (people and equipment) are needed to accomplish the objectives?
   - ❑ Is technical expertise or specialized resources required (bomb squad, chemical specialists, Search & Rescue)?
   - ❑ Where will you get them? How long will it take them to get here?
   - ❑ What other agencies need to be involved? (FBI is lead Federal agency for investigation of terrorist incidents).

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?

6. **Take action.**
   - ❑ Establish command structure.
   - ❑ Mobilize resources.
   - ❑ Set up staging.
   - ❑ Isolate the area.
   - ❑ Treat/assist injured.
   - ❑ Establish entrance and exit routes.
   - ❑ Establish safe zones/routes.
   - ❑ Issue warnings.
   - ❑ Initiate evacuation as required.
   - ❑ Establish liaison with necessary agencies (Cities, State, military, FBI, etc.).
   - ❑ Deploy emergency communications assets as required.
   - ❑ Incident control requires a continuous process of repeating steps 1-6.

Earthquake

Notify the BHS Central Idaho Area Field officer by calling State Communications Center 1-800-632-8000

The State Communications Center will be able to contact the Bureau of Homeland Security, notify the BHS Area Field Officer, and give you information about the location and magnitude of the earthquake, in addition to calling out other emergency responders. If phone lines are out they can be reached by radio on EMS Emergency Medical Services Radio frequencies.

1. **Size up (or assess) the situation.**
   - ❑ How large of an area is affected?
   - ❑ How much and what type of damage is there?
   - ❑ Damage assessment should be done in two phases:
     1. An assessment of the entire County with emphasis on areas that require lifesaving response. Data must be gathered to set priorities and request help.
     2. An assessment of total countywide damage to determine recovery needs and costs.
   - ❑ Are emergency services functioning? (Fire, EMS, Police)
   - ❑ What is the status of: water, sewer, communications, and heating, in the affected area?
   - ❑ Is anyone in danger? (Home heating, migrants, elderly, electric medical equipment, etc.)
   - ❑ After shocks will cause more damage and could cause damaged buildings to collapse and endanger rescuers.

2. **Identify contingencies. (What if the power is out for an extended period of time?)**
   - ❑ How long before emergency and essential services will be restored or overwhelmed?
   - ❑ How long before the public will be seriously impacted?
   - ❑ How do we get fuel for emergency vehicles?
   - ❑ What secondary damage will result? (Fire, flooding, etc.)
   - ❑ Do we need to set up a community shelter?

3. **Determine Objectives.**
   - ❑ What do we need to do to save lives and prevent injuries?
   - ❑ What services can we provide?
   - ❑ Write our objectives down and prioritize.
   - ❑ Monitor media reports.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.
   - ❑ Disseminate self help information, and information on how to get emergency help.

4. **Identify needed resources.**

- ❑ What resources (people and equipment) are needed to accomplish the objectives?
- ❑ Where will you get them? How long will it take them to get here?
- ❑ What other agencies need to be involved?

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?
   - ❑ If buildings or structures have been damaged, how will you control access? Who will inspect buildings for safety?

6. **Take action.**
   - ❑ Incident control requires a continuous process of repeating steps 1-6.

Flood

Heavy rain, ice jambs, spring runoff, canal failures, erosion and stream bank failures, or other events can cause flooding. Flooding can happen any time of the year with or without warning. Individuals are responsible to do everything they can to protect themselves and their property before asking for help. The County's first responsibility after providing life safety is to protect the roads and local infrastructure, and then to assist citizens in helping themselves. If it is determined that the flooding will exceed the County's resources or abilities, help can be obtained from the following:

Bureau of Homeland Security

BHS is responsible for coordinating all State and Federal emergency aid to Counties. This includes National Guard, Transportation Department, Fish & Game, or other State agencies, and Army Corps of Engineers, and FEMA.

BHS Area Field officer can be paged by calling

State Communications Center	1-800-632-8000
BHS Boise Office	1-208-422-3040
Fax	1-208-334-2322

Army Corps of Engineers, Walla Walla District

Office	1-509-527-7700
Fax	1-509-527-7804
Primary contact: Emergency Response	**1-509-527-7141**
Fax	1-509-527-7821

National Weather Service (NOAA)

Please see the "Severe Weather" section of this manual.

1. **Size up (or assess) the situation.**
   - ❑ What is the cause of the flooding?
   - ❑ How long will it last? How much water will there be?
   - ❑ What hazards are present besides flooding?
   - ❑ How large of an area is affected?
   - ❑ How can the area be isolated and protected?
   - ❑ What location would make a good staging area?
   - ❑ What routes would be good for the flow of response personnel and equipment?
   - ❑ Are any vital services or facilities threatened?

2. **Identify contingencies.**
   - ❑ What could make the situation worse? (Weather?)
   - ❑ The water will come; how can we redirect or divert it to minimize or prevent damage.
   - ❑ If the water lasts a long time, will dikes or sandbags fail?
   - ❑ If our original plan fails, what is our fallback plan, or option plan.

- ❑ Can someone be injured or killed? Flood damage is insignificant compared to health and safety of citizens or responders. If you flood the whole County, but no one is injured or killed, you have succeeded.

3. **Determine Objectives.**
   - ❑ Decide what you want to do. Is the damage potential less than the cost of a flood fight?
   - ❑ Who is responsible for the flood fight? City, County, or Private Individuals?
   - ❑ Will the County protect public facilities (roads etc.), and private property owners must protect themselves?
   - ❑ Objectives may change as the incident progresses.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.

4. **Identify needed resources.**
   - ❑ What resources (people and equipment) are needed to accomplish the objectives?
   - ❑ Where will you get them? How long will it take them to get here?
   - ❑ What other agencies need to be involved?

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?

6. **Take action.**
   - ❑ Incident control requires a continuous process of repeating steps 1-6.
   - ❑ Flooding requires continued monitoring and damage assessment.
   - ❑ The damage and damage potential are vital in getting assistance in your flood fight.
   - ❑ **Water is powerful and dangerous. Life safety is the most important issue!**

This six-step process occurs continually throughout the response and recovery enabling everyone to take quick appropriate action.

Hazardous Materials

Response to a hazardous materials incident should be cautious and tiered to scale up to the incident for safety purposes. Local responders have limited equipment and experience in dealing with HazMat and must rely upon the State teams located in Central Idaho and/or Pocatello, with response times in excess of one hour. The County responders are to stabilize and contain the situation, not dangerous chemicals. The spiller/owner will be responsible for cleanup. If rescue is required, advice from the State team is available on appropriate protective equipment, to be utilized before entering a hazardous area. The policy and procedures to use are outlined in the State manual "HAZARDOUS MATERIALS Incident Command and Response Support Plan" (7 ½" x 9" yellow three ring binder).

THE FOLLOWING ITEMS SHOULD BE DONE!

1. **Remain upwind, uphill or upstream of the incident. From a safe distance, assess the situation.** *Use binoculars to view the scene. If possible determine if radiological materials or other hazardous materials are present.*
   - ❑ How large of an area is affected?
   - ❑ Effects on people, animals, and the environment?
   - ❑ Container types, markings, placards, and labels. (Use the "North American Emergency Response Guidebook")
   - ❑ Signs of any released or discharged materials or any odors? Move if you detect odors and you are not sure it is safe.
   - ❑ Observe and report the distance and direction of nearby dwellings, other occupied buildings, and surface water.
   - ❑ Do not enter an area where you may become a victim, **even to rescue another**.

2. **Notify StateCom at 1-800-632-8000** - ***StateCom will provide the following services:***
   - ❑ Provide for medical response or hazardous materials assistance.
   - ❑ Notify the appropriate Local and State Responders.
   - ❑ Advise the appropriate Local, State, and Federal Agencies of the incident.
   - ❑ Set up a conference phone call for the Incident Commander to obtain information and help, and to provide for multi agency coordination.

3. **EOC Functions**
   - ❑ How can we help the IC to save lives and prevent injuries?
   - ❑ Are there victims? If yes, do family members need assistance?
   - ❑ Rumor control by monitoring the media and providing correct information.
   - ❑ Review the Incident Commander's action plan.
   - ❑ Identify contingencies.
   - ❑ Determine community wide objectives, develop an action plan, identify and provide needed resources, complete a damage assessment.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.

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Power Failure

1. **Size up (or assess) the situation.**
   - ❑ How large of an area is affected?
   - ❑ How long will the power be out?
   - ❑ Are emergency services functioning? (Fire, EMS, Police)
   - ❑ What is the status of: water, sewer, communications, and heating in the affected area?
   - ❑ Is anyone in danger? (Home heating, migrants, elderly, electric medical equipment, etc.)

2. **Identify contingencies. (What if the power is out for an extended period of time?)**
   - ❑ How long before emergency and essential services will be impacted?
   - ❑ How long before the public will be seriously impacted?
   - ❑ How do we get fuel for emergency vehicles?
   - ❑ What property damage will result from this power outage?
   - ❑ Do we need to set up a community shelter?

3. **Determine Objectives.**
   - ❑ What do we need to do to save lives and prevent injuries?
   - ❑ What services can we provide?
   - ❑ Is there a need, and can we provide temporary power to anyone?
   - ❑ Write our objectives down and prioritize.
   - ❑ Monitor media reports.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.
   - ❑ Disseminate self help information, and information on how to get emergency help.

4. **Identify needed resources.**
   - ❑ What resources (people and equipment) are needed to accomplish the objectives?
   - ❑ Where will you get them? How long will it take them to get here?
   - ❑ What other agencies need to be involved?

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?

6. **Take action.**
   - ❑ Incident control requires a continuous process of repeating steps 1-6.

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Severe Weather

Winter storms are common in Idaho. However, in the event of an extremely severe or extended winter storm, citizens and agencies may need assistance in coping with the emergency. We also have the potential for damaging winds, microburst, tornados, lightning, and heavy rain or hail.

National Weather Service Boise Office:
Front Desk.....208-334-9860
Fax.....208-334-1660
Forecast Desk……208-334-9518 or 208-342-6569
Toll free number 1-888-697-7263
Internet address ..... http://www.wrh.noaa.gov/boi/

1. **Size up (or assess) the situation.**
   - ❑ How large of an area is affected?
   - ❑ Don't assume that the damage you know about is all the damage. Other areas may have damage and be unable to report it. You must investigate so that you know all of the damage in the County.
   - ❑ Is the weather situation over, ongoing, expected to get worse?
   - ❑ What is the status of water, sewer, communications, and heating in the affected area?
   - ❑ Is anyone in danger? (Home heating, migrants, elderly, electric medical equipment, etc.)
   - ❑ What indirect damage or complications must be considered?

2. **Identify contingencies. (What if the power is out for an extended period of time?)**
   - ❑ How long before emergency and essential services will be impacted?
   - ❑ How long before the public will be seriously impacted?
   - ❑ What property damage will result from this weather?
   - ❑ Do we need to set up a community shelter?

3. **Determine Objectives.**
   - ❑ What do we need to do to save lives and prevent injuries?
   - ❑ What services can we provide?
   - ❑ Write our objectives down and prioritize.
   - ❑ Monitor weather reports and forecasts reports.
   - ❑ Declare a disaster if needed.
   - ❑ Notify BHS Area Field Officer of situation.
   - ❑ Disseminate self help information, and information on how to get emergency help.

4. **Identify needed resources.**
   - ❑ What resources (people and equipment) are needed to accomplish the objectives?
   - ❑ Where will you get them? How long will it take them to get here?
   - ❑ What other agencies need to be involved?

5. **Build a plan and structure.**
   - ❑ Responsibilities and tasks: Who will do what?
   - ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
   - ❑ Coordination issues: How will different groups work together, and how will they communicate?

6. **Take action.**
   - ❑ Incident control requires a continuous process of repeating steps 1-6.

Wildfire

In the event of a Wild land Fire within the boundaries of Gooding County; the EOC may be activated as needed. The County will be able to contact the National Interagency Fire Center and give you information about the location and magnitude of the fire, in addition to calling out additional emergency responders.

1. Size up (or assess) the situation.

- ❑ How large of an area is affected?
- ❑ Where is the fire located?
- ❑ Threat assessment should be done in two phases:
  1. An assessment of the entire County with emphasis on areas that require lifesaving response. Data must be gathered to set priorities and request help.
  2. An assessment of Gooding County to determine life saving response.
- ❑ Are emergency services functioning? (Fire, EMS, Police)
- ❑ What is the status of water, power, sewer, communications, and heating, in the affected area?
- ❑ Is anyone in danger? (Residents, Visitors, workers, elderly)
- ❑ Smoke may cause more damage and will cause more of an area to be impacted.

2. Identify contingencies. (What if the County is isolated for an extended period of time?)

- ❑ How long before emergency and essential services will be restored or overwhelmed?
- ❑ How long before the public will be seriously impacted?
- ❑ How do we get fuel for emergency vehicles?
- ❑ What secondary damage will result? (traffic accidents, medical)
- ❑ Do we need to set up a community shelter?

3. Determine Objectives.

- ❑ What do we need to do to save lives and prevent injuries?
- ❑ What services can we provide?
- ❑ Write our objectives down and prioritize.
- ❑ Monitor media reports.
- ❑ Declare a disaster if needed.
- ❑ Notify BHS Area Field Officer of situation.
- ❑ Disseminate self help information, and information on how to get emergency help.

4. Identify needed resources.

- ❑ What resources (people and equipment) are needed to accomplish the objectives?
- ❑ Where will you get them? How long will it take them to get here?
- ❑ What other agencies need to be involved?

5. Build a plan and structure.

- ❑ Responsibilities and tasks: Who will do what?
- ❑ The chain of command: Who will report to whom? (Incident Command, Emergency Support Functions, Annex Coordinators, Outside Agencies)
- ❑ Coordination issues: How will different groups work together, and how will they communicate?
- ❑ If buildings or structures have been damaged, how will you control access? Who will inspect buildings for safety?

6. Take action.

- ❑ Incident control requires a continuous process of repeating steps 1-6.

EMERGENCY SUPPORT FUNCTIONS

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ESF 1 Transportation

Primary Agencies: Gooding County Road and Bridge

Support Agencies: Gooding County Disaster Services
Municipal Public Works Departments
Gooding School District #231
Wendell School District #232
Hagerman School District #233
Bliss School District #234

Introduction

Purpose

The purpose of ESF 1 is to ensure transportation system availability and to provide transport services for the relocation of Gooding County residents and visitors in the event of an evacuation.

Scope:

ESF 1 Transportation support includes

- Processing all transportation assistance requests and tasks received in the EOC
- Prioritizing transportation resources for the transportation of people, materials, and services
- Performance of, and assisting with, evacuation and re-entry
- Making temporary repairs and/or removing debris that is blocking transportation routes

Policies

The Gooding County Road Department is the primary ESF 1 agency. The Department will prepare and maintain call lists to contact personnel, transportation and repair equipment, inventory listing, local vendors, and evacuation maps of the County. ESF 1 will keep the Disaster Services Coordinator and EOC staff apprised of activities, actions, and status.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require transportation support to include, floods/dam failures, earthquakes, landslides, hazardous materials spills, and severe storms.

A major disaster emergency could severely damage the Gooding County transportation system in the impact area. Local transportation activities could be hampered by damaged facilities, equipment, and infrastructure, as well as by disrupted communications. At the same time, the disaster will create significant demand on County resources to provide relief and recovery. State assistance may be required to meet these demands for essential services, as well as clearing and restoring the transportation system.

Planning Assumptions

- Spontaneous evacuation will occur when there is sufficient warning of the threat. Between 5 and 20 percent of the people at risk will evacuate before being told to do so.
- Some people will refuse to evacuate no matter what the threat. Evacuation will be primarily in family groups using private vehicles.
- Public transportation will also be required.
- Roughly 20 percent of the population at risk will require shelter in a mass care facility. Many evacuees will seek shelter with relatives, friends, or motels, rather than use government mass care facilities.
- Evacuation in emergency situations that occur with little or no warning will be implemented on an as needed basis. The individual responsible for implementing evacuation in this situation is the incident commander at the scene of the emergency, with support arranged through the EOC as necessary. Evacuation instructions will be based on known or assumed health risks associated with the hazard.
- Roadways may be damaged making it difficult to evacuate areas at risk.
- Landslides may block evacuation routes.

Concept of Operations/Responsibilities

General

The Supervisor, Gooding County Road and Bridge Department or designee, will head ESF 1. ESF 1 will notify the transport services agencies to prepare to relocate vulnerable populations. ESF 1 and City public works and engineering departments will provide assistance to temporarily repair or clear designated evacuation routes.

Mobilization preparation will be made to ensure rapid availability of resources including pre-positioning and/or staging of resources prior to the onset of dangerous conditions. ESF 3 Public Works and ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services will assist in developing strategies if necessary.

Organization

- The Chief Executive Officer(s) will direct the Gooding County Disaster Services Coordinator to activate ESF 1.
- The Gooding County Disaster Services Coordinator will coordinate all evacuation route repair work and relocation of residents and visitors with ESF 1, ESF 3 Public Works and Engineering, and ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services.
- Gooding County Road and Bridge Department, as ESF 1 will, in coordination with Incident Commander, make recommendations to the Chief Executive Officer on the need to relocate vulnerable populations and will assist in maintaining evacuation routes by removing debris and conducting temporary repairs.
- The Gooding County School District #231, Wendell School District #232, Hagerman School District #233, and Bliss School District #234 Transportation Coordinators will assist with the relocation of students, residents, and visitors as requested by ESF 1.

- Law Enforcement, functioning as ESF 13, will provide traffic control during evacuee movement to mass care facilities.
- ESF 15 Public Information in coordination with ESF 1 will make public announcements about status of the transportation system.

Notification

- ESF 1 will be notified by the SIRCOMM Dispatch Center through pager, telephone, radio or email
- ESF 1 will notify support agencies on an as needed basis.
- ESF 1 will notify ESF 3 Public Works and Engineering, ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services, ESF 13 Public Safety and Security, and ESF 15 Public Information for assistance.

Response Actions

<u>Initial</u>

- ESF 1 will coordinate the transportation for vulnerable populations and will:
  - ❑ Assess the situation and, in coordination with the Incident Commander and Evacuation Coordinator, determine the number of persons to be relocated based on the following:
    - o Location, extent, and nature of the hazard or disaster
    - o Locations in relation to evacuation routes
    - o Availability of evacuation routes
    - o Services available in the area
    - o Input from the EOC Staff
  - ❑ As directed by the Chief Executive Officer, coordinate the transportation of vulnerable populations by:
    - o Identifying passable evacuation routes
    - o Requesting the dispatch of transport vehicles by the Secondary Agencies
    - o Notification of ESF 6 to open Mass Care Facilities
    - o Coordinate with ESF 15 Public Information to facilitate dissemination of information to the public on the need to relocate, the means of transportation, the place for pickup, and the location of mass care facilities
- ESF 6 the Mass Care Facility Manager will coordinate the opening of the facility(s), receiving of evacuees, and provision for their health and welfare.
- ESF 3 Public Works and Engineering will ensure that evacuation routes are passable.
- ESF 13 Public Safety and Security will provide traffic control during evacuee movement to mass care facilities.

- ESF 15 Public Information in coordination with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services will make public announcements about locations of and availability of mass care facilities.

Continuous

- ESF 3 Public Works and Engineering will continue to remove debris and maintain access to evacuation routes.
- ESF 15 Public Information will make public announcements through the media regarding the status of transportation routes and alternate transportation services.
- At the appropriate time, ESF 1 will coordinate the transportation of evacuees to their homes, or to temporary housing.

Agency Resources

- School Districts #231, 232, 233, 234 – vehicles, buses, vans, vehicle operators and support equipment

ESF 2 Communications and Warning

Primary Agencies: Gooding County Sheriff's Office
SIRCOMM

Support Agencies: Gooding County Disaster Services
Municipal Police Departments
Gooding County Road & Bridge
Municipal Public Works Departments
Municipal Fire Departments

Introduction

Purpose

ESF 2 provides direction for establishing, maintaining, and augmenting communications and warning systems during emergency response operations.

Scope

Communications are essential for adequate response to, and recovery from, emergency situations. ESF 2 describes the communications and warning systems that are available locally for the uninterrupted flow of information during the response and recovery phase of a disaster.

Policies

ESF 2 will:

- Acquire, organize, coordinate, and deploy communications equipment, personnel, and resources to reestablish, and/or restore, communications/telecommunications capabilities following a disaster impact; critical facilities shall be given priority service
- Identify communications facilities, equipment, and personnel located in and outside the affected area(s) that could be made available to support recovery efforts
- Identify actual and planned actions of local communications/telecommunications companies and providers to restore services

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require communication and warning system activation to include, floods/dam failures, earthquakes, hazardous materials spills, and severe storms.

Planning Assumptions

Communications

- Communications needs during a disaster will exceed normal capabilities.
- Telephone, Teletype, and Internet service may be interrupted or terminated.
- Radio communication assistance may be available through other public agencies.

- Amateur radio operators may be available to support emergency communications throughout the County.
- Geographic and weather conditions can limit communications.
- Radio reception is good throughout the County and can be relied upon for public warning.
- The County command and coordination radio operates on 460MHz. The base station is located in Gooding County Sheriff's Office communication room. A portable unit is available for use by incident commanders to ensure communication with the EOC.
- Disaster Services also has portable, battery-supported VHF/UHF radios that can monitor and talk with police, fire, school, road and bridge, and public works units throughout the County.
- Gooding County also participates in the IDAHO SECURE HF Radio Network. This allows us radio communication outside the County via the BHS net using our HF radio on Upper Sideband frequencies 7477.0 and 5135.0.
- The Idaho Law Enforcement Teletype (ILETS) and telephone communications are available, but are vulnerable to outages as they depend upon fixed lines.
- The County Emergency Operations Center (EOC) has dedicated telephone lines, and some cellular phones.

Warning

- The Emergency Alert System provides emergency warnings via radio and television. In addition warning throughout the County and the Cities depends upon a deputy sheriff or municipal law enforcement officer via vehicle siren and public address system.
- Time available for warning may vary from ample to none.
- The extent of the warning is dependent on the scale of the emergency.
- The severe weather/other emergency warning is a 3 to 5 minute steady signal from warning sirens. In addition to other meanings or requirements for action, this can also be an ATTENTION or ALERT signal to turn on radios or TVs to listen

Concept of Operations/Responsibilities

General

Communications

- The telephone, fax, Internet, and County UHF/VHF radio systems will be primary means of emergency communications.
- During most emergency conditions, tactical radio communications will emanate from the SIRCOMM Dispatch Center. Dedicated telephone line(s) between the EOC and the SIRCOMM Dispatch Center can be established.
- Radio nets of the Idaho State Police, Idaho Department of Transportation, Department of Fish and Game, U.S. Forest Service and the Bureau of Land Management may be utilized if additional radio systems are needed.

- Members of the Gooding County RACES unit will be used to supplement emergency communication system.
- Cellular telephones may be needed to supplement existing communications resources and free tactical radio frequencies.

Warning

- When time permits, the Gooding County Disaster Services Coordinator will discuss implementation of appropriate warning systems with commissioners and/or mayors.
- To facilitate dissemination of warning, the State of Idaho has established official warning points. The Central Activation Center (CAC) located at the State Communication Center (STATECOM) in Meridian, Idaho, is the designated warning point for Gooding County.
- Warning for catastrophic, widespread disasters, and national emergencies will be relayed from the ISP District 3 Office via ISP radio and the Idaho Law Enforcement Telecommunications System (ILETS) to the SIRCOMM 911 Dispatch Center.
- National Weather Service warning will be received by direct telephone link, by the National Oceanic Atmospheric Agency (NOAA) weather radio, by ILETS, television, and/or commercial radio.
- Warnings for hazardous material incidents/accidents, such as oil, chemical, or radiological material spills, when the incident presents a hazard to the public, will be announced on radio/TV, as well as through the EAS.
- Dissemination of warnings will be through the most expedient means available, including telephone, radio, television, sirens, public address systems, and/or fire and law enforcement personnel.
- As necessary, the SIRCOMM 911 Dispatch Center will notify affected cities, institutions, and resident State and Federal agencies, request all law enforcement agencies and/or fire departments to disseminate warning to their municipality, alert officials to warn their staff, and contact and warn all major employers and schools who may be affected by the emergency.
- ESF 15 Public Information will disseminate warning information to the media, if time allows. In immediate danger, the dispatcher will contact the media. The media will be requested to repeat the warning message in Spanish. Additionally, TV stations will present the warning by way of a crawler across the screen.

Organization

- The Chief Executive Officer(s) authorizes use of all County Communication and Warning resources to support emergency response operations and augmentation of the communications network, as required.
- The Gooding County Sheriff's Office, as ESF 2, manages the emergency communications section of the EOC and supervises the personnel assigned to it.
- Gooding County Radio Amateur Civil Emergency Service (RACES) alerts and mobilizes volunteer emergency communication personnel to establish and maintain fixed, mobile,

and portable station emergency communications facilities for local radio coverage and point-to-point contact of public safety officials and locations, as required.

- The EOC will be activated and ESF 2 will provide communication and warning support and coordination within the EOC.
- ESF 2 is responsible for altering primary and support personnel/agencies.
- ESF 2 will establish and maintain liaison with the other ESFs.
- ESF 2 will coordinate communications and warning activities with Federal and State EOCs.

Notification

- Upon receipt of notification of approaching severe weather (i.e., tornadoes, thunderstorms, floods, etc.) from the National Weather Service, storm watch personnel, other communities in the County, or any other official source, the SIRCOMM dispatch supervisor will immediately notify the Disaster Services Coordinator or Sheriff to determine the need to implement warning procedures.
- If communications with the Coordinator of Disaster Services cannot be established, or if there is not adequate time, SIRCOMM dispatch personnel are authorized to activate the warning procedures.

Response Actions

Initial

Communications

- The Chief Executive Officer(s) will:
  - ❑ Authorize use of all County communication resources to support emergency response operations
  - ❑ Authorize augmentation of the communications network as required
  - ❑ Authorize use of County employees to support the EOC communications requirements
- The Gooding County Sheriff's Office, ESF 2, will:
  - ❑ Manage the emergency communications section of the EOC and supervise the personnel assigned to it
  - ❑ Determine the status of communications systems and brief the EOC staff as needed
  - ❑ Activate the EOC message system
  - ❑ Coordinate activation of supplemental communications systems if required
  - ❑ Coordinate activation of communications links between the EOC and mass care shelters, and other emergency operating locations; RACES members can provide valuable service in this area
  - ❑ Ensure the communications section of the EOC has the capability to sustain 24-hour operations if required

- ❑ Ensure the Incident Commander is provided the portable radios for communications with the EOC
- ❑ Notify the BHS Central Area Field Officer when RACES is activated in support of emergency operations within the County

- Communications Operators will:
  - ❑ When notified, report to the EOC and operate the communications system
  - ❑ Follow established procedures and radio protocol for voice transmissions and message handling
  - ❑ Screen and log information when appropriate and route incoming messages to the appropriate sections in the EOC, using the manual or computerized system
- Gooding County Radio Amateur Civil Emergency Service (RACES) will:
  - ❑ Alert and mobilize volunteer emergency communication personnel
  - ❑ Establish and maintain fixed, mobile, and portable station emergency communications facilities for local radio coverage and point-to-point contact of public safety officials and locations, as required

<u>Continuous</u>

- Gooding County Radio Amateur Civil Emergency Service (RACES) will:
  - ❑ Maintain continuity of communications for the duration of the emergency period, or until normal communications are substantially restored
  - ❑ Provide local, State, national, and worldwide emergency communications
  - ❑ Provide local, State, national and worldwide health and welfare communications as needed when emergency communications have been addressed
  - ❑ Normal communications procedures will be continued, to the extent possible, under emergency conditions
- All Tasked Organizations will:

Note: *<u>This includes organizations such as Fire Department, Law Enforcement, Public Works, Road & Bridge, and School Districts that are directly involved or support emergency response operations that should be involved.</u>*

- ❑ Maintain their existing equipment and follow normal communications procedures. All organizations should maintain a communications link with the EOC. This will normally be accomplished through UHF/VHF radios in the EOC
- ❑ Provide a backup communications link between the EOC and mass care facilities as needed
- ❑ Provide backup communications capabilities for the EOC
- ❑ Maintain emergency communications systems support as long as necessary
- ❑ Phase down operations as necessary

Initial/Continuous

Warning

- The Chief Executive Officer(s) will:
  - ❑ Specify who has authority to direct activation of the warning procedures to include the EAS
  - ❑ Authorize EAS activation requests
- The Gooding County Sheriff's Office, ESF 2, will:
  - ❑ Implement steps to alert emergency responders or provide situation updates
  - ❑ With the approval of commissioners/mayors, activate public warning procedures to include the EAS
  - ❑ Implement contingency plans to provide warnings if established system fails
  - ❑ Coordinate with ESF 15 Public Information to ensure pertinent warning information is provided to the media
  - ❑ Issue cancellation of the warning notice or otherwise ensure emergency responders and the public are aware of the fact that the emergency is terminated
- All Tasked Organizations will:

Note: *This includes organizations such as Fire Department, Law Enforcement, Public Works, Road & Bridge, and School Districts that are directly involved or support emergency response operations that should be involved.*

  - ❑ Alert employees
  - ❑ If requested, augment the warning effort through use of vehicle equipped public address systems, sirens, or employees going door to door

Attachments:

Attachment 1: Emergency Alert System activation procedures

Attachment 2: Disaster Messages

Attachment 1: Gooding County Emergency Alert System (EAS) Activation Procedures

To activate the EAS take the following steps.

Activation Sources

Authorized Officials* may request activation of the EAS through the Central Activation Center (CAC) located at the State Communication Center (STATECOM) in Meridian Idaho at **(**208) 846-7610 or 1-800-632-8000. EAS message text may be faxed to the CAC at (208) 846-7620.

If unable to contact CAC, EAS activation may be requested through:

> The Idaho State Police (ISP) District 3 Dispatch Center in Meridian, ID 1-208-846-7500 or the local emergency 736-3060. EAS message text may be faxed to the ISP at 1- (208) 846-7520. ISP has a radio and microwave link with State Communications Center. If the links are down they cannot activate EAS at their location.
>
> If unable to contact ISP, EAS activation may be requested through the National Weather Service (NWS) Boise Forecast Office at (208-334-9860 or 208-334-9518). EAS message text may be faxed to the NWS at (208) 334-1660.

NOTE: The National Weather Service will encode and activate the EAS directly from their facility at the Boise Airport.

EAS activation procedures

Authorized Officials will use the following format when requesting EAS activation:

"This is (name/title) of (organization). I request that the Emergency Alert System be activated for the East Idaho Local Area because of (Give description of emergency)."

(Note that Authenticator Codes are no longer required.)

Sample EAS Message forms are located in Attachment 2.

The Authorized Officials, requesting activation and EAS activation personnel, will determine transmission details (i.e., live or recorded, immediate, or delayed, and target zones for broadcasting the EAS message, whether text needs to be faxed). Requesting Officials should include a description of the emergency actions being taken by local government, and instructions to the public. The maximum messages length is limited to two minutes, which is the maximum recording time of EAS equipment.

Maintain contact with the EAS activation personnel until the message is recorded or transmitted.

* The following are authorized to request activation of the EAS:

Gooding County Commissioners

Gooding County Sheriff

Gooding County Coordinator of Disaster Services

SIRCOMM 911 Dispatch Center

Mayors of Incorporated Cities

Attachment 2: Disaster Messages

The following forms are to be used to prepare messages for Emergency Alert System (EAS) or local media broadcast if the EAS cannot be activated. See Attachment 1 for instructions on EAS contact and activation.

Instructions or prompts to the preparer are capitalized and in parentheses. These instructions/prompts should not be read over the air. Fill out the message completely before contacting State Communications Center or the local media outlet.

WARNING MESSAGE

At **(Time)**_____ today, local officials reported an incident involving **(Description of the Situation)**

_____

_____

_____

_____

The incident is occurring/has occurred at **(Location)** _____

_____

_____

_____

As a precautionary measure, all persons near this location should be prepared to take protective actions if recommended in the near future.

(If This Is a Hazardous Chemical Incident Include the Following)

Stay indoors, close all windows, doors, and vents, and stay tuned for further information.

"The preceding has been an announcement by the **(Agency)** _____

_____

Stay tuned to this station for updates."

SHELTER IN PLACE MESSAGE

At **(Time)** _____today, local officials reported a potentially serious condition involving (description of situation)

_____

_____

_____

The incident is occurring/has occurred at **(Location)** _____

_____

_____

All persons in **(Distance)** radius of **(Name Area or Location)**

_____

_____

_____

are advised to take the following protective actions:

1. Go indoors and stay there until further notice
2. Bring pets inside
3. Close and lock all outside doors and windows
4. Turn off heating systems
5. Close or shut off any opening that might bring air in from the outside, such as any air conditioner, range fan, bathroom vent, clothes dryer, or fireplace damper
6. Use tape and paper, or aluminum foil, to seal any openings to the outside
7. Building superintendents should set all ventilation systems to 100 percent recirculation; if this is not possible, ventilation systems should be turned off
8. If you are in a vehicle in this/these area(s), close your windows, vents, and turn off your heater or air conditioner; continue to your destination in an orderly fashion
9. Do not telephone government officials directly involved. They will keep you informed of the situation through this station; do not use the telephone except for medical emergencies

"The preceding has been an announcement by the **(Agency)** _____

_____

Stay tuned to this station for updates."

PREPARE TO EVACUATE MESSAGE

At **(Time)** _____ today, local officials reported a potentially serious condition involving **(Description of Situation)**

_____

_____

_____

_____

The incident is occurring/has occurred at **(Location)**

_____

_____

_____

_____

All persons in **(Distance)** radius of **(Name Area or Location)** _____

_____

_____

_____

should stay indoors and prepare to evacuate.

If you are in your home, gather all necessary medications, clothing, and supplies.

YOU DO NOT NEED TO EVACUATE AT THIS TIME, but stay tuned for further instructions.

"The preceding has been an announcement by the **(Agency)** _____

_____

Stay tuned to this station for updates."

EVACUATION MESSAGE

At **(Time)** _____ today, local officials reported an incident involving **(Description of Danger)** _____

_____

_____.

The incident is occurring/has occurred at **(Location and Time)**_____

_____

_____

_____.

"We are advising people **(Distance)** radius of **(Name Area or Location)** _____

_____

_____.

to evacuate the area in an orderly manner.

Use **(Street Names)** _____ to the North, _____to the East, _____to the West, and _____to the South as evacuation routes.

If you need transportation assemble at **(Name of Pick-Up Points)** _____

_____

_____.

If you need special help call _____. Do not call 911 for assistance or information.

Public shelters will be set up at _____

and _____

"We are advising people to take the following protective actions:

1. Leave as soon as possible
2. Take the following items with you:
   - special medications or dietary needs
   - personal items
   - infant's needs

3. If possible, use your own transportation. Help your neighbors, if you have room, take them with you
4. Keep your car windows and vents closed while traveling; turn off your heater or air conditioner; drive slowly and carefully obeying traffic laws and officials directing
5. Before leaving your home or business:
   - Turn off all lights and electrical appliances
   - Turn down heating systems (or turn off air conditioners)
   - Secure your home or business

"The preceding has been an announcement by **(Agency)** _____

_____

Stay tuned to this station for updates."

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ESF 3 Public Works and Engineering

Primary Agency: Gooding County Road & Bridge Department

Support Agencies: Municipal Public Works Departments
Gooding County Planning & Zoning Office
Municipal Planning and Zoning Department
City and District Fire Department Building Inspectors

Introduction

Purpose

ESF 3 Public Works and Engineering is responsible for providing technical advice and engineering evaluations, engineering services, emergency contacting, and emergency repair of wastewater and solid waste facilities, removal and handling debris, opening and maintaining roadways within Gooding County.

Scope

ESF 3 Public Works and Engineering support includes technical advice, expertise and evaluations, engineering services, emergency contracting, emergency repair of water, wastewater, and solid waste facilities. ESF 3 activities include:

- Debris clearance and providing emergency ingress and egress to affected area(s)
- Clearing, repair, or expedient construction of damaged emergency access routes necessary for the transportation of rescue personnel and supplies
- Emergency restoration of critical public services and facilities
- Emergency demolition or stabilization of damaged structures and facilities designated as immediate hazards to public health and safety
- Provide technical assistance and damage assessment

Policies

The Gooding County Road & Bridge Department is the primary ESF 3 agency. The Department will prepare and maintain call down lists to contact personnel, equipment inventory listing, local vendors, and maps of the County. All other supporting agencies will cooperate with the Road & Bridge Department. ESF 3 will keep the Gooding County Coordinator of Disaster Services and staff apprised of activities, actions, and status.

The ESF 3 support agencies will provide personnel and vehicles and make available facilities essential to their operation for emergency use, including pre-positioning of resources.

Situation

Disaster Condition

- A major or catastrophic disaster will cause unprecedented property damage to structures, homes, public buildings, bridges, and other facilities. Many may have to be destroyed or reinforced, demolished, or isolated to ensure safety. Streets, highways, and other forms of transportation will be damaged or unusable, with significant quantities of debris

hindering recovery efforts. Public utilities will be damaged and may be partially or fully inoperable.

- In the event of a disaster, many response personnel will be unable to perform their prescribed emergency duties. Equipment in the immediate disaster area may be damaged or inaccessible. Resources may be limited in the immediate disaster area. Resources from outside the affected area must be coordinated to ensure a timely, efficient, and effective response.

Planning Assumptions

- Assistance will be needed in clearing debris, performing damage assessments, structural evaluations, emergency repairs to public facilities, and meeting basic human health needs.
- Ground, air, and rail routes must be cleared to allow access to affected areas.
- Conducting preliminary needs and damage assessments of the affected area(s) will be necessary to determine potential workload.
- Emergency environmental waivers and legal clearances will be needed for disposal of materials from debris clearance and demolition activities.
- ESF 3 will provide inventories of available vehicles, personnel, and materials located at the Road & Bridge compound that can be accessed during an emergency to ESF 5 Emergency Management by April of each year.
- Each agency is responsible for 24 hour staffing for the duration of the event.

Concept of Operations/Responsibilities

General

A representative from the County Road & Bridge Department will head ESF 3. The representative will identify which support agencies for ESF 3 is needed. ESF 3 will respond to local requests for public works and engineering assistance. The representative will respond to the EOC to assume ESF 3 responsibilities.

Organization

The primary agency for ESF 3 is the Road & Bridge Department. ESF 3 will direct and coordinate participating agency's resources, conduct damage assessments, orchestrate debris removal, and restore access and infrastructure. The Road & Bridge Department, as well as support agencies, will provide, as requested through the EOC, personnel, engineers, equipment, operators, and materials.

Each municipal public works department is responsible for conducting operations within their jurisdictions to maximum extent possible to include debris clearance and removal, damage assessment, and emergency restoration of critical facilities.

Gooding County Planning & Zoning and municipal counterparts, as appropriate, will identify damaged facilities that may be designated as immediate hazards to public health and safety, alert the public of unsafe facilities, and provide input on the appropriateness of demolition or stabilization of damaged facilities.

Notification

- ESF 3 will be notified by pager, telephone, radio, or email
- ESF 3 will notify support agencies on an as needed basis.
- Mobilization preparation will be made to ensure rapid availability of resources, including pre-positioning and/or staging of resources prior to the onset of dangerous conditions. ESF 3 and the Gooding County Disaster Services Coordinator will develop strategies if necessary.

Response Actions

Initial

- ESF 3 will:
  - ❑ Establish communications with their appropriate field personnel and ensure that they are ready for timely response
  - ❑ Coordinate with support agencies to establish priorities and develop strategies for the initial response
  - ❑ Coordinate with support agencies to identify available resources, personnel, and equipment
  - ❑ Formalize plans for mobilization and deployment based upon established priorities

Continuous

- ESF 3 will:
  - ❑ Conduct initial damage assessment and communicate findings to the Damage Assessment Coordinator
  - ❑ Coordinate EOC requests for personnel, equipment, materials, and resources
  - ❑ Coordinate the debris removal and repair efforts of primary and support agencies, including local governments and public works companies
  - ❑ Determine availability of potable and non-potable water supplies, including reclaimed water for firefighting purposes if necessary
  - ❑ Reassess priorities/strategies concerning the most critical infrastructure needs
  - ❑ Track resources committed to specific missions for possible redeployment if necessary; provide updated information to the Gooding County Disaster Services Coordinator
  - ❑ Evaluate and determine the need for outside resources
  - ❑ Maintain records of all expenditures, labor, equipment usage, material and fuel expenditure, and other expenditures made throughout the event
  - ❑ Process municipal requests for public works assistance

NOTE: *ESF 3 will use the following criteria to determine road clearance priorities*

- ❑ Primary consideration will be clearing roads for life safety needs, i.e. enable teams to conduct search and rescue, medical transport, and assess critical facilities
- ❑ Second, clearing roadways and debris removal, providing access for outside assistance, including resource staging areas, Disaster Recovery Centers, and so forth
- ❑ Third, return to normalcy

Recovery Actions

- ESF 3 will:
  - ❑ Review restoration and recovery actions and activities to ensure recovery and restoration strategies remain current
  - ❑ Evaluate debris removal activities, open roadways, and status of temporary landfills
  - ❑ Determine resource needs for temporary landfill sites including equipment, manpower, security and traffic control, traffic signage, and temporary office facilities

    Note: *The site manager and assigned staffing are responsible to define areas for separation of debris. Sorting will be held to a minimum. Each site manager is responsible for documenting and logging activities*

  - ❑ Notify Gooding County Disaster Services Coordinator and ESF 15 Public Information that the site is open for use so the media can inform the public

ESF 4 Firefighting

Primary Agencies: Bliss Fire District
Gooding City Rural Fire Department
Hagerman Fire Protection District
Wendell City Rural Fire District

Support Agencies: Bureau of Land Management
National Forest Service

Introduction

Purpose

The purpose of ESF 4 is to provide a comprehensive mechanism to ensure appropriate utilization of local fire resources prior to, and after the impact of a disaster. These resources include, but are not limited to, the detection and suppression of urban, rural, and wild land fires resulting from, or occurring coincidentally with, a significant disaster condition or event.

Scope:

ESF 4 is applicable to all fire fighting organizations in Gooding County.

Fire fighting support involves:

- Managing and coordinating fire fighting resources
- Detection of and suppression of fires
- Mobilizing and coordinating personnel, equipment, and supplies
- Interface with ESF 9 Search and Rescue and ESF 10 Oil and Hazardous Materials

Policies

All firefighting operations in Gooding County shall be conducted according to existing standard operating procedures and formal agreements.

- The fire department having jurisdiction over the fire scene is the primary ESF 4 agency. The fire chief or designee, of the appropriate department, will report to the EOC and conduct coordinated fire actions during disaster emergency, as required, when requested by appropriate elected officials.
- All fire departments will operate within their legal jurisdictions, unless responding to mutual aid as agreed.
- Request for out of County non-formal automatic aid or mutual assistance will be coordinated through SIRCOMM and approved by the appropriate elected official.
- All requests for State and or Federal assistance will be coordinated through the EOC and directed to the Idaho Bureau of Homeland Security Central Idaho Area Field Officer.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergency conditions that could require firefighting support to include, structure fires, wildfires, floods/dam failures, earthquakes, landslides, hazardous materials spills, and severe storms.

Planning Assumptions

- Wild land fires are common in the rural areas of the County. Although the majority of the larger fires are on public lands, residents and private property can be damaged. Local fire departments face increased threats to combined structural and wild land fire fighting.
- Not every Fire Department is trained a minimum at Fire Fighter Level 1.
- Mutual and Automatic Aid Agreements provide for sufficient manpower, equipment, and supplies to address structural and wild land fires within most areas of Gooding County.
- All Departments are staffed primarily with volunteer manpower.

Concept of Operations/Responsibilities

General

Firefighting response within Gooding County is well coordinated and planned. Existing standard operating procedures, guides, and formal agreements bound the response actions of this support function.

Organization

Response areas are clearly defined and identified. The senior firefighter on scene assumes the role of Incident Commander until relieved as identified in existing procedures and agreements.

Notification

- All Firefighting capability within Gooding County is notified and dispatched by the SIRCOMM Dispatch Center.
- The Chief Executive Officer or the Gooding County Disaster Services Coordinator will activate ESF 4 upon activation of the County EOC, or as requested.

Response Actions

- Fire Department(s) will function as ESF 4 and as directed in departmental standard operating procedures, and aid formal agreements will:
  - ❑ Manage department resources and direct fire department operations
  - ❑ Assist with warning the public as requested
  - ❑ Assist in evacuation and relocation actions
  - ❑ Assist ESF 9 Search and Rescue to organize, plan, and coordinate search and rescue operations in the County
  - ❑ Coordinate decontamination procedures
  - ❑ Coordinate and assist with emergency communications as needed

- ❑ Assist in initial damage assessment if personnel are available

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ESF 5 Emergency Management

Primary Agencies: Gooding County Disaster Services Department

Support Agencies: Local Emergency Planning Committee
Bureau of Homeland Security Central Idaho Area Field Officer
South Central Public Health District

Introduction

Purpose

ESF 5 provides for the development and coordination of the Gooding County Disaster Services Program including interface with local municipal jurisdictions and the State of Idaho Bureau of Homeland Security.

Scope:

ESF 5 is a staff level function which provides planning support to the EOC staff and coordinates support of response and recovery operations requested of the EOC.

Policies

- The Gooding County Board of County Commissioners will appoint a Coordinator for the Gooding County Disaster Services Department. The Coordinator shall be responsible for the development, management, and maintenance of the Gooding County Disaster Services Program.
- The Gooding County Disaster Services Program shall be coordinated with the regional Local Emergency Planning Committee (LEPC) to include the update and review of the Emergency Operations Plan Review and Update, Preparedness activities, training, exercises, and equipment acquisition.
- The Coordinator of the Gooding County Disaster Services Program, in cooperation with Municipalities and County Agencies, will establish, equip, and during emergency situations, activate and man the Emergency Operations Center.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require emergency planning and preparedness to include, floods/dam failures, earthquakes, landslides, hazardous materials spills, and severe storms.

Planning Assumptions

- Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- Disasters such as an earthquake or dam failure may occur at a time of day that produces maximum casualties.

- Disasters that result in large number of causalities and/or heavy damage to building structures and the basic infrastructure, will require State and Federal assistance.
- Severe weather conditions, flooding, earthquakes, and distance between towns could hamper response during a disaster.
- A major disaster could quickly overload the single hospital in the County .Additionally a shortage of medical supplies may occur in the event of a major disaster.
- Communications systems, particularly telephones that survive the initial disaster may be overloaded.
- It is expected that the present government structure will remain intact and will function during a disaster or emergency.
- Gooding County will have the capability and desire to save lives and property in case of a disaster. Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- While it is likely that outside assistance will be available in disaster situations, Gooding County must plan for and be prepared to save lives and protect property through independent disaster response and recovery operations.
- State or Federal disaster assistance will not be provided until local resources are fully committed to the response/recovery effort.

Concept of Operations/Responsibilities

General

- The Gooding County Commissioners are responsible for all emergency management policy decisions in the County outside of incorporated cities. Mayors are responsible for emergency management policy and decisions within their cities. The County Emergency Management Organization will support cities within the County during emergency situations if requested by mayor(s).
- The Gooding County Disaster Services Organization consists of the County Commissioners, Mayors, and the County Disaster Services staff, members of County and City departments, as well as local agencies, public and private. The Gooding County Disaster Services Coordinator is appointed by the County Commissioners and coordinates the emergency management organization.

Organization

- As ESF 5 the Gooding County Disaster Services Coordinator is responsible for all development of County Disaster Services Plans, Procedures, and Directives.
- The Gooding County Disaster Services Coordinator is the official Point of Contact for Bureau of Homeland Security Grants.
- The Gooding County Disaster Services Coordinator will provide public information related to the Disaster Services Program to citizens and visitors to Gooding County.

- The Gooding County Disaster Services Coordinator represents the County on the Local Emergency Planning Committee.
- The LEPC is the coordination point for all multi-jurisdictional emergency management issues in the County.
- The LEPC membership is comprised of representatives from each of the municipal fire and law enforcement departments, the County Sheriff's Office, the Rural Fire Districts, the Bureau of Land Management, the South Central Public Health District, Gooding County School Districts, the media, service organizations, State Agencies such as ITD, Health and Welfare, etc, private industry, and the general public.

Notification: Not Applicable

Response Actions: Not Applicable

Preparedness Actions

- The Gooding County Disaster Services Coordinator will conduct the following Mass Care, Emergency Assistance, Housing, and Human Services preparedness activities:
  - ❑ Analyze the Hazard Analysis and the Reception and Care Facility Listing and determine shelter, reception, and care requirements and shortfalls
  - ❑ Designate mass care support staff and train them on emergency responsibilities
  - ❑ Establish liaison with school districts, American Red Cross, the Salvation Army, selected churches, institutions, and commercial facilities to utilize facilities, personnel, and resources
  - ❑ Develop procedures for registering evacuees and assigning them to lodging and feeding sites
  - ❑ Develop a record keeping system to monitor all disaster costs incurred while providing services
  - ❑ Develop plans to maintain a master evacuee registration and locator file
  - ❑ Develop an evacuation information program with the County PIO
  - ❑ Coordinate arrangements for fire protection of shelter, lodging, and mass feeding sites with ESF 4 Firefighting
  - ❑ Coordinate with the ESF 13 Public Safety and Security to provide security for all shelter/reception center facilities.
  - ❑ Review projected expedient shelter construction and upgrading needs with ESF 3 Public Works and Engineering
  - ❑ Identify potential parking areas for shelter and lodging facilities
  - ❑ Determine potential requirements of personnel, resources, and supplies for mass feedings, reception, shelter, and lodging
  - ❑ In coordination with ESF 2 Communications, plan for communications between shelters and the Emergency Operations Center (EOC).
  - ❑ Review facilities and designate those to be used for lodging, the institutionalized, and

the special needs groups

- ❑ Identify campgrounds or sites to accommodate families evacuating in recreational vehicles in conjunction with the evacuation coordinator
- ❑ Develop procedures to accommodate evacuees requiring hospitalization, medication, or special care with ESF 8 Public Health and Medical Services
- ❑ Develop a community shelter plan and depict it on County and city maps

- As ESF 7 Resource Support, the Gooding County Disaster Services Coordinator will:
  - ❑ Review the County Hazard Vulnerability Analysis and determine resource requirements and possible shortages
  - ❑ Develop procedures to identify, reserve, obtain, allocate, and distribute personnel, equipment, supplies, facilities, and other resources
  - ❑ Identify and maintain a listing of local emergency resources and the agencies, businesses, and volunteer groups available to provide them
  - ❑ Develop letters of understanding and mutual aid agreements with liaison agencies
  - ❑ Take part in briefing participating agencies, organizations, and volunteers on resource management procedures and requirements
  - ❑ When alerted, notify mutual aid jurisdictions, private sector organizations, volunteers, and other participants about the possible need for assistance
  - ❑ Participate in EOP exercises
  - ❑ Develop procedures for conserving expendable resources
  - ❑ Coordinate with ESF 1 Transportation and ESF 13 Public Safety and Security for the use of buses for an evacuation (Annex B Evacuation)
  - ❑ Inventory fuel sources and storage capacities
- The Gooding County Disaster Services Coordinator, in cooperation with the Local Emergency Response Authority, will:
  - ❑ Conduct and maintain a hazard vulnerability analysis to include:
    - o Identification of fixed-site facilities
    - o Identification of transportation routes
    - o Identification of critical lifeline facilities that would be at risk as a result of a hazardous materials incident
    - o Identification of populations at risk from fixed sites and transportation incidents
  - ❑ Coordinate with industry and business representatives concerning plant safety/mitigation efforts
  - ❑ Recommend local actions, projects, ordinances, and resolutions to reduce the potential for, or the effects of, hazardous materials incidents
  - ❑ Coordinate with each fixed facility on how to handle spills on company property

- ❑ Establish and maintain mutual aid agreements with agencies, municipalities, businesses, counties, and states, as needed
- ❑ Identify chemical or toxicological expertise resources available
- ❑ Determine methods of summoning volunteers and off-duty personnel
- ❑ Maintain a list of personnel needed for emergency response
- ❑ Establish risk zones for each fixed hazardous material facility and along main transportation routes.
- ❑ Identify resources and organizations available to provide training
- ❑ Coordinate for the initial and continuing training of emergency responders on hazardous materials incident response.
- ❑ Provide for initial and continuing training of emergency responders on hazardous materials incident responses.
- ❑ Identify facilities for storage, treatment, recycling, and disposal of wastes resulting from a release
- ❑ Participate in exercises of the Emergency Operations Plan, at least annually
- ❑ Coordinate with County and local business and industry officials in developing decontamination procedures
- ❑ Identify trained incident commanders
- ❑ Coordinate with the State of Idaho Bureau of Homeland Security and the Local Emergency Planning Committee (LEPC) to insure that:
  - Title III chemical reporting requirements are relayed to the involved facilities
  - Chemical material safety data sheets (MSDS) or a listing of MSDS chemicals are disseminated to local fire departments and Public Safety and Security agencies
- ❑ Coordinate training for emergency medical teams and hospital personnel on proper methods for decontamination and treatment of persons exposed to hazardous chemicals
- ❑ Coordinate with all annex coordinators in planning for response to a hazardous materials incident
- ❑ Develop procedures for identification of hazardous materials
- ❑ Maintain fixed facilities contingency plans on file
- ❑ Negotiate a mutual aid agreement with Idaho State Police, District 3, regarding Idaho State Police coordination and possible on-scene command of an accident involving hazardous materials on federal and state highways

- The Gooding County Road and Bridge Supervisor, as ESF 3 Public Works and Engineering, and ESF 12 Energy will:
  - ❑ Review Gooding County's Hazard Analysis to determine the County's vulnerability to possible hazards as it pertains to the responsibilities of ESF 3 and ESF 12

- ❑ Recommend local public works projects, resolutions, and ordinances as necessary to mitigate the effects of potential or anticipated disasters or emergencies
- ❑ Develop an alerting system for public works personnel
- ❑ Maintain an inventory listing of locally available equipment, personnel, and materials. Coordinate this list with the ESF 7 Resource Support
- ❑ Plan for shelter upgrading requirements and expedient shelter construction with the ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services
- ❑ Arrange for the training of public works personnel with ESF 10 Oil and Hazardous Materials in hazardous materials and radiological monitoring, decontamination procedures, and emergency procedures
- ❑ Participate in exercises of the EOP
- ❑ Identify local private contractors who can provide support during emergencies; acquaint them with emergency plans and procedures
- ❑ Review all equipment status periodically
- ❑ Review and maintain annotated maps showing all utilities and Public Works
- ❑ Maintain mutual aid agreements with municipalities, private industry, other government agencies, and neighboring jurisdictions
- ❑ Develop a list prioritizing those facilities which would be vital to be repaired or maintained in case of a disaster (i.e. medical clinics, utilities, seat of government)

- The Gooding County Sheriff as ESF 2 Communications, ESF 9 Search and Rescue, and ESF 13 Public Safety and Security will:
  - ❑ Train personnel in the use of communications resources
  - ❑ Identify and designate public and private agencies, personnel, etc. available to augment the County's communications capabilities. Develop procedures and mutual aid agreements for their use
  - ❑ In coordination with the ESF 6 Mass Care Emergency Assistance, Housing, and Human Services Coordinator, develop a shelter communications system
  - ❑ Coordinate communications capabilities with neighboring counties. Establish mutual aid agreements
  - ❑ Participate in exercises of the Emergency Operations Plan
  - ❑ Devise a message report form and instruct EOC staff on its use
  - ❑ Through the ESF 15 Public Information Officer, promote public awareness of the warning system
  - ❑ Coordinate and plan for development of warning systems county-wide
  - ❑ Train dispatchers on communications procedures
  - ❑ Identify communications resources available to the EOC
  - ❑ Identify and designate private and public service agencies, personnel, equipment, and

facilities that can augment the County's communications capabilities

- ❑ Establish mutual aid agreements
- ❑ Develop warning dissemination procedures for emergencies
- ❑ Identify need for special warning procedures to ensure that warning information reaches special needs groups such as the visually and hearing impaired. Develop a systematic means to contact, educate, and warn the special needs groups
- ❑ Provide hazardous materials incident response, radiological monitoring, and other emergency training of Public Safety and Security personnel in coordination with the Disaster Services Coordinator
- ❑ Develop a system for transporting and guarding prisoners during an emergency
- ❑ Assign Public Safety and Security personnel to shelters and advise of shelter responsibilities (crowd control, prisoner security, fire arms management, etc.) in coordination with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services Coordinator
- ❑ Establish priorities for Public Safety and Security operations
- ❑ Assess traffic control needs and security requirements (i.e. County EOC, public and private property)
- ❑ Initiate programs for recruiting, training, and assigning auxiliary personnel
- ❑ Plan support of hazardous materials incidents where warning, evacuation, traffic management, and other Public Safety and Security actions are needed

- As ESF 15 Public Information , the Sheriff will complete preparedness activities to include the following:
  - ❑ Develop and execute a hazard awareness program, including mitigation procedures
  - ❑ Develop ongoing relationships with all local and neighboring media
  - ❑ Establish written or oral agreements with the media for dissemination of emergency public information and emergency warning
  - ❑ Designate a media area in the Emergency Operations Center and its alternate
  - ❑ Train those involved in the emergency organization on the role of the PIO and their relationship to the PIO and procedures
  - ❑ Conduct public education programs on emergency response and recovery, evacuation routes, and warning signals
  - ❑ Prepare emergency information packets for pre and post disaster
  - ❑ Distribute pertinent materials to the media
  - ❑ Brief news media personnel on emergency procedures for the dissemination of public information
  - ❑ Develop a priority system which will govern the release of public information
  - ❑ Develop and maintain a file of predetermined news releases (i.e., warning system

operations, emergency preparedness information, evacuation routes and procedures, shelter locations)

- ❑ Develop plans for reaching special populations (visually or hearing impaired, handicapped, or elderly)
- ❑ Develop plans for the distribution of emergency preparedness and response information
- ❑ Participate in emergency operations plan exercises
- ❑ Maintain a current file of all information released to the public
- ❑ Assign an assistant PIO, rumor control person, and other supporting staff, as required, and train as appropriate
- ❑ Set up procedures for contacting all available media during an emergency
- ❑ Develop measures for authenticating information source before broadcast or publication

- In preparation for evacuations in Gooding County, the Sheriff will:
  - ❑ Review Gooding County's hazard vulnerability analysis to determine the County's vulnerability to possible hazards
  - ❑ Coordinate with the Annex A Damage Assessment, ESF 13 Public Safety and Security, ESF 4 Firefighting, ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services , ESF 2 Communication and Warnings, ESF 8 Public Health and Medical Services, ESF 9 Search and Rescue, ESF 7 Resource Support, ESF 15 Public Information , and ESF 3 Public Works and Engineering
  - ❑ Instruct evacuation staff in relocation procedures to expedite the movement of residents and visitors out of the affected area.
  - ❑ Plan for the evacuation of people with special needs, such as elderly, handicapped, bedridden, and prisoners
  - ❑ Coordinate with ESF 1 Transportation for emergency use of school buses for evacuation
  - ❑ Establish pick-up points for evacuation transportation
  - ❑ Establish primary and alternate evacuation routes for all contingencies
  - ❑ Identify areas that may require evacuation and those of relative safety
  - ❑ Identify critical intersections, merge points, and restricted movements and coordinate traffic control requirements
  - ❑ Establish security and control procedures for evacuation routes in coordination with ESF 13 Public Safety and Security
  - ❑ Ensure access routes and sources of transportation for emergency work crews
  - ❑ Publicize through the ESF 15 Public Information Officer the various evacuation routes that may be used under hazardous conditions

- ❑ Develop reentry information for post-disaster requirements
- ❑ Participate in exercises of the Emergency Operations Plan
- ❑ Coordinate with ESF 10 Oil and Hazardous Materials Incident Coordinator if necessary
- ❑ Plan for the flow of spontaneous evacuees into the County from outside areas

- The Gooding County Fire Chiefs as ESF 4 Firefighting will:
  - ❑ Review Gooding County's hazard analysis to determine the County's potential vulnerability to structure and wildland fires
  - ❑ Analyze fire service capability
  - ❑ Continue or refine the existing mutual aid agreements
  - ❑ Coordinate ongoing training on response to hazardous materials, including Chemical Biological Radioactive Nuclear or Explosive (CBRNE) incidents
  - ❑ Arrange for training in fire fighting, rescue, first aid, CBRNE monitoring, and decontamination procedures
  - ❑ Designate alternate sites for all fire stations
  - ❑ Provide for fire prevention programs throughout the County
  - ❑ Establish fire service priorities on food supply sources, utilities, schools, clinics, medical facilities, communication centers, and other vital installations
  - ❑ Coordinate, plan, and develop fire fighting operational policy for the County
  - ❑ Coordinate with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services in the assignment of fire services personnel to shelters and lodging, and for the provision of fire protection for these facilities
  - ❑ Coordinate with the Annex B Evacuation Coordinator on how fire services personnel could assist in an evacuation
  - ❑ Maintain inventories of fire apparatus and vehicles and append to ESF 4 Firefighting. Coordinate this inventory with ESF 7 Resource Support.
  - ❑ Participate in exercises of the Emergency Operations Plan
  - ❑ Coordinate with other response groups and provide training if needed
  - ❑ Develop and maintain County and city maps showing fire service facilities and equipment locations to include water sources, shut-off valves, and emergency water supplies; these maps will be kept in the EOC
  - ❑ Coordinate priority for decontamination activities with ESF 10 Oil and Hazardous Materials
- As ESF 8 Public Health and Medical Services, the Gooding Ambulance District (EMS) will:
  - ❑ Review emergency plans and programs for crisis augmentation with representatives of public health and welfare agencies, volunteer disaster assistance agencies, and

medical facilities

- ❑ Organize periodic group meetings with emergency health and medical service providers to coordinate assistance and support requirements
- ❑ Plan programs and procedures for:
  - o Immunization
  - o Health/contamination inspections
  - o Blood banks
  - o Specialized training (first aid, radiation, decontamination, CPR, etc.)
  - o Evaluation, prevention, and detection of communicable diseases
  - o Normal public health awareness
- ❑ Establish liaison with pharmacists, veterinarians, funeral directors, and the American Red Cross
- ❑ Assist local medical agencies in establishing mutual aid agreements with counterparts outside the County
- ❑ Recruit and coordinate the assignment of medical and health care personnel to public shelters and lodging facilities with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services
- ❑ Coordinate with ESF 3 Public Works and Engineering to develop procedures for emergency handling of:
  - o Sewage, garbage, and other solid waste
  - o Protection of food, water, medicines, and other essential supplies against contamination
  - o Identifying, preventing, and controlling epidemic disease
- ❑ Develop a list of essential environmental health supplies, such as water purification supplies
- ❑ Establish procedures for handling mass fatalities (i.e., death certificates, burial, and storage) in cooperation with area funeral directors and DMORT if needed
- ❑ Coordinate with the medical clinics on their plans for emergency medical treatment and care
- ❑ Develop a victim identification plan
- ❑ Participate in exercises of the Emergency Operations Plan
- ❑ Coordinate priorities for decontamination activities with ESF 10 Oil and Hazardous Materials

Maintenance

- ESF 5 Emergency Management will be annually reviewed, updated, and modified as necessary by the Disaster Services Coordinator in coordination with the Local Emergency Planning Committee.
- Supporting documents such as SOPs, checklists, resource lists, call-up rosters, maps, and demographic information will be developed and maintained and appended to this Emergency Support Function by ESF 5. They will be annually reviewed and updated as necessary.

Attachment

Attachment 1 NIMS/ICS Training Decision Tree

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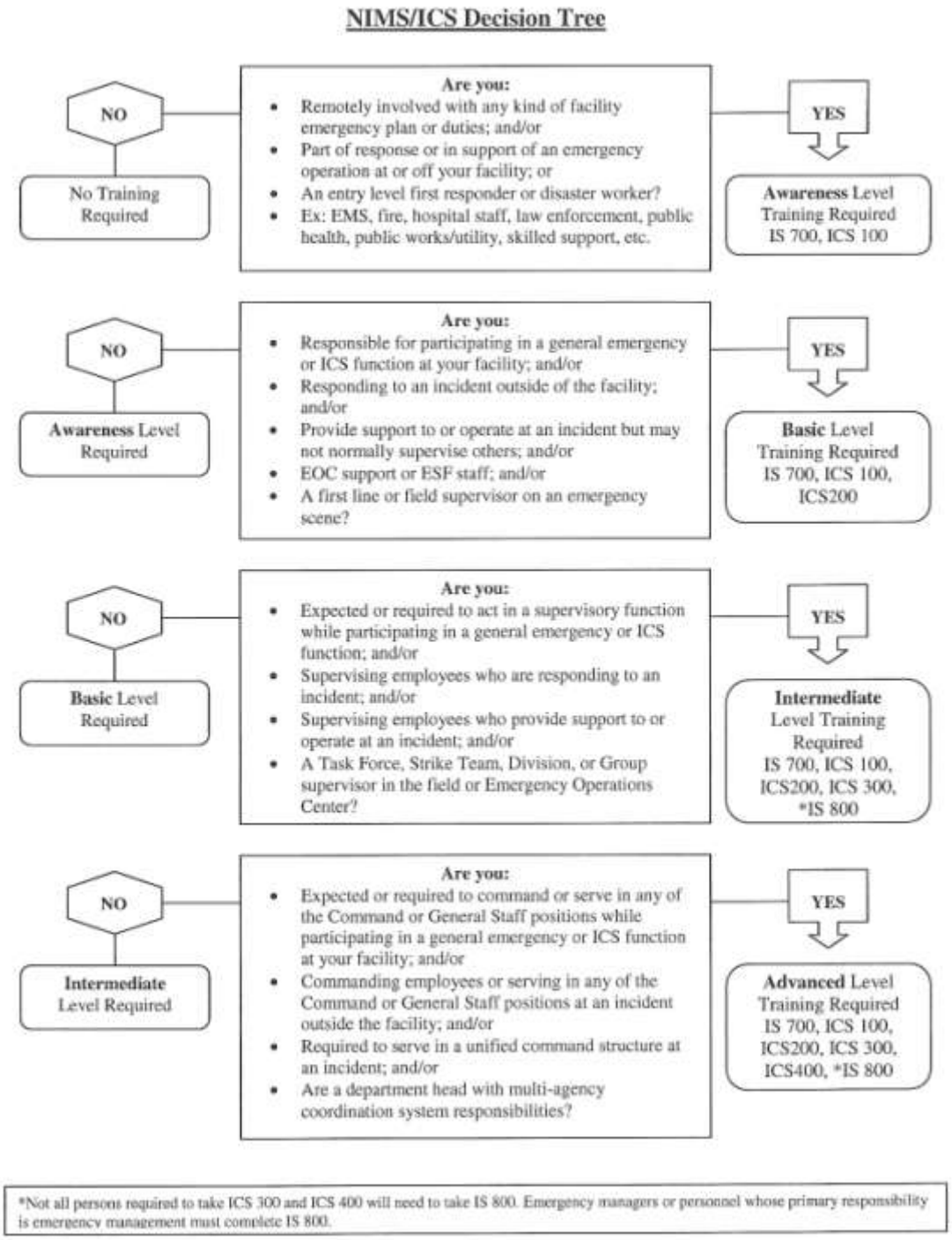
Attachment 1: NIMS/ICS Decision Tree



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ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services

Primary Agencies: Gooding County Disaster Services

Support Agencies: Gooding County Sheriff's Office
Municipal Law Enforcement
Gooding County Road and Bridge
Municipal Public Works
Gooding County School Districts
Salvation Army
American Red Cross of Greater Idaho - South Central District
LDS Welfare
Religious and Community Volunteer Organizations
State of Idaho Health and Welfare

Introduction

Purpose

ESF 6 describes procedures that will be followed to ensure disaster victims receive temporary shelter, food, medical care, clothing, and essential life support needs, if they are displaced from their homes because of a disaster.

Scope

ESF 6 has a broad scope of responsibilities that include:

- Coordinate the tasking of all sheltering activities within the County during a disaster
- ESF 6 will identify food and water needs following a disaster or emergency, and attempt to obtain and/or arrange for these resources, including transportation, if necessary
- Coordinate with relief efforts provided by volunteer organizations performing mass care functions
- Coordinate the establishment of a system to provide shelter registration data to appropriate authorities
- Coordinate the provision of emergency first aid in shelters and fixed feeding sites
- Coordinate with ESF 13 Public Safety and Security shelter facility security resources
- Coordinate with ESF 2 Communications and Warning to ensure each shelter has a working communications system
- Request assistance from ESF 12 Energy to provide electricity and heat at shelter locations as necessary
- Food supplies obtained and distributed by ESF 6 will be dispensed to disaster victims; however, it is expected that individuals, families, and businesses within the County be prepared for a minimum of 72 hours of total self sufficiency, including food and water

Policies

- Upon notification of imminent disaster, emergency service efforts will be directed to assisting the movement of people and essential supplies to mass care facilities.
- During an emergency relocation of citizens and visitors, Gooding County Disaster Services will coordinate with the Salvation Army and the American Red Cross and other agencies to provide emergency food rations and potable water for those relocated into shelters.
- Mass care shelters will be established in public or commercial buildings such as schools, churches, and motels.
- ESF 6 will be activated by the Gooding County Disaster Services Coordinator, or designee. The request may be made prior to or following a disaster.
- ESF 6 activities will be coordinated through the Emergency Operations Center (EOC).
- ESF 6 and support agencies will provide staff as required in the EOC on a 24-hour basis for the duration of ESF 6 activation.
- ESF 6 activities will support local agencies. Additional mass cares resources required, which are beyond local and State capability, will be coordinated through ESF 6. All State mass care responses to an event must be requested by, and coordinated through, the County ESF 6 operations.
- When a local response exceeds local resources, requests for State assistance will be coordinated through the EOC and directed to the Idaho Bureau of Homeland Security Central Area Idaho Field Officer.
- ESF 6 will coordinate with ESF 15 Public Information to release public information regarding mass care activities. Certain elements of mass care activities require confidentiality; therefore, the Red Cross Disaster Welfare Inquiry procedures shall be observed.

Situation

Disaster Condition

- Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require mass care support to include, floods/dam failures, earthquakes, hazardous materials spills, and severe storms.
- An estimated twenty- percent of affected residents will require lodging following a natural disaster. Most of the displaced residents will stay with friends and relatives.

Planning Assumptions

- Local volunteer disaster assistance organizations will support the County with qualified, trained manpower to provide emergency shelter and lodging service until supplemented by national voluntary disaster assistance organizations within seventy-two hours of a major disaster.
- Food will be available at retail outlets and through mutual agreements with vendors and organizations.

- Cooking facilities will not be available in all shelters.
- Public utilities service, electricity, and gas may not be available.
- The ultimate responsibility for mass care services for citizens of the County rests with local government.
- No buildings to be used as mass care facilities are stocked, and there are no current Federal, State, or local programs to do so.
- There are a sufficient number of mass care facilities to support the needs of evacuees in the County.
- Mass care operations will continue until the emergency needs of the disaster survivors have been met or alternative measures have been implemented.

Concept of Operations/Responsibilities

General

- Upon official request, Gooding County Disaster Services and the Salvation Army, or the American Red Cross will activate mass care facilities to provide housing, food, potable water, clothing, and other assistance to disaster victims.
- Regular meals will be provided daily in mass care facilities and through mobile feeding facilities, as feasible.
- Long-term food assistance will be provided through the food stamp program administered by the Idaho Department of Health and Welfare.

Organization

- The Chief Executive Officer(s) will direct ESF 6 to open mass care facilities.
- The Gooding County Disaster Services Coordinator will make recommendations to the Chief Executive Officer on the number and locations of mass care facilities to be opened.
- As ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services, the Gooding County Disaster Services and the Salvation Army and/or the American Red Cross representatives will assess the situation and determine the number and locations of mass care facilities.
- The Salvation Army and the American Red Cross will make arrangements for use of facilities as mass care facilities and provide personnel to activate, staff, and manage mass care facilities.
- Gooding County Disaster Services Coordinator, as assigned by the Chief Executive Officer, will request ESF 7 Resource Support to procure emergency food and water rations.
- ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services will set up emergency feeding facilities and will be assisted by the support agencies in providing food and water.

- State of Idaho Health and Welfare will assist with the issuance of emergency food stamps to disaster victims.
- ESF 13 Public Safety and Security will provide traffic control during evacuee movement to mass care facilities, security at the facilities, and maintain order.
- ESF 15 Public Information in coordination with ESF 6 will make public announcements about locations of, and availability of, mass care facilities.
- Gooding County Road & Bridge/Public Works, as ESF 3 Public Works and Engineering, and ESF 12 Energy will coordinate power, water, and sanitary services at mass care facilities during emergency conditions.
- ESF 6 will maintain liaison with ESF 8 Public Health and Medical Services, ESF 15 Public Information, ESF 7 Resource Support, the Salvation Army, the American Red Cross, the LDS Church, and other religious and community volunteer disaster assistance organizations.

Notification

- Arrangements to use schools for shelters must be coordinated with the local school district. Arrangements to use Churches for shelters must be coordinated with the appropriate Church officials

Response Actions

Initial

- The Gooding County Disaster Services Coordinator will:
  - ❑ After coordination with the ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator, make recommendations to the Chief Executive Officer on the number and locations of mass care facilities to be opened
  - ❑ Assess the situation and, in coordination with the Salvation Army and Red Cross representatives, determine the number and locations of mass care facilities to be opened based upon the following:
    - o Location, extent, and nature of the hazard or disaster
    - o Locations in relation to evacuation routes
    - o Services available in the facilities
    - o Input from the EOC Staff
  - ❑ Coordinate with the Mass Care Coordinator to activate mass care facilities
  - ❑ Coordinate with ESF 15 Public Information to facilitate dissemination of information to the public on both the location of mass care facilities and directions to them
- The Salvation Army and/or the American Red Cross will:
  - ❑ Make arrangements for use of facilities as mass care facilities
  - ❑ Provide food and potable water rations to emergency workers and evacuees

- By direction of ESF 6 the Mass Care Facility Manager will open the facility, receive evacuees, and provide for their health and welfare.
  - ❑ Operate the facility as long as necessary
  - ❑ Implement registration procedures for all evacuees that enter the facility
  - ❑ If tasked, provide the ESF 6 with names and other appropriate information about people sheltered in the facility, to respond to family inquiries
  - ❑ Ensure that individual and family support services are provided at the mass care facility
- ESF 13 Public Safety and Security will:
  - ❑ Provide traffic control during evacuee movement to mass care facilities
- ESF 15 Public Information in coordination with ESF 6 will make public announcements about locations of, and availability of, mass care facilities.

<u>Continuous</u>

- ESF 6 will:
  - ❑ Establish and maintain liaison with State, private, and volunteer support services for provisions and personnel required to augment staff
  - ❑ Coordinate with ESF 7 Resource Support for supplies, and ensure each mass care facility receives its supplies
  - ❑ Coordinate with the ESF 2 Communications and Warning and ESF 15 Public Information to ensure that communications are established, routes to the mass care facilities are clearly marked, and appropriate traffic control systems are established
  - ❑ Ensure appropriate information (number of occupants, meals served, etc.) is collected every day
  - ❑ Collect information from mass care facility managers to support the County's effort to respond to inquiries from family members about status of loved ones
- By direction of ESF 6, the Mass Care Facility Manager will open the facility, receive evacuees, and provide for their health and welfare.
  - ❑ If tasked, provide the ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator with names and other appropriate information about people sheltered in the facility, to respond to family inquiries
  - ❑ Ensure that individual and family support services are provided at the mass care facility
  - ❑ Coordinate with ESF 11 Agriculture and Natural Resources to ensure that space is available for service animals that belong to people with disabilities
  - ❑ Report the following to ESF 6 daily:
    - o The number of people staying in the facility
    - o The status of supplies

    - The condition of the facility and any problems
    - Request for specific support
  - ❑ Maintain records of expended supplies and provide to ESF 6 for coordination with ESF 7 Resource Support
  - ❑ Provide regular meals daily in mass care facilities and through mobile feeding facilities, as feasible
  - ❑ Arrange for the transportation of evacuees to their homes, or to temporary housing through ESF 1 Transportation
  - ❑ When appropriate, terminate operations and close the facility
  - ❑ See that the facility is cleaned and returned to its original condition
  - ❑ Submit mass care facility status report to the ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator; the report should identify equipment and supplies used and any other problems or issues that need to be resolved before the facility is used again
- ESF 13 Public Safety and Security will:
  - ❑ Provide security at mass care facilities
  - ❑ Maintain order in mass care facilities
- If necessary, ESF 2 Communications and Warning will provide a temporary communications link between the mass care facility and the EOC through mobile radio links.
- Road & Bridge/Public Works, as ESF 3 Public Works and Engineering, and ESF 12 Energy will coordinate power, water, and sanitary services at mass care facilities during emergency conditions.
- ESF 15 Public Information will make public announcements through the media regarding mass care facility locations, fixed feeding sites, and emergency services.

Attachment 1: Red Cross Assistance

General Emergency Aid

- The American Red Cross (ARC) mission is to assist with immediate emergency, disaster-caused needs.
- Aid to disaster victims is not dependent upon a Presidential or other federal disaster declaration, but is provided regardless of the size of a catastrophe or disaster incident.
- The primary efforts of the Red Cross are directed toward helping the family to bridge the gap between what it is able to accomplish for itself, and what it actually needs to resume normal family life in the home and community.
- A Red Cross gift is given to the victims; it is not a loan.
- The Red Cross will also provide:
  - ❑ Assistance in the coordination of volunteer agencies' relief efforts
  - ❑ Welfare inquiry and information services
  - ❑ Referral services to government disaster programs
  - ❑ Casework services to provide additional recovery assistance to families where government programs and other resources are not adequate to meet disaster-caused needs
  - ❑ Fixed or mobile feeding stations
  - ❑ Mass shelter

Individual Assistance to Families

Food

- Assistance:
  - ❑ Without or with Food Stamps: Financial assistance for 1 week food

Clothing

- Assistance:
  - ❑ Financial assistance for two sets of clothing per person for mild or summer weather; if during winter months, an appropriate amount will be established for outer garments

Personal and Home Care Items

- Emergency Assistance:
  - ❑ All incidences comfort kits
  - ❑ Major incidences first aid supplies and cleaning supplies.

Housing

- Emergency Assistance:
  - ❑ The American Red Cross (ARC) will ensure temporary housing for up to 5 days on small incidents.

- ❑ They may also pay security, if necessary.
- ❑ They may provide up to one month rent assistance.
- ❑ Minor home repairs up to $500 for owner occupied dwelling may be allowed.

- Additional Assistance:
  - ❑ In large incidents, the ARC will set up and staff Mass Shelter(s) until all residents have a place to go.

Medical and Nursing

- Emergency Assistance:
  - ❑ First aid supplies
  - ❑ Prescription drugs
  - ❑ Refer to the Red Cross nurse other immediate needs such as disaster related injury or illness, blood or blood products

Attachment 2: Special Needs Populations

Purpose

The purpose of this document is to assist Gooding County in assisting persons with special needs during emergency or disaster events. Persons with special needs include individuals with physical, mental, sensory, cognitive, cultural, ethnic, socio-economic, age, citizenship status, or any other circumstance that creates barriers to understanding or the ability to act/react as the general population would during all phases of emergency management. Persons with special needs include a variety of diverse individuals, including individuals who are: hospitalized, homebound, homeless, transient, tourists or visitors; people who have mental disorders, visual impairments, and hearing impairments; those persons living in long-term and residential care facilities; people with limited English proficiency or literacy; people of diverse cultural backgrounds, and so on.

This Plan provides a general framework within which the various care giving entities shall function in a disaster situation, while promoting flexible and creative strategies and solutions that are consistent with Gooding County's strengths and resources.

Situation and Assumptions

Situation

Gooding County is vulnerable to many potential disasters that could endanger large numbers of people. Among these are people with special needs who comprise approximately 20 percent of the population. People with special needs may require additional assistance in emergency situations with medical services, equipment, supplies, shelter and transportation, communication equipment, support and adaptive equipment, etc. Adequate preparation and empowerment of individuals with special needs and their families can improve response capacities and effectiveness in emergencies and disaster events.

It is important to understand that the responsibility of assisting persons with special needs is primarily local; it begins in most cases with their families. Local agencies involved in emergency response need to design specific awareness, prevention, preparedness, response, and recovery operations to accommodate those requiring additional assistance. Activities and preparedness designed to accommodate the needs of individuals with special needs can also benefit the general population and improve response to the entire community.

This Plan provides the necessary guidance for local communities and counties to develop compatible plans and procedures, thereby establishing a common direction toward achieving congruent goals.

Assumptions

- Using local facility and program emergency plans that are currently in place, and supplementing these plans with a section on persons with special needs such as this, will support populations more effectively during an emergency situation. Particularly important will be communication, evacuation, mass care, shelter-in-place, and other emergency operations.

- Populations with special needs will be assisted directly at the family or local level because local personnel have the most contact with, and knowledge of, resources in their own communities. County agencies can be used as resources if appropriate situations arise.
- Individuals with special needs will require assistance after exhausting their usual resources and support network. Since this level of support varies among individuals, proper pre-event planning will improve the effectiveness of the agency or jurisdiction's emergency response.
- Health care and social service providers are accustomed to addressing individuals with special needs. They will continue to support the needs of individuals as part of this critical support network and, in the event of an emergency, as outlined in the Gooding County Emergency Operations Plan.
- Failure of public officials, human service agencies, and local communities to consider and incorporate planning and preparedness for persons with special needs into facility and agency emergency operation plans will contribute to adverse outcomes for those persons with special needs, and shortcomings in response and recovery operations.
- Proper implementation (execution) of this Plan may prevent or reduce emotional distress, physical injury, fatalities, and damage to property of persons with special needs.
- The definition of "special needs populations" as it appears in the National Response Framework (NRF) is as follows:
- Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to:
  - ❑ Maintaining independence
  - ❑ Communication
  - ❑ Transportation
  - ❑ Supervision
  - ❑ Medical care

Individuals in need of additional response assistance may include those who have disabilities, who live in institutionalized settings, who are elderly, who are children, who are from diverse cultures, who have limited English proficiency or who are non-English speaking, or who are transportation disadvantaged.

The definition focuses on the following function-based aspects:

Maintaining Independence – Individuals requiring support to be independent in daily activities may lose this support during an emergency or a disaster. Such support may include consumable medical supplies (diapers, formula, bandages, ostomy supplies, etc.), durable medical equipment (wheelchairs, walkers, scooters, etc.), service animals, and/or attendants or caregivers. Supplying needed support to these individuals will enable them to maintain their pre-disaster level of independence.

Communication – Individuals who have limitations that interfere with the receipt of, and response to, information will need that information provided in methods they can understand and use. They may not be able to hear verbal announcements, see directional signs, or understand how to get assistance due to hearing, vision, speech, cognitive, or intellectual limitations, and/or limited English proficiency.

Transportation – Individuals who cannot drive or who do not have a vehicle may require transportation support for successful evacuation. This support may include accessible vehicles (e.g., lift-equipped or vehicles suitable for transporting individuals who use oxygen) or information about how and where to access mass transportation during an evacuation.

Supervision – Before, during, and after an emergency, individuals may lose the support of caregivers, family, or friends or may be unable to cope in a new environment (particularly if they have dementia, Alzheimer's or psychiatric conditions such as schizophrenia or intense anxiety). If separated from their caregivers, young children may be unable to identify themselves; and when in danger, they may lack the cognitive ability to assess the situation and react appropriately.

Medical Care – Individuals who are not self-sufficient or who do not have adequate support from caregivers, family, or friends may need assistance with: managing unstable, terminal, or contagious conditions that require observation and ongoing treatment; managing intravenous therapy, tube feeding, and vital signs; receiving dialysis, oxygen, and suction administration; managing wounds; and operating power dependent equipment to sustain life. These individuals require support of trained medical professionals.

Concept of Operations

General

- Each care-giving entity within the local community is responsible for using all its resources to form a comprehensive emergency response program that addresses citizens with special needs within the community who either have been or might be affected by an emergency or major disaster.
- Family and local agencies/jurisdictions provide the first and most important level of response in a disaster. Until routine assistance is re-established, using local resources and providing emergency services that recognize and accommodate those persons with special needs will be required until access to normally provided services is expedited.
- Private industry and service organizations are key partners for government agencies in responding to emergencies affecting persons with special needs within their jurisdictions. Volunteer organizations with specific training and experience supporting persons with special needs, such as the American Red Cross, The Salvation Army, and church groups are uniquely suited to assist when emergencies happen. Including these organizations in the local planning process is critical to the success of the subsequent response efforts.

- People who have disabilities and other special needs, and agencies and organizations that provide support to people with disabilities are valuable resources in their local jurisdictions. Individuals with disabilities have firsthand experience regarding the assistance they require when in a variety of situations. Including people with disabilities at all level of emergency response planning is critical to the development of a comprehensive response plan.

Types of Emergency Situations

The most common type of emergency that may occur in Gooding County, as it pertains to persons with special needs include:

- Hazardous Material Incident
- Earthquake
- Flood
- Wildland and Structural Fires

Response Priorities in a Major Emergency Disaster

Response priorities relating to the unique challenges of assisting the jurisdiction's populations with special needs include:

- Self Preservation
- Lifesaving/Protection of Property
- Unit Reconstitution
- Emergency Food and Shelter Provision
- Restoration of Infrastructure
- Statutory Response
- Recovery Restoration

Local Agencies/Jurisdiction

- Local agencies/jurisdictions using local resources will provide emergency services that recognize and accommodate persons with special needs and expedite access to needed services until routine assistance is re-established.
- Local agencies/jurisdictions will develop and maintain emergency planning and response capabilities that accommodate the diverse and special needs represented in their communities. Allowances include but are not limited to interpreter and translation services, adaptive equipment and services, access and referral to medical and specialized support services in shelter and feeding environments, transportation, crisis counseling, and culturally sensitive accommodations.
- Local agencies/jurisdictions will develop a communications plan that will ensure people with disabilities and other special needs are familiar with local emergency preparedness plans.
- Local agencies/jurisdictions will perform the following:

1. Identify and designate individuals with special skills available to assist the population with special needs. For example, the local government can survey all employees and maintain a roster of those who speak Spanish or know sign language. This roster may include the following information: contact information with emergency numbers, any related training or certifications, availability (hours), etc.
2. Coordinate with private sector vendors to provide essential adaptive equipment and supplies (e.g., pharmaceuticals, in-home medical equipment, wheelchairs at temporary shelters) to assist individuals with special needs.
3. Develop Standard Operating Guides (SOG) in anticipation of potential impediments to providing assistance for populations with special needs. Barriers include limited staff resources, language, and ignorance of cultural norms. A potential barrier exists in reaching undocumented residents who avoid self-identification and tend not to seek out services.
4. Local jurisdictions will develop the capability to disseminate information and instructions to the populations with special needs via radio, television, and other available media as necessary. Special measures to reach individuals with special communication needs (including hearing impairment, inability to comprehend the English language, and so on), must be developed. Information to be communicated includes immediate actions people should take and other pertinent information.
5. If individuals with special needs are affected by an incident, both the individual's family and the local agencies/jurisdiction share responsibility to ensure the needs of the populations with special needs are met. The local authority must respond and address needs beyond the capabilities of the individuals. Needs of some individuals may be met within their current residence. Others may need assistance with evacuation. Mass care shelters are generally not set up to handle individuals with special needs displaced from their homes. Coordination is necessary among officials to ensure shelters for persons with special needs are open, have sufficient resources to assist people with special needs, and are ready to receive evacuees.

Gooding County

Gooding County Disaster Services will assist local jurisdictions in responding to an emergency situation affecting persons with special needs. County assistance will include but is not limited to:

- Assistance in developing local plans
- Identifying barriers affecting various populations with special needs and developing mediation strategies with South Central Idaho Public Health District
- Conducting specialized training for local officials regarding persons with special needs
- Preparing and disseminating culturally appropriate emergency public information

- Developing specialized materials tailored to specific populations with special needs
- Coordinating and distributing essential resources, supplies, or services
- Developing policy and resources to assist local agencies/jurisdictions
- Using regulations and funding requirements to promote local offices' participation and educational planning with the populations with special needs

Organization and Assignments of Responsibilities

- Functional responsibilities assigned to local officials in an emergency shall be in accordance with the Gooding County Emergency Operations Plan and should fall within the guidelines acceptable for persons with special needs. Should the assignments within this plan for persons with special needs conflict with the Plan, the Plan shall take precedence.
- Law enforcement, fire departments, health departments, public works, and all other local government agencies are responsible for conducting their routine and emergency services in ways that promote assistance to persons with special needs.
- The emergency management agency for local agencies/jurisdictions have primary staff responsibility within the agency/jurisdiction for advising and coordinating overall activities during the four phases of a comprehensive emergency management program for assisting the population with special needs.
- ESF 13 Public Safety and Security is responsible for law enforcement activities, and communication of needs for persons with special needs.
- In an emergency, ESF 4 Firefighting is responsible for organizing, integrating, and coordinating operation of all fire fighting forces throughout the jurisdiction, including responses that accommodate the population with special needs.
- The ESF 8 Public Health and Medical Services are responsible for coordinating health and medical services required to cope with disasters in its area.
- ESF 3 Public Works and Engineering and ESF 1 Transportation are responsible for maintenance and delivery of transportation and engineering services.
- The American Red Cross or other similar not-for-profit organizations may assist ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services with emergency assistance, housing, human services, and mass care needs of the affected population, such as sheltering, feeding, providing first aid, and reuniting families. This is especially true for persons with special needs.

Direction and Control

- The local agencies/jurisdictions have ultimate responsibility to protect the health and well being of populations with special needs. If a disaster or emergency does occur, injuries can be lessened and lives can be saved with proper pre-event planning that addresses those persons with special needs.

The Council on Aging, along with the Idaho Department of Health and Welfare, will assist local jurisdictions in supporting the populations with special needs within their communities.

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Attachment 3: Human Services

Purpose

Provide crisis counseling during emergency. During an emergency when mass care is not necessary, the capability of providing limited housing, food, and clothing will be coordinated by the Human Services Coordinator.

Situation and Assumptions

Situations

- Church and volunteer organizations, i.e. American Red Cross and the Salvation Army, have emergency welfare capabilities.
- Voluntary disaster assistance organizations will not be available to provide emergency human services on a national basis in a war-caused or wide-spread disaster.
- Mental health and crisis counseling are locally available through the Idaho Health and Welfare Region 5 Field Office in Twin Falls.

Assumptions

- Idaho Health and Welfare may be able to provide crisis counseling if a request is made by the County Commissioners to the Governor.
- Mental health problems may be caused or aggravated by a major disaster or its aftermath.
- In a Presidential declaration of disaster or emergency, the Federal Disaster Services Agency (FEMA) may provide crisis counseling assistance, if it is so requested, and upon the Governor's assessment.
- Local volunteer disaster assistance organizations may function during a war-caused disaster.
- It may not be necessary to activate shelter or lodging facilities during or after an emergency, but there may be a need to provide temporary housing, food, and clothing to residents.
- People who would not normally need assistance may require some form of assistance under emergency conditions.

Concept of Operations

- Human Services will be provided for, as needed, by the County.
- The American Red Cross, the ministers in the County, and other volunteer organizations will be heavily depended upon to provide crisis counseling, clothing, food, and housing when mass care is not needed.
- Additional assistance may be requested from the state, if required.
- Since state resources are limited, federal assistance would be requested in a widespread, catastrophic disaster and would be obtained only if there were a Presidential declaration.
- In the event of a nuclear attack that would require shelter, or a peacetime disaster that

would require lodging for the population, ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services will be activated.

Organizations and Responsibilities

Human Services consists of:

- Human Services Coordinator: The Human Services Coordinator in Gooding County is appointed by the Disaster Services Coordinator upon the approval of the Commissioners. The Coordinator shall have the authority and responsibility for planning, coordinating, and supervising emergency human services for the County. These services will be provided by various federal, state, and county government agencies and volunteer disaster assistance organizations, as required by the type of disaster.
- Assistant Human Services Coordinator: The Assistant is appointed by the Human Services Coordinator and assists with the administration of human services. The Assistant will assume full responsibility during the Coordinator's absence.

Tasks in Support of Human Services include:

- Response Phase
  - ❑ Report to and operate from the Emergency Operations Center (EOC) upon its activation
  - ❑ Contact and coordinate with participating federal, state, and volunteer support groups
  - ❑ Assess the emotional needs for crisis counseling and for temporary housing, food, and clothing requirements and arrange for these as necessary.
  - ❑ Release public information about available services through ESF 15 Public Information Officer (PIO).
  - ❑ Implement record keeping system and maintain a log of activities
  - ❑ Coordinate mobile feeding, if necessary with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services.
  - ❑ Coordinate with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services, if it is determined that mass care is needed.
  - ❑ Open Disaster Application Centers, as necessary. (See ESF 14 Long Term Community Recovery)
  - ❑ Brief Emergency Operations Center (EOC) staff on Human Services' status
  - ❑ Provide needed assistance to the handicapped and senior citizens
  - ❑ Provide human services assistance to the population housed in shelter and lodging facilities
  - ❑ Apprise the Commissioners if State Health and Welfare assistance is needed.
  - ❑ Apprise the Commissioners of the following information if it is decided that a request for a Declaration of Disaster is to be made:

- The geographic areas for which crisis counseling will be needed
- An estimate of the number of disaster victims requiring crisis counseling assistance (This should include the extent of physical, psychological, and social problems observed, the types of mental health problems encountered by victims, and a description of how the estimate was made.)
- An estimate of the length of time services will be required

- Coordinate with the Federal Emergency Management Agency (FEMA) on individual assistance programs in the case of a federal declaration of disaster.
  - Recovery Phase
    - Continue needed activities that were initiated under the Response Phase
    - Maintain liaison with state, federal, and volunteer agencies
    - Assist in reuniting families
    - Provide damage estimation information, as available, to the Damage Assessment Coordinator (Annex A)
    - Coordinate the establishment of a post-emergency disaster services center, if required.
    - Prepare a closing report which would include the log, as well as comments and recommendations for future operations to be given to the Disaster Services Coordinator.
    - Participate in a critique of disaster operations

Direction and Control

The Gooding County Human Services Coordinator is under the operational control of the Board of County Commissioners during emergency operations and will exercise direction and control of the actions contained in this Annex. The Human Services Coordinator will take action to supplement staff and other resources as required. There will be full coordination with the Disaster Services Coordinator.

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ESF 7 Resource Support

Primary Agencies: Gooding County Disaster Services

Support Agencies: Gooding County Clerk's Office
Gooding County Purchasing Officer
Gooding County Road and Bridge
Gooding County IT Department
Regional Transportations Systems
Municipal Public Works Departments
Salvation Army
American Red Cross
Religious and Community Volunteer Organizations

Introduction

Purpose

The purpose of ESF 7 is to provide logistical and resource support to local entities involved in delivering emergency response and recovery efforts for the natural disasters, technological emergencies, and other catastrophic events.

Scope

ESF 7 is responsible for providing direct and active support to emergency response and recovery efforts during the initial response phase and initial recovery phase following a disaster. This support includes locating, procuring, and issuing resources such as supplies, office space, office equipment, fuel, communications, contracting services, personnel, heavy equipment, and transportation.

Policies

- ESF 7 is responsible for planning and coordinating and managing resource support in all phases of response and recovery from a major disaster or catastrophe.
- Resources requests will be filled from local inventories first. As resources are drawn down, out of County sources will be used. The following list of source preferences will be used, if practical:
  - ❑ Local government stocks
  - ❑ Contracted supplies/vendors
  - ❑ Other local commercial vendors
  - ❑ Out of County sources, including the Idaho Bureau of Homeland Security
- Support agencies will provide resources as required filling ESF 7 requirements.
- Procurement will be made in accordance with County, State, and Federal laws and regulations, including emergency procedures provided under Idaho Statute.
- Volunteers and donations will be utilized when available.

- Normal practices and procedures will be continued under emergency conditions to the extent possible.
- Every effort will be made to document each transaction sufficiently, so that complete records can be reconstructed and claims properly verified after the emergency period has passed.
- No administrative process will be permitted to interfere with operations essential to preventing injury.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require mass care support to include, floods/dam failures, earthquakes, hazardous materials spills, and severe storms.

A local Disaster will be declared following a catastrophic disaster. Such an event will have an immediate and serious impact on the County and other local resources. Supplies must be procured and delivered in the affected areas. Crucial shortages may exist.

Planning Assumptions

- Resources outside the affected area will be directed to meet the unmet needs of the County and/or local governments.
- Logistical operations may be required. Transportation, staging, and marshalling operations may be established to orchestrate resource support to the affected area(s).
- Some resources of the County and local governments may not be available in the impacted area due to debris and destroyed buildings.
- Basic life safety resources have first priority.
- Resources restoring essential services have priority once life safety issues are satisfied.
- Recovery resources have priority once essential services are satisfied.
- A local Disaster Declaration may obviate normal purchasing procedures.

Concept of Operations/Responsibilities

General

Countywide resources and materials will be allocated and coordinated by ESF 7. The primary source of equipment, supplies, and personnel shall be made from local resources, local sources, and mutual aid outside of the impacted area. Resource inventories will be reviewed. These include pre-designated staging areas, government buildings, facilities, and agency contacts. Support that cannot be provided by the aforementioned sources will be provided via commercial sources.

ESF 7 actions will be governed by the emergency situation. Support agencies may be alerted as developments and other circumstances dictate.

Organization

- Gooding County Disaster Services Coordinator is the primary ESF 7 agency and is responsible for coordinating ESF 7 resources and support activities.
- ESF 7 will request staff for procurement of goods, materials, and services from appropriate County agencies.
- ESF 7 may assist in the coordination and allocation of food and equipment made available via State and Federal government programs.
- Supporting Agencies, as tasked above, render assistance, provide resources lists, internal procurement process, agency location and hours of operation, and provide goods and materials as needed.
- The Gooding County Clerk's Office is responsible for tracking and documenting costs and expenses.
- The County Purchasing Office is responsible for issuing purchase orders.
- ESF 7 will establish and maintain liaison with the other ESFs.
- ESF 7 will accommodate members of the Federal and State Advance Team (Federal – General Services Administration procurement officials) at the EOC or another location until the DFO is established.
- ESF 13 Public Safety and Security Agencies, if needed, provide escort and security for delivery, storage, and distribution of resources.

Notification

- The EOC and/or the SIRCOMM Dispatch Center will notify ESF 7.
- ESF 7 will notify support agencies.
- ESF 7 personnel will respond as directed and placed on standby as appropriate.

Response Actions

Initial

- ESF 7 members will be placed on standby and directed to man certain facilities for immediate response.
- Support agencies may be directed to deploy personnel and other resources.
- Resources may be pre-staged near the potential impact or emergency area(s), if feasible.
- ESF 7 will conduct an assessment of resource availability, i.e., staging areas, government facilities, and so forth.

Continuous

- ESF 7 will:
  - ❑ Procure buildings and parking areas large enough to be staging warehouses and locations and as needed

- ❑ Acquire replacement facilities for any damaged or destroyed facilities
- ❑ Coordinate with ESF 1 Transportation for transportation resources
- ❑ Coordinate with ESF 2 Warning and Communications for communication resources
- ❑ Coordinate with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services and/or American Red Cross for feeding of personnel
- ❑ Coordinate with ESF 13 Public Safety and Security for security resources
- ❑ Establish a property tracking system and maintain records for all properties loaned in support of the EOC by the State or Federal government
- ❑ Coordinate contractual services between the County and the commercial sources

- Under the direction of ESF 7 the Salvation Army and the American Red Cross will:
  - ❑ Provide emergency shelter, food, medicine, and first aid to provide for basic human needs
  - ❑ Register sheltered evacuees and displaced persons and establish 1-800 telephone numbers for inquiries of missing persons
  - ❑ Assist with shelter management and emergency feeding
  - ❑ Feed emergency workers
- In coordination with ESF 7, LDS Welfare will:
  - ❑ Coordinate use of church buildings for shelter
  - ❑ Assist with warning functions as requested
  - ❑ Support emergency communications
  - ❑ Coordinate volunteer work force organization
- In coordination with ESF 7, the Civil Air Patrol will:
  - ❑ Provide aerial reconnaissance and search and rescue support during emergencies that result in Presidential Declarations
  - ❑ Provide communications support

Agency Resources

Agency Resources Include:

- Regional Transportations Systems – vehicles, buses, vans, vehicle operators and support equipment
- Gooding County Road and Bridge and Municipal Public Works Department(s) – vehicle operators, mechanics, light and heavy trucks, and heavy equipment
- Gooding County Purchasing Officer – purchasing function including purchasing agents and clerical staff
- Gooding County IT Department – computers and associated computer programs

- Gooding County Clerk's Office – fiscal, tracking and documenting costs and expenses, grant/management consulting staff

Attachments

Attachment 1: Donated Goods Management

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Attachment 1: Donated Goods Management

I. Purpose

This attachment describes the management of goods donated as disaster relief to the people of Gooding County.

II. Situations and Assumptions

A. Situation

1. Historically, persons not directly affected by an emergency/disaster are eager to render aid to disaster victims through donations of money, goods, and services.
2. Lack of an organized system of management for the identification, receipt, organization, and distribution of donations will result in chaos.
3. The timely release of information to the public regarding needs and points of contact is essential to management of donated goods.
4. Donated goods are essential to recovery in most cases.
5. Suitable facilities, equipment, and personnel are needed for the management of donated goods.
6. The coordination of the collection, packaging, and shipment of goods to a disaster area is best accomplished at the County level.
7. Churches, fire stations, the community schools, and other volunteer agencies in Gooding County may serve as collection points for donated goods.
8. Monetary donations, staple goods, and those items specifically requested best serve the needs of victims.
9. Donated goods will be used to satisfy unmet needs whenever possible.

B. Assumptions

1. Suitable space and equipment will be available to receive, sort, and store the influx of donated goods.
2. Adequate personnel for donated goods management will be available.
3. Local distribution sites will be convenient to the affected populations.
4. A regional reception and distribution site for donated goods will be established by the State.
5. Unsolicited donations of goods can be expected.
6. Donations of non-useful and unwanted goods can be expected; these include loose unsorted clothing, perishable items, and worn-out items.
7. Some donors will seek to bypass the distribution system established by the County.

8. An aggressive public information effort will expedite the distribution of goods, as well as limit the influx of unwanted goods.
9. It is inevitable that there will be a surplus of some donated goods, which will require disposal.

III. Concept of Operations

Receipt of Donated Goods for Gooding County

1. The community and religious organizations, in coordination with Gooding County Disaster Services, will manage the receipt and distribution of donated goods.
2. The magnitude of the disaster and the severity of local need will dictate the amount of space and personnel required for the reception and distribution of donated goods.
3. A telephone number will be published immediately following the event to accept incoming calls for donations.
4. Ideally, a central reception and sorting center for donated goods should be established. Separate locations convenient to the affected areas of the County should be utilized as distribution centers.
5. The BHS donations software, or locally developed software, will be used to record all donated resources and volunteer offers received.
6. The community and religious organizations will coordinate with relief agencies working on the disaster to ensure needs are met without duplication of effort.
7. Operational personnel will be solicited from the Volunteer Coordinator's list of available personnel resources.
8. ESF 15 Public Information will coordinate public information regarding distribution sites, needed goods, volunteers, and other pertinent matters.
9. Requests for needed goods, and restocking of needed goods, will be channeled through the volunteer organizations to the Gooding County EOC and, if necessary, on to the State EOC.
10. Upon receipt, donated goods must be sorted and packaged in a manner suitable for distribution.
11. When identifiable, unwanted goods should be refused.
12. Surplus donated goods will be sold or otherwise disposed in a manner consistent with the donor's apparent intent and State law.

ESF 8 Public Health and Medical Services

Primary Agencies: Gooding County Disaster Services

Support Agencies: Gooding County Ambulance District
Hagerman QRU
Bliss QRU
Wendell QRU
Gooding County Coroner
Salvation Army
American Red Cross
Gooding County Memorial Hospital
Magic Valley Regional Medical Center
State of Idaho Health & Welfare
South Central Public Health District

Introduction

Purpose

ESF 8 describes policies and procedures for mobilizing and managing health and medical services in the County under emergency or disaster conditions.

Scope

ESF 8 applies primarily to large-scale emergency or disaster events that would cause sufficient casualties or fatalities to overwhelm local medical health and mortuary services, thus requiring maximum coordination and effective use of resources.

Policies

- ESF 8 will be implemented upon activation of the EOC to a level II or greater, or specific, identified need. This will be following, or prior to, expectation of the occurrence of a significant natural disaster or manmade event.
- ESF 8 will coordinate all resources related to health and medical issues and shall monitor field deployment of medical personnel and resources.
- Each ESF 8 support organization will retain full control over its own resources and personnel.
- ESF 8 will not release medical information on individual patients to the general public to ensure patient confidentiality protection as per HIPPA.
- Appropriate non-specific information on casualties/patients will be provided to the American Red Cross for inclusion in the Disaster Welfare Information System, and to ESF 15 Public Information for informational releases.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require health and medical services to include, floods/dam failures, earthquakes, hazardous materials spills, landslides, and severe storms.

Planning Assumptions

- There is only one hospital in Gooding County, Gooding County Memorial. The hospital has emergency power.
- There are two mortuaries in the County.
- South Central Public Health District is located in Twin Falls and maintains a fully staffed satellite office in the City of Gooding.
- A severe earthquake, flood/dam failure, winter storm, or hazardous materials spill could seriously impair local emergency health, medical, and mortuary services.
- It may be necessary to relocate hospital facilities under austere conditions to field hospitals, or other buildings that will provide patients and medical staff adequate protection from the effects of the disaster.
- Major damage could occur to clinics, ambulance services, and transportation routes.
- Medical facilities could be quickly overloaded.
- Public and private medical, health, and mortuary service resources located in the County will be available for use during disaster situation, but many of these resources, including personnel, may themselves, be impacted by the disaster.
- Emergency measures to protect life and health during the first 72 to 96 hours after a disaster in all likelihood will be dependent upon local resources.
- Volunteers will come forward to help perform essential tasks; their efforts must be anticipated and coordinated.
- In the event of a major disaster, accompanied by widespread injuries, sickness, and death, outside assistance from trained personnel and adequately equipped facilities would be required.
- Necessary support will be available from State and Federal sources.
- Following a disaster, South Central Public Health District will initiate and oversee actions to prevent the spread of disease from contaminated water supplies, malfunctioning septic systems, spoiled or contaminated food, and lack of functional sanitary facilities.

Concept of Operations/Responsibilities

General

- The Gooding County Disaster Services Coordinator will identify staff to fill the ESF 8 Public Health and Medical Services Coordinator post. This person(s) will coordinate with public health services, disaster planning, and response actions.
- During mass fatality incidents, EMS will establish patient triage, holding, treatment, and transportation areas.
- During mass fatality incidents ESF 8 will coordinate with the County Coroner to establish a temporary morgue, and facilitate identification, transportation, and disposal of the deceased. (See Attachment 1)
- When necessary, an EMS official will be located at an established command post to coordinate responding medical units and establish communications links with the hospital, South Central Public Health District, the dispatch center, and the EOC.
- South Central Public Health District will conduct surveillance for infectious diseases, implement control measures to prevent the spread of disease, and report their presence to appropriate State and Federal health authorities.
- The ESF 8 will work with ESF 15 Public Information in issuing health and medical advisories to the public on such matters as emergency water supplies, waste disposal, mass feeding services, immunizations, and other pertinent health related issues.

Organization

- At the Direction of the Chief Executive Office, ESF 8 will be activated.
- Gooding Disaster Services Coordinator will identify staff to fill the ESF 8 Public Health and Medical Services Coordinator post with the responsibility to coordinate with emergency medical service (EMS), hospitals, public health, mental health, and mortuary services for disaster planning and response actions.
- The Gooding County Disaster Services Coordinator, in coordination with the ESF 8 and the Chief Executive Officer, will contact the Bureau of Homeland Security to request additional State and/or Federal assistance.
- The Coroner and Mortuary Services will establish a temporary morgue to provide for the collection, identification, and care of human remains, determine the cause of death, inventory and protect deceased's personal effects, and locate and notify next of kin. (See Attachment 1)
- The American Red Cross will activate and provide support services as requested by their executive office upon notification of ESF 8.
- ESF 8 will ensure that during mass fatality incidents, EMS will establish patient triage, holding, treatment, and transportation areas.
- South Central Public Health District, in coordination with ESF 8, will identify infectious diseases, initiate measures to control their spread, and report their presence to appropriate State and Federal health authorities.

- ESF 15 Public Information will issue health and medical advisories to the public on such matters as emergency water supplies, waste disposal, mass feeding services, and immunizations.

Notification

- The EOC and/or the SIRCOMM Dispatch Center will notify ESF 8.
- ESF 8 will notify support agencies.
- ESF 8 personnel will respond as directed and placed on standby as appropriate.

Response Actions

Initial

- The Chief Executive Office will request the ESF 8 Public Health and Medical Services Coordinator report to, or send a representative to, the EOC when notified of an emergency situation.
- ESF 8 will report to the EOC or other designated location when requested and:
  - ❑ Assess health and medical needs throughout the County
  - ❑ Coordinate with health and medical organizations to help them obtain resources and ensure that necessary services are provided
  - ❑ Coordinate with the medical command post at the disaster scene
- Emergency Medical Services (EMS) will:
  - ❑ Respond to the scene with emergency medical personnel and equipment and will:
  - ❑ Assume appropriate role in the Incident Command System
  - ❑ Triage, stabilize, treat, and transport the injured. Coordinate with local and regional hospitals to ensure casualties are transported to the appropriate facilities
  - ❑ Establish and maintain field communications and coordination with other responding emergency teams (medical, fire, police, public works, etc.), and radio or telephone contact with the hospital
- The Gooding County Memorial Hospital will:
  - ❑ Implement their hospital disaster plan and advise ESF 8 of conditions in the hospital and number and type of available beds
  - ❑ Establish and maintain communications with the field
  - ❑ Provide medical guidance as needed to EMS
  - ❑ Coordinate with EMS, other hospitals and medical response personnel at the scene to ensure that casualties are transported to the appropriate medical facilities
- South Central Public Health District will:
  - ❑ Coordinate all public health services in the jurisdiction

- ❑ Inspect for purity and usability of food, water, drugs, and other consumables that were exposed to the hazard

- The Coroner and Mortuary Services will:
  - ❑ Provide for the collection, identification, and care of human remains, determine the cause of death, inventory and protect deceased's personal effects, and locate and notify next of kin
  - ❑ Establish temporary morgue sites
  - ❑ Establish and maintain a comprehensive record-keeping system for updating and recording fatality numbers

<u>Continuous</u>

- ESF 8 will:
  - ❑ Coordinate with neighboring community health and medical organizations and with State and Federal officials on matters related to assistance from other jurisdictions, including Federal assistance
  - ❑ Screen and coordinate with incoming groups such as Disaster Medical Assistance Teams, as well as individual health and medical volunteers to ensure that positive identification and proof of licensure is made for all volunteers
  - ❑ Coordinate the location, procurement, screening, and allocation of health and medical supplies and resources, to include personnel, required to support health and medical operations
  - ❑ Provide information, through ESF 15 Public Information to the news media on the number of injuries, deaths, etc
- The Emergency Medical Services (EMS) will:
  - ❑ Establish and maintain field communications and coordination with other responding emergency teams (medical, fire, police, public works, etc.), and radio or telephone contact with the hospital
  - ❑ Direct the activities of private, volunteer, and other emergency medical units and of bystander volunteers as needed
  - ❑ Evacuate patients from affected hospitals and nursing homes if necessary
- The Gooding County Memorial Hospital will:
  - ❑ Coordinate with local emergency responders to isolate and decontaminate incoming patients, if needed, to avoid the spread of chemical, radiological, or bacterial contamination
  - ❑ Coordinate with other hospitals and with EMS on the evacuation of patients from affected hospitals, if necessary
  - ❑ Depending on the situation, deploy medical personnel, supplies, and equipment to the disaster site(s), or retain them at the hospital for incoming patients

- ❑ Provide patient identification information to the American Red Cross (ARC) upon request

- South Central Public Health District will provide public health surveillance and instructions on communicable disease control.
  - ❑ Provide epidemiological surveillance, case investigation, and follow-up
  - ❑ Coordinate operations for immunizations or quarantine procedures if required
  - ❑ Coordinate actions to prevent or control flies, mosquitoes, and rodents
  - ❑ Coordinate with water, public works, or sanitation departments to ensure availability of potable water
  - ❑ Coordinate health and medical support to those in shelters
  - ❑ Coordinate with and assist the County Corner with mortuary services during mass casualty events
  - ❑ If necessary, activate the applicable Emergency Response Plan for the disaster
- Gooding County Disaster Services will coordinate the identification and operations of shelters with the Red Cross.
  - ❑ Coordinate with all agencies providing human services
  - ❑ Coordinate the provision of food and water to victims of a disaster
  - ❑ Coordinate the provision of specialty services, i.e., missing person assistance, aids to elderly and people with special needs, etc
- Agencies providing mental health services will:
  - ❑ Ensure that appropriate mental health services are available for disaster victims, survivors, responders, and other community care givers during response and recovery; services may include crisis counseling, critical incident stress debriefing, and education about normal, predictable reactions to a disaster experience and how to cope with them
  - ❑ Provide outreach and serve those in need of mental health support.
- The Gooding County Coroner will:
  - ❑ Establish a temporary morgue
  - ❑ Coordinate the search, recovery, identification, and family notification of mass fatality victims with:
    - o Search and rescue teams, hospitals, EMS, and other emergency responders
    - o Funeral directors/morticians for assistance in transporting deceased
    - o Pathologists
    - o The ARC for location and notification of relatives
    - o Dentists and x-ray technicians for identification assistance

    - Law enforcement agencies for security, property protection, and evidence collection

- The local Salvation Army or the American Red Cross will:
  - ❑ Provide food for emergency medical workers, volunteers, and patients if requested
  - ❑ Maintain a system in coordination with hospitals, aid stations and field triage units to collect, receive, and report information about victims' status
  - ❑ Assist in the notification of the next of kin of the injured and deceased
  - ❑ Assist with the reunification of the injured with their families
  - ❑ Provide first aid and other related medical support functions at temporary treatment centers, as requested, and if within the Chapter's capability

Attachments

Attachment 1: Mass Fatality Incidents

Attachment 2: State Communications Center Conference e Call Process for Hospitals

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Attachment 1: Mass Fatality Incidents

I. Purpose

This Attachment details procedures that will be used to recover, identify, transport, stage, prepare, and release human remains that occur as a result of a mass fatality incident.

II. Situation and Assumptions

A. Situation

1. Gooding County has two state highways (26 and 46), one railway, and I-84. There is a daily potential for a mass fatality incident involving a passenger bus or aircraft. Additionally, there is the potential for a natural disaster to cause a mass fatality incident.
2. A mass fatality incident in Gooding County can be defined as more than 6 deaths in a single incident or simultaneous incidents.
3. Local, State, and Federal assistance is available to help with mass fatalities operations.
4. The County Coroner from the affected county is responsible for search, recovery, identification, family notification, and disposal of mass fatality victims in Gooding County
5. The Disaster Services Coordinator is responsible for the request and coordination of resources, and will assist the Coroner in the completion of his responsibilities as needed.

B. Assumptions

1. All agencies will cooperate with scene preservation before, during, and after the survivors are removed from the scene.
2. A mass fatality incident can physically and emotionally overwhelm responders. Critical Incident Stress Debriefing teams will be available.
3. Disaster plans are in place and will be used by carriers, corporations, hospitals, and other agencies involved with mass fatality incidents.
4. Specialized resources are available to assist local agencies deal with mass fatality incidents.

III. Concept of Operations

A. Initial Staging and Recovery Procedures.

1. Remains shall not be disturbed or moved until the Coroner has given approval.
2. A survey and assessment of the situation will be made by, or under the direction of, the Coroner to determine the following information:
   a. Number of fatalities.
   b. Condition of the bodies, i.e. burned, dismembered, etc.

c. Difficulty anticipated in the recovery of the bodies and the type of personnel and equipment needed.

d. Location of the incident, accessibility, and difficulty that may be encountered reaching and working at the scene.

e. Evaluate the scene for possible chemical, radiological, or biological hazards.

3. If the incident is of such magnitude that personnel and equipment from outside the Coroner's office are needed, the following organizations can be of great assistance.

   a. The National Foundation for Mortuary Care has a mobile morgue that can be requested through the State Funeral Directors Association (208-387-2688), or directly, (208-888-2730).

   b. Disaster Mortuary Service Teams (DMORTS) will provide temporary morgue facilities and assist with victim identification through latent fingerprints, forensic dental and /or forensic pathology as part of the federal response plan. Request for this support will be made through the State of Idaho Division of Emergency Management. See Addendum 1 for a listing of services DMORTS can assist with.

   c. The FBI Disaster Squad will respond upon request to assist in body identification and provide expert technical advice to local authorities on disaster identification problems. Requests for assistance should be made to the Latent Fingerprint Section, Laboratory Division, Washington, D.C. (202) 324-5097.

4. Once workers have reported to the staging area, a briefing will be held, assignments will be made, and if appropriate, workers will be divided into teams. See Addendum 2 for detailed list of teams and individual team member duties.

5. Photos or a sketch will be made of the disaster site. If applicable, the scene will be divided into sections, with a recovery team assigned to a particular section. It is recommended that photos be taken of all bodies, body parts, and personal effects before anything is moved or collected. Stakes will be placed at the location of each body and or body part. A number will be assigned at the scene. Body numbers should be 1, 2, 3 etc. Body part numbers should be P1, P2, P3, etc. Personal effects numbers should be E1, E2, E3, etc. Make the number on body bags 12 inches high with white paint.

6. Remains or remains parts will be tagged and records kept as to the location and/or surroundings in which the remains were found.

7. Unattached personal effects found on or near the body will be placed in a container, tagged with corresponding numbers and data reflecting the location and/or surroundings, and secured.

8. Valuables, such as wallets or jewelry that are attached to the body, have potential identification value and shall not be removed at this point in the process.

9. When practical, remains and or remains/parts will be placed, most probably in a body bag and tagged with a corresponding number on each pouch.

10. Remains may be removed from their initial discovery site to a staging area for transportation to a morgue or incident morgue site when authorized by the Coroner

after the above process has been completed. This initial movement may require litters, stretchers, or other specialized removal equipment.

B. Evacuation to Morgue Procedures

1. The Coroner will coordinate evacuation of remains from the disaster site or staging area.
2. Before operations begin, a briefing should be held, assignments and directions given.
3. The transfer of remains to the incident morgue shall be handled discreetly, with sensitive care and whenever possible with closed vehicles.
4. All names on vehicles used for transport will be removed (or covered) whenever possible.
5. Vehicles should travel the same route from the handling site to the morgue area. This route will be established in coordination with the appropriate law enforcement agency(s) responsible for traffic control.
6. Vehicles are to travel at moderate speed, in convoy, maintaining order and dignity.
7. Records will be kept at the staging area as to the identification of the vehicle and drivers, as well as the tag numbers of the deceased being transported. See Addendum 3 for blank forms.

C. Incident Morgue Site Requirements

1. A morgue site must be selected, organized, and put into operation if the number of dead exceeds the resources of the Coroner's office or local funeral directors.
2. The incident morgue should be located as near as possible to the incident site and should have showers, hot and cold water, heat or air conditioning, electricity, drainage, ventilation, restrooms, parking areas, communication and rest areas. It should be fenced or locked for security of remains and personal property. It should be removed from public view and have sufficient space for body identification procedures. It should also be capable of partitioning for separation of functions such as body handling, x-ray, autopsy, record maintenance, interviewing, etc. Facilities with wooden floors should not be used.
3. Potential morgue sites are existing mortuaries, hangers, large garages and National Guard Armories. After morgue sites are established, coordinators should obtain refrigerated trailers as necessary. The trailers can be moved to whatever location is desired by the Coroner. The functions carried out at the morgue site will be determined by the circumstances.
4. The morgue site may be used for the temporary housing, identification, sanitation, preservation (as authorized) as well as the distribution point for release of the dead to their next of kin or their agents. See Addendum 4 for a sample morgue operations flowchart and checklist.
5. Personal effects will be received, recorded, photographed, and secured. If at all possible, all identified personal effects should be released to the next of kin, at the appropriate time. Insure that all personal effects being returned have been cleaned.

All unidentified personal effects should remain under the control of the Coroner or his designee.

6. Should embalming be necessary, desired, or directed by the Coroner, or approved by family representatives, the Coroner may rely on the disaster response team to organize the operations, equipment, supplies, and personnel needed.

D. Return of Remains to Loved Ones

1. Once remains have been positively identified, the family or next of kin will be contacted. The Coroner, or his designated representative, will coordinate the release of the remains and personal effects to the next of kin or their representative.
2. In situations where there are unidentified remains, the Coroner shall make the decision and provide direction regarding their disposition.

E. Next-Of-Kin Notification Procedures

NOTE: *Funeral directors can be a valuable asset in accomplishing this difficult task.*

1. State your full name and that you are representing the Coroner's Office.
2. State that their loved one has been positively identified as dead. Continue when it is appropriate.
3. Discuss the identification process used, i.e., fingerprints, dental, and medical records.
4. Explain that you have vital information of a graphic and sensitive nature you must discuss with the next of kin, and anyone else they would like to have present. Be direct and ask if anyone would like to leave before you continue. Explain that you do not know the actual condition of their loved one's body. Emphasize, as appropriate, that many of the bodies are badly traumatized due to the severe nature of the tragedy. Some of the bodies that will be released will not be whole bodies; however, positive I.D. can still be made. Restate you don't know the condition of the body of their loved one, but you must prepare them for the worst. The funeral home they choose will give them more information.
5. Explain that small body parts that are recovered are usually identified and placed with the body. All this type of unidentified body parts is called "common tissue." After all identification is over, all the common tissue will be buried in a common gravesite in the area and a memorial will be placed there. Stress that this has been done in most recent tragedies of this nature, and it is what is most proper. Ask for questions from the family.
6. Advise them their next step is to select a funeral home of their choice. It is very important that they understand that it is unethical for you to advise or give them information about what funeral home to use. If they know which funeral home they wish to use, have them fill out and sign the funeral home release form. If they need time, tell them that they have some time, but encourage them to make the decision soon. If they leave without deciding, they will have to come back to sign the form.
7. Explain to the family that their loved one's name will be released to the media. Provide any information on the timing of the release that you have.

8. Dismiss yourself and leave when appropriate.

F. Mass Burial Guidelines

1. Mass burial may become necessary if the number of remains cannot be managed and then becomes a public health concern, or when remains cannot be adequately refrigerated or embalmed, identified, or processed in an acceptable time.
2. Any decision to resort to mass burial should be supported at the highest levels of local and State government. The concurrence and direction of the appropriate officials is essential before such an effort is initiated for the sake of public health and safety.
3. The location of any mass burial site must also be agreed upon by the agencies/officials mentioned above. An existing cemetery would be the ideal place for mass burial.
4. Alternate consideration can be given to private property, preferably large open fields or similar sites. Access and egress are also important factors along with the type of terrain and the understanding that later exhumations will occur in an attempt to return remains to families when the situation permits.
5. Those remains designated for mass burial should be processed to insure the following:
   a. Body rechecked for any type of jewelry or other items that may lead to identity
   b. Postmortem identification has been properly documented, especially in those areas of scars, tattoos, deformities, and other physical descriptions
   c. Fingerprints have been taken; if not, fingers rechecked for possible prints to be taken
   d. An additional body tag (preferably metal) has been attached, properly filled out, and placed into a small, sealed plastic bag
   e. Body is wrapped in plastic sheeting or disaster pouch and tied/zipped
   f. A second tag, bearing the body number, is attached to the pouch
   g. If possible place the body in a wooden or metal container for burial; the container should also be marked with identification numbers
6. The exact location of each body buried must be recorded on grid maps including dates, times, and other information necessary for orderly exhumations at a later time.
7. Each burial site shall be marked (staked) with the correct identification numbers.
8. However, even where widespread devastation has occurred, mass burial should be considered only as a last resort. If possible, never cremate.

G. Unidentified Remains and/or Tissue

1. Disposition of unidentified remains or tissue is the responsibility of the Coroner and disposition should follow the following guidelines:
   a. When extensive conventional efforts have failed to identify all victims, DNA testing should be utilized in an effort to identify those victims still unidentified;

DNA testing should not be mandatory for associating remains to victims previously identified

b. Under no circumstances should unidentified or unassociated remains or tissue be commingled with identified remains

c. Remains should be prepared in accordance with applicable preparation standards

d. Interment in a local cemetery is the preferred choice; cremation should be avoided for religious reasons and availability for identification at a later date

e. Religious considerations should be observed; non-denominational rites should be held at the site of interment

f. Records and procedures for interment should follow guidelines in the mass burial section

H. Temporary Storage vs. Burial

1. Temporary storage of remains or tissue may be the preferable to immediate burial. The choice is the responsibility of the Coroner.

2. If the decision is temporary storage, remains should be released to the mortuary for preparation. Preparation should follow standard procedures, and the remains pouched or casketed, then returned to the Coroner for storage.

3. Records and procedures for storage should follow the procedures set forth in the mass burial section.

I. Remains Not Recovered

Conditions and circumstances sometimes preclude the recovery of remains in spite of the best efforts of all involved. Once the determination has been made that one or more remains are unrecoverable, non-denominational memorial services should be arranged. All efforts should be made to notify and include family members in the planning and completion of the service.

J. Family Assistance Center (FAC)

1. The Family Assistance Center should be established to provide the relatives of the survivors any victim's information and access to services they may need. It should be located away from the incident site. Security, registration, transportation needs, telephones, refreshments, assistance with funeral arrangements, and counseling should be available. Private areas must be available where antemortem information, family notification of positive identification, and other sensitive discussions can be held.

2. It is extremely important that the site selected be functional for the incident. If families are coming from out of town, the site may be a hotel or motel. If it is a local incident and the families are local, housing would not be a consideration, and churches or business offices should be considered.

3. All personnel involved in providing services to assist the victims and their family members should be trained in crisis response and must demonstrate compassion, sympathy, technical expertise, and professionalism. Information provided by family

members and victims through discussions, interviews, counseling, and any other exchange of personal information must be kept confidential.

4. In some cases the carrier involved with the incident will assume responsibility for family logistical support. No matter who takes the lead, a designated representative of the Coroner must be involved in the operations of the Family Assistance Center.

V. Addendums

Addendum 1 Disaster Mortuary Team (DMORT) Assistance

Addendum 2 Team Listings and Individual Team Member Duties

Addendum 3 Blank Forms

Addendum 4 Sample Morgue Operations Flow Chart and Operations Checklist

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Addendum 1: Disaster Mortuary Team (DMORT) Assistance

During recent disasters, Disaster Mortuary Teams have provided the following services while advising and assisting local officials dealing with mass fatality incidents.

- Meet with local coroner and other officials to obtain a situation status report.
- Tour the disaster site to assess the situation.
- Review the concept of operations with local personnel to determine where Federal assistance will be needed.
- Assist and advise the local staff on establishing a disaster grid system.
- Assist local officials in drafting a complete operational plan to include facility layout, procedures, required resources, and forms for the temporary morgue operations and the family assistance center operations.
- Assist and advise in establishing warehousing and issuing of supplies in a temporary supply facility. Rented trailers and vans are sometimes necessary.
- Work with local personnel to develop lists of resources and submit them to the National Disaster Medical System for review and approval by FEMA.
- DMORT technical assistance personnel activated to provide necessary skills and abilities needed to supplement local personnel with record keeping operations using computer systems.
- Conduct individual and group stress management counseling and referrals as needed.
- Assist with the break down, cleaning, and return of incident morgue equipment at the end of the operation.

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Addendum 2: Team Listings and Individual Team Member Duties

These functional descriptions and checklists are suggestive based on experience in previous mass fatality incidents. Modifications based on the specifics of each incident may be required.

Morgue Operations Responsible for all operations and procedures associated with the identification, processing, and disposition of the human remains at a mass fatalities incident.	
Morgue Operation Director	Responsible for maintaining overall responsibility of all Morgue Operations and providing command supervision for the entire Morgue Operations. • Reports the status of the Morgue Operations to the Operations Chief and Incident Commander • Will select morgue site based on the number of fatalities, available utilities, security, and access to disaster site • Will select other Morgue Operations staff as needed • Will establish a reliable and secure communications link with the Operations Chief • Will establish Operations procedures and policy • Will ensure that all Morgue Operations Staff Leaders understand their duties and reporting relationships • Will conduct meeting with key personnel during Morgue Operations to discuss problems encountered and to brief on the overall status of the operation • Will coordinate with the PIO concerning all press releases. • Will be responsible for approving all final identifications made of the fatalities
Assistant Morgue Director	Responsible for assuming the duties and responsibilities of the Morgue Operations Director, as required.
Public Information Officer (PIO)	Responsible for the release of information to the public and news media concerning the Morgue Operations. • Reports to the Morgue Operations Director • Will coordinate with the Morgue Operations Director concerning all press releases
Security Officer	Responsible for the overall security of the morgue. • Reports to the Morgue Operations Director • Will establish an access control system to prevent unauthorized entry into the morgue • Will brief all morgue personnel concerning security requirements, to include physical security, information security, and communications security • Will ensure that only photographers authorized by him/her are allowed to take photographs or videotape in and around the mortuary area
Records Management Team Responsible for the acquisition, maintenance, and security of all records pertaining to the fatalities, i.e. medical, dental, passport, completed morgue files, etc.	
Team Leader	Responsible for the overall operation of the Records Management Team. • Reports to the Morgue Operations Director • Will collect a list of all possible victims of the mass disaster so that acquisition of antemortem records can begin at the earliest possible time

Registrar	Responsible for all morgue files. • Reports to the Records Management team Leader • Will maintain a control log for the records pertaining to each fatality, identifying which records are on-hand, when they were received, from whom they were received and where the records are or in whose possession they are at the time • Will ensure that completed identification files are strictly controlled
File Clerks	Responsible for performing duties assigned by the Registrar. • Reports to the Records Management Team Registrar
Communications Section	Responsible for conducting telephone communications, as directed, to support the Morgue Operations. • Reports to the Records Management Team Leader • Will communicate with those persons necessary to acquire records pertaining to the fatalities which may assist in the identification process
Administration and Logistics Team Responsible for all administrative and logistical matters for the morgue, with the exception of those related functions specifically performed by another component of the morgue, e.g. the Records Management Team	
Team Leader	Responsible for the overall operation of the Administration and Logistics Team. • Reports to the Morgue Operations Leader • Will personally monitor all high-priority administrative and logistical matters • Will coordinate for needed resources with the Logistics Section
Administrative Officer	Responsible for the operation of the administrative section. • Reports to the Administration and Logistics Team Leader • Will supervise the administrative clerk(s) and word processing clerk(s)/clerk typist(s) in the performance of their duties • Will coordinate with the Records Management Team to establish procedures for the transfer and filing of paperwork after final typing • Will acquire housing for morgue personnel • Will maintain records of all personnel tasked to support Morgue Operations.
Administrative Clerks	Responsible for performing duties assigned by the Administrative Officer. • Reports to the Administrative Officer • Will perform duties assigned by the Administrative Officer to include, but not limited to, processing and hand-carrying paperwork, reviewing paperwork before submission to typists, reviewing paperwork after typing but before return to originator, reviewing final product before filing, etc
Word Processing Clerks	Responsible for all typing functions for the morgue. • Reports to the Administrative Clerk(s)

Supply Officer	Responsible for the operation of the logistics section, including the acquisition, storage, issue, and accountability of all supplies and equipment necessary to support the Morgue Operations. • Reports to the Administration and Logistics Team Leader • Will ensure that an adequate supply of pre-numbered stakes and pre-numbered tags are maintained on hand for use by the Search and Recovery Team • Will ensure that adequate refrigeration capabilities are available at the morgue location for the storage of remains; if not, he/she will make the necessary arrangements to rent an appropriate number of refrigerated trailer trucks for that purpose • Will monitor the status of all procurement actions • Will hand-carry, as necessary, all high-priority supply actions • Will maintain expense data, accountability documents, procurement documents, and other information pertaining to the logistics operation • Will ensure that the logistics section of the morgue is staffed at all time during operating hours
Supply Supervisor/Supply Clerk	Will perform duties assigned by the Supply officer to include, but not be limited to, staffing the logistics section of the morgue, making supply runs, preparing supply documents, issues supplies and equipment, etc.
Search and Recovery Team Responsible for the search operation at the disaster site, this includes searching for, locating, numbering, and recovering human remains and personal effects.	
Team Leader	Responsible for the overall operation of the Search and Recovery Team. • Reports to the Morgue Operations Director • Will establish a search plan that provides for a thorough, deliberate, overlapping search of the disaster area by Search and Recovery Team personnel • Will coordinate with other authorities to ensure that a cordon is established around the disaster area, that access is controlled, and that remains and personal effects are not removed or disturbed in any way until approved by the Search and Recovery Team Leader • Will ensure that exact location of a body or fragment is marked by placing a pre-numbered stake in the ground adjacent to the body/fragment, while at the same time, placing a pre-numbered tag, with the same number, on the remains. • Will ensure that an appropriately sized grid chart is prepared to accurately chart the location of each body or fragment in relation to other remains, natural landmarks, and significant debris or other evidence • Will supervise the removal of remains from the disaster site • Will ensure that personal effects found on the body are removed from the disaster site and transported with that body to the mortuary; will then coordinate personal effects with the Personal Effects Section • Will ensure photos are taken of each body and body part before it is removed
Search and Recovery Team Members	Responsible for searching for, numbering, and processing human remains and fragments as directed by the Search and Recovery Team Leader. • Reports to the Search and Recovery Team Leader
Dental Consultant	Responsible for advising Search and Recovery Team members on the procedures for identifying and collecting dental fragments. • Reports to the Search and Recovery Team Leader • Will assist in the search operation • Will ensure that, as necessary, the jaws of the human remains are wrapped with plastic bags, or the like, to prevent loss of dentition during movement and transportation of bodies

Anthropological Consultant	Responsible for advising Search and Recovery Team members on the procedures for identifying and collecting body parts and fragments. • Reports to the Search and Recovery Team Leader • Will assist in search and recovery operations • Will ensure that unattached remains are kept associated
Photography Team Responsible for all photographic support to the morgue.	
Team Leader	Responsible for the overall operation of the photography team. • Reports to the Morgue Operations Director • Will identify which Morgue sections require ongoing photographic support and will assign photographers to work those sections, e.g., in processing, autopsy area, etc • Will review other requests for photographic support and dispatch photographers as applicable • Will ensure that all photographs taken of remains are identified by the number assigned to that set of remains • Will take responsibility for the control and accountability of all film exposed of the Morgue Operations • Will provide Photographers to Search and Recovery Team
Photographers	Responsible for performing duties assigned by the Photography Team Leader.
Reception Team Responsible for the initial receipt and processing of the remains at the Morgue, and integration into the morgue processing system. Also responsible for the proper storage and accountability of all remains.	
Team Leader	Responsible for the overall operation of the Reception Team. • Reports to the Morgue Operation Director • Will ensure that a Morgue file is initiated on each set of remains • Will perform an initial inspection of the remains, annotating any significant observation for inclusion in the Morgue file • Will ensure that a log is maintained showing which remains have been processed and where they are at all times • Will ensure that an identifying photograph is taken of each set of remains in the condition in which it is received • Will ensure that an escort is assigned to each set of remains
Disposition Section	Responsible for all activities related to the release and disposition of human remains to receiving funeral directors. • Reports to the Reception Team Leader • Will determine staffing needs based on number of fatalities • Will select staff based on needs, considering the following: aide/runner, telephone clerks, body escorts, licensed funeral directors • Will coordinate shipping details with receiving funeral directors • Will arrange for appropriate transmit permits and all necessary documents filed, such as death certificates • Will ensure that all remains are containerized properly, depending on means of shipment • Will ensure that all foreign consulates are informed, as necessary • Will arrange for a public administrator to be present, if necessary • Will coordinate all pertinent records and personal effects to be shipped with the body • Will determine equipment and resource needs and communicate to Administration and Logistics Team • Will ensure that forms and records are complete before forwarding to Records Management Team
Photographer (Detailed from Photography Team)	Responsible for taking photographs as directed by the Reception Team Leader. • Reports to the Photography Team Leader

Fingerprint Team Responsible for examining all remains in an attempt to identify by fingerprints and/or footprints.	
Team Leader	Responsible for the overall operation of the Fingerprint Team. • Reports to the Forensic Pathology Team Leader • Will review all identification made by the fingerprint specialists
Fingerprint Specialists	Responsible for utilizing state-of-the-art methods in an attempt to identify remains based on fingerprints and/or footprints. • Reports to Fingerprint Team Leader • Will annotate the control sheet in the morgue file indicating whether fingerprints/footprints could be obtained and whether the remains were identified
Radiology Team Responsible for ensuring that full-body radiographs are taken and will compare postmortem and antemortem radiographs in an attempt to identify remains.	
Team Leader	Responsible for the overall operation of the Radiology Team. • Reports to the Forensic Pathology Team Leader • Will ensure that full-body radiographs are taken of all remains • Will review all radiographs to ensure they are adequate for use by the Forensic Pathology Team • Will monitor personnel working in the radiology area for excessive exposure
Radiologists	Responsible for comparing postmortem radiographs with antemortem radiographs in an attempt to identify remains. • Reports to the Radiology Team Leader • Will review postmortem radiographs, annotating significant findings for each set of remains
Technicians	Responsible for performing duties assigned by the Radiology Team Leader. • Reports to the Radiology Team Leader
Forensic Dentistry Team Responsible for utilizing forensic methods in conducting dental examinations of each set of remains in an attempt to effect identification or assist in the identification process.	
Team Leader	Responsible for the overall operation of the forensic Dentistry Team. • Reports to the Morgue Operations Director • Will brief all team personnel involved in charting records on the charting methods to be utilized to ensure consistency • Will review all identifications made by the team • Will ensure that information pertaining to each positive identification is provided to the Fingerprint Team to assist them with their fingerprint card search and fingerprint identification process • Will monitor personnel working in the Dental Radiology Section for excessive exposure
Oral Surgery Section	Responsible for examining each set of remains and, if applicable, will accomplish the necessary facial dissection to allow the oral cavity to be visualized and radiographed. • Reports to the Forensic Dentistry Team Leader • Will coordinate with funeral directors to determine if body is not viewable by family
Dental Radiology Section	Responsible for ensuring that a full-mouth postmortem dental radiographic series is accomplished on each set of remains. • Reports to the Forensic Dentistry Team Leader • Will ensure that only one case at a time is introduced into the film processor to avoid commingling of dental radiographs

Postmortem Dental Examination Section	Responsible for accomplishing a thorough postmortem dental examination on each set of remains, to include a thorough cleaning of dental structures and charting of all dental evidence on a Postmortem Dental Record Form. • Reports to the Forensic Dentistry Team Leader • Will compare completed postmortem dental records and radiographs with assembled antemortem records and radiographs to effect an identification or exclusion • Will complete a Dental identification Summary Sheet for each dental ID made
Antemortem Dental Comparison	Responsible for ensuring that an antemortem dental record is available for each suspected victim of the mass disaster. • Reports to the Forensic Dentistry Team Leader • When applicable, will request that the Records Management Team Leader initiate communications to solicit, from a suspected victim's dentist and/or family, dental records and radiographs, dental casts, or extra prosthetic appliances that may be available • Will check the composite form developed for each suspected victim against antemortem dental radiographs available for that person to ensure there are no incongruities
Photographer (Detailed from Photography Team)	Responsible for taking photographs as directed by the Forensic Dentistry Team Leader. • Reports to the Photography Team Leader
Forensic Pathology Team Responsible for utilizing forensic methods in an attempt to determine the cause of death and to discover individualizing and possibly identifying characteristics for each set of remains.	
Team Leader	Responsible for the overall operation of the Forensic pathology Team. • Reports to the Morgue Operations Director • Will brief all team members concerning autopsy protocol and the procedures for handling toxicology specimens • Will oversee the autopsies and preparation of autopsy reports to ensure a uniformity of effort • Will periodically rotate the forensic pathologists between the various positions requiring their expertise
Forensic Pathologist	Responsible for performing autopsies. • Reports to the Forensic Pathology Team Leader • Will perform autopsies and thoroughly examine each set of remains, to include examination of clothing and a detailed examination of the body, in an attempt to determine the cause of death and to discover individualizing characteristics that may assist in identification • Will initiate a Record of Identification Processing-Anatomical Chart on each set of remains • Will weigh each set of remains
Toxicology Section	Responsible for the receipt, chain of custody and proper storage and control of toxicology specimens received from the forensic pathologists. • Reports to the Forensic Pathology Team Leader • Will assist in the autopsy area by preparing toxicology containers for each set of remains
Forensic Anthropologist	Responsible for accomplishing a thorough postmortem examination on each set or remains. • Reports to the Forensic Pathology Team Leader • Will process fragmentary remains to determine number of individuals, sex, stature, age, and unique skeletal features which can be used for identification • Will work with Radiology and Dental Teams to make identifications

Personal Effects	Responsible for collecting, inventorying, photographing, and securing all personal effects accompanying each set of remains. • Reports to the Forensic Pathology Team Leader • Will inventory personal effects on a form • Will ensure that bags containing personal effects are labeled with the same number as the remains • Personal effects and clothing will be secured after they are removed from the body
Duty Team Responsible for performing as a ready work force, accomplishing various duty functions within the morgue to include, but not limited to, escorting remains through the morgue processing system, moving supplies and equipment, keeping work areas orderly and clean, and other duties assigned by the Morgue Operations Director	
Team Leader	Responsible for the overall operation of the Duty Team. • Reports to the Morgue Operation Director • Will prioritize the missions assigned to the Duty Team and, when unsure of priority, will speak to the appropriate Morgue Team Leader of the Morgue Operations Director • Will distribute the work force of the Duty Team, as necessary, to accomplish the various missions assigned to the team • Will ensure that team members are capable of handling the emotional stress of escort duties before assigning them to escort detail • Will brief all personnel assigned to escort duty on the proper way to handle the remains
Team Members (Volunteers)	Responsible for performing duties assigned by the Duty Team Leader. • Reports to the Duty Team Leader
Stress Team	Responsible for ensuring that morgue personnel are available to handle the emotional stress associated with a mass fatalities incident. • Reports to the Duty Team Leader • Will speak with volunteers and other morgue personnel on a daily basis to help them handle the emotional stress associated with a mass fatalities situation • Will arrange for individuals to see other professional counselors, as necessary
Computer Data Management Responsible for managing all computer data and equipment.	
Team Leader	Responsible to secure and set up all computer equipment. • Reports to the Records Team Leader • Will select computer programs to be used based on the requirements of the situation • Will oversee all data entry and central processing
Team Members	Responsible for performing all duties assigned by Team Leader. • Reports to Computer Data Management Team Leader

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Addendum 3: Blank Forms

- Scene Dispatch Log
- Morgue reception Log
- Next-of Kin Interview Sheet
- Detailer External Body Examination Form
- Preliminary Case report
- Release Form Designation
- Organization Assignment List
- Medical Plan
- Autopsy Body Release

SCENE DISPATCH LOG

Location: **Date:**

BODY BAG #	VEHICLE PLATE #	DESTINATION	TIME OF DEPARTURE	SIGNATURE

CERTIFICATION

DATE: _____ TIME: _____

NAME PRINTED: _____ SOCIAL SECURITY: _____

SIGNATURE:

_____

MORGUE RECEPTION LOG

Location: **Date:**

BODY BAG #	TIME OF ARRIVAL	DELIVERED BY (NAMES)	VEHICLE LICENSE #	LOCATION FOR REFRIGERATION	DISPOSITION

CERTIFICATION

DATE: _____ TIME: _____ SOCIAL SECURITY: _____

DRIVER'S NAME PRINTED: _____

DRIVER'S SIGNATURE: _____

SAMPLE NEXT-OF-KIN INTERVIEW SHEET

Please Keep Pages Together *Deceased Name* _____
Interviewer's Initials _____

Date _____ Time _____ Was the interview done ☐Person to Person☐Telephone

Name of Interviewer _____

Title and Agency _____

Location of Interview _____

VITAL INFORMATION

Victim Name _____ Male ☐ Female ☐ Age _____

Address _____

City _____ State _____ Zip _____

Age at time of Death _____

Date of Birth _____ Place of Birth _____

Mother's full name (with maiden name) _____

Father's full name _____

Victim's Social Security # _____

Was Victim ever in the military? ☐ No ☐ Yes Branch of Service _____

Dates _____

Do you have an military records? ☐ No ☐ Yes Military Service #_____

Location of records _____

Did the Victim have a Passport? ☐ No ☐ YesDate of Issue _____

Was Victim ever arrested? ☐ No ☐ YesWhere _____

Did the Victim have a Driver's license? ☐ No ☐ Yes State of Issue _____

Was the Victim ever fingerprinted for any other reason? ☐ No ☐ Yes

Explain _____

Marital Status: ☐ Married ☐ Divorced ☐ Single ☐ Widowed

If married, maiden name of spouse _____ ☐ Living ☐ Deceased

Date of marriage _____ Place of Marriage _____

Address of Spouse (if living) _____

City _____ State _____ Telephone _____

If spouse is deceased, date of death _____

Victim's occupation _____

Victim employed by (Name of Company) _____

Work Address _____

Telephone # _____

Race: ☐ American Indian ☐ African American ☐ Caucasian ☐ Asian ☐ Spanish

☐ Other (specify)

Ethnic background: (Example: Italian, Irish, German) _____

Religious background: (specify) _____

Member of any religious organizations? ☐ No ☐ Yes Explain _____

Member of any fraternal organizations? ☐ No ☐ Yes Explain _____

MEDICAL INFORMATION

Victim's Approximate Height _____ Approximate Weight _____

Build: ☐ Small ☐ Medium ☐ Large

Did the victim have: ☐ Own hair ☐ Wig ☐ Toupee

Was the victim: ☐ Completely Bald ☐ Slightly Bald

Hair Color: _____ Hair Length: ☐ Long ☐ Short Style _____

Facial Hair: Beard ☐ No ☐ Yes Color _____ ☐Long☐Short☐Goatee

Mustache? ☐ No ☐ Yes Color _____ Style _____

Eyebrows? ☐ Long ☐ Short Color _____

Color of Eyes _____

Fingernails: ☐ Long ☐ Short ☐ Nail Biter

Finger Nail Polish: ☐ No ☐ Yes Color _____

Toe Nail Polish: ☐ No ☐ Yes Color _____

Did the Victim ever have any type of:

Fractured bones? ☐ No ☐ Yes

Amputation? ☐ No ☐ Yes

Leg: ☐ Right ☐ Left Foot: ☐ Right ☐ Left Toe: ☐ Right ☐ Left

Arm: ☐ Right ☐ Left Hand: ☐ Right ☐ Left Finger: ☐Right ☐Left

Describe _____

Was the Victim ever x-rayed for medical purposes? ☐ No ☐ Yes

Location of x-ray _____

X-rayed by whom _____

Was the Victim ever hospitalized? ☐ No ☐ Yes Approximate date _____

Name of Hospital _____

Address _____

City _____ State _____ Telephone _____

Name of family Doctor _____

Address _____

City _____ State _____ Telephone _____

Did the Victim have any type of prosthesis? ☐ No ☐ Yes (Example: Implants, Pins, Metal Plates, Artificial leg, or arm) Describe: _____

Did the Victim have any:

Birth Marks? ☐ No ☐ Yes

Location _____ Description _____

Tattoos? ☐ No ☐ Yes

Location _____ Description _____

Scars? ☐ No ☐ Yes

Medical: ☐ No ☐ Yes (Example: Appendix, Open Heart Surgery, Cancer)

Describe location of scar _____

Trauma: ☐ No ☐ Yes (Example: Knife, Gunshot)

Describe _____

DENTAL INFORMATION

Did the Victim have: Own teeth? ☐ No ☐ Yes

Dentures? ☐ No ☐ Yes ☐Upper ☐Lower ☐Partial ☐Single Tooth ☐Porcelain ☐Gold

Describe dental (Example: bridge, inscription) _____

Name of Dentist _____

Address _____

City _____ State _____ Telephone _____

CLOTHING INFORMATION

Can you remember how Victim was dressed? ☐ No ☐ Yes

Was the Victim wearing jewelry? ☐ No ☐ Yes

Ring Style: Wedding _____ Fraternal _____ School _____

Describe in detail stones, color, etc. _____

_____

Inscription: ☐ No ☐ Yes ☐ Engraved ☐ Inked

Describe _____

Earrings: ☐ No ☐ Yes Pierced: ☐ No ☐ Yes Describe _____

Cufflinks: ☐ No ☐ Yes Describe _____

Tie Holder: ☐ No ☐ Yes ☐ Clip ☐ Stick Pin ☐ Tie Tack Describe _____

Watch: ☐ No ☐ Yes ☐ Wrist ☐ Pocket ☐ Necklace ☐ Other _____

Describe _____

Chain/Necklace: ☐ No ☐ Yes ☐ Religious ☐ Fraternal ☐ Other _____

Describe _____

Bracelet: ☐ No ☐ Yes Describe _____

Ankle Bracelet: ☐ No ☐ Yes Describe _____

Eyeglasses/Contact Lens: ☐ No ☐ Yes Style ☐ Bi-Focal ☐ Tri-Focal ☐ Sun

Frames: ☐ Plastic ☐ Wire, Color _____

Describe _____

Pins or broaches: ☐ No ☐ Yes Describe_____

Other jewelry _____

Was Victim wearing jewelry that belonged to someone else? ☐ No ☐ Yes

Did Victim conceal valuables in the lining of clothing or other location on person?

☐ No ☐ Yes Describe _____

Was Victim taking any medications? ☐ No ☐ Yes Type _____

MALE CLOTHING

Jacket or Suit coat? ☐ No ☐ Yes ☐ Single ☐ Double Breasted Color _____

☐ Solid ☐ Plaid ☐ Stripe Label _____

Describe _____

Sweater? ☐ No ☐ Yes Color _____

Describe _____

Shirt Style? ☐ Dress shirt Color _____ ☐ T-shirt Color _____

☐ Work Color _____ Describe _____

Tie style? Color _____ Style _____

Describe _____

Shoes? ☐ No ☐ YesColor _____ Type (Example: Boot, Loafer) _____

Describe _____

Socks? ☐ No ☐ Yes ☐ Dress ☐ Casual ☐ Work Describe _____

Hat? ☐ No ☐ Yes Describe _____

Overcoat? ☐ No ☐ Yes Describe _____

FEMALE CLOTHING

Was the victim wearing?☐Dress☐Suit☐Blouse☐Skirt☐Shawl☐Other _____

Style: Anterior View (Front)

Neckline ☐ High ☐ Low ☐ Ruffles ☐ Tailored _____

Color _____ ☐ Solid ☐ Plaid ☐ Other _____

Fabric material: ☐ Wool ☐ Cotton ☐ Silk ☐ Polyester ☐ Other _____

Describe _____

Stockings? ☐ No ☐ Yes Shoes? ☐ No ☐ Yes Style/Color _____

Hat? ☐ No ☐ Yes Describe _____

Underclothing? Describe _____

Was clothing ever professionally laundered? ☐ No ☐ Yes

Name of Laundry _____

Address _____

City _____ State _____

Other important information that may be of assistance:

_____

_____

_____

_____

Should additional contact be made with the informant regarding the possibility of additional vital information? ☐ No ☐ Yes

Is there a photograph of the Victim available? ☐ No ☐ Yes Who has it?

Name _____

Address _____

City _____Telephone _____

Hometown funeral Home to be contacted:

Name _____

Address _____

City _____

Telephone _____

Name of person who will arrange funeral service? _____

When will next of kin contact Funeral Home? _____

Type of service to be arranged:Burial _____ Cremation _____ Other _____

INFORMATION AT COMPLETION OF INTERVIEW

Name of interviewer:

Printed _____ Signature _____

Name of person providing information:

Printed _____ Signature _____

Address _____

City _____ State _____ Zip _____

Telephone #_____

Relationship of informant to the Victim _____

WITNESSED BY:

Printed Name _____ Signature _____

Printed Name _____ Signature _____

DETAILED EXTERNAL BODY EXAMINATION FORM

Please Keep Pages Together *Case Number* _____

Narrator's Initials _____

MEDICAL INFORMATION

Deceased Height _____ Weight _____

Build: ☐ Small ☐ Medium ☐ Large

Does the Deceased have ☐ Own hair, ☐ Wig ☐ Toupee.

It the Deceased ☐ Completely Bald ☐ Slightly Bald

Hair Color: _____ Hair Length: ☐ Long ☐ Short

Facial Hair: Beard: ☐ No ☐ Yes, Color _____ ☐ Long ☐ Short ☐ Goatee

Mustache: ☐ No ☐ Yes, Color _____ Style _____

Eyebrows: ☐ Long ☐ Short, Color _____

Fingernails: ☐ Long ☐ Short ☐ Nail biter

Finger Nail Polish: ☐ No ☐ Yes, Color _____

Toe Nail Polish: ☐ No ☐ Yes, Color _____

Does the Deceased have any type of:

Fractured Bones? ☐ No ☐ Yes

Amputation ☐ No ☐ Yes

Leg ☐ Rt ☐ Lt Foot ☐ Rt ☐ Lt Toe ☐ Rt ☐ Lt #_____

Arm ☐ Rt ☐ Lt Hand ☐ Rt ☐ Lt Finger ☐ Rt ☐ Lt #_____

Describe: _____

Does the Deceased have any type of prosthesis? (Example: Implants, Pins, Metal Plates, Artificial Leg or Arm) ☐ No ☐ Yes, Describe _____

Does the Deceased have any:

Birth Mark ☐ No ☐ Yes,

Describe and Location _____

Tattoos ☐ No ☐ Yes,

Describe and Location _____

Scars ☐ No ☐ Yes

Medical ☐ No ☐ Yes (Example: Appendix, Open Heart Surgery, Cancer)

Describe location of scar _____

Trauma ☐ No ☐ Yes (Example: knife, Gunshot)

Describe _____

CLOTHING INFORMATION

Appearance of clothing Describe: (Clean, dirty, torn etc.)

_____
_____
_____
_____
_____

Is there jewelry on the deceased? ☐ No ☐ Yes

Ring Style: Wedding _____ Fraternal _____ School _____

Describe in detail stones, color, etc.: _____

_____

Inscription: ☐ No ☐ Yes, ☐ Engraved ☐ Inked

Describe _____

Earrings: ☐ No ☐ Yes, Pierced ☐ No ☐ Yes

Describe _____

Cufflinks: ☐ No ☐ Yes Describe _____

Tie Holder: ☐ No ☐ Yes, ☐ Clip ☐ Stick Pin ☐ Tie Tack

Describe _____

Watch: ☐ No ☐ Yes, ☐ Wrist ☐ Pocket ☐ Necklace ☐ Other _____

Describe _____

Chain/Necklace: ☐ No ☐ Yes, ☐ Religious ☐ Fraternal ☐ Other _____

Describe _____

Bracelet: ☐ No ☐ Yes, Describe _____

Ankle Bracelet: ☐ No ☐ Yes, Describe _____

Eyeglasses: ☐ No ☐ Yes, Style: ☐ Bi-Focal ☐ Tri-focal ☐ Sun

Frames: ☐ Plastic ☐ Wire, Color _____

Describe _____

Pins or broaches: ☐ No ☐ Yes, Describe _____

Other jewelry: _____

Are there any other personal effects of the deceased? ☐ No ☐ Yes, (Examples: Newspaper, Pictures, Cards)
Describe_____

_____

MALE CLOTHING

Jacket or Suit coat? ☐ No ☐ Yes, ☐ Single ☐ Double Breasted,

Color _____ ☐ Solid ☐ Plaid ☐ Stripe Describe: _____

Shirt style: ☐ Dress shirt, color _____ ☐ T-shirt, color _____

☐ Work, color _____ Describe: _____

Tie style: Color _____ Style _____

Describe _____

Shoes: ☐ No ☐ Yes, Color _____ Type (Example: Boot, Loafer) _____

Describe _____

Socks: ☐ No ☐ Yes, ☐ Dress ☐ Casual ☐ Work

Describe _____

Hat: ☐ No ☐ Yes, Describe _____

Other apparel on deceased? (Underclothing) _____

_____

FEMALE CLOTHING

Is the deceased wearing?☐Dress ☐Suit ☐Blouse ☐Skirt ☐Shawl ☐Other _____

Style: Anterior View (Front)

Neckline ☐ High ☐ Low ☐ Ruffles ☐ Tailored _____

Color _____ ☐ Solid ☐ Plaid ☐ Other _____

Fabric material: ☐ Wool ☐ Cotton ☐ Silk ☐ Polyester ☐ Other _____

Describe _____

Stockings? ☐ No ☐ Yes Shoes? ☐ No ☐ Yes Style/Color _____

Hat? ☐ No ☐ Yes Describe _____

Does the clothing appear to be professionally laundered? ☐ No ☐ Yes

Name of Laundry _____

Address _____

City _____ State _____

Describe Laundry Marks _____

INFORMATION AT COMPLETION OF EXTERNAL BODY EXAMINATION

Name of Narrator:

Printed _____ Signature _____

Witnessed by:

Printed Name _____ Signature _____

PRELIMINARY CASE REPORT

Deceased Name: _____ Male ____ Female ____

Legal Address: _____

_____

Country: _____ Citizenship: _____

Social Security #: _____ Passport #: _____ Visa #: _____

Date of Birth: _____ Place of Birth: _____

Marital Status: S M W D Spouse Name: _____

Race: _____ Education: _____ U.S. Military: ☐ No ☐ Yes

Branch _____

Employment: Job Title: _____

Company: _____ City: _____ State: _____

Burial: ☐ No ☐ Yes Cremation: ☐ No ☐ Yes

Cemetery Name: _____

Address: _____

Release or Ship to: _____

Address: _____ City: _____ State: _____

Telephone: _____ Contact: _____

This information given by:

_____

Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Social Security # _____ Passport # _____ Visa # _____

I, _____, attest that the above information was given to me on _____ and is true and correct.

Signed: _____ Date: _____

Printed: _____

Information taken and witnessed by:

_____ Date: _____

Printed: _____ Social Security # _____

RELEASE FORM DESIGNATION

Deceased Name: _____

Next of Kin: _____

Local Address: _____

Local Telephone: _____

Length of stay in area: _____

Ship to: _____

Address: _____

City: _____ State: _____ Country: _____

Telephone: _____

Disaster Office Control released to: _____

Name of Funeral Home: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Funeral home Notified: _____

Date: _____ Time: _____ a.m./p.m.

Notified by: _____ Social Security #: _____

ORGANIZATION ASSIGNMENT LIST				1. Incident Name	2. Date Prepared	3. Time Prepared
POSITION		NAME		4. OPERATIONAL PERIOD (Date/Time)		
5. INCIDENT COMMANDER AND STAFF				9. OPERATIONS SECTION		
Incident Commander				Chief		
Deputy				Deputy		
Safety Officer				a. MORGUE BRANCH I – DIVISIONS/GROUPS		
Information Officer				Branch Director		
Liaison Officer				Deputy		
6. AGENCY REPRESENTATIVES				Division/Group		
Agency				Division/Group		
	Name			Division/Group		
				Division/Group		
				Division/Group		
				b. SEARCH & RECOVERY BRANCH II – DIVISION/GROUPS		
				Branch Director		
7. PLANNING SECTION				Deputy		
Chief				Division/Group		
Deputy				Division/Group		
Resources Unit				Division/Group		
Situation Unit				Division/Group		
Documentation Unit				Division/Group		
Demobilization Unit				c. SECURITY BRANCH III – DIVISIONS/GROUPS		
Technical Specialist				Branch Director		
				Deputy		
				Division/Group		
				Division/Group		
				Division/Group		
				Division/Group		
8. LOGISTICS SECTION				d. BRANCH IV DIVISION		
Chief				Branch Director		
Deputy				Deputy		
a. SUPPORT BRANCH				Division/Group		
Director				Division/Group		
Supply Unit						
Facilities Unit				10. FINANCE SECTION		
Ground Support Unit				Chief		
b. SERVICE BRANCH				Deputy		

Director		Time Unit		
Communications Unit		Procurement Unit		
Medical Unit		Compensation/Claims Unit		
Food Unit		Cost Unit		

MEDICAL PLAN	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period

5. INCIDENT MEDICAL AID STATIONS			
Medical Aid Stations	Location	Paramedics	
		Yes	No

6. TRANSPORTATION				
a. AMBULANCE SERVICES				
Name	Address	Phone	Paramedics	
			Yes	No

b. INCIDENT AMBULANCE			
Name	Location	Paramedics	
		Yes	No

7. HOSPITAL								
Name	Address	Travel Time		Phone	Helipad		Burn Center	
		Air	Grnd		Yes	No	Yes	No

8. MEDICAL PROCEDURES								
9. Prepared by:				10. Reviewed by (Safety Officer)				

AUTOPSY BODY RELEASE

Case Number: _____

Autopsy Station Representative: _____

Name: _____

Decedent ready to release for embalming:

_____

Pathologist

Embalming complete:

_____

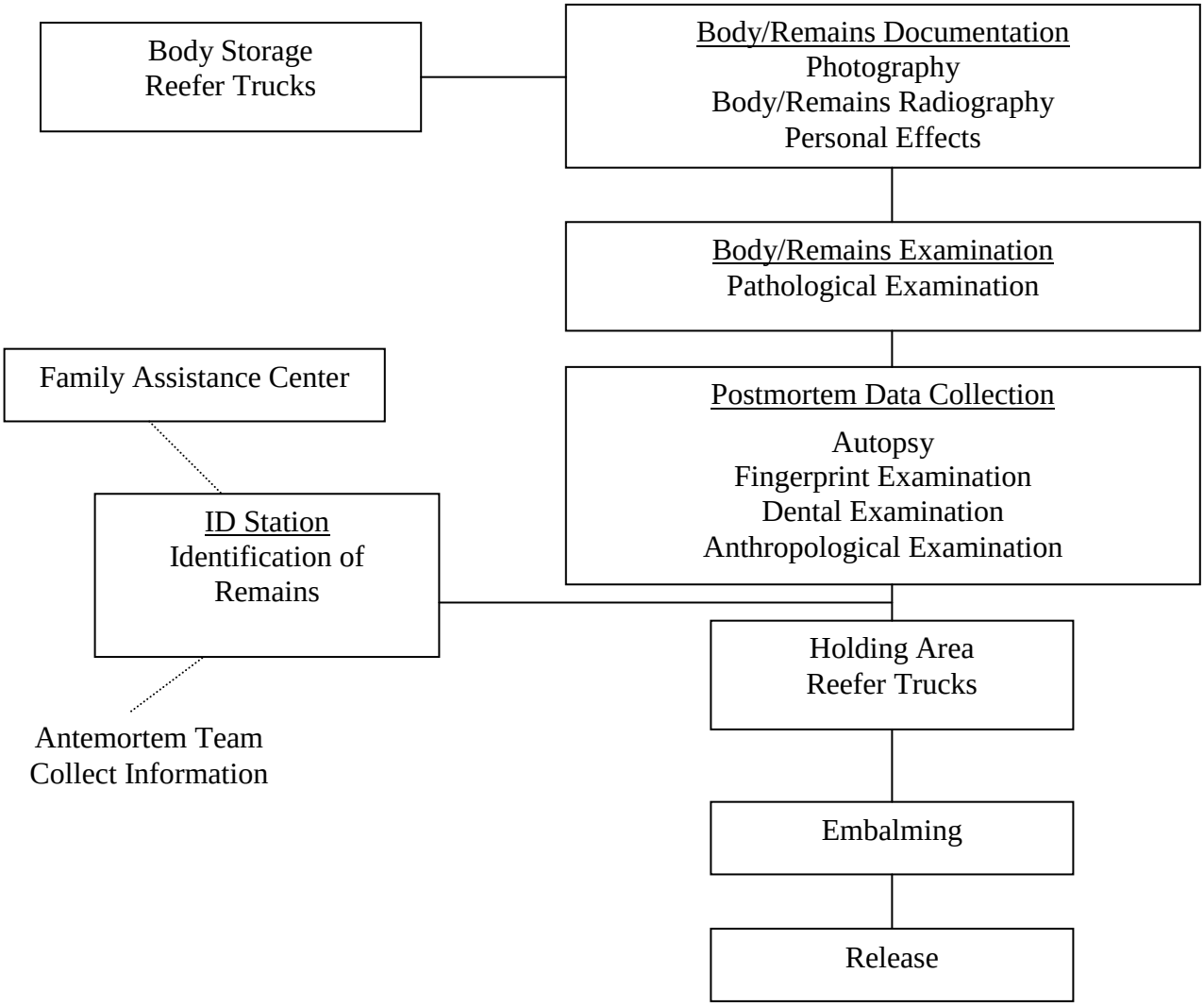
Funeral Director

Decedent ready to release to funeral home:
(i.e., positive identification and autopsy complete)

_____

Pathologist

Addendum 4: Sample Morgue Operations Flow Chart and Checklist



Sample Morgue and Operations Checklist

- **LOG BOOKS:** Three, one for bodies, one for body parts and one for personal effects

- **CASE FILE:** Initiated with body number. The file must stay with the body during entire process. The case number should be placed on each form as it is used.

- **NUMBERING OF BODIES:** The same number used on the body as marked on the body bag at the scene i.e., 1, 2, or 3. This number should be used throughout the entire process.

- **BODY RECEIVING:** Each body received should be documented in the log book by date, time received, person receiving the body and person delivering the body.

- **PHOTOGRAPHY:** Pictures should be taken before clothing is removed. Full body pictures should be taken of each body. The case number must be in every picture taken

- **PERSONAL EFFECTS AND CLOTHING:** Should be collected, inventoried and bagged with the appropriate case number. All clothing and personal effects should be placed in a secure area.

- **RADIOLOGY:** Type and number of x-rays will depend on the type of incident. All x-rays should go with the body through the entire process.

- **FINGERPRINTS:** Fingerprint specialists should attempt to print all bodies. Fingers should only be removed on non-viewable bodies at the discretion of the Coroner. If fingers must be removed for printing, they should be placed in a sealed bag with the case number and placed with the body after processing.

- **DENTAL:** It is often necessary to reconstruct jaws of victims to aid in dental examination. In the case of disfigured remains that are not viewable by next of kin, this is not an issue. However in some instances, jaws of viewable bodies may need to be reconstructed. This will only be done with the permission of the Coroner and in a way that preserves the ability to view the remains.

- **AUTOPSY:** If an autopsy is required a Forensic Pathologist must conduct it.

- **EMBALMING:** All examinations must be completed and a release form signed by the Coroner before any embalming takes place. If possible, the family should also give permission to embalm in writing. All remains should be treated as a contagious disease case.

Attachment 2: State Communications Center Conference Call Process for Hospitals

See next page

STATE COMMUNICATIONS CENTER ("STATE COMM")
CONFERENCE CALL PROCESS FOR HOSPITALS
July 2004

CONFERENCE CALL IS NEEDED

Once the hospitals receive notification of a disaster, MCI, or other emergency event a "bridge call" may be initiated at the request of:

- Pre-hospital provider (EMS, Incident Commander);
- Hospital (ED Charge, ED Director, house supervisor);
- Health District; OR
- Per a plan such as County Mass Casualty Incident (MCI)

↓

STATE COMMUNICATIONS CENTER WILL SET UP THE "BRIDGE" CALL BY PHONE PER THEIR USUAL PROCEDURES. THE FOLLOWING AGENCIES WILL GENERALLY PARTICIPATE ON THE CALL:

- Health District on-call person is generally the conference call MODERATOR -- (*May need to specifically request their participation*)
- Hospitals
- EMS

INFO RELAYEDBY STATE COMM.:

- Time of Conference Call
- Phone number and Pass-code
- Initial ALERT Info as appropriate

↓

CONFERENCE CALL OCCURS

Each participant calls in at scheduled time using pre-determined phone number and pass-code. State Comm sets up conference call. State Comm. Dispatcher will moderate until health district moderator available.

↓

HEALTH DISTRICT MODERATOR

- Conducts roll call (*Each participate states NAME & FACILITY*)
- Relays info known from the scene (if EMS not available on call)
  - Type of incident /event
  - Location
  - Potential # of victims
  - Issues: Public health, safety, other
- Obtains current status and surge capacity info from each hospital
- Sets time and format for next call
- Provides update to State Comm. and notification of next scheduled call

↕ ↕

EMS

(If not available to be on call will relay the following prior to conference call)

- Type of incident /event
- Location
- Potential # of victims
- Issues: Public health, safety, etc

(After conference call, State Comm will relay info to EMS if they were not able to participate in call.)

↔

HOSPITALS

Each hospital will relay:

- Current status of hospital and any effects from incident/event
- Number of victims that can be received at time of call
  - # of Reds -- Immediate care needed
  - # of Yellows -- Need treatment within 2 hr.
  - # of Greens -- Walking Wounded
- Identify if any walk-in or self-transport victims have been received

Healthcare Coalition for Emergency Preparedness
04/10/06

ESF 9 Search and Rescue

Primary Agencies: Urban - Jurisdiction Having Authority
Rural - Gooding County Sheriff's Office

Support Agencies: Municipal Fire Departments
District Fire Departments
Municipal Law Enforcement
Municipal Public Works
Gooding County Road and Bridge
Gooding County Disaster Services

Introduction

Purpose

ESF 9 outlines roles and responsibilities for Search and Rescue in Gooding County.

Scope

- ESF 9 addresses both Urban Search and Rescue and Rural Search and Rescue within the incorporated and unincorporated areas of Gooding County.
- Urban Search and Rescue is defined as operations requiring technical rescue skills such as confined space, trench, high angle, or water rescue.
- Rural Search and Rescue is defined as operations in rural or back county areas specifically designed to locate missing individuals, such as missing hikers, skiers, snow machine enthusiasts, hunters, etc.

Policies

- The Jurisdiction Having Authority will provide an Incident Commander and be the lead agency for all Urban Search and Rescue in Gooding County.
- The Gooding County Sheriff's Office will coordinate all non-urban search and rescue and will provide an incident commander.
- Urban Search and Rescue, as described in this ESF, is limited to technical rescue, damaged structures, and collapsed buildings.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require urban search and rescue support to include, floods/dam failures, earthquakes, avalanches, and severe storms.

Planning Assumptions

- A severe earthquake, flood/dam failure, winter storm, avalanche, or landslide could damage urban areas and trap residents and visitors.
- Major damage could occur to clinics, ambulance services, and transportation routes.

- Medical facilities could be quickly overloaded.
- Emergency measures to protect life and health during the first 72 to 96 hours after a disaster, in all likelihood, will be dependent upon local resources.
- Volunteers will come forward to help perform essential tasks; their efforts must be anticipated and coordinated.
- In the event of a major disaster, necessary search and rescue support will be available from State and Federal sources.
- Municipal and District Fire personnel have been trained in technical rescues techniques such as trench, high angle, confined space, and water.

Concept of Operations/Responsibilities

General

Both Rural and Urban Search and Rescue in Gooding County will be conducted according to existing Standard Operating Procedures, Mutual Aid Agreements, and other formal directives.

The Gooding County Sheriff's Office will maintain the capability to perform rural Search and Rescue. Municipal Fire Departments will maintain and expand as funding is available for increased technical rescue capabilities. Gooding County Disaster Services, functioning as ESF 5 Emergency Management, will work with the LEPC and the State of Idaho to apply for grant funding for Urban Search and Rescue equipment and training.

Organization

- ESF 9 will be led by the Gooding County Sheriff or his designee.
- For Urban Search and Rescue the Jurisdiction Having Authority will identify an Incident Commander.
- Unified command may be necessary to direct specialized skills, established by separate fire departments and applied to tactical operations.
- ESF 1 Transportation will provide transportation services as directed.
- ESF 3 Public Works and Engineering and the Damage Assessment Coordinator will perform building inspections and remove debris.
- ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services will open and maintain mass care facilities and provide food and water to the responders and the mass care facilities.
- ESF 8 Public Health and Medical Services will provide medical triage and transport.
- ESF 13 Public Safety and Security will maintain order and security at the incident scene(s) and Mass Care facilities.
- ESF 15 Public Information will provide public information briefings to the media.

Notification

- The EOC and/or the SIRCOMM Dispatch Center will notify ESF 9.

- ESF 9 will notify support agencies.
- ESF 9 personnel will respond as directed and placed on standby as appropriate.

Response Actions

Initial

- The Jurisdiction Having Authority, upon notification of a need for Urban Search and Rescue will:
  - ❑ Recall rescue staff
  - ❑ Determine the threat to rescuers
  - ❑ Establish a lookout and accountability system for rescuers before entering scene
  - ❑ Conduct rescue operations according to standard operating procedures
- The Gooding County Sheriff's Office upon notification of the need for Rural Search and Rescue will:
  - ❑ Recall rescue staff
  - ❑ Determine the threat to rescuers
  - ❑ Establish a lookout and accountability system for rescuers before entering scene
  - ❑ Conduct rescue operations according to standard operating procedures
- ESF 4 Fire Fighting will provide additional personnel as requested by ESF 9.
- ESF 13 Public Safety and Security will perform traffic control and evacuation as requested by ESF 9 and the evacuation coordinator.
- The Chief Executive Officer will:
  - ❑ Request activation of the EOC
  - ❑ Declare a Disaster if necessary
  - ❑ Direct ESF 3 Public Works and Engineering to be activated to support ESF 9
  - ❑ Issue evacuation orders when appropriate.
  - ❑ Direct the Gooding County Disaster Services Coordinator to activate ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services
- The Gooding County Disaster Services Coordinator will:
  - ❑ Activate ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services, ESF 8 Public Health and Medical Services, and ESF 15 Public Information , as necessary
- ESF 15 Public Information will provide briefings to the media.

Continuous

- The Gooding County Disaster Services Coordinator will:
  - ❑ Coordinate support activities for the ESF 9 rescue mission with ESF 3 Public Works and Engineering, ESF 6 Mass Care, Emergency Assistance, Housing, & Human

Services, ESF 7 Resource Support, ESF 8 Public Health and Medical Services, and ESF 15 Public Information as necessary

- ❑ Request additional State and Federal assistance if needed

ESF 10 Oil and Hazardous Materials

Primary Agencies: South Central Idaho Regional Hazardous Materials Response Team

Support Agencies: Gooding County Disaster Services
Gooding County Sheriff's Office
Municipal Law Enforcement
Gooding Fire District
Gooding EMS
Gooding County Memorial Hospital
Magic Valley Regional Medical Center
Private Industry Shippers of Hazardous Materials

Introduction

Purpose

ESF 10 describes the organization and procedures the County will follow to respond to an incident involving transportation, use, and storage or processing of hazardous materials.

Scope

- ESF 10 covers all Hazardous Materials Incidents in Gooding County and establishes roles and responsibilities among agencies that may be brought to bear in response actions.
- ESF 10 may be activated in response to a natural or other disaster with the potential for a hazardous materials impact, or in anticipation of a natural or other disaster that is expected to result in an impact to hazardous materials facilities, transporters, or technological disasters.

Policies

The South Central Idaho Regional Hazardous Materials Response Team is the primary ESF 10 agency.

- Each jurisdiction must be self-sufficient and responsible for its own initial hazardous materials response capabilities.
- Supporting documents such as SOPs, hazards vulnerability analysis, checklists, resource lists, call-up rosters, maps, and demographic information will be developed and maintained and appended to the ESF by ESF 10. They will be reviewed annually, updated, and distributed as prescribed in the Basic Plan.
- The Gooding County Coordinator of Disaster Services will develop, and coordinate with the LEPC, procedures to evaluate the ESF at least annually, through tabletop, functional, and full- scale exercises.
- The Hazardous Materials Incident Response ESF and attachments will be reviewed annually and updated as necessary by ESF 5 Emergency Management.
- Shortfalls in training, procedures, or equipment will be documented in exercise evaluations and reviewed by LEPC members for corrective action and follow-up.

- Most facilities under the Emergency Planning and Community Right-to-Know Act of 1986 provide the required documentation to the County LEPC, the Idaho Bureau of Homeland Security, and the local fire departments.
- Gooding County will utilize courses sponsored by the Federal and State governments, as well as private organizations to ensure that all first responders are trained to deal with the type and magnitude of hazardous material incidents that could occur within the County.
- Fixed-site hazardous material facilities will:
  - ❑ Develop on-site contingency plans that specify notification and emergency response procedures and responsibilities
  - ❑ Provide technical support to local response agencies
  - ❑ Provide planning support to the Gooding County LEPC and ESF 5 Emergency Management
  - ❑ Provide liaison to the Gooding County EOC
  - ❑ Provide a representative to the incident command post
  - ❑ Initiate notification to the SIRCOMM Dispatch Center, the LEPC and State EMC Communications Center (1-800-632-8000)
  - ❑ Provide written follow-up in accordance with section 304(c) of SARA Title III

Situation

Disaster Condition

- The threat of a disaster involving hazardous materials has escalated due to the increase in everyday use, manufacture, transportation, and storage of chemicals throughout the County.
- There are several known facilities in the County that manufacture, use or store extremely hazardous materials.
- Unknown amounts of hazardous materials are transported through the County on roadways and rail lines.
- Herbicides, pesticides, and other toxic substances are used in agricultural activities throughout the County.
- Hazardous materials incidents may occur as the result of natural disasters, human error, or accidents.

Planning Assumptions

- It must be assumed that hazardous materials are a factor in every emergency response situation.
- The amount of time available to determine the scope and magnitude of the incident impacts protective actions recommendations.
- Hazardous materials entering the sewage system may require the shutdown of treatment plants.

- A serious hazardous materials incident could exceed the response capabilities of the County.
- In the event of a serious hazardous materials incident, many residents in the "risk area" will evacuate spontaneously without official order or recommendation.
- Response time may be delayed due to adverse weather.
- Communications between the County and the State EOC is adequate. If standard channels are interrupted backup HF radio operating on the Idaho SECURE Net will be used. Additionally communication operated by the Gooding County RACES organization will be available.
- All municipal and district Fire Departments have the capability to make the initial protective response to a hazardous materials incident.
- The South Central Idaho Regional Hazardous Materials Response Team will be called upon to deal with more demanding situations.
- Depending upon the seriousness of the incident, responses to protect the public could include sheltering in place, evacuation, and notification of contaminated water supplies.
- Hazardous material incident response operations within the County may involve City and County law enforcement organizations, City and rural fire units, the South Central Idaho Regional Hazardous Materials Response Team, as well as the entire operations staff and annex coordinators.
- The resources of volunteer groups, industries, cities, counties, State and Federal government may be required to cope with major hazardous materials incidents.
- St. Luke's Magic Valley Regional Medical Center has the capability to treat victims exposed to hazardous materials.

Concept of Operations/Responsibilities

General

- The Incident Command System will be utilized in Hazardous Materials incident response.
- The Incident Commander will be the ranking emergency response official from the Jurisdiction Having Authority at the scene. The official Incident Commander will assume command as soon as practical.
- The Incident Commander will coordinate all hazardous material incidents with State agencies, i.e., Department of Environmental Quality (DEQ), and the Bureau of Homeland Security (BHS) through the State EMS Communications Center (1-800-632-8000). At this time incidents will be classified as Regulatory, Level I, II, or III. The classification will usually be made jointly by representatives from DEQ, the Incident Commander and/or the Local Emergency Response Authority and possibly a member of the South Central Idaho Regional Hazardous Materials Response Team, based upon the threat posed by the incident and the ability of the local agencies to successfully deal with the situation. The initial "classification" discussion will most likely take place on a telephone

bridge initiated by the Incident Commander and facilitated by the State EMS Communication Center (1-800-632-8000).

- The County command channel is available for use during emergencies. This will allow the Incident Commander a dedicated frequency direct to the EOC. Additionally, all municipal and district Fire Departments and the Gooding County Disaster Services Office have permission from the Bureau of Homeland Security to operate on frequency 453.275 MHz, which is a state controlled on-scene command and coordination frequency.
- ESF 10 will utilize appropriately trained and equipped personnel from Gooding County as well as State and Federal agencies.
- ESF 15 Public Information or a member of his staff will act as the official spokesman for the ESF 10 and the Incident Commander.
- In case of an emergency condition at one of the fixed sites, attempts will be made to coordinate release of information between ESF 15 Public Information and the facility public relations representative.

Organization

- The Incident Commander will be appointed by the Jurisdiction Having Authority's Fire Chief and will direct all immediate response efforts at the scene according to their department directives.
- The Chief Executive Officer will request ESF 10 to report to the EOC when notified of an emergency situation.
- A member of the South Central Idaho Regional Hazardous Materials Response Team who will be designated as the Hazardous Material Incident Response Coordinator or ESF 10 and will coordinate hazardous Material incident operations at the EOC.
- The Local Emergency Response Authority (LERA) in Gooding County is the Idaho State Police District 4. Initial response, to include lifesaving and hazard mitigation, will be made by the local first responders. If needed, State and Federal experts will be called upon to assist in accordance with the Idaho Hazardous Materials Incident Command and Response Support Plan.
- The Idaho State Police will respond to all hazardous materials transportation incidents on State or Federal highways. If requested by the Incident Commander, the South Central Idaho Regional Hazardous Materials Response Team will respond to incidents at any location.
- Gooding County Disaster Services will conduct and maintain a hazardous vulnerability analysis to include:
  - ❑ Identification of fixed-site facilities
  - ❑ Identification of transportation routes
  - ❑ Identification of critical lifeline facilities that would be at risk as a result of a hazardous material incident
  - ❑ Identification of populations at risk from fixed-sites and transportation incidents

- The Department of Environmental Quality (DEQ) as well as the South Central Idaho Regional Hazardous Materials Response Team and the Idaho Bureau of Homeland Security and private industry emergency response personnel will assist local jurisdictions to deal with hazardous materials emergencies.
- The Department of Environmental Quality (DEQ) will oversee cleanup of hazardous waste, substances, and materials. DEQ will also contact the responsible party to initiate clean up and work with the County to recoup costs from the shipper or spiller.
- The Gooding County Disaster Services Coordinator will, if conditions warrant, recommend activation of the EOC and/or establish a command post near the scene to provide communications, coordination and direction, and control.

Notification

- The SIRCOMM Dispatch Center will be notified of a potential Hazardous Materials Incident.
- Upon notification by the SIRCOMM Dispatch Center the Local Hazardous Materials Response Team will respond to the scene.
- As the LERA the Idaho State Police District 4 will request the activation of the EOC.
- Upon activation of the EOC the Gooding County Coordinator of Disaster Services will request the activation of ESF 10.

Response Actions

Initial

- The Chief Executive Officer will:
  - ❑ Request ESF 10 to report to the EOC when notified of an emergency situation
  - ❑ Declare a disaster emergency when appropriate
  - ❑ Authorize activation of public warning systems by ESF 2 Communications and Warning, evacuation of threatened areas, and request ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services to activate mass care facilities, and ESF 7 Resource Support to incur expenditures as necessary
- ESF 10, or a designated alternate, will report to the EOC upon its activation.
  - ❑ Obtain estimates of the area that may be affected
  - ❑ Ensure that all essential operations are activated
  - ❑ Coordinate with the incident commander to ensure State agencies have been notified and the incident has been classified, and to determine if local authorities can handle the situation
  - ❑ Contact the National Weather Service 1-208-334-9861for wind direction and other weather information
  - ❑ Notify nearby municipalities and counties that could be affected by a vapor cloud or liquid plume in the water supply

- The Gooding County Disaster Services Coordinator will:
  - ❑ If conditions warrant, recommend activation of the EOC and/or establish a command post near the scene to provide communications, coordination and direction, and control
  - ❑ Determine whether to recommend a shelter in place strategy, or evacuation in coordination with on-scene authorities (See Attachment 1)
  - ❑ Coordinate evacuation with the Evacuation Coordinator and the executive authorities
  - ❑ Coordinate activation of shelters with the ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services as necessary
  - ❑ Coordinate with ESF 2 Communications and Warning and ESF 15 Public Information to warn the public of actual or potential threats
  - ❑ ESF 13 Public Safety and Security will provide support requested by the Incident Commander and to the EOC
  - ❑ Establish perimeters and control access and traffic, to protect the public
  - ❑ Establish barricades to secure at least a 2500-foot radius at the scene
  - ❑ Maintain security of the scene
  - ❑ Note any special hazards in the area (e.g. downed power lines, fires, etc)
  - ❑ Keep all unnecessary persons as far away from the incident as possible
  - ❑ Detain all persons involved with the incident at the scene until the response team arrives; obtain their names, addresses, and phone numbers
  - ❑ Stay upwind from fires or release
  - ❑ Avoid spreading contamination
  - ❑ Do not attempt to move or clean up any materials involved with the incident
  - ❑ Prohibit eating, drinking, and smoking at the incident scene
  - ❑ Maintain control and security over all evacuated areas and facilities
  - ❑ Exercise precautions when handling a person exposed to hazardous materials
  - ❑ Remove injured persons as far away from the scene as possible
  - ❑ If injured persons must be transported to hospitals before the arrival of the emergency response team, inform the ambulance personnel that the patient may be contaminated; obtain names of ambulance personnel and medical facility they are going to
  - ❑ Refer all media questions concerning the incident to the ESF 15 Public Information Officer at the EOC or at the scene
  - ❑ Alert and warn the threatened population as directed
  - ❑ Evacuate the threatened population as directed
- ESF 4 Firefighting will coordinate with the Incident Commander, ESF 10, and the EOC to:

- ❑ After coordination with the Incident Commander, establish staging area upwind at a safe location
- ❑ Establish fire fighting control point
- ❑ Notify the facility's coordinator, if appropriate, in the event of a fire
- ❑ Provide for decontamination of personnel and equipment
- ❑ Inspect damaged area for fire hazards
- ❑ Assist in hazardous spill containment
- ❑ Assist in identifying chemicals

- Emergency Medical Services (EMS) will:
  - ❑ Transport Victims using procedures that limit the spread of contamination
  - ❑ Establish initial triage and conduct Emergency Medical Services activities
- Industry Emergency Response Services will:
  - ❑ Assist in determining if a hazardous chemical, petroleum product, or radioactive material is involved
  - ❑ Provide information on chemicals manufactured or used at local plants

<u>Continuous</u>

- The Chief Executive Officer will approve reentry of evacuated areas when they are determined to be safe.
- ESF 10 will:
  - ❑ Coordinate, via the State EMS Communications Center (1-800-632-8000), with Federal, State, County, City, and industry responders, to request additional support if needed
  - ❑ Coordinate clean-up activities with DEQ
- The Gooding County Disaster Services Coordinator will:
  - ❑ Maintain situation map, post and update pertinent information on status boards and maps, and update plume projections as appropriate
  - ❑ If appropriate, request ESF 15 Public Information to release prepared messages designated for broadcast over the EAS
  - ❑ Coordinate with EOC staff and executive authorities on whether a local disaster emergency should be declared
  - ❑ Coordinate medical support with ESF 8 Public Health and Medical Services
  - ❑ Coordinate with ESF 3 Public Works and Engineering to protect the water supply and sewage treatment systems
  - ❑ If there is a threat to the drinking water supply, notify the public and private system operators

- ❑ Coordinate the reentry of the evacuated population with the EOC Staff and executive authorities

- Incident Commander and Hazardous Materials Incident Response Team will:
  - ❑ Ensure that ESF 10 is fully informed and updated concerning the incident. Establish ongoing communications between the command post and the EOC
  - ❑ Seek technical advice and guidance from the State of Idaho DEQ Environmental Coordinator and the Environmental Investigator
  - ❑ Upon arrival of a properly identified emergency response team, manufacturer, owner, Idaho State Police, or DEQ representative, relinquish the responsibility to neutralize and dispose of the material but maintain control of the overall situation; remain at the scene to assure that all phases of the operation are completed
  - ❑ Monitor the public, emergency workers, and equipment for contamination. Maintain records of exposure
  - ❑ Coordinate actions of all responders, Federal, State, local, and industry
  - ❑ Perform/coordinate decontamination procedures if required
- ESF 13 Public Safety and Security will:
  - ❑ Establish perimeter procedures for all probable wind conditions
  - ❑ After coordination with the Incident Commander, set up access and assembly points
  - ❑ After coordination with the Incident Commander, establish a staging area
  - ❑ After coordination with the Incident Commander, establish a victim staging area, decontamination area, and crowd control area
- ESF 4 Firefighting will:
  - ❑ Provide monitoring assistance as needed
  - ❑ Request mutual aid and/or technical support if needed
  - ❑ Reevaluate perimeters as the hazardous material is identified and/or environmental conditions change
  - ❑ Assist medical personnel in isolating and removing contaminated or injured persons from the scene
- Emergency Medical Services (EMS) will:
  - ❑ Save all materials suspected of being contaminated
  - ❑ Ensure that someone trained in surveying and decontamination techniques surveys ambulance personnel and equipment, suspected of being contaminated
- Industry Emergency Response Services will:
  - ❑ Make emergency response equipment available on an as-needed basis. This may include radio communications, self-contained breathing apparatus, fire trucks, portable generators, protective clothing, earth-moving equipment, ambulances, respirators, etc

- ❑ Make available on an as-needed basis, emergency response, and advisory personnel with special skills and knowledge; this may include emergency medical technicians, operators skilled in handling chemical spills and environmental processes, and other engineering skills
- ❑ Perform decontamination procedures

Agency Resources

See Attachment 2

Attachments

Attachment 1 Hazardous Material Public Protection Decision Checklist

Attachment 2 Hazardous Material Incident Report Form

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Attachment 1: Hazmat Public Protection Decision Checklist

BASIC FACTORS

1. Date: _____

2. Time: _____

3. Location: _____

4. Chemical Name: _____

5. Facility Classification:
[ ] Minor Incident
[ ] Alert
[ ] Site Area Emergency
[ ] Community Emergency

6. Facility Protective Action Recommendation:
[ ] In-place Protection
[ ] Evacuation
[ ] Non Necessary
[ ] Non Given

CHEMICAL FACTORS

7. Physical State:
[ ] Gas
[ ] Liquid
[ ] Solid
[ ] Dust

8. Odor:
[ ] Yes

[ ] No

9. Color: [ ] Yes
[ ] No

10. Visible: [ ] Yes
[ ] No

11. Vapors: [ ] Rise
[ ] Ground

12. Water Soluble: [ ] Yes
[ ] No

13. Flotation: [ ] Floats
[ ] Sinks

14. Flammable: [ ] Yes
[ ] No

15. Explosive: [ ] Yes
[ ] No

16. Reactivity: [ ] With Air
[ ] With Water
[ ] Other Materials

17. Combustion Toxic: [ ] Yes
[ ] No

18. Hazard: [ ] Highly Toxic
[ ] Toxic
[ ] Irritant

[ ] Acute/Chronic
[ ] Lungs
[ ] Eyes/Skin
[ ] Ingestion

19. Release:
[ ] Continuous
[ ] Puff
[ ] Liquid Pool
[ ] Vapor
[ ] Dust
[ ] Elevated
[ ] Ground Hugging

20. Cause:
[ ] Valve Failure
[ ] Tank Puncture
[ ] Seal Rupture
[ ] Pipeline Break
[ ] Other/unknown

21. Condition:
[ ] Contained
[ ] Contained, Potential Release
[ ] Uncontained and Controlled
[ ] Uncontrolled

WEATHER FACTORS

22. Wind Speed:
[ ] 0-3
[ ] 4-12
[ ] 13-25
[ ] 26-50
[ ] 50+

23. Direction From:
[ ] N

[ ] NE
[ ] E
[ ] SE
[ ] S
[ ] SW
[ ] W
[ ] NW
[ ] Variable

24. Temperature:
[ ] 32 or below
[ ] 33-60
[ ] 61-80
[ ] 81-95
[ ] 95+

25. Humidity:
[ ] High
[ ] Med
[ ] Low

26. Moisture:
[ ] Rain
[ ] Snow
[ ] Fog
[ ] None

27. Visibility:
[ ] Daytime Sunlit
[ ] Daytime Cloudy/Hazy
[ ] Nighttime Moonlit
[ ] Nighttime Cloudy/Hazy

AREA FACTORS (1-2 MI. RADIUS)

28. Development:
[ ] Urban
[ ] Suburban

[ ] Rural

29. Land Use:

[ ] Residential
[ ] Commercial
[ ] Industrial
[ ] Agriculture

30. Specific Types:

[ ] Houses
[ ] Schools
[ ] Hospitals
[ ] Health Care Facilities
[ ] Correctional Facilities
[ ] Offices
[ ] Retail Stores
[ ] Shopping Malls
[ ] Industrial Plants
[ ] Government Buildings
[ ] Churches
[ ] Parks/Playgrounds
[ ] Marinas
[ ] Arenas/Stadiums

31. Special Populations:

[ ] Mentally Handicapped
[ ] Mobility Impaired
[ ] Hearing Impaired
[ ] Visually impaired
[ ] Elderly
[ ] Tourists
[ ] Non-English Speaking
[ ] Retirement Communities
[ ] Resorts
[ ] No automobile in Household

32. Terrain:

[ ] Uphill

[ ] Downhill

[ ] Level

[ ] Trees/Foliage

[ ] No Trees/No Foliage

[ ] Open Unobstructed

PROTECTION FACTORS

33. In-place Protection

Yes No

[ ] [ ] Can public accept?

[ ] [ ] Can use for short term protection?

[ ] [ ] Can use for long term protection?

[ ] [ ] Can accomplish quickly?

[ ] [ ] Can provide for those without indoor structures available (marinas, parks, sport events, etc.)?

[ ] [ ] Can turn off heating/air conditioning?

[ ] [ ] Are fumes non-flammable or non-explosive indoors?

[ ] [ ] Can provide public warning/clear instructions?

34. Evacuation

[ ] [ ] Can use evacuation routes?

[ ] [ ] Can set up traffic?

[ ] [ ] Can secure evacuated area?

[ ] [ ] Can establish public shelters?

[ ] [ ] Can transport those without?

[ ] [ ] Can close businesses?

[ ] [ ] Can evacuate without harmful exposure?

[ ] [ ] Can provide for transients (park, marinas)?

[ ] [ ] Can provide clear public warning/clear instructions?

[ ] [ ] Can handle liability and insurance issues?

35. Time Estimates**:** Unprotected Exposure ___hrs.;
In-place Protection ____hrs.;
Evacuation ____hrs.;

DECISION

36. [ ] In-place

37. [ ] Evacuation

38. [ ] Combination

39. [ ] No Action

PUBLIC PROTECTION DECISION MAKER CHECKLIST EXPLANATORY COMMENTS

Item 1-2 Self-explanatory

Item 3 Facility name and address.

Item 4 PRINT accurately and completely the chemical name.

Item 5 Check off the classification assigned to the incident by the facility (this should be included in the emergency notification).

Item 6 Check off the public protection action suggested by the facility, if any. (This should be included in the emergency notification).

Item 7 The primary concern is airborne dispersion in concentration that could cause health effects of death. Gases typically become airborne more readily than liquids. Liquids and molten solids become airborne by evaporation. The surface area (pool size) of the spill, surface temperature, vapor pressure, and wind speed are major factors that affect the rate of evaporation. A higher vapor pressure, a larger surface area (pool size), a greater wind speed, or a higher temperature than ambient will provide a faster evaporation. Molten solids will volatilize and those in a solid state may not. Solids as powders or dust may only become airborne if propelled in the air by force, such as an explosion.

Item 8 The existence of odor makes it easier to detect a presence of the chemical to emergency responders as well as the public. This will increase the perceived presence of danger. However, some chemicals (such as hydrogen sulfide) have a detectable odor (like rotten eggs) at a low ppm, but numb the sense of smell at higher lethal levels.

Item 9 The existence of color makes it easier to detect the presence of the chemical to emergency workers, as well as the public, as they will be able to see its location and extent.

Item 10 Visibility is affected by time of day, weather conditions, and the existence of color. A chemical may not be visible if it is colorless, or one with color may not be visible at night. A chemical may also be masked by fog or snow if it is a similar whitish color. Perception of danger is reduced when invisible.

Item 11 Vapors that rise may be dispersed faster by winds, or if little or no wind may rise straight up and be a minimum problem to surrounding areas. Also, vapors rising straight up due to no surface wind could encounter above ground down winds and drop the vapors to areas beyond those immediately adjacent. Vapors that stay at ground level may settle into low-lying areas, into lakes and rivers, and into basements and stay for longer periods.

Item 12 Chemicals that are water-soluble may be absorbed by any water or moisture present on trees and foliage, lakes and streams in the plume, or by fire fighting spray. However, they may also be absorbed by moisture present in human respiratory system, eyes, nasal passages, and skin.

Item 13 A chemical that floats atop a water area may be dammed up and absorbed. However, floating pools of chemicals on water may facilitate evaporation and may float downwind if blown by winds.

Item 14 Flammable chemicals present a threat of fire if ignited and when burning may produce toxic airborne fumes and pollutant particles that may travel downwind.

Item 15 Explosive chemicals present a threat of explosion if detonated which may provide instantaneous dispersion of toxic airborne fumes and pollutant particles.

Item 16 Some substances generate heat when mixed with water. Some strong acids may evolve into large amounts of fumes when in contact with water or moisture. This may consist of fine droplets of acid in air and acid vapors. Such fumes are usually highly irritating, corrosive, and heavier than air. Strong oxidizing or reducing agents are able to decompose organic materials and react with a variety of inorganic materials to generate heat, flammable gases, and possible toxic gases. Heat generated could be sufficient to ignite combustible materials or flammable gases resulting in fire or explosion. The combination of various chemicals may produce new chemicals quite different and more severe that the original materials.

Item 17 Many substances become highly toxic when burned and some may form even more toxic materials when in combination with heat and water (if present from fire spray of otherwise).

Item 18 Self-explanatory

Item 19 Gases escaping under pressure from a tank or cylinder form a cloud or plume. A rapid release through pressure relief valves, punctures, or broken pipes may take several seconds to several minutes. On the other hand, a flow from a spill or leak at fittings, or tears or large punctures may take minutes to days. Liquids may flow along the ground as a stream while simultaneously vaporizing and being absorbed into the ground or other materials. A puff may occur with a release over a short period of time. A release that is elevated will mix with air and tend to disperse more quickly.

Item 20 The cause may provide an indication of the potential for control and reduction of release duration and amounts. A valve failure may be easier to handle than a puncture, split, or crack in a tank.

Item 21 A release that is contained is less of a problem, unless the containment is breached. On the other hand, a contained incident may not be an immediate problem, but has potential for release if corrective actions are not able to be accomplished in time or fail. Some incidents may be controlled, but uncontained. In such cases, the situation may be continuous, but may not get any worse. Others may be completely out-of-hand and out-of-control and maximum release of all contents will occur over a period of time.

Item 22 Higher wind speeds will disperse gases quicker than low speeds. However, they will also result in higher concentration further downwind in a narrower band than lower speeds. Higher speed winds will also increase contaminated air infiltration into homes and buildings. Lower speed winds result in reduced dispersion and tend to spread contaminated air in multi-directions. Gusty winds are more unpredictable for dispersion than steady winds as wind eddies from hills, trees, and buildings may be in several different directions in adjacent areas.

Item 23 Self-explanatory

Item 24 Higher temperatures increase evaporation of liquids and expansion of gases. Most liquids become less active in temperatures below freezing.

Item 25 High humidity increases air absorption of water-soluble chemicals. Also, high humidity conditions may be associated with stagnant air conditions and air inversions.

Item 26 Rain or snow occurring will tend to purge the atmosphere of contamination. Heavy rain will drop contaminants in heavier concentrations and closer to the origin which could result in greater exposure close-in.

Item 27 The amount of visibility has an influence on the ease or difficulty of accomplishing emergency response activities and public protection actions. These can be much more difficult to accomplish particularly at night and under low light conditions.

Item 28 Urban and suburban areas will be more populated than rural areas. Even though rural areas may have less population to take protective actions, it may be much more difficult to warn them and monitor protective actions due to the scattered, widely spaced locations of homes and buildings.

Item 29 Predominantly residential areas will be more populated at night, than between 7:00 AM - 6:00 PM. During these normal working hours, 2 out of every 3 residents (67%) will be at work, school, shopping, and at recreational activities (many of which will be out of the immediate area.) During these same hours, commercial, industrial, and school areas represent locations of highly concentrated populations.

Item 30 Some affected areas, if large enough, may include many, if not all, of these types of facilities. Each may present different and unique methods of warning and evacuation/in-place protection needs. Tourists and recreational populations may be on boats, at marinas, in parks and campgrounds, and otherwise out-of-touch with radio, TV, and telephone communications.

Item 31 Special populations, particularly the mobility impaired, may require transportation if an evacuation is to be conducted. Also, many special populations do not drive and do not have a private vehicle available and are usually solely dependent on public transportation.

Item 32 The type of terrain will affect dispersal of airborne chemicals. Heavier that air contaminants will stay closer to the ground and flow downhill and settle in low lying areas. The reverse is true for lighter than air chemicals. Trees and foliage will serve as obstructions to dispersal and may even absorb some substances on leaves and branches. Buildings and structures in built up areas will also tend to obstruct dispersion and will result in some absorption through infiltration into the insides of buildings.

Item 33-34 Self-explanatory

Item 35 Develop general time estimates based on a review of all the above factors. Use best judgments and do not spend too much time. The time estimates for unprotected exposure should consider the amount and rate of release, the chemical and weather factors, and the travel distance to the potentially affected populations. The time estimates for both in-place protection and evacuation should be an addition of the warning time, preparation time, and the travel/movement time.

Item 36-39 Based on a comparison of the time estimates and an overall review of the factors, SELECT an appropriate decision for public protection. IMPLEMENT this decision and file this worksheet for reference.

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Attachment 2: Hazardous Materials Incident Report Form

INCIDENT # _____

PART 1: INCIDENT INFORMATION -- DISPATCH COPY

A. GENERAL (fill out in all cases)

1. Date of Call _____ Time of Call_____
2. Reporting Party _____ Callback Phone # _____
3. Incident Location _____
4. Situation Summary _____
5. Immediate Hazard: Major ___ Minor ___ Possible ___ None ___ Unknown

B. MATERIAL IDENTIFICATION (fill out those which apply)

6. Chemical Name _____ Placard _____
7. ID #s: UN/NA _____ STCC _____ CAS _____ Other _____
8. NFPA 704: Health _____ Flammability _____ Reactivity _____ Info _____
9. Container Description (size, type, colors, markings, numbers) _____
10. Shipping Papers (location) _____ Product Color/Odor _____
11. Shipper/Manufacturer _____ Phone # _____

C. SITE DETAILS (fill in as available)

12. Weather (wind, rain, temp., forecast, etc.) _____
13. Spill Status: None _____ Possible _____ Amount _____ Flow Rate _____
14. Medium in which release occurred: Air ___ Ground ___ Water ___ Drainage ____ Sewers ____
15. Exposures (occupancies, streets) _____
16. Safest Approach _____
17. Fire Service Response _____
18. Assistance Needed: Mutual Aid __ Police __ Health __ Street Maintenance __Public Works ___ DOE __ EPA __ USCG __ ChemTree __ Private Industry __ Clean-up Contractor __ Other ___
19. Verification of Notification from Dispatcher? _____

PART 2: NOTIFICATION (*means all incidents -- others if necessary)

		Date/Time	Person Notified
* 20.	Appropriate Fire Department	_____	_____
21.	Appropriate Law Enforcement	_____	_____
22.	County Fire Services Coordinator	_____	_____
23.	Health Department	_____	_____
24.	County Disaster Services	_____	_____
* 25.	BHS (1-208-422-3040)	_____	_____
26.	Other _____	_____	_____

REPORT FORM COMPLETED BY _____ TIME_____

Hazardous Materials Incident Report Form

INCIDENT # _____

PART 1: INCIDENT INFORMATION -- FIELD OFFICER COPY

A. GENERAL (fill out in all cases)

1. Date of Call _____ Time of Call_____
2. Reporting Party _____ Callback Phone # _____
3. Incident Location _____
4. Situation Summary _____
5. Immediate Hazard: Major ___ Minor ___ Possible ___ None ___ Unknown

B. MATERIAL IDENTIFICATION (fill out those which apply)

6. Chemical Name _____ Placard _____
7. ID #s: UN/NA _____ STCC _____ CAS _____ Other _____
8. NFPA 704: Health _____ Flammability _____ Reactivity _____ Info _____
9. Container Description (size, type, colors, markings, numbers) _____
10. Shipping Papers (location) _____ Product Color/Odor _____
11. Shipper/Manufacturer _____ Phone # _____

C. SITE DETAILS (fill in as available)

12. Weather (wind, rain, temp., forecast, etc.) _____
13. Spill Status: None _____ Possible _____ Amount _____ Flow Rate _____
14. Medium in which release occurred: Air ___ Ground ___ Water ___ Drainage ___ Sewers ___
15. Exposures (occupancies, streets) _____
16. Safest Approach _____
17. Fire Service Response _____
18. Assistance Needed: Mutual Aid __ Police __ Health __ Street Maintenance __Public Works ___
    DOE __ EPA __ USCG __ ChemTree __ Private Industry __ Clean-up Contractor __ Other ___
19. Verification of Notification from Dispatcher? _____

PART 2: NOTIFICATION (Field Officer -- relay above information to dispatch center.)

ESF 11 Agriculture and Natural Resources

Primary Agencies: Gooding County Extension Agent

Support Agencies: Gooding County Sheriff
Private Animal Care Centers

Introduction

Purpose

ESF 11 provides for the protection of croplands, livestock, and natural resources during a declared disaster in Gooding County.

Scope:

ESF 11 is applicable to livestock and cropland owners and operators to ensure that they are provided protection information, and that protective measure implementation is coordinated with the appropriate ESFs.

Policies

- The Gooding County Extension Agent is assigned the responsibility to lead ESF 11.
- The Coordinator of Disaster Services will assist ESF 11 as much as possible; however, citizen life-safety issues have first priority. Animal owners are responsible and accountable for their pets/animals.
- Appropriate information on animal injuries/casualties and issues will be provided to EOC for inclusion in reports.
- Animal care, assistance and other pertinent information will be disseminated to the public by ESF 15 Public Information.
- ESF 11 will provide information to farmers and ranchers on the protection of croplands and livestock.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require protection of agricultural land, livestock, and domestic pets to include, Agroterrorism, floods, earthquakes, hazardous materials spills, and severe storms.

Planning Assumptions

- Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- Disasters such as an earthquake may occur at a time of day that produces maximum casualties.
- Disasters that result in large number of causalities and/or heavy damage to building, structures, and the basic infrastructure will require state and federal assistance.

- Severe weather conditions, flooding, earthquakes, and distance between towns could hamper response during a disaster.
- Communications systems, particularly telephones that survive the initial disaster may be overloaded.
- It is expected that the present government structure will remain intact and will function during a disaster or emergency.
- Gooding County has the capability to save lives and property in case of a disaster. While it is likely that outside assistance will be available in disaster situations, Gooding County must plan for and be prepared to save lives, protect property, and agricultural resources through independent disaster response and recovery operations.
- State or federal disaster assistance will not be provided until local resources are fully committed to the response/recovery effort.

Concept of Operations/Responsibilities

General

Gooding County Disaster Services recognizes the need to coordinate relocation areas for livestock and domestic pets during a declared disaster. As directed by the Chief Executive Officer, the Gooding County Disaster Services Coordinator will coordinate relocation areas for both livestock and pets with ESF 11.

ESF 11, the Gooding County Extension Agent will provide protective information for County cropland through ESF 15 Public Information.

Organization

- The Gooding County Extension Agent will designate county staff to assist him in the ESF 11 role.
- The Gooding County Sheriff will coordinate the relocation of domestic pets.
- ESF 11 will coordinate the relocation of livestock.
- ESF 11, working with ESF 15 Public Information, will provide livestock and cropland protection information to the general public.

Notification

- The EOC and/or the SIRCOMM Dispatch Center will notify ESF 11.
- ESF 11 will notify support agencies.
- ESF 11 personnel will respond as directed and placed on standby as appropriate.

Response Actions

<u>Initial</u>

- ESF 11 will:
  - ❑ Establish a livestock relocation center(s) and communicate the location to the public through ESF 15 Public Information

- ❑ Establish contact with the State of Idaho Department of Agriculture and request cropland assistance
- ❑ Direct the Gooding County Sheriff to establish a pet relocation center

- ESF 15 Public Information will provide public information through media channels regarding the relocation of domestic pets, livestock, and the protection of croplands
- The Gooding County Sheriff will:
  - ❑ Coordinate an adequate food and water supply for relocated pets with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services

Continuous

- ESF 11 will:
  - ❑ Communicate cropland and livestock protection information to the public through ESF 15 Public Information
  - ❑ Provide status briefings to the Gooding County Disaster Services Coordinator
- ESF 15 Public Information will provide public information through media channels regarding the relocation livestock and the protection of croplands.
- The Gooding County Sheriff will:
  - ❑ Communicate with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services on the status of relocated domestic pets
  - ❑ Request resources to feed and shelter domestic pets from ESF 7 Resource Support and ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services

Attachments

Attachment 1 Animal Control and Protection

Attachment 2 Agroterrorism

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Attachment 1: Animal Control and Protection

This Attachment discusses actions to be considered to control, protect, and ensure the humane care and treatment of domesticated animals during a disaster/emergency situation.

Any disaster that threatens humans will also threaten animals creating a situation where it will be necessary to provide water, food, first aid, and shelter.

County and city agencies with animal control responsibilities will be overwhelmed post- impact and will not be able to provide care and placement for untold numbers of displaced animals.

Animal shelters, boarding kennels and other animal shelter facilities will be full to capacity

Shelters that have been established for disaster victims will not accept companion animals, with the exception of animals trained as sight and hearing assistance companions. However, if an evacuee comes to the shelter with their pet(s) efforts will be made to assist in locating a suitable shelter for the pet(s) at the expense of the owner.

The sheltering and protection of companion animals and livestock is the responsibility of their owners. Animal owners should plan for animal care during a disaster as they prepare their family preparedness plan.

Livestock left in evacuated areas will need to be cared for and provision will need to be made for re- entry to facilitate this need.

Gooding County will request assistance from the State and private sector.

Personnel with proper training and protective equipment will be needed to re-enter evacuated areas for the purpose of rescue or care of livestock or domestic animals.

As needed, the county will assist in the protection of animals affected by disaster, to include rescue, shelter, control, feeding, and preventive immunization of animals left homeless, lost, or strayed as a result of the disaster. Costs incurred will be passed to animal owners when located. The Gooding County Humane Society, Emergency Animal Rescue Service and similar organizations, local and national, and local volunteers will be asked to assist in this effort.

Elected officials will approve temporary animal shelter locations as the need arises. Facilities for consideration might include the Gooding County Fair grounds and buildings and High School Football Fields.

During emergencies, requests for animal protection assistance and resources such as food, medicine, shelter, specialized personnel, and additional veterinary professionals will be routed through the Gooding County Emergency Operations Center.

The county and or city animal control officers will attempt to handle wild animals out of their natural habitats that are a danger to themselves, or humans with assistance from the State wildlife resources personnel.

EVACUATION TIPS FOR PETS

- Take your pets with you. Many people mistakenly leave their companion animals behind when they evacuate during an emergency, thinking their pet's instincts will prevent them from being harmed. Nothing could be farther from the truth. Companion animals depend on us for their survival, much as children do.
- Identify your pet. Securely fasten a current identification tag to your pet's collar. If you face evacuation, it is a good idea to attach to the collar the phone number of a friend or family member who is well out of disaster range. That way, anyone who finds your pet will be able to reach a person who knows how to contact you.
- Photograph your pet. Carry a photo of your pet for identification purposes.
- Transport your pet safely. Use secure pet carriers and keep your pet on a leash or in a harness.
- Find a pet-friendly hotel. Because most emergency shelters do not admit pets, call hotels in a safe location and ask if you can bring your pet. If the hotel has a no-pets policy, ask the manager if the hotel can waive the policy during the disaster.
- Foster your pet. If you and your pet cannot stay together, call friends, family members, veterinarians, or boarding kennels in a safe area to arrange safe foster care.
- Have supplies on hand. Be sure to pack a week's worth of food, water, medication, cat litter, or any other supplies your pet needs on a regular basis.
- Plan your evacuation and leave in plenty of time. Do not wait until the last minute to evacuate. When rescue officials come to your door, they may not allow you to take your pets with you.
- Carry a list of emergency telephone numbers with you. This should include your veterinarian, local animal control, local animal shelters, the Red Cross, and any other individual or group you might need to contact during the disaster.

EVACUATION TIPS FOR FARM ANIMALS

- Evacuate animals as soon as possible. Be ready to leave once the evacuation is ordered.
- Arrange your evacuation route in advance.
- Arrange for a place to house your animals.
- Plan an alternate evacuation route. Alternate routes should be mapped out in case the planned route becomes inaccessible.
- Set up safe transportation. Make sure that you have available trucks, trailers, or other vehicles suitable for transporting farm animals. And arrange to have experienced animal handlers and drivers to transport them.
- Take your supplies with you. At evacuation sites, you should have, or be able to readily obtain, food, water, veterinary care, handling equipment, and generators if necessary.

Attachment 2: Agroterrorism

The Threat

Some experts believe that Agroterrorism may be more attractive to terrorists than traditional bio-chemical attacks because it is virtually risk-free and has a high probability of success. The following factors contribute to this situation.

Why Agroterrorism May Be an Attractive Tool for Terrorists

FACTOR	DESCRIPTION
Lower physical risk	Disseminating a plant or livestock disease pathogen presents less physical risk to the perpetrator than releasing human disease pathogens or lethal chemicals.
Smaller chance of outrage and backlash	Agroterrorism is not likely to create the same kind of backlash as using a method of terrorism that kills people.
Similarity to natural outbreaks	Livestock and crops can be attacked in a way that the disease outbreak mimics a natural disease occurrence, complicating epidemiological investigation and reducing risk of detection.
Lower technical barriers	Agroterrorism can be carried out fairly easily, by comparatively low-tech means. The cost and the technical/scientific skills and education required to collect, produce, and deliver biological agents against animal agriculture are modest. Pathogens could be isolated from infected animals or diseased crops, and small quantities could easily be carried across a Customs checkpoint or unregulated border area, or sent through the mail. Then, infection with some pathogens would be simple. (For example, dropping Newcastle disease-contaminated bird droppings into a feeding trough could cause a terrible epidemic, or placing tongue scrapings from foot-and-mouth disease-infected animals into the ventilation system of a large hog operation.)

Vulnerability

The following factors increase the United States' vulnerability to Agroterrorism:

Factors That Affect Vulnerability

FACTORS	DESCRIPTION
Number of agents	There are many agents (at least 22) that are lethal and highly contagious to animals, many of which are not vaccinated against.
Resilience	Most of these agents are environmentally resilient. They can live for a long time in organic matter (e.g., soil).
Susceptibility	Antibiotic and steroid programs, and husbandry programs designed to improve quality and quantity of meat, have made U.S. livestock more disease prone. U.S. livestock and poultry are especially susceptible to exotic diseases because most serious diseases that affect them have been eradicated or brought under control with U.S. borders, so the animals lack antibodies to fight these agents. In crops, widespread use of commercial hybrids has limited their genetic diversity, making them more vulnerable to a killer pathogen.
Concentrated populations	Animal populations are highly concentrated, and large herds make ideal targets for infection and contagion. For example: About 75% of the swine industry is concentrated in nine Midwestern States; the most successful swine farms each have 10,000 hogs or more. Beef cattle are fattened in large feedlots - some containing 150,000 to 300,000 animals

	at a time. Dairies usually have as many as 1,500 lactating cows at one time. Poultry has a heavy concentration in the Delaware/Maryland/Virginia peninsula. Chickens are usually grown in floor pens with 10,000 to 20,000 birds per pen.
Mobility	Animal populations are highly mobile. The animals are typically born in one location, moved halfway across the country to a feedlot for final fattening, then moved again for slaughter. Chicken breeding stocks and eggs are shipped great distances for the purpose of genetic improvements. Animals that are incubating disease during these movements can greatly increase the spread of the disease.
Inadequate security	Agricultural facilities are not highly secure. Food processors lacking sufficient security and safety preparedness methods have proliferated over the years.
Limited detection capabilities	The United States is even more vulnerable because it is unprepared to prevent such an attack or even quickly detect an outbreak. (Veterinary students receive minimal education in foreign animal diseases.) Our primary recourse would be response, after an attack has occurred.

Comparative Threat

Animals: Anti-livestock pathogens are of the greatest concern because they can be introduced simply and would spread quickly.

Crops: Some experts believe that pathogens designed to attack existing crops would be less effective weapons because they spread slowly and unreliably and are highly influenced by weather. It would be difficult to cause the widespread destruction of a crop because most crops are not grown in isolation. In addition, they have already been exposed to various pathogens, which have increased their resistance. (There are, however, a few foreign strains against which current crops have no resistance, and some strains are highly resistant to fungicides.)

Seed: The infection of seed may be more likely because much of the seed used in U.S. agriculture is produced overseas, and only a small portion of imported seed is actually tested.

Potential Impact

The potential ramifications of a bioassault on the U.S. agricultural industry would be far-reaching, with major economic and social consequences. The amount of damage would depend on how quickly the problem is detected.

Animal Diseases

LIST A DISEASES	SELECTED LIST B DISEASES [1]	
• African horse sickness • African swine fever • Bluetongue • Classical swine fever • Contagious bovine pleuropneumonia • Foot-and-mouth disease • Highly pathogenic	**Multiple Species:** • Anthrax • Aujeszky's disease • Echinococcosis/hydatidosis • Heartwater • Leptospirosis • New World screwworm Cochliomyia hominivorax)	**Cattle:** • Bovine anaplasmosis • Bovine babesiosis • Bovine brucellosis • Bovine cysticercosis • Bovine genital campylobacteriosis • Bovine spongiform encephalopathy (BSE)

[1] Other categories of List B diseases include equine, sheep, goat, fish, crustacean, bee, Lagomorph, mollusc, and other. Full lists are available at the OIE web site: http://www.oie.int/eng/maladies/en_fiches.htm.

avian influenza • Lumpy skin disease • Newcastle disease • Peste des petits ruminants • Rift Valley fever • Rinderpest • Sheep pox and goat pox • Swine vesicular disease • Vesicular stomatitis	• Old World screwworm (Chrysomya bezziana) • Paratuberculosis • Q Fever • Rabies **Avian:** • Avian infectious bronchitis • Avian infectious laryngotracheitis • Avian mycoplasmosis (M. Avian chlamydiosis gallisepticum) • Avian tuberculosis • Duck virus hepatitis • Duck virus enteritis • Fowl cholera • Fowl pox • Fowl typhoid • Infectious bursal disease (Gumboro disease) • Marek's disease • Pullorum disease	• Bovine tuberculosis • Dermatophilosis • Enzootic bovine leukosis • Haemorrhagic septicaemia • Infectious bovine rhinotracheitis/ infectious pustular vulvovaginitis • Malignant catarrhal fever • Theileriosis • Trichomonosis • Trypanosomosis (tsetse-borne) **Swine:** • Atrophic rhinitis of swine Enterovirus encephalomyelitis • Porcine brucellosis • Porcine cysticercosis • Porcine reproductive and respiratory syndrome • Transmissible gastroenteritis • Trichinellosis

Disease Transmission among Animals

Animal diseases can be spread in three primary ways:

• **Airborne transmission.** Some diseases (e.g., foot-and-mouth (FAM) disease, avian influenza, Newcastle disease) can travel in aerosol form very long distances in the air. (In 1981, FAM broke out in France and traveled 175 miles to Great Britain in 3 days.) Airborne diseases are extremely difficult to contain and thus would present an enormous challenge to emergency responders in the event of an outbreak. These diseases can also be transmitted by direct contact.	 **Countries Where FAM Disease Has Been Reported Since 2000**
• **Direct contact.** Some diseases (e.g., FAM, rinderpest, vesicular stomatitis, hog cholera, African swine fever) can be spread by direct contact among animals, contact with contaminated objects such as feed and water troughs, milking machines and other equipment, and people's clothes and shoes. This makes biosecurity measures—keeping animal facilities clean and restricting human and vehicle traffic around animals—absolutely critical.	
• **Vectors.** Some diseases (e.g., vesicular stomatitis, lumpy skin disease, Rift Valley fever, bluetongue, African swine fever) can be spread by other organisms, such as mosquitoes and ticks. In these cases, disease control depends on insect control.	

Animal Diseases of Greatest Concern

The animal diseases of greatest concern to the United States are Foreign Animal Diseases (FADs) - diseases not normally found in this country. These diseases have the potential to spread quickly because U.S. animals have not built up resistance to them.

An outbreak of one of the List A diseases could severely damage the U.S. agricultural market because it would be internationally recognized as grounds for export embargo.

Viruses present the greatest Agroterrorism threat to livestock. The entire List A animal diseases are viruses, except contagious bovine pleuropneumonia which is caused by mycoplasma. (For more information on viruses and mycoplasmas, refer to Biological Agents in Appendix A.)

The following table[2] summarizes information about List A diseases that primarily affect cattle, swine, and poultry. BSE ("mad cow disease"), included in the table, is not a List A disease but is of current interest. Other List A diseases include peste des petits ruminants and sheep/goat pox, which affect primarily sheep and goats, and African horse fever, which affects primarily horses.

List A: Diseases Affecting Primarily Cattle, Swine, or Poultry

Disease	Primary Modes of Transmission	Primary Animals Affected	Vaccine Available?	Location	Affect Humans?
Foot-and mouth disease	Airborne aerosols; direct or indirect contact (via human clothing, equipment, vehicles, or through milk or partially cooked meat)	Cloven-hoofed animals (esp. cattle and swine)	Y	Asia, Africa, Middle East, South America	Occasionally after prolonged exposure, humans can develop mild symptoms
Vesicular stomatitis	Direct contact (i.e., shared feed and water troughs, milking machines); insect vectors	Cattle Swine Horses	Y	U.S., Mexico, Canada, Caribbean, Central and So. America	During epidemics humans can get a version resembling flu
Swine vesicular disease	Ingestion of infected meat	Swine	N	Hong Kong, Japan, Europe	Occasional cases of flu-like illness
Rinderpest ("cattle plague")	Direct contact with any animal secretions; airborne droplets	Cattle Sheep Goats	Y	Africa, Middle East, Asia	N
Contagious bovine pleuro-pneumonia	Inhalation of droplets of infected animal secretions	Cattle	Y	Asia, Central Africa, Spain, Portugal	N
Lumpy skin disease	Insect vectors	Cattle	Y	Africa	N
Rift Valley fever	Insect vectors, esp. mosquitoes; direct contact with blood or tissue	Sheep Cattle	Y	Africa	Humans very susceptible; disease is sometimes fatal (human vaccine available)
Bluetongue	Insect vectors	Sheep Cattle	Y	U.S., Africa, Europe	N
Bovine	Ingestion of foods	Cattle	N	Primarily	Suspected

[2] Kohnen, p. 16

spongiform encephalopathy ("mad cow disease")	containing infected meat and bone meal			Great Britain; some cases in W. Europe	precursor to new variant of Creutzfeldt-Jakob disease (fatal)
African swine fever	Insect vectors (ticks); ingestion of infected meat; direct contact; airborne aerosols within buildings	Swine	N	Africa, Iberian Peninsula, Sardinia	N

Animal Diseases of Greatest Concern

List A: Diseases Affecting Primarily Cattle, Swine, or Poultry

Disease	Primary Modes of Transmission	Primary Animals Affected	Vaccine Available?	Location	Affect Humans?
Classical swine fever ("hog cholera")	Direct contact with animal secretions; indirect contact via shoes, clothing, equipment	Swine	Y	Africa, Asia, So. and Central America, parts of Europe	N
Highly pathogenic avian influenza ("fowl plague")	Direct contact; airborne aerosols	Chickens Turkeys	Y	Worldwide	Usually rare, but 1997 Hong Kong epidemic killed 6 with influenza-like illness
Newcastle disease	Direct contact with animal secretions—feces; contaminated feed, water, equipment, human clothing, etc.	Poultry Wild birds	Y	Worldwide	Occasionally causes transitory conjunctivitis after extensive exposure

Crop Diseases

Most crop diseases produce failed harvests rather than killing the plants outright. They do so by drastically reducing crop quality and quantity.

Fungi present the biggest threat to crops. The three anticrop agents developed by the United States in the 1960s were all fungi: wheat rust, corn smut, and rice blast. If a fungus were introduced under the right conditions, "the spores… [could be] spread for great distances by the wind and establish centers for further spread once they infect a plant. Because of infection, subsequent spread normally occurs in a series of waves, the frequency of which depends on the incubation period of the particular fungus.[3]

The WTO recognizes the International Plant Protection Convention (IPPC) as the source of international standards for the plant safety measures affecting trade (i.e., the pathogens to which plants and plant products must not have been exposed). Each of the 111 IPCC member countries submits its own phytosanitary restrictions according to the standards set by the IPPC and the country's specific vulnerabilities.

[3] Rothschild, J.H. *Tomorrow's Weapons: Chemical and Biological* (New York: McGraw-Hill, 1964), p. 24. Quoted in Kohnen, p. 17.

Transmission of Crop Diseases

Fungi, viruses, and bacteria cause crop diseases. Wind, water, or vectors transmit these plant pathogens. Because they depend heavily on environmental factors (e.g., temperature, humidity, rainfall, sunlight), the introduction of a pathogen does not necessarily result in widespread infection. There are three primary transmission modes of crop diseases:

- **Airborne (Fungal Diseases).** Fungi produce dry spores, which are dispersed on the wind and can travel great distances. After a fungus has infected an area, it is very difficult to eliminate all of the spores. Although fungicides are helpful, fungi can persist in other hosts, allowing the disease to continue infecting plants for a long time.
- **Vectors (Viruses and Bacteria).** Insects such as aphids are often virus carriers. When an aphid feeds on a leaf, it pierces cell walls and transmits the virus. Although viruses can be extremely damaging to crops, their ability to spread is limited by insect movement. Crop viruses are currently untreatable. Virus control depends on insect control and the use of virus-resistant crop strains. Insects can also transmit bacteria.
- **Waterborne (Bacteria).** Bacteria require moisture for transmission. Although they cannot be transmitted on the wind, they can travel via wind-driven rain. Splashing rainwater can spread bacteria among individual plants, and irrigation runoff can spread bacteria over entire fields. Although bacteria can cause serious plant diseases, they generally cannot spread over vast areas.

Crop Diseases of Greatest Concern

There is no international List A of crop diseases, because every country sets its own import requirements. However, the diseases listed in the following table are particularly worrisome based on the following factors:

- Ease of transmission
- High level of impact on harvests
- Ability to infect staple cereals
- Historical consideration for offensive weapons use

Crop Diseases of Particular Agroterrorism Concern

Crop Affected	Disease	Pathogen	Pathogen Type	Primary Mode of Transmission
Cereals (wheat, barley, rye)	Stem rust of wheat	Puccinia graminis	Fungus	Airborne spores
	Stem rust of cereals	Puccinia glumarum	Fungus	Airborne spores
	Powdery mildew of cereals	Erysiphe graminis	Fungus	Airborne spores
Corn	Corn blight	Pseudomonas alboprecipitans	Bacteria	Waterborne cells
Rice	Rice blast	Pyricularia oryzae	Fungus	Airborne spores
	Rice blight	Xanthomonas oryzae		Waterborne cells
	Rice brown-spot disease	Helminthosporium oryzae	Fungus	Airborne spores
Potato	Late blight of potato	Phytophthora infestans	Fungus	Airborne spores

Crop Pests

The introduction of a foreign pest is another potential agriterrorist threat. Insects can directly damage crops, and infestations of particular insects can prompt export restrictions. (The Mediterranean fruit fly, or "Medfly," lays its eggs on many types of fruit on which the larvae later feed. If the Medfly became established in the United States, the USDA estimates that it would cost $1.5 billion per year in lost production and export restrictions.

Crop Diseases and Public Health

Crop diseases are not generally considered a public health threat in the United States. Very few plant pathogens are toxic to humans, and strict regulatory processes prevent contaminated products from reaching the market.

Response to the Threat of Agroterrorism

The USDA has the major responsibility for protecting the nation's food supply from Agroterrorism. Other agencies that share in this responsibility include the:

- National Security Council
- Department of Justice
- Department of Health and Human Services, which includes the Centers for Disease Control and Prevention
- State and local agricultural office

The USDA increased its budget for counterterrorism in 2001 by $39.8 million. It has also requested funding to upgrade its research facility at Plum Island, NY, to Biosafety Level 4 - capable of and dedicated to the study of plant and animal pathogens.

The United States has banned imports of many animal products, live ruminants, and swine from FAM disease-affected countries. Because of this year's increase in FAM flare-ups around the world, the USDA has assigned additional inspectors and dog teams at airports to check incoming flights and passengers.

"The U.S. agricultural economy has in place networks and plans to respond to an attack once detected, and surveillance of crop and animal disease in the United States is extraordinarily sophisticated. Even if a terrorist group managed to deliver a biological agent effectively against a target, the effects of the attack would likely be severely limited by the U.S. response."[4]

Disease Surveillance and Detection

In covert attacks, how quickly a suspicious event is detected and reported will determine how timely and effective the response is. In turn, the timeliness and effectiveness of response will define the ability to reduce illness and death.
Surveillance is the first line of defense against a disease outbreak. U.S. agriculture relies upon ground surveillance - plant pathologist and field veterinarians - for disease reporting. The greater the number of human monitors, and the better trained they are to recognize diseases, the better

[4] Jason Pate and Gavin Cameron. "Covert Biological Weapons Attacks against Agricultural Targets: Assessing the Impact the Impact against U.S. Agriculture." BCSIA Discussion Paper 2001-9, ESDP Discussion Paper ESDP-2001-05, John F. Kennedy School of Government, Harvard University, August 2001. Accessed at the Center for Nonproliferation Studies web site, http://cns.miis.edu/research/cbw/aglinks.htm.

the chance that serious diseases do not become widespread outbreaks. Disease outbreaks in wildlife should also be monitored because they can serve as early warning signs of agricultural outbreaks.

Control, Containment, and Eradication Measures

Should and outbreak be detected, the disease must be controlled, contained, and eradicated. Typical measures include:

- Quarantine of infected animal populations.
- Contact tracing to identify potential exposures.
- Herd depopulation (killing infected and exposed animals).
- Disposal of infected carcasses and products by incineration or burial.
- Decontamination of equipment.
- Movement control (of animals, people, equipment, and products).
- Vaccination of uninfected animal populations.

Emergency Procedure for Animal Disease Outbreaks

Within 36 hours of a serious disease outbreak, a national USDA team can be mobilized to handle the situation. The following is a summary of what would happen if an FAD broke out:

A. **Recognition**. A farmer notices a sick animal, or a herd manager of a large production operation notices a higher mortality rate than normal or unique symptoms in a group of animals, and calls the local or corporate veterinarian and/or the county agriculture agent. This recognition could also begin at a port, sale barn, or other place of animal concentration.

B. **Diagnosis.** The veterinarian/county Ag agent either makes a diagnosis of a domestic disease or suspects something abnormal based on clinical signs or epidemiology.

C. **Notification.** If abnormal, the county Ag agent will notify a representative of the State veterinarian or APHIS area veterinarian in charge, who will begin the investigation.

D. **Investigation.** Within 24 hours, a foreign animal disease diagnostician (FADD) visits the premises and begins an investigation. The FADD may be a State or Federal veterinary medical officer. The FADD works with the labs to describe the situation and takes the appropriate samples to confirm the disease.

E. **ERT Response.** The Early Response Team (ERT) may be called within 24 hours to characterize an unconfirmed or emerging disease or to describe the pathogenesis and epidemiology of the disease. The ERT makes recommendations that may lead to either a return to routine control and surveillance measures or an escalation of response.

F. **Containment, control, and eradication.** If a disease is confirmed, local and State resources are used to contain, control, and eradicate the disease if possible. If those resources are exceeded or the State requests assistance, the Regional Emergency Animal Disease Eradication Organization (READEO) is activated to integrate with the State's response. The READEO’s role is to give additional technical support, coordinate national communication, and manage national consequences and Federal response resources.

Emergency Procedure for Plant Disease Outbreaks

PPQ's Invasive Species and Plant Management (ISPM) section is responsible for plant disease control and eradication. Plant protection includes guarding against foreign diseases as well as against pests, which can transmit diseases or do direct damage to crops. Although plant diseases do not usually spread as rapidly as animal diseases do, PPQ has procedures in place to control outbreaks very quickly. Below is an outline of the events following a plant disease outbreak:

A. **Recognition.** A grower recognizes a problem with his/her crops and contacts the local plant health expert (often a plant pathologist associated with a university). Under most circumstances, the grower can simply send a sample of the diseased plant into a local agricultural lab and get a diagnosis. PPQ allows 48 hours from initial report of a disease to confirmation by a qualified taxonomist.

B. **Notification**. If the lab recognizes the disease as being particularly serious, it will notify the State plant health authority.

C. **Emergency response.** If the disease is one for which emergency procedures already exist, the plan is put into action by the ISPM personnel, regional Rapid Response Teams (RRTs), regional and State personnel, and industry groups.

D. **Quarantine.** An RRT can be at the infection site within 48 hours; the members of this team are prepared to take emergency quarantine action if necessary.

E. **Assessment.** If the pest is a new one, PPQ calls upon the New Pest Advisory Group to assess the significance of the pest and to determine a response plan. This process takes at most 21 days for pests that are not considered critical, or significantly less for a major pest that is likely to spread quickly and that may have significant economic or other effects.

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ESF 12 Energy

Primary Agencies: Gooding County Disaster Services

Support Agencies: Municipal Public Works
Gooding County Road & Bridge
Idaho Power
Intermountain Gas
Energy Product Suppliers

Introduction

Purpose

The purpose of ESF 12 is to coordinate the restoration of commercial or provision of emergency energy supplies during a declared disaster in Gooding County.

Scope:

ESF 12 involves coordinating the provision of emergency energy supplies, transporting and delivering fuel, and the provision of emergency power to support immediate response operations as well as restoring power to normalize community functioning. ESF 12 will work closely with local, State, and Federal agencies including energy offices, energy suppliers, and distributors. This includes:

- Assessing energy system damage, energy supply, energy demand, and requirements to restore such systems
- Assisting local agencies in obtaining fuel for transportation and emergency operations
- Administering, as needed, statutory authorities for energy priorities and allocations
- Recommend local actions to conserve fuel
- Coordinate information with local, State, and Federal officials, and energy suppliers about available energy supply recovery assistance
- Processing all fuel and power assistance requests received

Policies

- During a declared disaster, the Gooding County Disaster Services Program will work with the County Road and Bridge Department, municipal public works departments, and private energy providers to ensure the restoration of services to respond to the scope of anticipated needs during an energy shortage/outage, i.e. fuel (gasoline, natural gas, propane, etc.), electric generation, and so forth.
- ESF 12 and supporting agencies will establish communication to cooperate and coordinate with public and private agencies and similar entities.
- ESF 12 support agencies will assist local energy suppliers to obtain information, equipment, specialized labor, fuel, and transportation to repair or restore local energy systems.

- ESF 12 will be activated upon notification of a potential or actual occurrence, of a major disaster or emergency.
- ESF 12 will coordinate with ESF 15 Public Information to make public announcements and media releases, e.g. situation and status, power conservation measures, and other energy related issues.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergency conditions that could require the restoration of energy services, including structure fires, wildfires, floods/dam failures, earthquakes, avalanches, landslides, hazardous materials spills, and severe storms.

Planning Assumptions

- Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- Disasters such as an earthquake or dam failure may occur at a time of day that produces maximum casualties.
- Disasters that result in large number of causalities and/or heavy damage to building structures, and the basic infrastructure, will require State and Federal assistance.
- Severe weather conditions, flooding, earthquakes, and distance between towns could hamper response during a disaster.
- It is expected that the present government structure will remain intact and will function during a disaster or emergency.
- While it is likely that outside assistance will be available in disaster situations, Gooding County must plan for, and be prepared to save lives and protect property through independent disaster response and recovery operations.
- State or Federal disaster assistance will not be provided until local resources are fully committed to the response/recovery effort**.**

Concept of Operations

General

ESF 12, the Gooding County Road and Bridge Department, Municipal Public Works Departments and private energy suppliers will coordinate efforts to remove debris and restore power as efficiently as possible during a declared disaster. Private suppliers will restore power and gas service based on their existing response procedures.

Local resources may be unavailable due to damage, inaccessibility, or insufficient supply(s) following a disaster. Coordination with the State agencies through the Idaho Bureau of Homeland Security Central Idaho Area Field Officer will be essential to begin the recovery process and meet emergency energy needs, as well as returning the community to pre-disaster conditions. ESF 12 resources will be used to assist with emergency efforts to provide fuel and

power and other resources as necessary. Resource allocation considerations include response, recovery, and return to normalcy.

Organization

- ESF 12 is led by Gooding County Disaster Services. Supporting agencies include the Gooding County Road & Bridge Department, municipal public works departments, and private suppliers of energy services, such as Idaho Power and Intermountain Gas.
- Gooding County Disaster Services will coordinate provisions of emergency power and all energy restoration, and will maintain a status map of energy outages and brief the Chief Executive Officer.
- ESF 12 and support agencies will coordinate activities to provide sufficient fuel supplies to emergency response organizations, by coordinating the provision of materials, supplies, and personnel for the support of emergency activities being conducted, including activities along evacuation routes and communicating with local utility organizations to coordinate emergency response and recovery needs.
- ESF 12 will coordinate with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services to identify emergency shelter electricity status/needs.
- Commercial Power Suppliers such as Idaho Power will be responsible for commercial power service restoration within their service areas.
- The natural gas supplier, Intermountain Gas, will be responsible for commercial gas service restoration.
- Other suppliers of energy products, such as diesel fuel, gasoline, and propane will coordinate with ESF 12 to manage the available resources during a declared disaster.

Notification

- The EOC and/or the SIRCOMM Dispatch Center will notify ESF 12.
- ESF 12 will notify support agencies.
- ESF 12 personnel will respond as directed and placed on standby as appropriate.

Response Actions

<u>Initial</u>

- ESF 12 will:
  - ❑ Contact electric, gas, telephone, water, and other utilities serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation
  - ❑ As required, determine local generating capacity, expected peak loads, expected duration of emergency event, explanation of utilities' actions, and recommendations of State and local agency actions in support of the utilities
  - ❑ Coordinate with support agencies to establish priorities and develop strategies for the initial response

- ❑ Monitor the procedures followed by individual utilities during energy generating capacity shortages, to ensure consistent action and communication
- ❑ Assign ESF 3 Public Works and Engineering and Damage Assessment Teams to the impacted areas, to determine possible affected areas, industries, and resources needed for energy restoration
- ❑ As requested by ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services, coordinate emergency power to relocation shelter(s)
- ❑ Provide information to ESF 15 Public Information regarding generating capacity shortfalls and outages

Continuous

- ESF 12 will:
  - ❑ Communicate with and monitor local and utility response actions
  - ❑ Receive and assess requests for aid from local agencies, energy offices, energy suppliers, and distributors.
  - ❑ Request from State EOC, when appropriate, needed resources to repair damaged energy systems. Such resources could include transportation to speed system repair
  - ❑ Work with the command group to establish priorities to repair damage to such systems
  - ❑ Update ESF 15 Public Information with accurate assessments of energy supply, demand, and requirements to repair or restore energy systems
  - ❑ Provide information to ESF 15 Public Information regarding the schedule for energy services restoration
  - ❑ Keep accurate logs and other records of emergency responses
  - ❑ Draft recommendations for after-action reports and other reports as appropriate
  - ❑ Request assistance from ESF 3 Public Works and Engineering to remove debris blocking restoration access to power and gas lines
- Energy Suppliers will coordinate service restoration with ESF 12.

ESF 13 Public Safety and Security

Primary Agencies: Gooding County Sheriff's Office

Support Agencies: City of Gooding Police Department
City of Hagerman Police Department
City of Wendell Police Department

Introduction

Purpose

ESF 13 coordinates all law enforcement activities during a declared disaster in Gooding County, including interfacing with Federal and State Law Enforcement agencies and private security firms.

Scope

ESF 13 is applicable to all law enforcement and private security organizations in Gooding County as well as those from outside the County who may provide law enforcement support as outlined in Idaho State Code.

Law Enforcement support involves:

- Directing criminal investigations that may be a contributing factor to the declared disaster
- Management of evidence
- Mobilizing and coordinating personnel, equipment, and supplies
- Maintaining security in evacuated areas
- Directing traffic movements and assisting in the relocation of residents and visitors
- Providing incident command for back County or rural search and rescue operations

Policies

- The policy of the State of Idaho is that the primary duty of enforcing all penal provisions and statutes of the State is vested with the sheriff of each County as provided in section 31-2227, Idaho Code.
- The policemen of every City, should any be appointed, shall have power to arrest all offenders against the law of the State, or of the City, by day or by night, in the same manner as the sheriff.
- The Idaho State Police shall have power to enforce all of the penal and regulatory laws of the State, to preserve order, and exercise any and all powers, duties and authority of any sheriff or other peace officer anywhere in the State of Idaho, in the same manner and with like authority as the sheriffs of the Counties.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require law enforcement support, to include, floods/dam failures, earthquakes, avalanches, landslides, hazardous materials spills, and severe storms.

Planning Assumptions

- The Gooding County Sheriff is the chief law enforcement officer in the County.
- The Cities of Gooding, Wendell, and Hagerman provide law enforcement services to their respective jurisdiction.
- The City of Bliss contracts law enforcement services from the Gooding County Sheriff.
- The State of Idaho Police District 4 Office is located in neighboring Jerome County.
- The Sheriff's Office has sufficient officers to provide law enforcement services to the unincorporated areas of the County.
- All Law Enforcement Agencies in the County provide mutual aid to neighboring jurisdictions based on authorizations found in Idaho Code.
- Federal, State, and private security entities interface with the applicable law enforcement agencies within the County.

Concept of Operations/Responsibilities

General

The Gooding County Sheriff, an elected official, is the chief law enforcement officer in the County. The Sheriff's Office provides law enforcement in all unincorporated areas of the County and in incorporated areas as contracted. The Gooding County Sheriff is dispatched by the SIRCOMM Dispatch Center.

Organization

- As ESF 13 the Gooding County Sheriff's Office is responsible to coordinate all countywide law enforcement activities in support of a declared disaster and to ensure that jurisdictional standard operating procedures for implementation of this ESF are compatible.
- The Chiefs of the Gooding, Wendell, and Hagerman Police Departments are responsible to cooperatively communicate, plan, and prepare with the Gooding County Sheriff's office to ensure that the law enforcement requirements of the Gooding County Emergency Operations Plan and supporting ESF and Annexes can be implemented.
- Municipal Law Enforcement Departments assist ESF 13 as described in the Gooding County Base Plan.

Notification

- All Law Enforcement is notified and dispatched by the SIRCOMM Dispatch Center.

- ESF 13 will be activated upon activation of the County EOP, or as requested by the Chief Executive Officer, or the Gooding County Coordinator of Disaster Services.

Response Actions

- ESF 13 will fulfill all assigned functions in ESFs and Annexes as specified by:
  - ❑ Managing law enforcement resources, and direct traffic control and law enforcement operations using jurisdiction standard operating procedures
  - ❑ Assisting with warning the public as requested
  - ❑ Directing evacuation as approved by Commissioners/Mayors
  - ❑ Controlling and limiting access to disaster scenes and evacuated areas
  - ❑ Coordinating and assisting with emergency communications, as needed
  - ❑ Assisting in initial damage assessment if personnel are available

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ESF 14 Long Term Community Recovery

Primary Agencies: Gooding County Disaster Services

Support Agencies: Bureau of Homeland Security Central Area
American Red Cross
Salvation Army
South Central Public Health District

Introduction

Purpose

ESF 14 provides direction and priority, focusing recovery efforts to receive and administer disaster aid and programs.

Scope

Many critical post-disaster concerns will be addressed following a disaster. A coordinated local, State, and Federal effort will be required to resolve local issues. ESF 14 establishes a detailed framework of government efforts to restore essential public and social services after a disaster.

Policies

- Recovery from isolated events is usually within the capability of Gooding County and municipal governments.
- Any required out of County assistance is requested from the next higher level of government after the local jurisdiction has fully committed its own resources to the recovery process. The situation changes when a major disaster causes widespread destruction.
- The Gooding County Commissioners are responsible for all community recovery policy decisions in the County, outside incorporated cities. Mayors are responsible for recovery policy and decisions within their cities. The County Disaster Recovery organization will support cities within the County during recovery situations if requested by mayor(s).
- County Recovery Assistance - Local government is the initial source of disaster response and recovery assistance. When local resources are insufficient to cope with the disaster, State and Federal programs may provide direct assistance to affected local governments and/or individuals. Gooding County must request this assistance.
- State Disaster Assistance - The State of Idaho Bureau of Homeland Security is charged with the responsibility for developing administrative rules to establish and implement the State disaster relief program. Once adopted, these rules will establish thresholds, allowable reimbursable costs, cost share ratios, and the like. Accompanying these rules will be an administrative plan that will detail the specifics of this State relief program. When promulgated, these rules should incorporate certain general considerations, including:
    - ❑ The magnitude of affected population

- ❑ The impact on a jurisdiction's existing financial resources
- ❑ The availability of other sources of relief
- ❑ The assistance to individuals
- ❑ The assistance to public entities
- ❑ The assistance to private businesses

- Federal Disaster Assistance- "The Robert T. Stafford Disaster Relief and Emergency Assistance Act", Public Law 93-288, as amended (Stafford Act), was enacted by the Congress of United States to supplement the efforts of State and local governments during and after a Presidential Declaration for emergency or major disaster. The Stafford Act was not intended to provide 100% reimbursement for all damages incurred during an emergency or disaster, but permits Federal assistance, when the State and local governments have exhausted their resources and capabilities.
- Public Assistance - Following the President's declaration of a disaster, the Governor's Authorized Representative (GAR) will conduct meetings for all potential applicants for public disaster assistance. The GAR will notify each applicant of the date, time, and location of the briefing. Applicants will file a Notice of Interest. The State Coordinating (SCO) establishes a Public Assistance Office at the Disaster Field Office (DFO). The County in turn will designate a point of contact and office for public and not-for-profit organizations to submit requests for public assistance.
- Individual Assistance Programs - The American Red Cross, Salvation Army and other mass care agencies typically handle immediate human needs (food, shelter and clothing) during the response phase. State and Federal recovery assistance is available to individuals, families and businesses by making application to FEMA and/or other appropriate agencies.
- Hazard Mitigation Grant Program - Section 322of the Stafford Act, Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707, Public Law 103-181(the Hazard Mitigation and Relocation Assistance Act of 1993), and Public Law 106-390, (the Disaster Mitigation Act of 2000). This section provides for increased Federal funding for hazard mitigation measures that follow disaster events, if an approved hazards mitigation plan is in place.
- Long Range Reconstruction - Long range reconstruction phase efforts focus on community redevelopment and restoring the economic viability of the disaster area(s). The reconstruction phase requires a substantial commitment of time and resources by government and non-government organizations. Much of the commitment goes beyond the scope of traditional Disaster activities and Federal disaster programs. Such activities are most often the result of a catastrophic event that has caused substantial long-term damages over a very large area. These efforts include, but are not limited to:
  - ❑ Long term restoration of public infrastructure and social services damaged by the emergency
  - ❑ Re-establishment of an adequate supply of housing to replace that which was destroyed

- ❑ Restoration of jobs lost due to the disaster
- ❑ Restoration of the economic base of the disaster area(s)

- Record keeping -The County, municipalities and other eligible entities must maintain adequate disbursement and accounting records of the costs incurred on approved disaster work for reimbursement. State and Federal audits can occur. 44 CFR subpart H regulation delineates reimbursable expenses. Documentation must begin as soon as response begins. See Annex C Financial Management

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require emergency planning and preparedness to include, floods/dam failures, earthquakes, hazardous materials spills, and severe storms.

Planning Assumptions

- Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- Disasters such as an earthquake or dam failure may occur at a time of day that produces maximum casualties.
- Disasters, which result in large number of causalities and/or heavy damage to building structures, and the basic infrastructure, will require State and Federal assistance.
- Severe weather conditions, flooding, earthquakes, and distance between towns could hamper response during a disaster.
- A major disaster could quickly overload the one hospital in the County. Additionally a shortage of medical supplies may occur in the event of a major disaster.
- Communications systems, particularly telephones that survive the initial disaster, may be overloaded.
- It is expected that the present government structure will remain intact and will function during a disaster or emergency.
- While it is likely that outside assistance will be available in disaster situations, Gooding County must plan for, and be prepared to save lives and protect property through independent disaster response and recovery operations.
- A large-scale disaster can overwhelm any municipality, County, or State requiring Federal disaster assistance to individuals and governments.
- Gooding County is developing an All-Hazards Mitigation Plan to promote mitigation and ensure mitigation projects and activities are pre-identified prior to a disaster.
- Accurate record keeping, documenting financial transactions and payroll accounting, and general correspondence are vital elements. Documentation is necessary to the post-event administration. Support and temporary personnel may be used considering the magnitude of the event and the need for full time employees to return to normalcy.

- Critical facilities are facilities essential to residents and/or local government, for example, hospitals, public safety radio centers, fire stations, and so forth. The Gooding County Coordinator of Disaster Services will identify affected/degraded facilities and assess the community impact.
- Communication between emergency agencies is vital during and after a disaster. The minimum level of communications during a disaster is the ability to communicate, by any means, with the surrounding counties and the State EOC.
- A damage assessment is needed as soon as practical to assess the life safety needs and magnitude of the disaster, and to determine eligibility for State and Federal aid. Damage assessment will be continually refined and accomplished in phases. The Preliminary Damage Assessment (PDA) which scans the affected area to determine the width and breadth of damage is the initial phase.
- Settling claims between victims and insurance companies is a major part of disaster recovery. The insurance industry is developing a mechanism to expedite damage assessment and claims processing. Insurance teams operating in the affected areas can process claims, settle claims, and provide resources to victims. Disaster recovery is accelerated by claim settlements.

Concept of Operations/Responsibilities

General

- The general concept for Gooding County recovery operations is based upon a coordinated effort of Municipal, County, State, Federal, and private resources during the recovery phase. The Federal Response Plan and State of Idaho Emergency Operations Plan detail the Federal and State efforts to aid Gooding County should disaster strike. Refer to those plans for an explanation of post disaster response and recovery efforts.
- The Gooding County Disaster Recovery Organization consists of the County Commissioners, Mayors, and the County Disaster Services staff, members of County and City departments as well as local agencies, public and private. The Gooding County Disaster Services Coordinator is appointed by the County Commissioners and coordinates the Disaster Recovery organization.
- State and Federal program exist to provide disaster victims with assistance. These programs include public assistance for government and nonprofit agencies, individual assistance for families and individuals, and hazard mitigation grants programs to help communities mitigate future disasters. A comprehensive explanation of these programs may be found in Disaster Assistance: A Guide to Recovery Programs FEMA 229.
- The American Red Cross and/or the Salvation Army will provide mass care activities that include sheltering, feeding, and emergency first aid to all disaster victims as part of a broad disaster relief program. (see ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services)
- The Situation Report will be used as a means of advising the Governor of the extent of damages within Gooding County. If the emergency situation is beyond the capability of Municipal and County resources, this information will be used by the Governor to

determine State assistance or possible request for Federal assistance and a Presidential Disaster Declaration.

- A DFO may be established within four days of a Presidential Disaster Declaration. A DFO will be established as close to the affected area as possible. The DFO could be located in Gooding County to support disaster efforts in other counties.
- Disaster Team Support - The EOC will assist and support County agencies administering disaster efforts along with assisting out-of-county teams arriving to assist.
- In the event of a major disaster, a Rapid Impact Assessment Team (RIAT) will arrive between 12 to 24 hours after the event. The RIAT conducts a damage assessment of pre-identified critical facilities. Local damage assessment determines the immediate needs of relief with findings reported to the State EOC. This assessment determines life safety and lifeline needs.
- Disaster Recovery Center (DRC) - A DRC will be opened in the disaster area to distribute Federal and State aid programs. The DRC will open to the public and remain open based on need. DRC(s) may be established in the County in a location central to multiple counties following a Presidential Declaration of a major disaster. Disaster victims may apply for all types of assistance at a single location. While many applications for individual assistance programs will be made at the (DRC), applications may also be made by tele-registration, or on line at http://www.fema.gov/register.shtm.
- Post-Disaster Public Information and Education Programs -Post-disaster public information is similar to pre-disaster activities. Surviving media will broadcast public service information as needed. As additional media becomes available greater dissemination of relief information is anticipated. ESF 15 Public Information will use the surviving local media to inform the public.
- Other teams may converge on the affected area. Each team will possess varied levels of self-sufficiency. As teams arrive, their service or expertise will be noted and dispatched to areas most suitable for their talents.

Organization

- As ESF 14, the Gooding County Disaster Services Coordinator is responsible for coordinating County Recovery and Mitigation Plans, Procedures, and Directives.
- The Gooding County Disaster Services Coordinator is the official Point of Contact for Bureau of Homeland Security.
- The EOC is the focal point for policy and decision making and execution of emergency plans and policy decisions.
- ESF 15 Public Information will provide public information related to the Disaster Recovery Program to citizens and visitors to Gooding County.
- Coordination and communication between local, State and Federal resources will be significantly enhanced if decision-makers and support staffs are co-located in the DFO. Every effort will be made to procure sufficient space within or nearby the DFO to allow for the relocation of joint Federal and State command and ESF staff members. The Office of Disaster Services will provide a liaison when a DFO site is selected.

- Recovery Coordination - The EOC is the single point of contact for teams arriving in the area, landing zones, staging areas, and designated operating area locations. The Coordinator of Disaster Services plans, organizes, recommends, and monitors team arrival and departures.

Disaster Outreach

- After disasters many victims are separated from help for geographic, language barriers, or lifeline disruption reasons. These victims may not seek assistance. Relief agencies must take the initiative to seek these people out.
- The disruption in normal communications and transportation systems will result in isolated pockets of disaster victims unaware of the availability of disaster assistance programs. Operating out of the Disaster Recovery Center (DRC), Federal, State and local officials will conduct "outreach" activities in an effort to inform disaster victims concerning what programs are available, location of the DRC, and hours of operations. Outreach will utilize all available media resources and the assembly and deployment of outreach teams through Human Services organizations to remote areas, to inform residents of assistance efforts. Outreach efforts will include verifying all affected residents are informed prior to closing DRC(s).
- Feeding and Resource Distribution Sites - Management of these sites helps ensure equitable and efficient distribution of disaster relief resources. The establishment of feeding and resource distribution sites must be a coordinated effort. ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services and ESF 7 Resource Support are the primary agencies to determine where these sites are established.
- Temporary Shelters - Many victims will leave public shelters to return home to find their homes no longer habitable. Schools and churches can only house victims for short periods, usually no longer than several days. Longer-term shelters will be needed.
- Medical and Search and Rescue Priorities will be re-evaluated and upgraded. Medical services, like triage, may be implemented. Areas without communications or inaccessible until late into the event may stress the medical response. ESF 4 Firefighting, ESF 8 Public Health and Medical Services, and ESF 9 Search and Rescue will address these issues.

Notification

- ESF 14 will be notified by the EOC and Activated as needed to support community recovery.

Response Actions

<u>Post-Disaster Priorities (0-12 hours)</u>

- ESF 3 Public Works and Engineering and the Damage Assessment Coordinator will assess the Magnitude and Severity of the Disaster.
    - ❑ The Preliminary Damage Assessment (PDA) provides critical post-disaster information. Every agency has a responsibility to report damage information. The PDA captures initial damages; more detailed damages are reported when damage assessment teams are able to conduct a more thorough assessment.

- ❑ County/City Officials will receive and review damage assessment reports to determine the magnitude of the event. The Damage Assessment Coordinator (Annex A Damage Assessment) will provide damage assessment and analysis support.
- ❑ The fastest, though least detailed damage assessments, are the aerial flyover and windshield surveys. Both may be conducted simultaneously. The flyover may be conducted using helicopters, fixed wing aircraft, and possibly satellites. Another option is Civil Air Patrol, if available. Local response forces can accomplish the windshield survey. Damage reports are forwarded to the Gooding County Disaster Services Coordinator in the EOC. The County will rely on a windshield survey to provide the immediate damage assessment if the flyover is not possible.
- ❑ The walk-through inspection involves a structure by structure damage assessment. County/City building inspectors and mutual aid augmenters conduct the walk-through inspection. This information is compiled through the Assessor's Office and EOC and relayed to State agencies. Information collected on both private and public damage is compiled by Disaster Services Coordinator. Determining the extent and level of damage is important in supporting a disaster declaration. Using the criteria for (minor, major, catastrophic) disaster, the Disaster Services Coordinator applies the current damage assessment to the situation. Damage to public structures, critical facilities, and impact to public welfare is also assessed. Using the State criteria for collecting damage information and critical facilities inventory allows estimates for determining damage impact on the population. When these assessments are developed, they are briefed to EOC and State officials.
- ❑ The Assessor's Office will determine dollar cost damage and mapping as damage information is provided. They will assess economic injury using the following two methodologies:
  - o Extrapolating actual damage against existing studies.
  - o Actual surveys of recovered businesses and receipts.
- ❑ ESF 8 Public Health and Medical Services and ESF 9 Urban Search and Rescue are responsible for assessing the need of:
  - o Supporting mass casualty activities
  - o Immediate health issues
  - o Search and rescue activities in an urban environment

- ESF 2 Communications and Warning will determine communications status.
  - ❑ Gooding County RACES operators will be used to provide emergency communications if the County suffers a communication failure. A variety of communication means is available. HF, UHF, VHF and other radio links. Telecommunications rely on landline, and cellular tower systems are susceptible to failure.
- Situation Reports and other information are shared with State and Federal officials as needed. The Gooding County Disaster Coordinator will consolidate process and evaluate

damage assessment information. This assessment is formatted using State Damage Assessment Forms to facilitate rapid dissemination of information.

Immediate Post-Disaster Priorities (12-48 hours)

- If Gooding County is unable or cannot open a sufficient number of emergency shelters to house and accommodate persons forced from their homes, ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services will coordinate with the Coordinator of Disaster Services the provision of additional emergency shelter for disaster victims. The creation of temporary facilities outside the disaster area(s) may be necessary.
- Mass feeding and distribution sites will be located based on the PDA, demographics, and greatest need. This activity will be coordinated with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services including:
  - ❑ Feeding disaster victims and emergency workers
  - ❑ Establishment of fixed and mobile feeding kitchens and bulk food distribution sites
  - ❑ Coordinating requests for food, water, and ice
  - ❑ Coordinating with State counterparts to locate and secure prepackaged food and adequate supplies of water
  - ❑ Coordinating with ESF 7 Resource Support to locate and secure other needed resources, i.e. refrigerated trucks
  - ❑ Coordinating with ESF 8 Public Health and Medical Services to ensure that emergency first aid services are available to disaster victims and emergency workers
  - ❑ Coordinating with State counterparts to establish a system for collecting information on disaster victims and making that information available to family members outside the disaster area(s); this information will include the names of persons registered at shelters and listed on National Disaster Medical System (NDMS) and other casualty lists, and any other relevant information released through local hospitals and emergency operating centers; any information related to Critical issues identified in the first 12 hours continues to completion; new recovery priorities emerge as issues are addressed

NOTE: ***Special Human Needs Concerns - Special Populations***

Children, elderly, and economically disadvantaged social groups will be impacted greater than the general population. These groups may be unable or unwilling to seek disaster aid. Relief agencies must reach out and seek to assist these groups in greater proportion than the general population.

- ESF 3 Public Works and Engineering will determine road and bridge status, including debris and the impact on ingress of relief teams.
- ESF 12 Energy will assess water supply, electric power, and telephone status.
- The Damage Assessment Coordinator will continue to assess facilities and infrastructure. The process includes damaged and destroyed structures, cost estimates, insured/uninsured property, etc.

- In the event of a major disaster, the DRC will be established by FEMA. Gooding County supports the DRC by providing staff from:
  - ❑ Public Health Department
  - ❑ Community Services Department
  - ❑ Public Works Department
  - ❑ American Red Cross
  - ❑ Salvation Army
- The DRC may close as the numbers of disaster victims applying for assistance declines. DRC(s) may be combined into a central regional location. State and Federal Public Information Officers (PIOs) will work with local PIOs to prepare press release(s) advising the public that a DRC site will close and new location if consolidation is undertaken. The effective date of the DRC closing, as well as a listing of remaining open RC sites, will be included in the release.

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ESF 15 Public Information

Primary Agencies: Gooding County Sheriff's Office

Support Agencies: Municipalities Designated Spokesperson
School District Spokespersons
Corporate Spokespersons

Introduction

Purpose

ESF 15 describes the means, organization, and process by which the County will provide timely, accurate, and useful instructions to area residents during emergencies.

Scope

ESF 15 provides for public information activities during an actual or pending emergency and actively solicits information from all ESF's and municipal liaisons to ensure current and complete information is being disseminated.

Policies

- The Gooding County Sheriff's Officer will fill the role of External Affairs Public Information Officer and will designate staff to assist in that effort.
- ESF 15 Public Information will disseminate information concerning specific disasters, their associated threats, and protective actions to the news media and general public and will:
  - ❑ Establish a plan for managing and staffing of media and emergency public information telephone lines before, during, and after a disaster
  - ❑ Release public information concerning needed volunteers and donations, re-entry, and other recovery issues
  - ❑ Ensure media (both print and electronic) are monitored for correct and consistent informational releases
  - ❑ Coordinate with the State of Idaho Bureau of Homeland Security Public Information Officer information regarding the Declaration of a Countywide Disaster and resources being supplied by the State of Idaho and Federal Agencies
- The Chief Executive Officer will authorize all information released prior to the release.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergencies that could require emergency public information support to include, floods/dam failures, earthquakes, hazardous materials spills, and severe storms.

Planning Assumptions

- Severe winter storms, earthquakes, or floods could prevent dissemination of printed information to some remote areas of the County.
- The press will immediately pursue information regarding the emergency.
- Telephone and/or power service may be interrupted, requiring alternate methods of communications, such as communications provided by the Gooding County RACES organization
- An aggressive program combining both emergency information and educational material could significantly reduce loss of life and property damage.
- There is a need for a single source of reliable information during an emergency for both the public and the press/media.
- The County is serviced by cable television, radio, and Internet service.
- Radio reception is good throughout the County and should be dependable in most emergency situations.
- Gooding County has one weekly newspaper, the Gooding Leader. The Times News is published in Twin Falls and delivered daily throughout the County.
- Certain special populations (hearing/vision impaired, elderly, or ill) will require extraordinary measures for alert/notification.
- Although Spanish is the predominant foreign language spoken in the County, we do not have a full time Spanish radio/TV station. Information will be provided to the local radio/TV stations that will, where they have the capability to translate and transmit warning information in Spanish.
- It would be difficult to quickly distribute printed information because of the size and the geographic layout of the County.
- The Emergency Alert System is active and covers the County.
- Local media will cooperate in an emergency situation.
- External media may be less cooperative and more demanding. They will be interested less in details than in spectacle and “human interest” stories of universal appeal and quick impact.
- Rumors will circulate.
- In case of a disaster that generates extensive media interest, we will request the Bureau of Homeland Security (BHS) to activate a Public Information Emergency Response Team to support the County effort.

Concept of Operations/Responsibilities

General

- ESF 15 Public Information will be located in the Emergency Operations Center (EOC) with access to the responsible elected officials, current emergency information, and the media.
- The ESF 15 Public Information Officer (PIO) will serve as official spokesman for the County and will coordinate all public information releases with the County Commissioners/Mayors, and assume responsibility for the organization and operation of the public information system.
- A continuing flow of emergency information and instructions will be provided to the public and the media.
- A rumor control service will be provided to ensure that accurate information is disseminated immediately and regularly.
- The ESF 15 PIO will coordinate with the EOC staff, liaison agencies, local PIOs, and PIOs from the State and Federal government, as necessary.
- Ongoing public education programs will be provided by ESF 5 Emergency Management, to increase the awareness of those hazards that Gooding County is particularly vulnerable to, and the mitigation, preparedness, response, and recovery activities associated with those hazards.

Organization

- The Chief Executive Officer(s) will serve as primary spokesman to the media, or delegate that function to the PIO.
- The Gooding County Sheriff's Office will fulfill the role of ESF 15 and assume public information functions delegated by the Chief Executive Officer.
- The Gooding County Disaster Services Coordinator will coordinate with BHS if a Public Information Emergency Response Team is needed.
- ❑ All Tasked Organizations, this includes Fire Department, Law Enforcement, Public Works, Road & Bridge, School Districts, and corporate public information officers that are directly involved in emergency operations, will provide public affairs officers to support emergency information activities, as requested by the PIO.

Notification

- The EOC and/or SIRCOMM Dispatch will notify ESF 15.
- ESF 15 will notify support agencies.
- ESF 15 personnel will respond as directed and placed on standby as appropriate.

Response Actions

<u>Initial</u>

- The Chief Executive Officer(s) will:

- ❑ Serve as primary spokesman to the media, or delegate that function to the ESF 15 PIO
- ❑ Give final approval for release of emergency instructions and information or delegate that function to the PIO
- ❑ Designate locations for media briefings

- ESF 15 Public Information will:
  - ❑ Report to the EOC and manage all aspects of Public Information on behalf of the County
  - ❑ Assume public information functions delegated by the Chief Executive Officer
  - ❑ Ensure timely preparation and dissemination of emergency information
  - ❑ Supervise the media center
  - ❑ Schedule news conferences, interviews, and other media access
  - ❑ Coordinate rumor control activity
  - ❑ When necessary, obtain media assistance in disseminating information to potential donors on unmet needs, items that are not needed and should not be donated, cash donation policies, and other donations-related matters
  - ❑ Assign print and broadcast monitors to review all media reports for accuracy
  - ❑ Maintain a chronological record of disaster events
- The Gooding County Disaster Services Coordinator will:
  - ❑ Advise the Chief Executive Officer on when to disseminate emergency information and/or instructions to the public
  - ❑ Assist the ESF 15 PIO with news releases and rumor control
  - ❑ Coordinate with BHS if a Public Information Emergency Response Team is needed

<u>Continuous</u>

- ❑ All Tasked Organizations, this includes Fire Department, Law Enforcement, Public Works, Road & Bridge, and School Districts that are directly involved in emergency operations, will:
  - ❑ Provide information as requested by the ESF 15 PIO
  - ❑ Clear all emergency-related news requests with the ESF 15 PIO
  - ❑ Provide public affairs officers to support emergency information activities as requested by the ESF 15 PIO
  - ❑ Refer media inquiries to the ESF 15 PIO

ESF 16 Military Support

Primary Agencies: Gooding County Board of Commissioners

Support Agencies: State of Idaho Military Division
Idaho Bureau of Homeland Security
Idaho National Guard

Introduction

Purpose

Idaho's Bureau of Homeland Security Emergency Operations Plan Military Support Annex outlines the tasking and responsibilities for integrating military support with disaster operations. Refer to the State plan for general guidance, policies and authorities.

Scope:

ESF 16 supports the Gooding County EOP by outlining specific tasks, resources, locations, responsibilities to support the military presence in County during disaster operations. Military forces will consist primarily of Idaho National Guard and possibly active duty military forces. These forces may be used during disaster operations for missions within Gooding County in support of disaster relief. Gooding County may host military forces in support of missions in adjacent counties.

Policies

Response to, or recovery from, a disaster event may require support and services from military sources. Similarly, military services may be called into action in event of national emergency or accident involving military property. Military affairs fall under the purview of the State of Idaho Military Division. Use of military assets will be coordinated through the State Military Division, Idaho Bureau of Homeland Security through the established mission assignment process. Such activities or requests for service will be coordinated through the Idaho Bureau of Homeland Security Central Idaho Area Field Officer and, if he is not available, directly through the Idaho Bureau of Homeland Security Emergency Operations Center.

Situation

Disaster Condition

Based upon the County's Hazard Vulnerability Analysis, there are several emergency conditions that could require support from the State of Idaho Military Division including wildfires, floods/dam failures, earthquakes, avalanches, landslides, hazardous materials spills, and severe storms.

Planning Assumptions

- Most disasters may allow little or no warning time; however, there may be advanced notice of floods and winter storms.
- Disasters such as an earthquake or dam failure may occur at a time of day that produces maximum casualties.

- Disasters that result in large number of causalities and/or heavy damage to building structures, and the basic infrastructure will require State and Federal assistance.
- Severe weather conditions, flooding, earthquakes, and distance between towns could hamper response during a disaster.
- It is expected that the present government structure will remain intact and will function during a disaster or emergency.
- While it is likely that outside assistance will be available in disaster situations, Gooding County must plan for and be prepared to save lives and protect property through independent disaster response and recovery operations.
- State or Federal disaster assistance will not be provided until local resources are fully committed to the response/recovery effort.

Concept of Operations/Responsibilities

General

- Military Affairs is traditionally not a local government function. Therefore, the County Commissioners, through the EOC, will coordinate any requests for, or use of military assets in times of emergency. Such coordination will occur through direct liaison and coordination with the Idaho Bureau of Homeland Security Central Idaho Area Field Officer.
- Requests for military support by emergency support functions at the County level will be coordinated with the County Commissioners at the EOC. Requests for service will be based upon identification of the task to be performed. Assignment of State military assets to fill such are assigned at the discretion of the State EOC and will be determined through the State mission assignment process.

Organization

- Upon a Declaration of a Disaster the Gooding County Board of County Commissioners, or members of the EOC staff under their direction, will interface directly with the Idaho Bureau of Homeland Security Central Idaho Area Field Officer to request support from the State of Idaho Military Division.
- The County will provide radio and pager communication. Should local communications be inoperable, alternate means will be made available.
- Gooding County Disaster Services will post information provided by the Idaho National Guard, to include:
  - ❑ Location(s) of forces, status of forces, operation(s) areas, command post, billeting and messing areas
  - ❑ County/State agency tasks and mission status
  - ❑ Communication networks to include radio frequencies, telephone and pager numbers
  - ❑ Staff meetings that include civilian and military attendees

Notification:

- ESF 16 will be notified upon request of the Gooding County Board of County Commissioners through the Gooding County EOC**.**

Response Actions: Gooding County defers to the Idaho State Emergency Operations Plan for issues of military support.

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ANNEXES

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Annex A Damage Assessment

I. Purpose

This Annex describes the organization and procedures the County will follow to assess, compile, and report damages caused by natural or man-made disasters.

II. Situation and Assumptions

A. Situations

1. Many events, natural or man-made, have the potential to cause major damage within the County. A planned damage assessment program will facilitate an efficient and effective response and recovery effort.
2. The local damage assessment is used to determine if the damages resulting from the disaster emergency event are able to be addressed by existing jurisdictional resources and/or have exceeded the federally established county fiscal threshold. This is a critical component in a State decision to provide resources to a jurisdiction and/or to request federal assistance. The initial damage assessment will document the severity and magnitude of the disaster for the following purposes:
   a. To identify the type, extent, and location of damages
   b. To establish priorities for recovery operations
   c. To determine resource and personnel requirements
   d. To determine eligibility and need for State and/or Federal assistance
3. Immediately following a major disaster, several organizations, i.e., American Red Cross, insurance companies, and public utilities, will conduct damage assessments. Information from these organizations will be helpful in determining the full extent of damage and formulating response and recovery plans.

B. Assumptions

1. An assessment of damages provides elected officials and Emergency Management Personnel at Jurisdictional, State and Federal levels of government information necessary to enact a proclamation of Disaster/Emergency. A proclamation of Disaster/Emergency activates emergency provisions, rules and processes associated with the level of government enacting the proclamation of Disaster/Emergency.
2. The assessment of damages serves as the basis for both fiscal and functional assistance in restoring damaged areas to their pre-event status as well as providing life sustaining and recovery assistance to individuals impacted by a Disaster/Emergency event.
3. A local disaster emergency may be declared only by a mayor or chairman of the county commissioners. This initial declaration is good for a period of seven (7) days unless continued for a specified period time by consent of the governing board of the declaring entity, Idaho Code, 46-1011(1).
4. The effect of a local disaster emergency declaration is to activate the response and recovery aspects of any and all applicable Emergency Operations Plans (EOP) and to

authorize the furnishing of aid and assistance as described in the jurisdictional EOP, Idaho Code, 46-1011(2), this includes conducting a Damage Assessment.

5. When the county has a declared disaster emergency; has activated their EOP; finds that there are insufficient local resources to mitigate an imminent threat to life and property; requires state emergency assistance to supplement local efforts to save lives, protect property or avert or lessen the threat of a disaster; then that county may request that the Governor of Idaho issue a State Proclamation of Disaster Emergency in support of the affected county jurisdiction.
6. If an affected county jurisdiction is requesting state financial support to hire/contract resources/capabilities that are available locally, in addition to requesting functional/direct support that can be mission assigned to a state agency, then that jurisdiction must submit a jurisdictional financial statement of need that clearly demonstrates both fiscal need i.e. that all budgetary measures to support emergency requirements have been put into effect: rainy day funds have been expended; dedicated emergency funds have been expended; budget line shifts from non-essential services have been made etc. as well as the impact on the jurisdictional ability to provide essential services for the remainder of the fiscal year. No fiscal support will be considered without a supporting financial statement of need.
7. While Mayors and Chairmen of county jurisdictions may issue local disaster emergency declarations, only the Chairman of county jurisdictions may request a supporting State Proclamation of Disaster Emergency.

III. Concept of Operations

A. An initial damage assessment will be conducted by local personnel.

B. Local damage assessment teams will be composed of personnel from the County Planning and Zoning office, City Building Inspectors, and engineers

C. In the event of a major disaster, trained State and Federal personnel will be available to assist in detailed damage assessments

D. Accurate and timely damage assessment will expedite disaster assistance.

E. Damage assessment operations will be coordinated from the EOC.

F. An Initial Rapid Damage Assessment will be conducted as soon as possible (within 24-36 hours) after a disaster to determine the number of casualties, and the damage to public and private property. Elected officials will use this information to determine if a disaster declaration is warranted and if State or Federal assistance is required. Damage assessment information will be collected and summarized by the Idaho Bureau of Homeland Security's Damage Assessment Workbook; forms can be accessed on the BHS Website at http://www.bhs.idaho.gov/Pages/Operations/DisasterAssistance/DamageAssessment.aspx .

   1. The Rapid Assessment includes both Public Infrastructure and Privately Owned Infrastructure (houses, businesses, etc.)
   2. Rapid Assessment results are sent to the Idaho Emergency Operations Center (IDEOC) Situation Unit using the established disaster event email address or the general BHS Administrative email address, BHS@bhs.idaho.gov.

3. The initial Rapid Assessment information should be transmitted to BHS/IDEOC as soon as possible but no later than 36 hours from event occurrence. Updates should then be transmitted at the close of each incident operational period until all damages have been documented or the Damage Assessment Process has transitioned to a State Pre-Assessment or Joint FEMA/State Preliminary Damage Assessment (PDM) process.
4. The Rapid Assessment is a Local Jurisdiction/Tribe responsibility.
    a. Absent a State Declaration, resourcing (personnel, vehicles etc) the Rapid Assessment is a jurisdictional responsibility.
    b. When a State Declaration is in effect for the impacted jurisdiction, if the jurisdiction does not have sufficient resources, a resource request for assistance (RFA) can be made to the IDEOC to provide resource assistance in conducting a Rapid Assessment.

G. Although the initial rapid assessment of damages immediately following a disaster rests with Twin Falls County, it may be apparent that a request for a presidential declaration is necessary. As such, the County, through the State Bureau of Homeland Security, will request that the Federal Emergency Management Agency (FEMA) dispatch Federal representatives to assist the County in assessing damages to public and private properties.

H. In the event agricultural areas are affected, the Commissioners may request, through the Governor's office, that a County Emergency Board perform a damage assessment.

I. Damaged structures in Twin Falls County will be posted in accordance with the International Building Code 2003-Section 115 under the title "Unsafe Structures and Equipment, showing condition of the structure and it's suitability for continued occupation.

IV. Organization and Responsibilities

A. The Incident Commander(s) will:
1. Authorize activation of the damage assessment function.
2. Authorize a request for State and/or Federal assistance in conducting damage assessment if appropriate.
3. Authorize posting of damaged structures in accordance with the International Building Code 2003-Section 115 under the title "Unsafe Structures and Equipment."
4. Designate location of disaster debris disposal site.

B. The Damage Assessment Coordinator (a member of the Planning & Zoning staff) will:
1. Report to the EOC when requested.
2. Form damage assessment teams and brief them on the following:
    a. Current disaster status
    b. Damage assessment procedures, checklists, forms, etc.
    c. Assign area of assessment responsibility with priority given to key facilities and infrastructure

3. Compile, analyze, and track the data received from damage assessment teams.
4. Debrief damage assessment teams and provide information to the EOC staff. Ensure the EOC staff is aware of unsafe buildings, roads, bridges, and other facilities.
5. Provide a detailed account of damage sustained throughout the County by contacting all municipalities, Highway Districts, irrigation districts, and appropriate County departments.
6. Coordinate with the Red Cross for results of their assessment efforts.
7. Collect damage information, from all sources, on the following:
    a. Public roads and bridges
    b. Dams
    c. Public buildings and equipment
    d. Hospitals
    e. Schools
    f. Jails and confinement facilities
    g. Transportation facilities and equipment
    h. Communication facilities and equipment
    i. Water and sewage treatment plants
    j. Irrigation canals and facilities
    k. Private residences
    l. Private businesses
    m. Farms and ranches
    n. Agriculture
    o. Churches
8. Maintain a situation map.

C. The Twin Falls County Department of Emergency Services will:

1. Review, with the Damage Assessment Coordinator, appropriate local officials and EOC staff, damage assessment reports to determine if outside assistance is necessary.
2. If assistance is required, coordinate damage assessment reports and needs with Bureau of Homeland Security (BHS) Field Officer.
3. Prepare damage assessment reports and plot damaged areas on maps.
4. Coordinate with the ESF 15 Public Information Officer to develop and release damage assessment and, if appropriate, claims information to the public.
5. Coordinate with ESF 3 Public Works and Engineering to establish priorities for emergency repair to roads, bridges, buildings, and debris removal.

6. With the Damage Assessment Coordinator, develop procedures for conducting safety assessments of damaged facilities, to include checklists and placards to indicate condition of inspected buildings.
7. Coordinate procedures controlling entry into damaged buildings with the Damage Assessment Coordinator and elected officials.
8. Implement a system to handle requests for inspection of damaged facilities.
9. Create a database that will manage records of damaged buildings and provide timely reports of buildings status, as repairs are made.
10. Coordinate with adjacent counties to determine how damage in these areas may impact the County.
11. Coordinate with and assists State and/or Federal agencies in conducting Preliminary Damage Assessments.
12. Provide initial and follow-up situation and damage reports to BHS using the forms located at http://www.bhs.idaho.gov/Pages/Operations/DisasterAssistance/DamageAssessment.aspx.

D. Law Enforcement (Sheriff's Office and City Police), if available, assist with the initial damage assessment effort.

E. Fire Services, if available, assist with the initial damage assessment effort.

F. ESF 3 will report damage to roads, bridges, and public facilities to the EOC and assist with initial damage assessment effort.

V. Disaster Public Assistance

The purpose of the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Grant Program is to provide assistance to State, Tribal and local governments, and certain types of Private Nonprofit organizations so that communities can quickly respond to and recover from major disasters or emergencies declared by the President.

Through the PA Program, FEMA provides supplemental Federal disaster grant assistance for debris removal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain Private Non-Profit (PNP) organizations. The PA Program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process.

The Federal share of assistance is not less than 75% of the eligible cost for emergency measures and permanent restoration. The grantee (usually the State) determines how the non-Federal share (up to 25%) is split with the sub-grantees (eligible applicants).

For specific procedures and forms see the Idaho Bureau of Homeland Security's Damage Assessment Handbook – July 2011, "Damage Assessment Gateway to Recovery located on the BHS Webpage at
http://www.bhs.idaho.gov/Pages/Operations/DisasterAssistance/PDF/DA%20Handbook.pdf

VI. Individual Assistance

The purpose of the Individual Assistance Program is to provide assistance to Individuals and Households as well as Businesses impacted by the disaster emergency event.

In a non-federally declared event, assistance may be available through the Idaho Voluntary Organizations Active in Disaster (IDAVOAD). Voluntary and faith-based organizations may be able to support Individuals and Households with damage assessment, case management, clean up, rebuilding, crisis counseling, food, shelter, clothing, donations management and other unmet needs.

In a Presidentially declared event, Individuals and Households may be considered for the Individual and Household Program. Individuals must first register at http://www.fema.gov/assistance/index.shtm or 800-621-3362 to be considered for this program.

In a Presidentially declared event, businesses may be eligible for a Small Business Administration (SBA) low interest loan for either economic injury or physical damage to the business. To apply for SBA register at https://disasterloan.sba.gov/ela/ or 800-659-2955. The SBA may also have representatives at an SBA Disaster Loan Outreach Center or at a Disaster Recovery Center to answer questions and hand out applications.

Agricultural enterprises should contact their local Farm Service Agency or visit www.usda.gov about disaster assistance.

In a Presidentially declared event, a Disaster Recovery Center (DRC) will provide: guidance regarding disaster recovery; Clarification of any written correspondence received; Housing Assistance and Rental Resource information; Answers to questions, resolution to problems, and referrals to agencies that may provide further assistance; Information on the status of applications being processed by FEMA and the SBA program. Locations and contact numbers/email for the DRCs will be made available through public announcements using all available media.

Documentation of the numbers of Households and Businesses impacted by a disaster/emergency event as well as the degree/extent of damage is a critical factor in seeking both a supporting State and Federal Disaster Declaration and accessing Individual Assistance at the State and Federal level.

For specific procedures and forms see the Idaho Bureau of Homeland Security's Damage Assessment Handbook – July 2011, "Damage Assessment Gateway to Recovery located on the BHS Webpage at
http://www.bhs.idaho.gov/Pages/Operations/DisasterAssistance/PDF/DA%20Handbook.pdf

VII. Attachments

Attachment 1 Conducting and Posting Building Safety Assessments

Attachment 1: Conducting Building Safety Assessments

This Attachment contains Forms to conduct building safety assessments.

ATC-20 Rapid Evaluation Safety Assessment Form

Inspection

Inspector ID: _____ Inspection date and time: _____ ☐ AM ☐ PM

Affiliation: _____ Areas inspected: ☐ Exterior only ☐ Exterior and interior

Building Description

Building name: _____

Address: _____

_____

Building contact/phone: _____

Number of stories above ground: ____ below ground: ____

Approx. "Footprint area" (square feet): _____

Number of residential units: _____

Number of residential units not habitable: _____

Type of Construction

☐ Wood frame ☐ Concrete shear wall
☐ Steel frame ☐ Unreinforced masonry
☐ Tilt-up concrete ☐ Reinforced masonry
☐ Concrete frame ☐ Other: _____

Primary Occupancy

☐ Dwelling ☐ Commercial ☐ Government
☐ Other residential ☐ Offices ☐ Historic
☐ Public assembly ☐ Industrial ☐ School
☐ Emergency services ☐ Other: _____

Evaluation

Investigate the building for the conditions below and check the appropriate column.

Observed Conditions:	Minor/None	Moderate	Severe
Collapse, partial collapse, or building off foundation	☐	☐	☐
Building or story leaning	☐	☐	☐
Racking damage to walls, other structural damage	☐	☐	☐
Chimney, parapet, or other falling hazard	☐	☐	☐
Ground slope movement or cracking	☐	☐	☐
Other (specify) _____	☐	☐	☐

Estimated Building Damage (excluding contents)

☐ None
☐ 0 –1%
☐ 1 –10%
☐ 10 – 30%
☐ 30 – 60%
☐ 60 – 100%
☐ 100%

Comments: _____

_____

Posting

Choose a posting based on the evaluation and team judgment. *Severe* conditions endangering the overall building are grounds for an Unsafe posting. Localized *Severe* and overall *Moderate* conditions may allow a Restricted Use posting. Post INSPECTED placard at main entrance. Post RESTRICTED USE and UNSAFE placards at all entrances.

☐ **INSPECTED** (Green placard) ☐ **RESTRICTED USE** (Yellow placard) ☐ **UNSAFE** (Red placard)

Record any use and entry restrictions exactly as written on placard: _____

_____

_____

Further Actions

Check the boxes below only if further actions are needed.

☐ Barricades needed in the following areas: _____

_____

☐ Detailed Evaluation recommended: ☐ Structural ☐ Geotechnical ☐ Other: _____

☐ Other recommendations: _____

Comments: _____

_____

ATC-20 Detailed Evaluation Safety Assessment Form

Inspection

Inspector ID: _____

Affiliation: _____

Inspection date and time: _____ ☐ AM ☐ PM

Final Posting
from page 2

☐ Inspected
☐ Restricted Use
☐ Unsafe

Building Description

Building name: _____

Address: _____

_____

Building contact/phone: _____

Number of stories above ground: ____ below ground: ____

Approx. "Footprint area" (square feet): _____

Number of residential units: _____

Number of residential units not habitable: _____

Type of Construction

☐ Wood frame
☐ Steel frame
☐ Tilt-up concrete
☐ Concrete frame
☐ Concrete shear wall
☐ Unreinforced masonry
☐ Reinforced masonry
☐ Other: _____

Primary Occupancy

☐ Dwelling
☐ Other residential
☐ Public assembly
☐ Emergency services
☐ Commercial
☐ Offices
☐ Industrial
☐ Other: _____
☐ Government
☐ Historic
☐ School

Evaluation

Investigate the building for the conditions below and check the appropriate column. There is room on the second page for a sketch.

	Minor/None	Moderate	Severe	Comments
Overall hazards:				
Collapse or partial collapse	☐	☐	☐	_____
Building or story leaning	☐	☐	☐	_____
Other_____	☐	☐	☐	_____
Structural hazards:				
Foundations	☐	☐	☐	_____
Roofs, floors (vertical loads)	☐	☐	☐	_____
Columns, pilasters, corbels	☐	☐	☐	_____
Diaphragms, horizontal bracing	☐	☐	☐	_____
Walls, vertical bracing	☐	☐	☐	_____
Precast connections	☐	☐	☐	_____
Other_____	☐	☐	☐	_____
Nonstructural hazards:				
Parapets, ornamentation	☐	☐	☐	_____
Cladding, glazing	☐	☐	☐	_____
Ceilings, light fixtures	☐	☐	☐	_____
Interior walls, partitions	☐	☐	☐	_____
Elevators	☐	☐	☐	_____
Stairs, exits	☐	☐	☐	_____
Electric, gas	☐	☐	☐	_____
Other_____	☐	☐	☐	_____
Geotechnical hazards:				
Slope failure, debris	☐	☐	☐	_____
Ground movement, fissures	☐	☐	☐	_____
Other_____	☐	☐	☐	_____

General Comments: _____

_____

Continue on page 2

ATC-20 Detailed Evaluation Safety Assessment Form Page 2

Building name: _____ Inspector ID: _____

Sketch (optional)
Provide a sketch of the building or damaged portions. Indicate damage points.

Estimated Building Damage
If requested by the jurisdiction, estimate building damage (repair cost ÷ replacement cost, excluding contents).

- ☐ None
- ☐ 0–1%
- ☐ 1–10%
- ☐ 10–30%
- ☐ 30–60%
- ☐ 60–100%
- ☐ 100%

Posting
If there is an existing posting from a previous evaluation, check the appropriate box.

Previous posting: ☐ INSPECTED ☐ RESTRICTED USE ☐ UNSAFE Inspector ID: _____ Date: _____

If necessary, revise the posting based on the new evaluation and team judgment. *Severe* conditions endangering the overall building are grounds for an Unsafe posting. Local *Severe* and overall *Moderate* conditions may allow a Restricted Use posting. Indicate the current posting below and at the top of page one.

☐ **INSPECTED** (Green placard) ☐ **RESTRICTED USE** (Yellow placard) ☐ **UNSAFE** (Red placard)

Record any use and entry restrictions exactly as written on placard: _____

Further Actions Check the boxes below only if further actions are needed.

☐ Barricades needed in the following areas: _____

☐ Engineering Evaluation recommended: ☐ Structural ☐ Geotechnical ☐ Other: _____

☐ Other recommendations: _____

Comments: _____

INSPECTED

LAWFUL OCCUPANCY PERMITTED

This structure has been inspected (as indicated below) and no apparent structural hazard has been found.

☐ **Inspected Exterior Only**

☐ **Inspected Exterior and Interior**

Report any unsafe condition to local authorities; reinspection may be required.

Inspector Comments:

_____
_____
_____
_____

Facility Name and Address:

_____
_____
_____

Date _____

Time _____

(**Caution:** Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

_____
(Jurisdiction)

Inspector ID / Agency

_____
_____
_____

Do Not Remove, Alter, or Cover this Placard until Authorized by Governing Authority

RESTRICTED USE

Caution: This structure has been inspected and found to be damaged as described below:

_____
_____
_____
_____

Entry, occupancy, and lawful use are restricted as indicated below:

☐ Do not enter the following areas: _____
_____

☐ Brief entry allowed for access to contents: ____
_____

☐ Other restrictions: _____
_____

Facility name and address:

_____
_____
_____

Date _____

Time _____

(**Caution:** Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

_____
(Jurisdiction)

Inspector ID / Agency

_____
_____
_____

Do Not Remove, Alter, or Cover this Placard until Authorized by Governing Authority

UNSAFE

DO NOT ENTER OR OCCUPY
(THIS PLACARD IS NOT A DEMOLITION ORDER)

This structure has been inspected, found to be seriously damaged and is unsafe to occupy, as described below:

_____
_____
_____
_____
_____

Do not enter, except as specifically authorized in writing by jurisdiction. Entry may result in death or injury.

Facility Name and Address:

_____
_____
_____

Date _____

Time _____

This facility was inspected under emergency conditions for:

_____
(Jurisdiction)

Inspector ID / Agency

_____
_____
_____

Do Not Remove, Alter, or Cover this Placard until Authorized by Governing Authority

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Annex B Evacuation

I. Purpose

This Annex describes the provisions that have been made to ensure the safe and orderly evacuation of people threatened by hazards in the County.

II. Situation and Assumptions

A. Situations

1. This annex focuses on hazards that provide sufficient warning time to implement a planned evacuation for people identified as being at risk in the County.

B. Assumptions

1. Spontaneous evacuation will occur when there is sufficient warning of the threat. Between 5 and 20 percent of the people at risk will evacuate before being told to do so.
2. Some people will refuse to evacuate no matter what the threat. Evacuation will be primarily in family groups using private vehicles.
3. Public transportation will also be required.
4. Roughly 20 percent of the population at risk will require shelter in a mass care facility. Many evacuees will seek shelter with relatives, friends, or motels rather than use government mass care facilities.
5. Evacuation in emergency situations that occur with little or no warning will be implemented on an as needed basis. The individual responsible for implementing evacuation in this situation is the incident commander at the scene of the emergency, with support arranged through the EOC as necessary. Evacuation instructions will be based on known or assumed health risks associated with the hazard.

III. Concept of Operations

A. The nature of the threat, the time available, adequacy of in place sheltering, the possibility of escalation, and the number of people affected will be considered when deciding if evacuation should be ordered. (See Attachments 2-5)

B. The Evacuation Zones will be established by the 911 Dispatch Center using the County's automated evacuation determination program.

C. Orders to evacuate unincorporated areas of the County will be made by the County Commissioners. The mayor will issue evacuation orders for the city.

D. In an emergency situation, with little or no warning, authority to order an evacuation to save lives and protect property rests with the incident commander.

E. Evacuation notices and recommended protective actions will be broadcast over the EAS, as well as local radio and TV stations. Depending upon the situation, door to door notification and or announcements via public address systems on law enforcement/fire department vehicles may be made.

F. A number of individuals, who will need special assistance in the event of an evacuation, have registered with the Disaster Services Office. Their names are on file at the Dispatch Center.

G. Schools, nursing homes, hospitals, jails, and other institutions are responsible for evacuation of their populations.

H. Persons residing within the affected area will be directed to evacuate via designated highways. County roads will be used as alternate relocation routes, as necessary.

I. Public transportation will be used to evacuate individuals who require transportation from designated pick up points.

J. Emergency highway regulations will be in effect in time of National or State declared disasters, enforced by a team composed of personnel from the Idaho Transportation Department, Idaho State Police, and local government and law enforcement officials. The State Emergency Highway Traffic Regulation Center will have overall supervision of the emergency highway traffic regulations.

K. Security of evacuated areas will be provided by local law enforcement and, in situations where local resources are exceeded, National Guard forces will be requested.

L. The decision to allow the evacuated population to return will be made by the Chief Executive Officer(s).

IV. Organization and Responsibilities

A. The Chief Executive Officer(s) will:

1. Issue evacuation orders when appropriate
2. Determine the County's policy for dealing with people that do not comply with evacuation instructions
3. Authorize return to evacuated areas when appropriate

B. The Sheriff’s Office/ Police Department member(s), ESF 13 Public Safety and Security, who will coordinate the evacuation, will:

1. When notified, report to the EOC
2. Review current information about the emergency situation and make recommendations on the appropriate evacuation options to implement as determined by the Gooding County automated evacuation program
3. Determine if the incident commander has already evacuated any areas; if so, identify perimeters and verify extent of evacuation and need for security
4. In support of evacuation:
   a. Estimate traffic capacity of each designated evacuation route
   b. Select evacuation routes from risk area to designated mass care facilities
   c. Examine access to evacuation routes from each part of the risk area
   d. Prepare the evacuation movement control plan

e. Coordinate with law enforcement officials in the field

5. Identify assembly areas for pick up of people that require transportation
6. Coordinate with animal care and control officers to evacuate animals at risk during catastrophic emergency situations

C. The Gooding County Disaster Services Coordinator will:

1. Coordinate with ESF 13 Public Safety and Security and the Evacuation Coordinator before making evacuation recommendations to the Chief Executive Officer
2. Working with ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services, ensure that functional coordinators are clear on the location of mass care facilities that will be used to house evacuees
3. Working with ESF 11 Agriculture and Natural Resources, coordinate with and assist animal care and control agency staff to identify facilities that may be used to house evacuated animals
4. Coordinate County assistance requirements with the Bureau of Homeland Security (BHS)
5. Develop and maintain a County situation map showing damaged or destroyed highways and evacuation routes

D. ESF 13 Public Safety and Security will:

1. Provide traffic control during evacuation operations. Operational considerations include:
   a. Route assignment and departure scheduling
   b. Road capacity expansion
   c. Entry control for outbound routes
   d. Perimeter control for inbound routes
   e. Traffic flow, including dealing with breakdowns
2. Assist in the evacuation of the risk area, as necessary
3. Protect property in the evacuated area
4. Limit access to the evacuated area
5. Inform the EOC of progress or problems relative to the evacuation

E. ESF 3 Public Works and Engineering will:

1. Verify the structural safety of routes (roads, bridges, etc.) that will be used to evacuate people
2. During State or National emergencies, coordinate County and State highway use with Idaho Transportation Department District #4

F. ESF 15 Public Information Emergency Public Information Officer will:

1. Disseminate information to the public to include:

a. Identification of areas to be evacuated
b. Evacuation routes
c. Departure times
d. Pick-up points for people requiring transportation assistance
e. Location of mass care facilities outside of the evacuation area

2. Keep evacuees and the general public informed on evacuation activities and any actions they should take
3. Disseminate information on appropriate actions to protect and care for pets and farm animals that are to be evacuated or left behind

G. ESF 6 Mass Care, Emergency Assistance, Housing, & Human Services Coordinator will:

1. Activate staff and open mass care facilities outside the evacuation area, when directed to do so by appropriate authority
2. Keep the EOC informed of conditions at mass care facilities

H. ESF 8 Public Health and Medical Services Coordinator will:

1. Coordinate with hospitals, nursing homes, and other health care facilities that are to be evacuated

I. School Superintendents will:

1. Evacuate students from school buildings when necessary
2. Close school facilities and release students from school when directed by appropriate authority
3. Coordinate with ESF 1 Transportation, when needed, the use of school buses and drivers to support the overall evacuation effort
4. Communicate evacuation plans and relocation with parents through the local media or by calling homes directly

J. All Tasked Organizations, this includes Fire Department, Law Enforcement, Public Works, Road & Bridge, and School Districts that are involved in emergency operations, will:

1. Protect and secure facilities and equipment left in the area to be evacuated
2. Identify and make provisions to relocate the organizational equipment and supplies that will be moved from the evacuation area

V. Attachments

Attachment 1: Emergency Highway Traffic Regulation Signs

Attachment 2: Evacuation Pro and Con

Attachment 3: Evacuation Checklist

Addendum 1 – Identify Special Needs Populations

Addendum 2 – Relocation Center Selection

Addendum 3 – Transportation Provisions

Addendum 4 – Hazardous Materials Worst Case Evacuation Scenario

Attachment 4: Shelter in Place Pro and Con

Attachment 5: Shelter in Place Procedures and Checklists

Attachment 6: Refuse to Comply with Directive to Evacuate

Attachment 7: Animal Control and Protection

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Attachment 1: Emergency Highway Traffic Regulation Signs

1. Evacuation Route (CD-1, 18" diameter)

This sign is to be used in advance of, and at any turn in an approved evacuation route, and elsewhere for straight-ahead confirmation where needed.

2. Area Closed (CD-2, 30" X 24")

This sign shall be used to close a roadway entering an area from which all traffic is excluded because of a disaster.

3. Traffic Regulation Post (CD-3, 30" X 24")

This sign shall be used (with the 30" X 30" R1-1 Stop Sign) to designate a point where an official post has been set up.

4. Maintain Top Safe Speed (CD-4, 24" X 30")

This sign may be used on highways to limit the permissible exposure time for occupants of vehicles passing through a disaster area.

5. Road Use Permit Required For Thru Traffic (CD-5, 24" X 30")

This sign is to be used at any intersection, at the entrance to a route on which a traffic regulation post is located.

NOTE: EHTR signs will be available at Idaho Transportation Department Division of Highways Sign Shops within 24 hours of request.

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Attachment 2: Evacuation Pro and Con

Pro

1. Feel Safer. Evacuees "feel" safer by traveling away from danger.

2. Vehicles Are Available. Most evacuees (65-76%) use family vehicles and many others (11-19%) use a relative's or friend's vehicle.

3. Destinations. Most evacuees (67%) go to homes of relatives and friends, or to cabins or second homes.

4. Family Units. Nighttime evacuations are as family units, daytime evacuations are usually without family unity, as many are at work, school, recreation or shopping.

5. Effective Precautionary Evacuations. Precautionary evacuations are very effective when sufficient time is available or when the incident is under control, e.g., an overturned tank car accident where righting of the tank car or transfer of the chemical contents can be held off until evacuation is complete, or when the population potentially affected is some distance away and the leak rate is slow.

6. Long Term. An evacuation is necessary when an accidental release could be long term or when there is real potential for explosion.

Con

1. Time Required. May take up to 2 to 4 hours to accomplish successfully

2. Lengthy Warning Message. The public warning messages may be lengthy and confusing, since it has to identify the danger, the area to be evacuated, list evacuation routes, identify public shelters, and list what can and cannot be taken to the shelter.

3. Extensive Support Services. Requires setting up public shelters, traffic control, and area security as well as special transportation for those without vehicles, handicapped, and intensive care patients.

4. Transient Populations. Transient populations at parks, marinas, campgrounds, summer camps and resorts do not have normal home type communications available (TV, radio, telephone, etc.) to receive evacuation instructions and may be unfamiliar with the area.

5. Potential Exposure. If toxic fumes are present during the evacuation and wind changes speed/direction, evacuees could travel unawares into or through dangerous gases.

6. Panic Flight. If not controlled and organized well with frequent credible

information, provided, some “panic” and confusion will occur.

7. Multi-Jurisdictional Problems. Problems of coordination of effort exist when evacuees of one jurisdiction are sent to another, or where the area evacuated consists of several municipalities.

8. Liability. Liability issues may arise if injuries, damages or loss of business and production occur, particularly if it is believed the evacuation was unnecessary, inappropriate, or in error. This is a superior reason to declare a disaster emergency before the evacuation.

Attachment 3: Evacuation Checklist

AGENCY	ACTION	STATUS
_____	Determine area that must be evacuated.	_____*Working* _____*Complete* _____*N/A*
See addendum 1		
_____	Secure authority to evacuate.	_____*Working* _____*Complete* _____*N/A*
_____	Determine policy for those refusing to evacuate.	_____*Working* _____*Complete* _____*N/A*
_____	Identify Special Needs Populations	_____*Working* _____*Complete* _____*N/A*
See addendum 2		
_____	Identify and open reception centers.	_____*Working* _____*Complete* _____*N/A*
See addendum 3		
_____	Choose evacuation routes.	_____*Working* _____*Complete* _____*N/A*
See addendum 4		
_____	Identify traffic control procedures.	_____*Working* _____*Complete* _____*N/A*
See addendum 5		
_____	Identify and open shelters.	_____*Working* _____*Complete* _____*N/A*
_____	Identify access control procedures.	_____*Working* _____*Complete* _____*N/A*

_____ Write warning message(s). _____*Working* _____*Complete* _____*N/A*

_____ Activate alert warning devices. _____*Working* _____*Complete* _____*N/A*

_____ Issue special instructions to population (i.e. EAS, door to door, vehicle PA, media). _____*Working* _____*Complete* _____*N/A*

_____ Conduct the evacuation. _____*Working* _____*Complete* _____*N/A*

Consider motels, parks, tourists, hospitals, nursing homes, jails, senior citizens care centers, handicapped, and schools

_____ Provide transportation for those without. _____*Working* _____*Complete* _____*N/A*

See addendum 6

_____ Provide emergency medical care as needed. _____*Working* _____*Complete* _____*N/A*

_____ Provide traffic control. _____*Working* _____*Complete* _____*N/A*

_____ Provide security for evacuated areas. _____*Working* _____*Complete* _____*N/A*

_____ Monitor area for safe re-entry. _____*Working* _____*Complete* _____*N/A*

_____ Issue all clear. _____*Working* _____*Complete* _____*N/A*

_____ Manage the return of evacuees. _____*Working* _____*Complete* _____*N/A*

Addendum 1: Identify Special Needs Populations

Procedures for Estimating Special Needs Populations

Step 1:

- Open the internet browser and type: http://63.227.132.125/goodingevacuation/summary .Five columns will appear in the table:
  - OBJECTID – This represents a generic ID number.
  - Frequency – This represents the number of Census Blocks affected by the evacuation.
  - SUM_Population – This represents the total population within the evacuation area.
  - SUM_Households – This represents the total number of residential households in the evacuation area.
  - SUM_AGE_65_UP – Represents the total number of residents over the age of 65 within the evacuation area.
- Use the information above to estimate the total number of people that need to be evacuated and the special needs of the evacuation population.

Note: These numbers are based on the 2000 Census.

Step 2:

- Using the map, identify any schools, care facilities, large businesses, hospitals, or other places that have large concentrations of people.

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Addendum 2: Relocation Center Selection

Which 4 relocation centers are closest to your Evacuation Zone, but not within it?

Relocation Center	County	Type	Capacity	Selection
Bliss Public School	Gooding	School		
Gooding Accelerated Learning Center	Gooding	School		
Gooding High School	Gooding	School		
Hagerman Elementary School	Gooding	School		
Hagerman High School	Gooding	School		
Wendell Elementary School	Gooding	School		
Wendell High School	Gooding	School		

Which relocation center, from the 4 chosen above, is most capable of housing the evacuated population?

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Addendum 3: Transportation Provisions

Estimated Population:	
Pickup Location(s):	
Method of Transportation:	
Notification Method:	

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Addendum 4: Hazardous Materials Worst Case Scenario

Situation: Glanbia Foods Inc. Tier II Facility Emergency Evacuation.

Evacuation Area Boundaries:

Boundary Type	Boundary Description
Radius	7392 Foot Radius from 1723 S. 2300 E Glanbia Foods Inc.

Population Summary Table:

Number of Census Blocks	Total Population	Number of Households	Population Age 65+
25	257	88	25

Vulnerable Facilities:

None

Relocation Center(s):

Relocation Center	County	Facilities	Capacity	Selection
Gooding High School	Gooding	Kitchen, Bathrooms, Gym, etc.	500	Y

Evacuation Route Description:

- Head south on S 2300 E toward E 1850 S
- Turn left on E 1850 S
- Turn right on S 2325 E
- Turn Right on US 26
- Turn Right on SR 46 (Main St.)
- Turn Left on 7th Ave W.
- Arrive at Gooding High School

Traffic Control Points:

Location of Traffic Control Point	Sign or Personnel?
Corner of 2300 E and 1850 S	Sign
Corner of 1850 S and 2325 E	Sign
Corner of 2325 E and US 26	Personnel
Corner of US 26 and SR 46 (Main Street)	Personnel

Transportation Provisions

Estimated Population:	0
Pickup Location(s):	**none**
Method of Transportation:	
Notification Method:	

Situation: Western Farm Service, Inc. Tier II Facility Emergency Evacuation.

Evacuation Area Boundaries:

Boundary Type	Boundary Description
Radius	2640 Foot Radius from 564 Idaho Street Western Farm Service Inc.

Population Summary Table:

Number of Census Blocks	Total Population	Number of Households	Population Age 65+
153	3047	1149	625

Vulnerable Facilities:

Facility Name	Facility Type	Estimated Population	Special Needs
Gooding Accelerated Learning Center	**School**		**Transportation**
Gooding High School	**School**		**Transportation**

Relocation Center(s):

Relocation Center	County	Facilities	Selection
Twin Falls, Idaho	Twin Falls	CSI, Multiple High Schools	Y

Evacuation Route Description:

- Head south on SR 46 (Main St.) toward US 26
- Turn Right on US 26 (University Dr.)
- Turn Left onto I84 heading East
- Take Exit 175 onto US Hwy 93 toward Twin Falls
- Then as Directed.

Traffic Control Points:

Transportation Provisions

Estimated Population:	1000
Pickup Location(s):	**Schools**
Method of Transportation:	**School Buses**

Location of Traffic Control Point	Sign or Personnel?
Corner SR 46 and US 26	Personnel
Corner of US 26 & I-84	Personnel

Notification Method:	**PA System, Radio, Through Schools**

Situation: Qwest Corporation – Wendell Community Dial Office, Tier II Facility Emergency Evacuation.

Evacuation Area Boundaries:

Boundary Type	Boundary Description
Radius	2640 Foot Radius from Avenue A Qwest Corporation – Wendell Community Dial Office

Population Summary Table:

Number of Census Blocks	Total Population	Number of Households	Population Age 65+
30	406	160	59

Vulnerable Facilities:

Facility Name	Facility Type	Estimated Population	Special Needs
Bliss Public School	**School**		**Transportation**
Bliss Community Church	**Church**		**Transportation**

Relocation Center(s):

Relocation Center	County	Facilities	Selection
Gooding High School	Gooding	Gym, Kitchen, Multiple Restrooms	Y

Evacuation Route Description:

- Head East on US 26
- Turn Left on SR 46 (Main St.)
- Turn Left onto 7th Avenue W.
- Arrive at Gooding High School

Traffic Control Points:

Transportation Provisions

Estimated Population:	300
Pickup Location(s):	**Bliss School**

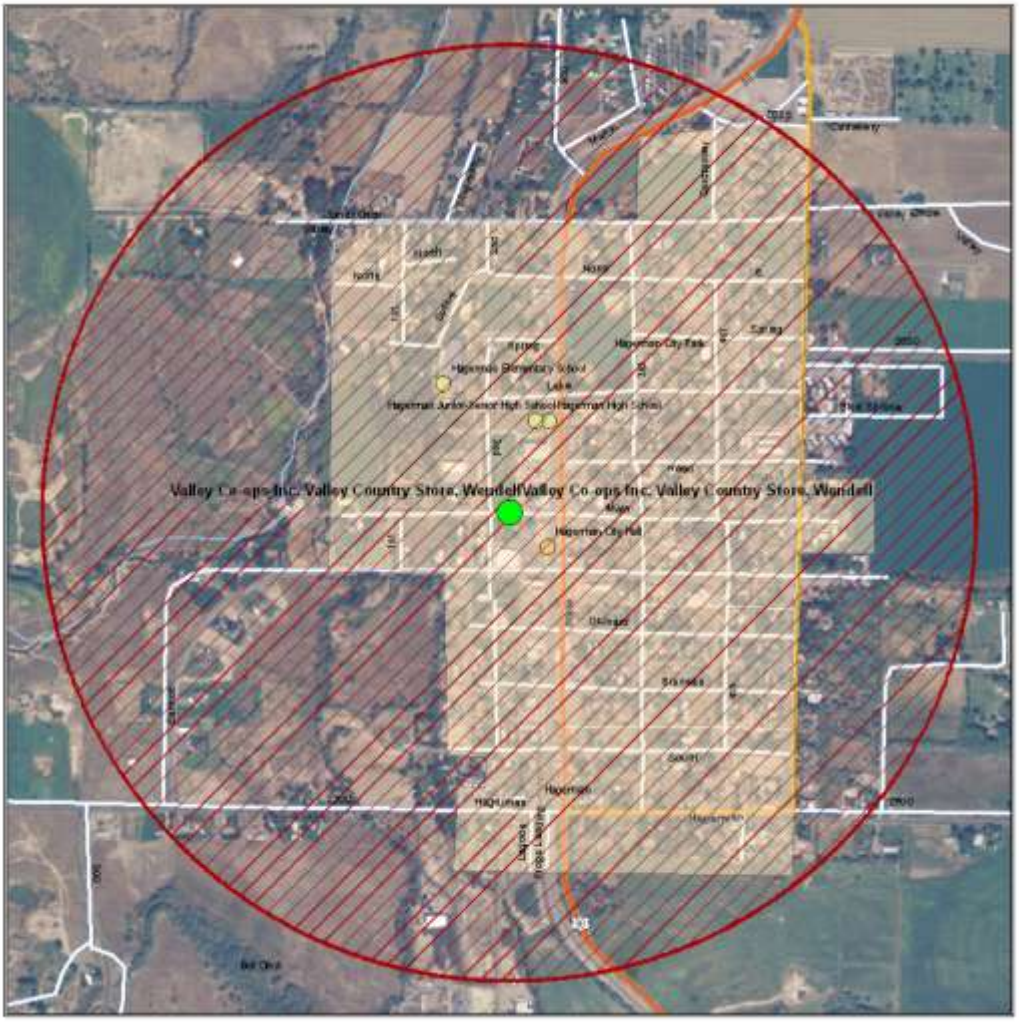
Location of Traffic Control Point	Sign or Personnel?
Corner SR 46 and US 26	Personnel
Corner of SR 46 and 7th Avenue W.	Personnel

Method of Transportation:	**School Buses**
Notification Method:	**PA System, Radio, Through Schools**

Situation: Valley Co-ops Inc. Valley Country Store, Tier II Facility Emergency Evacuation.

Evacuation Area Boundaries:

Boundary Type	Boundary Description
Radius	2640 Foot Radius from 175 W Main Valley Co-ops Inc. Valley Country Store



Population Summary Table:

Number of Census Blocks	Total Population	Number of Households	Population Age 65+
72	1073	453	260

Vulnerable Facilities:

Facility Name	Facility Type	Estimated Population	Special Needs
Hagerman Elementary School	**School**		**Transportation**
Hagerman Jr-Sr High School	**School**		**Transportation**
Hagerman City Hall	**City Building**		**Transportation**

Relocation Center(s):

Relocation Center	County	Facilities	Selection
Twin Falls, Idaho	Twin Falls	Multiple High Schools, CSI	Y

Evacuation Route Description:

- Head South East on US 30 to Twin Falls

Traffic Control Points:

Transportation Provisions

Location of Traffic Control Point	Sign or Personnel?
On US 30 Leaving Hagerman	Personnel
Signs Along US 30 to Twin Falls Border	Signage

Estimated Population:	600
Pickup Location(s):	**Hagerman Elementary School; Hagerman High School**
Method of Transportation:	**School Buses**
Notification Method:	**PA System, Radio, Through Schools**

Situation: Maverik Country Store, Tier II Facility Emergency Evacuation.

Evacuation Area Boundaries:

Boundary Type	Boundary Description
Radius	2640 Foot Radius from 20 South Idaho St. Maverik Country Store

Population Summary Table:

Number of Census Blocks	Total Population	Number of Households	Population Age 65+
117	2329	833	381

Vulnerable Facilities:

Facility Name	Facility Type	Estimated Population	Special Needs
Wendell Elementary School	**School**		**Transportation**
Wendell Jr-Sr High School	**School**		**Transportation**

Relocation Center(s):

Relocation Center	County	Facilities	Selection
Twin Falls, Idaho	Twin Falls	Multiple High Schools, CSI	Y

Evacuation Route Description:

- Head East on I-84
- Take Exit 173 and go on US Hwy 93 Toward Twin Falls

Traffic Control Points:

Transportation Provisions

Estimated Population:	600

Location of Traffic Control Point	Sign or Personnel?
On I-84 Ramp leaving Wendell	Personnel
On I-84 Exit 173	Signage

Pickup Location(s):	**Wendell Elementary School; Wendell High School**
Method of Transportation:	**School Buses**
Notification Method:	**PA System, Radio, Through Schools**

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Attachment 4: Shelter in Place Pro and Con

Pro

1. Immediate Protection. Protection can be provided immediately with little or no time required after warning.

2. Short Warning Message. The public warning message is short since it is only necessary to identify the danger, describe the area affected, describe expedients to reduce air infiltration to the home or building, etc.

3. Little Preparation Time. Little or no preparation time is necessary for shelter (only possible "sealing" of room be expedient improvements).

4. Ideal Life Support System. The home is an ideal life support system with food, water, sanitation, medicines, bedding, clean air, communications (TV, radio, telephone), and familiar surroundings.

5. Short-Term Exposures. May be very appropriate for short-term exposures (particularly "puff" releases) of 2-4 hours duration.

6. Little Staff Support. Requires considerably less emergency staff support than evacuation, as public shelter, traffic control, special transportation, and security personnel are not needed.

7. Reduced Liability. An in-place protection action issued for a chemical leak that later information proves as unnecessary will not be as ruinous or liable as an unnecessary evacuation order issued.

Con

1. Public Training Needed. The general public needs to be trained on in-place protection actions and acceptance, as this action may be contrary to normal human nature to run from danger.

2. Indoor Air Uncertainties. Uncertainties may exist about whether indoor air concentrations will remain sufficiently low for a sufficiently long time period.

3. Explosive/Flammable Materials. Inappropriate where releases of explosive or flammable gases could enter structures and be ignited by furnace and water heater ignitions.

4. Long-term Exposures. May be very inappropriate for long-term exposures ("plume" potential) of 12 hours or more.

5. Need To Air Out. Infiltration of contaminated air into the structure over a period of time could result in high cumulative inhalation exposures unless the structure is vacated and "aired out" after the plume outdoors has passed on or dispersed.

6. Transients. Those in parks, marinas, campgrounds, and outdoor sporting events may not have suitable shelter available and would have to travel to such.

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Attachment 5: Shelter in Place Procedures and Checklist

- ❑ Stay inside house or building
- ❑ Close windows and doors; turn off air conditioners and heating system blowers
- ❑ Gather radio, flashlight, food, water, medicine, duct tape
- ❑ Go to an inside area of building and seal cracks and openings to provide extra protection especially if staying longer than two hours
- ❑ Do not shelter in basement as some toxic gases are heavier than air
- ❑ Provide protective breathing if necessary (wet towel will work)

AGENCY	ACTION	STATUS		
_____	Determine area to be sheltered in place. Ensure consideration of jails, hospitals, senior centers and handicapped.	_____*Working*	_____*Complete*	_____*N/A*
_____	Write warning messages(s).	_____*Working*	_____*Complete*	_____*N/A*
_____	Activate alert warning devices	_____*Working*	_____*Complete*	_____*N/A*
_____	Issue special instruction to population. (i.e., EAS, door to door, vehicle PA, media)	_____*Working*	_____*Complete*	_____*N/A*
_____	Implement in-place sheltering.	_____*Working*	_____*Complete*	_____*N/A*
_____	Provide special shelter for transient populations (campgrounds, parks, etc.)	_____*Working*	_____*Complete*	_____*N/A*
_____	Monitor and inspect areas for safe exit.	_____*Working*	_____*Complete*	_____*N/A*
_____	Issue all clear.	_____*Working*	_____*Complete*	_____*N/A*
_____	Go outside, air out house or building.	_____*Working*	_____*Complete*	_____*N/A*

Annex C Financial Management

I. Purpose

This Annex describes the means, organization, and process by which the County will manage financial issues during a declared disaster.

II. Situation and Assumptions

A. Situations

In responding to a major disaster, expenses will be incurred that are outside of existing budget appropriations. Expenses will include additional manpower for response, consumable supplies, and in some instances, capital outlays. Expenses for short and long term recovery need to be tracked appropriately so that homeowners, business, and vendors can be reimbursed as provided by law.

B. Assumptions

1. Shortages in vital resources may occur quickly during major disasters
2. Response agencies will sustain themselves during the first 72 to 96 hours of an emergency
3. Households and businesses affected by the emergency will sustain themselves during the first 72 to 96 hours of an emergency
4. Support will be available from State and Federal agencies within 72 to 96 hours
5. Expenses incurred by a protracted event will exceed existing budget appropriations and agreements
6. Recovery expenses fall outside of the normal budget processes of the Cities and the County

III. Concept of Operations

A. The Incident Commander(s) will authorize activation of the financial management function.

B. The financial management function will coordinate actions to track expenses incurred to combat the effects of a disaster. This may include overtime pay for response agencies, consumable supplies, contract services, and in some cases capital equipment purchases.

C. Emergency service agencies will track their individual expenses and provide reports as outlined in the Annex to the Financial Management Coordinator. Electronic copies of the forms provided in Attachment 1 can be found on the Bureau of Homeland Security's website at http://www.bhs.idaho.gov/Pages/Operations/DisasterAssistance/PublicAssistance.aspx .

D. The Financial Manager (County Clerk), in consultation with the Incident Commander(s) and the EOC staff, will set specific expense reporting guidelines.

E. Disaster victims will be responsible to work with individual insurance companies and, as necessary, file claims with the Disaster Recovery Center.

F. Expenses, even when eligible for reimbursement, should be the responsibility of the requesting agency.

G. If needs exceed County resources; detailed lists of what is needed will be passed on to the Idaho Bureau of Homeland Security.

H. ESF 7 Resource Support will implement procedures to determine needs, set priorities, obtain and distribute goods and services, and coordinate financial accountability with the Financial Manager. Depending upon the nature of the disaster, this could be a simple one person undertaking, or a complex multi-person operation.

IV. Organization and Responsibilities

A. The Incident Commander will:

Authorize activation of the financial management function

B. The Financial Management Coordinator (County Clerk) will:

1. Report to and operate out of the EOC during emergencies
2. Coordinate with Gooding County Disaster Services Coordinator and the EOC staff to determine financial needs and the priority of those needs
3. Track financial expenditures and recommend action to the Incident Commander(s) and EOC staff
4. Expand the financial management staff to meet the demands of the emergency by calling upon County employees in procurement, payroll, personnel, and others as needed
5. Oversee the financial aspects of meeting resource request, including record keeping and budgeting for procurement and transportation
6. Coordinate with the Gooding County Disaster Services Coordinator when outside State and/or Federal assistance is required

C. The Gooding County Disaster Services Coordinator will:

1. Assist the Financial Manager as needed during response operations
2. After coordination with the Financial Manager and the Incident Commander(s), request assistance from the Idaho Bureau of Homeland Security when County resources are, or will soon be exhausted

D. The Legal Advisor will:

1. When requested, report to the EOC
2. Advise the Financial Manager on contracts and questions of administrative law
3. Advise the Incident Commander(s) on legal requirements of financial management, to include acquisition, economic stabilization, and rationing of essential resources in the County

V. Attachments

Attachment 1 Forms for Disaster Record Keeping

Attachment 1: Forms and Procedures for Record Keeping During Disasters

IDAHO BUREAU OF HOMELAND SECURITY
STATE DISASTER
COST RECOVERY CHECKLIST

To receive payment, complete and sign the documents specified below. If a form is not applicable, please enter N/A.

*** Request for Advance or Reimbursement Form**

*** Force Account Labor Costs**
- **Force Account Labor Record**
- **Copies of Timesheets or Payroll Reports**

*** Force Account Equipment**
- **Force Account Equipment Summary Record**
- **Invoice referencing hourly cost of time the equipment is actually used**

*** Rented Equipment**
- **Rented Equipment Record**
- **Submit copy of invoice referencing hourly cost of equipment actually used**

*** Contract Work**
- **Contract Work Record**
- **Copies of Contract labor time sheets**
- **Contract Agreement with Vendor: Submit copy of invoice detailing work performed and costs incurred**

*** Materials & Supplies**
- **Material Summary Sheet**
- **For purchased materials or supplies, copy of vendor invoice detailing supplies or materials used**
- **If using existing inventory, invoice detailing supplies or materials used**

Contact BHS for Automated Excel File of these forms.

DATA ENTRY SHEET

Fill out the highlighted areas only and it will fill in the additional forms

APPLICANT NAME
STATE DECLARATION/DISASTER NO.
MISSION/PROJECT NO.
LOCATION/SITE
DESCRIPTION OF WORK PERFORMED
PERIOD COVERING

REQUEST FOR ADVANCE OR REIMBURSEMENT	1. Type of Payment Requested (See Line 7 below) Advance 1 Partial Reimbursement 2 Final Payment 3	For EHS Use Only Approved by:_____ Approved Date:_____ Pay Request #:_____
2. Applicant Name: 0		
3. EMPLOYER IDENTIFICATION NUMBER	4. PERIOD COVERED BY THIS REQUEST FROM (month, day, year)	TO (month, day, year)
5. RECIPIENT ORGANIZATION Name: Number and Street: City, State, and ZIP Code:	6. PAYEE (Where check is to be sent if different from item 5) Name: Number and Street: City, State, and ZIP Code:	

7. COMPUTATION OF AMOUNT OF REIMBURSEMENT OR ADVANCE REQUESTED

Mission Assignment or Project Agreement Number:	0			TOTAL
Type of Payment Requested (Change from #1 above)				
a. Eligible MA Costs Claimed				
b. MA Advance				
c. State Share (% requested) (_____%)				
d. Local Share of MA (_____%)				
f. Total to be paid:				

8 I certify that to the best of my knowledge and belief the data is correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE REQUEST SUBMITTED:
	TYPED OR PRINTED NAME AND TITLE	TELEPHONE (AREA CODE, NUMBER, EXTENSION)

APPLICANT 0	DISASTER NO. 0	MISSION OR PROJECT AGREEMENT NO. 0	PAGE OF
LOCATION/SITE 0			PERIOD COVERING 0

DESCRIPTION OF WORK PERFORMED

0

	Federal/State/ Dedicated (F/SD) Employee	DATE	Dates and Hours Worked Each Week							Costs				
										TOTAL HOURS	HOURLY RATE	BENEFIT RATE/HR	TOTAL HOURLY RATE	TOTAL COSTS
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			$0.00	$0.00
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			$0.00	$0.00
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			$0.00	$0.00
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			$0.00	$0.00
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			$0.00	$0.00
NAME		REG.								0.00			$0.00	$0.00
JOB TITLE		O.T.								0.00			#REF!	#REF!
TOTAL COST FOR FORCE ACCOUNT LABOR REGULAR TIME														$0.00
TOTAL COSTS FOR FORCE ACCOUNT LABOR OVERTIME														#REF!

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
PRINT NAME		

The BHS Force Account Labor Summary Record is comparable to FEMA form 90-123

APPLICANT 0	DISASTER NO. 0	MISSION/PROJECT NO. 0	PAGE 1 OF 1
FRINGE BENEFITS (by %)	REGULAR TIME	OVERTIME	
HOLIDAYS			
VACATION LEAVE			
SICK LEAVE			
SOCIAL SECURITY			
MEDICARE			
UNEMPLOYMENT			
WORKER'S COMP.			
RETIREMENT			
HEALTH BENEFITS			
LIFE INS. BENEFITS			
OTHER			
TOTAL in % of annual salary	0.00%	0.00%	

COMMENTS

I CERTIFY THAT THE INFORMATION ABOVE WAS TRANSCRIBED FROM PAYROLL RECORDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE

CERTIFIED BY	TITLE	DATE
PRINT NAME		

The BHS Applicant Benefit Calculation Worksheet is comparable to FEMA Form No. 90-128

There are other ways to calculate Fringe Benefits, this is only one.
This is normally done for each employee or each pay grade.

Employee Name: _____

Applicant: 0

Mission/Project No. 0

Disaster Number: 0

Department: _____

All calculations are based on the amount that *only the employer pays* -
Most figures can be obtained from accounting dept.

Blocks that you fill in =

Work hrs per year *(2080 hrs is normal work year)*	#	
Pay / Hour	$	
Basic Pay Annualized	$	0.00

				Regular Time	%	*See note 1* Overtime	%
Vacation - days/year	#		days			*	
Holidays - days/year	#		days			*	
Retirement (% of annual salary))							
Social Security - fixed rate	%						
Medicare	%						
Sick Leave	%						
Unemployment	%						
Workman's Comp	%						
Health Insurance	$		/ mo / employee			*	
Life Insurance	$		/ mo / employee			*	
Dental	$		/ mo / employee			*	
Vision	$		/ mo / employee			*	
401K						*	
	%					*	

Total Percent = 0.0 0.0

Transfer to Data Sheet for Employee
Starting at row F35

Typical ranges 20-60 % 3-20 %

I certify that the information above was transcribed from payroll records or other documents which are available for audit.

Certified by: _____
Print Name: _____
Title: _____

Note 1: Vacation, Holidays and Insurance are not figured into overtime benefits.
401K plans or similar type plans sometimes are not included in Overtime.
Retirement, Unemployment and Workmans Comp are sometimes included in overtime benefits.

APPLICANT	DISASTER NO.	MISSION/PROJECT NO.	PAGE _____ OF _____
0	0		
LOCATION/SITE			PERIOD COVERING
0			0
DESCRIPTION OF WORK PERFORMED			
0			

TYPE OF EQUIPMENT Indicate size, Capacity, Horsepower, Make and Models as Appropriate	DATES AND HOURS USED	RATE PER HOUR		TOTAL COST	VENDOR	INVOICE NO.	DATE AND AMOUNT PAID	CHECK NO.
		W/OPR	W/OUT OPR					
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
					GRAND TOTAL →		$0.00	

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
PRINT NAME		

The BHS Rented Equipment Form is comparable to FEMA form 90-125

APPLICANT	DISASTER NO.	MISSION/PROJECT NO.	PAGE _____ OF _____
0	0	0	
LOCATION/SITE			PERIOD COVERING
0			0

DESCRIPTION OF WORK PERFORMED

0

DATES WORKED	CONTRACTOR	BILLING/INVOICE NUMBER	AMOUNT	COMMENTS - SCOPE
GRAND TOTAL →			$0.00	

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
PRINT NAME		

The BHS Contract Work Summary Record is comparable to FEMA Form No. 90-126

			PAGE_____ OF_____
LOCATION/SITE			PERIOD COVERING

DESCRIPTION OF WORK PERFORMED

VENDOR	DESCRIPTION	QUAN.	UNIT PRICE	TOTAL PRICE	DATE PURCHASED	DATE USED	INFO FROM (CHECK ONE) INVOICE	STOCK
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
				$0.00				
GRAND TOTAL				$0.00				

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
PRINT NAME		

The BHS Material Summary Form is comparable to FEMA form 90-124

APPLICANT	DISASTER NO.	MISSION/PROJECT NO.	PAGE _____ OF _____
•	•	•	
LOCATION/SITE			PERIOD COVERING
•			•

DESCRIPTION OF WORK PERFORMED

•

Type of Equipment		OPERATOR'S NAME	Dates and Hours Used Each Day								Costs		
INDICATE SIZE, CAPACITY, HOURSEPOWER, MAKE AND MODEL AS APPROPRIATE			DATE								TOTAL HOURS	EQUIPMENT RATE	TOTAL COST
			Hours								0.0		$0.00
			Hours								0.0		
			Hours								0.0		
			Hours								0.0		
			Hours								0.0		
			Hours								0.0		
			Hours								0.0		
							GRAND TOTALS				0.0		$0.00

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
PRINT NAME		

The IDHS Force Account Equipment Summary is comparable to FEMA Form No. 90-127

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Annex D Point of Dispensing Operations

I. Purpose

This Annex describes the means, organization, and process by which the County will provide support to the South Central Public Health District (SCPHD) activation of a public mass dispensing site(s) to dispense prophylactics to the entire population of Gooding County. SCPHD will provide prophylactic medications from the Strategic National Stockpile (SNS). The SNS is a Federally owned and managed stockpile of pharmaceuticals, vaccines, medical supplies, equipment, and other items established by Congress to augment local supplies of these critical medical items, in the event of their depletion, due to an attack on the United States using weapons of mass destruction (chemical, biological, radiological or explosive), or a major natural or technological disaster. This Annex provides for County support to SCPHD in the request, receipt, staging, storage, repackaging, distribution, dispensing, and retrieval and return of any unused assets of this stockpile.

The mission of the Strategic National Stockpile is to rapidly and safely provide pharmaceuticals, vaccines, medical supplies, and equipment in a rapid and safe manner to communities in the event that local capacities are exceeded due to a weapon of mass destruction or a major natural or technological disaster.

II. Situation and Assumptions

A. Situations

An attack has occurred, or has a high potential to occur, in Gooding County involving a weapon of mass destruction, or a major natural or technological disaster has occurred. The capacity of Gooding County's assets to meet the demand for pharmaceuticals, vaccines, medical supplies, or other related equipment has been exceeded.

B. Assumptions:

1. The Gooding County Emergency Operations Plan will be activated
2. The Gooding County Emergency Operations Center will be activated at Level III (See Base Plan Attachment 2)
3. The Gooding County Commissioners will declare a Disaster (See Base Plan Attachment 1)
4. The arrival of the Strategic National Stockpile materials to the local Health Districts will not occur until 24 to 36 hours after the Federal decision to deploy
5. The South Central Public Health District Strategic National Stockpile Plan identifies adequate public mass dispensing sites to dispense prophylactics to the entire Gooding County population
6. South Central Public Health District will request County support to open 1 or more Points of Dispensing (POD) Sites
7. South Central Public Health District will be the lead agency at the POD and will provide all medical support personnel

8. Gooding County will provide, through ESF 7 Resource Support, volunteers to man the support functions in the POD
9. The SCPHD Director (or designee) will insure that symptomatic individuals are directed and/or transferred to treatment facilities, guidelines are followed to determine whether an individual needs prophylactic drugs, individuals are counseled on the threat/risk of the drug, potential contraindications in individuals are identified, guidelines for correct dosage based on age and weight are provided, proper documentation is maintained identifying individuals that are receiving the drug, lot number, expiration date, and amount of drug received, and that the individuals who receive a drug are properly counseled on how the drug is to be taken, duration of treatment, and expected side effects

III. Concept of Operations

A. The South Central Public Health District is responsible for developing, coordinating, and maintaining procedures to support Strategic National Stockpile dispensing operations in Gooding County in conjunction with ESF 8 Public Health and Medical Services.

B. The decision to deploy the Strategic National Stockpile will be a collaborative effort between local, State, and Federal officials. After the recognition of a potential or actual Weapons of Mass Destruction event, or a major natural or technological disaster that may or will exceed local medical supplies, the South Central Public Health District will contact the Gooding County Department of Emergency Services.

C. The Director of South Central Public Health District, the Gooding County Department of Emergency Services, in communications with the State of Idaho Bureau of Homeland Security (BHS), and Idaho Department of Health and Welfare will determine if local medical supplies will be exhausted and if Federal assets in the form of the Strategic National Stockpile will be needed to manage the Weapons of Mass Destruction (WMD), or major natural or technological event

D. The State of Idaho Health Director, after consultation with the SCPHD, BHS, Gooding County Department of Emergency Services, and the Chief Elected Official(s), will request the initial Strategic National Stockpile “12-Hour Push Package” and any additional specific Strategic National Stockpile assets that are needed to insure a continual supply of medications and medical supplies to manage casualties until the event has reached the point that the operation may be scaled down. The South Central Public Health District will coordinate with the County to provide Medical Personnel and Security at local Dispensing Sites.

E. SCPHD will coordinate with the Gooding County Department of Emergency Services to report to ESF 8 Public Health and Medical Services at the State Emergency Operations Center the number of people treated, given prophylactic medication and sent home, the number of treated and transferred to hospitals or other treatment centers, and the number of people given prophylactic medication and sent home. The projected number of people still requiring treatment is to be reported also. These numbers will be reported on a regular basis determined by the particular incident. In conjunction with SCPHD, the County will maintain and provide lists of County medical resources.

F. The SCPHD Strategic National Stockpile Plan has been developed by the District in conjunction with local and county emergency services agencies. The Plan identifies adequate public mass dispensing sites to dispense prophylactics to the entire Gooding County population. SCPHD will insure that guidelines are followed to determine whether an individual needs prophylactic drugs, individuals are counseled on the threat/risk of the drug, potential contraindications in individuals are identified, guidelines for correct dosage based on age and weight are provided, proper documentation is maintained identifying individual that is receiving the drug, lot number, expiration date, and amount of drug received, and that the individuals who receive a drug are properly counseled on how the drug is to be taken, duration of treatment and expected side effects.

G. The ESF 2 Communications and Warning function will ensure the timely flow of information used in the decision making process, as well as in operational effectiveness. The communications function involves three distinct areas: healthcare communication, logistical communication, and available communication modalities.

H. Security will be provided by ESF 13 Public Safety and Security for all personnel, materials, and equipment involved in the management and distribution of the Strategic National Stockpile at the local Point of Dispensing (POD) Sites.

IV. Organization and Responsibilities

A. The SCPHD personnel assess the situation (both pre- and post-event), and in coordination with Gooding Department of Emergency Services, develop strategies to respond to the emergency.

B. SCPHD will be the lead agency at the local Dispensing Site(s).

C. The Gooding Department of Emergency Services will activate the Gooding County EOC, as requested by the Chief Elected Official.

D. SCPHD in coordination with the Gooding Department of Emergency Services will activate the County Points of Dispensing.

E. ESF 13 Public Safety and Security will provide for on-site security, and crowd and traffic control at the Dispensing Sites.

F. ESF 1 Transportation will provide transportation to the POD as requested by the EOC for POD Operations volunteers and disabled populations.

G. ESF 2 Communications and Warning will coordinate with ESF 7 Resource Support to provide communications equipment for use between the EOC and the POD Sites. ESF 2 will coordinate with ESF 15 Public Information and SCPHD's Public Information to issue warnings to the general public using the Emergency Alert System.

H. ESF 3 Public Works and Engineering will provide signage, barriers and stanchions, trash collection and disposal, and sanitary services.

I. ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services will assist in the set up of POD site facilities, provide for 24 hour operations including resting areas, food, drinking water, and child care for staff and volunteers.

J. ESF 7 Resource Support will assist the POD manager as requested through the EOC to provide supplies, such as tables, chairs, weather protection tents and awnings, paper supplies, etc.

K. ESF 7 Resource Support will work religious and volunteer organizations to provide volunteer staffing to the POD Sites. ESF 7 will coordinate volunteer transportation with ESF 1 Transportation.

L. ESF 8 Public Health and Medical Services will provide support to the SCDH's operations by providing EMS services, EMS transport, coordination of hospital admissions from the POD site, and, if requested, will provide medical personnel to assist SCPHD's medical staff in the dispensing of medications.

M. ESF 9 Search and Rescue will assist ESF 13 Public Safety and Security with crowd and traffic control.

N. ESF 12 Energy will, in cooperation with ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services and ESF 3 Public Works and Engineering, ensure that POD Sites are properly heated and/or cooled and that electrical services are uninterrupted.

O. ESF 15 Public Information will participate in the Joint Information System with the SCPHD Public Information Officer to issue public instructions and to provide public education during POD operations. ESF 15 Public Information will establish a media briefing, rumor control, and public information "hot line" in support of County wide POD Operations.

P. The Annex C Finance Manager will track and document all records of costs and resource expenditures related to POD Site Operations.

Annex E Terrorism

I. Purpose

- The purpose of this plan is to establish basic procedures for responding to terrorist incidents in Gooding County; and
- To protect emergency response workers and the populace from terrorist incidents; and
- To coordinate and expedite activities and actions required to initiate an operation; and
- To ensure the most effective use of resources in the shortest time and in the safest, most economical manner; and
- To establish cooperative agency resource ordering procedures, unified command, and communications methods; and
- To establish cooperative terrorism response planning efforts.

II. Concept of Operations

A. Notification & Communication

1. During a terrorist event, notification and communication issues will be handled on two levels. Gooding County 911 Dispatch will be the primary communications center for local response and the Idaho State Communications Center will handle coordinated communications with state and federal agencies. See NOTIFICATION CHART for details.
2. The Gooding County 911Dispatch Center will serve as the 24-hour contact points for notification of terrorist incidents.
3. When notified of an actual or potential terrorist incident, the dispatcher will immediately record the available information.
4. When a response is to a known or suspected act of terrorism, all responders will be dispatched with that information. Notification of emergency responders will include police, fire, and EMS responders, as well as the State Communications Center. Early notification of hospitals and other health care providers will be critical, given the likelihood of a mass casualty scenario. The Gooding County Disaster Services Coordinator will contact amateur radio operators and request their support at local hospitals to assist with communications, when appropriate. Dispatch procedures shall be developed specifically for acts of terrorism.
5. When the response is to a “routine” emergency that is discovered to be an act of terrorism, the responding unit(s) shall notify Dispatch immediately to implement “Acts of Terrorism” procedures.
6. An act of terrorism will require the coordinated response of local, state, and federal resources. Initially, the communications among these agencies shall be coordinated through the Idaho State Communications Center (State Comm.). State Comm. shall be notified promptly of any such event.
7. Emergency responders will use their respective agency frequencies. As the incident grows and several agencies become involved, communications can become

complicated. It is the Incident Commander's responsibility to ensure that everyone has common communications.

8. All personnel will use proper radio etiquette and will use clear text for all radio transmissions.

- **The Incident Command System (ICS) will be used for all terrorist incident response**. The Incident Command System (ICS) is a management tool that provides a flexible structure for response to emergency situations. It allows local, state, federal, and private entities to be integrated under a single command structure. Incident Command System (ICS) is critical for a successful response to an act of terrorism. The event is likely to involve mass casualties, explosives, chemical agents, biological agents, and/or fire, and encompass a potentially large crime scene. This will allow responders to develop strategies jointly, to ensure that each agency's concerns are being addressed, to share radio frequencies, and to maintain overall accountability of personnel.

- **Roles and Responsibilities** - Local emergency response agencies will employ the Incident Command System with a Unified Command structure for all terrorist incidents. The agency which arrives first will initiate incident command and appoint an Incident Commander. Once other agencies with jurisdictional or functional responsibilities arrive on scene, Unified Command will be established as soon as practical. To facilitate operations and communications, the members of a unified command should always work at the same Incident Command Post. Upon arrival, the Federal Bureau of Investigation (FBI) may assume the lead role in crisis management and establish a Joint Operations Center (JOC). The Joint Operations Center (JOC) will include representatives from federal, state, and local agencies.

  Command must recognize that there may be an extended response involving local, state, and federal agencies. A command structure must be established to reflect the campaign structure of such a response. Specialized units (such as Bomb Squad, Hazmat, and large-scale triage) need to be able to determine and carry out tactics that will meet the strategic goals established by the command staff. These divisions will require strong leadership, capable of both making independent decisions when appropriate, and of maintaining excellent communications and coordination with command.

- **Unified Command**

  1. Unified Command is a unified team effort which allows all agencies with jurisdictional, and in some cases functional responsibility for the incident, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility, or accountability. In Unified Command, resources stay under the administrative and policy control of their respective agencies. Unified Command's functions include:
  2. Decide on strategies, plans, and resources needed to resolve the incident.
  3. Decide which Incident Commander will act as spokesperson for the operational period.

4. Selecting a Safety Officer, Public Information Officer, Liaison Officer, Operations Chief, and other ICS positions as required. The Operations Chief will normally be from the jurisdiction or agency with the greatest involvement.
5. Decide on demobilization priorities.

- **Initial Actions**

1. The Incident Commanders (IC) will immediately assess the situation. The IC can then select the most appropriate strategy or combination of strategies.
2. The IC will set up an Incident Command Post (ICP). The Incident Command Post (ICP) will be signified by displaying a flashing green light, a fluorescent orange flag, or a traffic cone.
3. The Incident Commander (IC) will establish appropriate communications. Terrorist incident communications networks may include: Command, Tactical, Support, and others, as the situation demands. Specific frequencies will be determined at the time of the incident. No codes should be used and communications should be confined to essential messages.
4. Other Incident Command System (ICS) features — Staging, Base, etc., should be established as required.

- **Priority of goals on a terrorist incident should be:**

  - ❑ First, protect life
  - ❑ Second, stabilize the incident
  - ❑ Third, protect property and the environment
  - ❑ Fourth, preserve evidence

- **Site Assessment**

Recognizing an act of terrorism may be difficult. First responders must use their knowledge and training to identify clues that they are involved in a suspicious incident. In fact, well-trained dispatchers may catch the first clues to an act of terrorism.

Therefore, responders must be alert to the possibility of becoming victims of the terrorists' activities. Early recognition of the presence of nuclear, chemical, or biological agents will allow responders to take appropriate protective actions and request assistance by a hazardous materials team. Awareness of suspicious or out-of-place packages or devices allows first responders to withdraw until a Bomb Squad team can safely handle the device. Recognizing the signs and symptoms of widespread chemical exposure allows responders to notify local hospitals to lock down and prepare for an influx of patients who are very ill and very frightened.

Dramatically heightened security is the primary difference between a "normal" response and a response to an act of terrorism. The law enforcement element of the response must be emphasized, and all responders must be aware of the possibility that they are targets.

- **Armed Assault/Hostage Crisis**

Rescue and first responder activities inside any area controlled by, or threatened by, armed suspects should cease until the threat is neutralized by specialized law enforcement action. All responders and civilians caught inside the threat zone should evacuate immediately, if possible, or take shelter behind substantial cover. Law enforcement will secure the threat zone and search for destructive devices before rescue operations can begin or resume.

- **Control Zones**

  If an incident involves chemical or biological agents, three control zones should be established to organize the site according to function and risk. The **Hot Zone** is the hazmat operations area, where contamination does or could occur. First response personnel entering the Hot Zone must wear prescribed levels of protective equipment. The **Warm Zone** is where the **Decontamination Corridor** is located, and the **Cold Zone** is the support zone. The Command Post should be in the Cold Zone. **Access Control Points** must be established at zone perimeters to regulate the flow of personnel and equipment into and out of the zones, and to verify that the procedures established to enter and exit are followed.

- **Response Levels:** Three levels have been identified to facilitate the response to any type of crisis situation in Gooding County:

  LEVEL I: Standard Event - An event that poses an actual or potential threat to life, property, or the environment. It requires a commitment of standard local resources.

  LEVEL II: Emergency Event - An event that poses a significant threat to life, property, or the environment. It requires a commitment of mutual aid resources.

  LEVEL III: Disaster Event - An event that poses an extreme threat to life, property, or the environment. It requires a commitment of state or federal resources.

- **Emergency Operations Center**

  Large, complex terrorist incidents may require the activation of the Emergency Operations Center (EOC) to coordinate field operations and provide overhead support. The EOC will provide a meeting place for area officials when used in accordance with this agreement.

- **Weather**

  Certain terrorist events, or the strategies for dealing with them, may be influenced by the weather. In those cases, the National Weather Service should be contacted to obtain the latest detailed weather information.

- **Access and Road Closures**

  1. The Incident Commanders will request and obtain authority for road closures from the responsible agencies, as necessary.
  2. The Incident Commanders will determine perimeters to control access.
     a. Outer Perimeter - Access permitted to authorized emergency responders.
     b. Inner Perimeter - Access permitted only by approval of Incident Commanders to those actually involved in incident response.

3. Security and access control will be the responsibility of the jurisdiction law enforcement agency. Law enforcement should stop all unauthorized vehicles and persons from entering the incident area.

- **Evacuation and Transportation** (see Annex B Evacuation and ESF 1 Transportation)
  - ❑ The Incident Commanders will determine if evacuation of threatened areas should be recommended.
  - ❑ Evacuation warning/notification should be carried out by law enforcement agencies whenever possible, assisted by fire agencies if necessary.
- **Methods of warning may include** (see ESF 2 Communications):
  - ❑ Emergency vehicle Public Announcement (PA) Systems
  - ❑ Door to door
  - ❑ Local broadcast media
  - ❑ Emergency Alert System
- **Evacuation transportation may include the following** (see ESF 1 Transportation):
  - ❑ Personal vehicles
  - ❑ Emergency vehicles
  - ❑ Local school busses
- **Sheltering** (see ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services):
  - ❑ Any time evacuation occurs due to a terrorist incident, the Incident Commanders will notify Dispatch, who will then contact the American Red Cross (ARC).
  - ❑ The American Red Cross (ARC) will open a shelter or make other arrangements for evacuees, as required.
- **Quarantine** (see ESF 8 Public Health and Medical Services):

  For some events involving chemical or biological agents, it may be necessary to quarantine an affected building and its occupants. In such instances South Central Idaho Public Health District should be contacted immediately because only South Central Idaho Public Health District has statutory authority to take this action. First responders should take actions consistent with preserving public health and safety until authorized officials arrive to implement quarantine orders.
- **Rehab/Food** (see ESF 6 Mass Care, Emergency Assistance, Housing, and Human Services):

  All responders should provide their own subsistence for at least the first twenty four hours. The American Red Cross/Salvation Army and other agencies may provide food and beverage for emergency responders, when requested.
- **Search and Rescue** (see ESF 9 Search and Rescue)

- ❑ The Incident Commanders will determine when search and rescue operations are required.
- ❑ Search and rescue operations will be coordinated by the Gooding County Sheriff's Office.
- ❑ If necessary, other Law Enforcement, Fire Agencies, Hazmat Teams, and resources such as Idaho Mountain Search and Rescue may conduct search and rescue.
- ❑ If the search is for victims contaminated or possibly contaminated with chemical or biological agents, the search should be conducted by emergency responders properly trained and equipped to deal with the situation safely.

III. Organizational Capabilities

A. Idaho State Department of Agriculture

The Division of Animal Industries is responsible for animal disease control, care, and well being of domestic animals, and controls the movement of domestic animals. The Division will use local and state law enforcement officers who have the authority by criminal code to enforce Department orders, directives, recommendations, and/or findings.

The Division is available to provide veterinary and epidemiological expertise concerning animal disease out-breaks, including zoonotic diseases. The Division will also provide expertise and direction concerning the destruction of affected or exposed animals, as well as the disposal of animal carcasses. The Division can also mobilize private veterinary practitioners in emergency situations.

The Division of Plant Industries is available to provide a rapid and effective response when chemical toxins or other contaminant problems threaten animal feed or human food products. Toxins, as used here, include pesticides, mycotoxins, and other substances which may contaminate food or feed products and cause them to be illegal for sale, or dangerous if allowed in the food chain. The Division's Laboratory Services provides analytical information concerning sample composition, physical and chemical properties, including microbiological, pesticides, drugs, industrial chemical and heavy metals, and physical filth. Samples include foods and feeds such as human and animal consumption, and from environmental sources such as water, soil, or vegetation.

The Division's Agricultural Inspections has over 200 employees located at various grain warehouses, fruit packing facilities, potato sheds, and processing plants throughout all of Idaho with good knowledge of the commodities they inspect. Their assistance as a support staff in the event of a hazardous materials incident, terrorism, or natural disaster could be invaluable.

B. Idaho Department of Health and Welfare

The State Health Agency in Idaho is the Department of Health and Welfare, with primary health-related responsibility delegated to the Division of Health (DOH). The mission of the Division of Health is to advance the health of Idahoans through assessment, communication, and the assurance of conditions that foster optimal health and safety. There are seven health districts distributed throughout Idaho based in major population centers: Coeur d'Alene, Lewiston, Caldwell, Boise, Twin Falls, Pocatello, and Idaho

Falls. Local governments directly operate the health districts with a local board of health. The State Health Department and the health districts are mandated, as described in the Rules and Regulations Governing Idaho Reportable Diseases, to report, control, and, when possible, prevent the transmission of reportable diseases and conditions. Currently there are sixty-one (61) diseases and conditions classified as reportable within Idaho.

The Idaho Department of Health and Welfare has close ties with its federal counterpart, the Centers for Disease Control and Prevention (CDC), to provide comprehensive disease monitoring at the local, state, and national level.

The Division of Health (DOH) has many functions that may prove useful prior to and during a release of a biological or chemical weapon of mass destruction.

1. Surveillance: Ongoing disease surveillance by state and district epidemiologist may detect an act of bio-terrorism, as many potential bio-terrorism agents are already reportable in Idaho. An unannounced event will be detected as an unusual cluster of illness, even in the absence of a definitive diagnosis, which is also reportable. The Idaho Division of Health (DOH) has recently entered into an agreement with neighboring states, Montana, North Dakota, and South Dakota, to improve regional surveillance for unusual diseases or clusters of unusual syndromes by expanding surveillance efforts to include non-traditional sources of information such as 911 call-logs, ask-a-nurse requests, poison control logs, pharmacy sales of anti-diarrheas, veterinary surveillance, etc. Extended surveillance, to include sentinel veterinary species will be done in association with collaborators at the state and federal agriculture departments so that zoonotic diseases are noticed early.
2. Diagnostics: The Department of Health (DOH) State Bureau of Laboratories will assist the Federal Bureau of Investigation (FBI) with identifying etiologic agents of biological and chemical terrorism, whenever possible. Biological agents can be identified up to bio-safety level-3 (BL-3) at the Boise facility, which includes most suspected agents (ex: anthrax, plague, and brucellosis). The BL-4 agents, such as hemorrhagic fever viruses (Ebola, Marburg), smallpox, and genetically altered microorganisms, will be shipped directly to a BL-4 facility at Center for Disease Control (CDC) or the Department of Defense (DOD) for analysis. Chemical agents would most often be identified in the field by members of Hazmat teams using rapid detection kits; however, the Department of Health (DOH) State Laboratory Environmental Chemistry Section would play a supportive role in detection and confirmation when required.
3. Epidemiologic Investigations: Epidemiology Services will instigate epidemiologic investigations in response to all reported cases, conditions, and clusters of illness, as outlined in the Rules and Regulations Governing Idaho Reportable Diseases. In the case of a covert attack, the epidemiologic investigation may provide the first clues to rule in or rule out an intentional release of a biological agent. An increase in physician or Emergency Room (ER) visits may be the first indication of an intentional release. This increase should be reported to the State Department of Health (DOH) under the ‘extraordinary occurrence of illness’ provision in the Idaho Reportable Diseases Regulations.

4. Control: Through the assistance of Center for Disease Control (CDC) and the Department of Defense (DOD), State Epidemiologists will help communicate the need for prophylaxis against bio-terrorism pathogens. An algorithm for exposure and risk assessment will be generated on a case-by-case basis. Control may be as simple as hand- and clothes-washing or as complex as vaccination, antibiotic campaigns, and environmental decontamination.
5. Communication: Epidemiology Services will provide information on agents of bio-terrorism upon request or as needed in response to an incident. Information will be of a standardized format; fact sheets, presentations, Center for Disease Control (CDC) Morbidity and Mortality Weekly Reports (MMWRs), decontamination (if appropriate or known), and prophylaxis. In the case of an announced event, fact sheets will automatically be faxed to all emergency rooms and immediate care facilities in the cache area. A representative of Department of Health (DOH) will be available 24 hours a day, via the State Communications Emergency Pager system, for consultation in the case of an emergency.
6. Follow-up: Epidemiology Services records the number of affected individuals through surveillance at the local and state level. Case investigations will be carried out in a timely manner on all affected individuals. Alterations in normal case-investigation procedures may have to be developed in the case of a large scale (100's-1000's involved) incident.

IV. Documentation

Participating agencies should keep the following records throughout the incident:

- Personnel records
- Time keeping records
- Injury records
- Exposure records
- Equipment procurement and use records
- Dispatch Logs

III. Safety

The safety and welfare of emergency responders shall be the first and foremost consideration in all incident operations and decisions.

A. Training

Gooding County intends to use courses sponsored by the federal and state governments, as well as private organizations, to fulfill training requirements. Each emergency response agency must determine what type and level of training is required for its own personnel. The Idaho Attorney General’s Office has expressed the opinion that for hazmat operations, as a minimum, all responders should be trained to the *First Response Operation* level.

B. Personal Protective Equipment

Personnel protective equipment for events involving chemical or biological agents is:

1. Level A Protection
   a) Supplied-air respirator (Mine Safety and Health Administration (MSHA) and National Institute for Occupational Safety and Health (NIOSH) approved). Respirators may be pressure-demand, self-contained breathing apparatus (SCBA) or pressure-demand, airline respirators
   b) Fully encapsulating, vapor protective, chemical resistant suits
   c) Coveralls
   d) Long cotton underwear
   e) Gloves, chemical-resistant
   f) Boots, chemical-resistant, steel toe and shank
   g) Hard hat (under suit)
   h) Disposable gloves and boot covers
   i) Cooling unit
   j) 2-way radio communications
2. Level B Protection
   a) SCBA
   b) Supplied-air respirator (MSHA/NIOSH approved)
   c) Chemical resistant clothing
   d) Long cotton underwear (optional)
   e) Coveralls
   f) Gloves (outer), chemical-resistant
   g) Gloves (inner), chemical-resistant
   h) Boot covers (outer), chemical-resistant
   i) Hard hats
   j) 2-way radio communications.
3. Level C Protection
   a) Air-purifying respirator, full-face canister equipped (MSHA/NIOSH approved)
   b) Chemical-resistant clothing (coveralls; hooded, one-piece or two-piece chemical splash suit; chemical-resistant hood and apron; disposable chemical-resistant coveralls)
   c) Gloves (outer), chemical-resistant
   d) Boots (outer), chemical-resistant
   e) 2-way radio communications

4. Level D Protection
   a) Work uniform (shoes, shirt, trousers, etc.)
   b) Coveralls - optional
   c) Gloves - optional
   d) Chemical resistant boots - optional
   e) Goggles - optional

IV. Terrorism Investigation

Every terrorist incident responded to by local agencies shall be investigated by law enforcement, and an investigation report shall be completed. Every effort should be made to collect and preserve pertinent evidence.

NOTIFICATION CHART

Incident Discovery

911 Dispatch Center

Emergency Medical Services
Fire
Law Enforcement
Local FBI

OTHERS AS NEEDED:
Gooding County Public Works
American Red Cross
South Central Idaho Public Health
CHEMTREC
Coroner
Gooding County Disaster Services
National Response Center
National Weather Service
Public Works Dept.
Utilities

State EMS Com. Center:
As per protocol to include as required:
ATF
EPA
FBI
BDS
BHM
DEQ
ID Dept. Health & Welfare
ID Dept. Agriculture
ID State Epidemiologist

(Others to be determined by State weapons of mass destruction plan)

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Annex F Volunteer Management

I. Purpose

This Annex establishes an organizational structure and process by which the County can access and manage volunteer and service program resources for community-wide disaster response, relief and recovery efforts. When managed appropriately, volunteers and service programs provide valuable and cost-effective resources to the community.

II. Concept of Operations

A. At the time of an emergency a volunteer coordinator will be identified to assist with the processing and recruiting of volunteers.

B. The volunteer coordinator will work under the Logistics section of the EOC regarding task identification and specific volunteer skill and resource needs. All volunteer inquiries will be directed through this person to assure proper procedures are followed.

C. Job descriptions will be made by the agency requesting volunteers with assistance from the volunteer coordinator.

D. All volunteers will use either the individual volunteer signup sheet or the group signup sheet.

E. Volunteers will be told what "jobs" are open either by verbal announcement or posting of the job descriptions.

F. Volunteers who wish to apply for a position will go to the agency requesting that job and be interviewed by a supervisor to assess their ability to perform that duty.

G. The requesting agency will be responsible for verifying credentials of volunteers.

H. The selected volunteers will be trained and supervised by the requesting agency.

I. The requesting agency will be responsible for ensuring volunteers use the volunteer time sheet on the 5th page of this annex.

J. The requesting agency will be responsible for informing the volunteer coordinator of positions that have been filled.

Keys to an effective volunteer management program

A. All volunteers **MUST** be treated as employees. This includes interviewing the volunteers, workmen's comp, and tracking hours for personnel and equipment.

B. Be sure to adequately train your volunteers for the service they will be performing and provide proper supervision.

C. Recognize the volunteers after their service.

III. Attachments

Attachment 1 - Volunteer Coordinator Responsibility Checklist

Attachment 2 - Individual Volunteer Signup Sheet

Attachment 3 - Group volunteer Signup Sheet

Attachment 4 - Volunteer Time Sheet for Personnel and Equipment

Attachment 1: Volunteer Management Coordinator

General Duties

- Establish and maintain communications with, or relocate to, the EOC.
- Establish and maintain communications with agencies requesting volunteers.
- Recruit the needed volunteers through established groups or individual methods.
- Ensure all volunteers fill out either the individual or group signup sheet.
- Ensure all volunteers' hours are tracked through the volunteer time sheet.
- Ensure all volunteers are appropriately assigned, utilized, prepared, and fed.

Action Checklist

- ❑ Initiate an event log of activities, beginning with notification of the emergency.
- ❑ Obtain a status briefing from the Logistics Section. Determine if local emergency has been declared and the anticipated needs for volunteers.
- ❑ Determine needs of all EOC sections and branches for volunteers.
- ❑ If necessary, assign and train volunteers to assist you.
- ❑ Request needed resources from EOC, including food and water for staff, phone lines and/or electronic communications equipment.
- ❑ Work with EOC's Finance/Administration Section to make sure your staffing and operations cost tracking follow FEMA guidelines.
- ❑ Maintain all required records and documentation to support the history of the emergency.
- ❑ Thank volunteers who contributed to efforts in the community. Consider also recognizing volunteers after the event (e.g., phone call, letter from the mayor, an article or ad publishing their names in a local newspaper, gift of commemorative item).

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Attachment 2: Individual Volunteer Signup Sheet

I (Name):_____ give my permission to voluntarily participate in any disaster response and recovery activities.
I understand that all reasonable and prudent precautions will be taken to ensure no harm or injury comes to me.
My emergency contacts are:
Name:_____ Phone:_____
Name:_____ Phone:_____
I am allergic to the following medications and or substances:
_____
_____
_____
_____
I hereby covenant and agree to release and hold harmless Gooding County, Homeland Security, and all other agencies and participants from and against any and all liability, loss, damages, claims, or actions for bodily injury and/or property damage, to the extent permissible by law, arising out of my volunteer participation.

_____ Date: _____
Signature
If under 18 years of age:

I (Parent/Guardian Name): _____ give my permission for my minor child (Name): _____ to participate in the (County) _____ drill or exercise. I give my permission for the disaster Coordinator/assigned delegate to transport and have my child treated if required.

Parent or Guardian does hereby covenant and agree to release and hold harmless Gooding County, Homeland Security, and all other agencies and participants from and against any and all liability, loss, damages, claims, or actions for bodily injury and/or property damage, to the extent permissible by law, arising out of their volunteer participation.

_____ Date: _____
Parent/Guardian

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Attachment 3: Group Volunteer Signup Sheet

Group Name:		**Date:**	

	Name	**Emergency Contact**	**Emergency Phone**	**Allergies**
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

By completing the above form, I agree to voluntarily participate in any disaster response and recovery activities. I further covenant and agree to release and hold harmless Gooding County, Homeland Security, and all other agencies and participants from and against any and all liability, loss, damages, claims, or actions for bodily injury and/or property damage, to the extent permissible by law, arising out of my voluntary participation.

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Attachment 4: Volunteer Time Sheet for Personnel and Equipment

Name of Person or Equipment	Volunteer Position	Date	Time In	Time Out

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APPENDICES

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Glossary of Key applicable NIMS Terms

Accountable Property: Property that: 1) has an acquisition cost that is $15,000 or more; 2) has a unique, identifiable serial number (e.g., computer or telecommunications equipment); and 3) is considered "sensitive" (i.e., easily pilfered), such as cellular phones, pagers, and laptop computers.

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.

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

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

Awareness: The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Casualty: Any person who is declared dead or is missing, ill, or injured.

Catastrophic Incident: Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

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

Civil Transportation Capacity: The total quantity of privately owned transportation services, equipment, facilities, and systems from all transportation modes nationally or in a prescribed area or region.

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

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

Community Recovery: In the context of the NRP and its annexes, the process of assessing the effects of an Incident of National Significance, defining resources, and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

Consequence Management: Predominantly an emergency management function and included measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. The requirements of consequence management and crisis management are combined in the NRP. See also **Crisis Management.**

Credible Threat: A potential terrorist threat that, based on a threat assessment, is credible and likely to involve WMD.

Crisis Management: Predominantly a law enforcement function and included measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The requirements of consequence management and crisis management are combined in the NRP. See also **Consequence Management.**

Critical Infrastructures: Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Cultural Resources: Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes, and museum collections.

Cyber: Pertaining to computers and their support systems, such as servers, routers, and switches that support critical infrastructure.

Disaster: See **Major Disaster.**

Disaster Recovery Center (DRC): A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

Emergency: As defined by the Stafford Act, an emergency is "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States."

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

Emergency Operations Plan (EOP): The "steady-state" plan maintained by various jurisdictional levels for managing a wide variety of potential hazards.

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

Emergency Response Provider: Includes 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, Public Law 107-296, 116 Stat. 2135 (2002).) Also known as "emergency responder."

Emergency Support Function (ESF): A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local, and tribal governments or to Federal departments and agencies conducting missions of primary Federal responsibility.

Emerging Infectious Diseases: New or recurring infectious diseases of people, domestic animals, and/or wildlife, including identification, etiology, pathogenesis, zoonotic potential, and ecological impact.

Environment: Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.

Environmental Response Team: Established by EPA, the Environmental Response Team includes expertise in biology, chemistry, hydrology, geology, and engineering. The Environmental Response Team provides technical advice and assistance to the OSC for both planning and response to discharges and releases of oil and hazardous substances into the environment.

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

Facility Management: Facility selection and acquisition, building services, information systems, communications, safety and health, and physical security.

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

Federal Coordinating Officer (FCO): The Federal officer who is appointed to manage Federal resource support activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of Federal disaster assistance resources and programs to the affected State and local governments, individual victims, and the private sector.

Federal Emergency Communications Coordinator (FECC): That person, assigned by GSA, who functions as the principal Federal manager for emergency telecommunications requirements in major disasters, emergencies, and extraordinary situations, when requested by the FCO or FRC.

Federal On-Scene Coordinator (FOSC or OSC): The Federal official pre-designated by the EPA or the USCG to coordinate responses under subpart D of the NCP, or the government official designated to coordinate and direct removal actions under subpart E of the NCP.

Federal Resource Coordinator (FRC): The Federal official appointed to manage Federal resource support activities related to non-Stafford Act incidents. The FRC is responsible for coordinating support from other Federal departments and agencies using interagency agreements and MOUs.

First Responder: Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of
2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, or nongovernmental organizations.

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

Hazard Mitigation: Any cost-effective measure which will reduce the potential for damage to a facility resulting from a disaster event.

Hazardous Material: For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to mean hazardous substances, pollutants, and contaminants as defined by the NCP.

Hazardous Substance: As defined by the NCP, any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

Historic Property: Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records, and remains which are related to such district, site, building, structure, or object [16 U.S.C. § 470(w)(5)].

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, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

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

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

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by

jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

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

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

Incident Mitigation: Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

Incident of National Significance: Based on criteria established in HSPD-5 (paragraph 4), an actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of Federal, State, local, tribal, nongovernmental, and/or private-sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

Information Officer: See **Public Information Officer.**

Infrastructure: The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

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

Initial Response: Resources initially committed to an incident.

In-Kind Donations: Donations other than cash (usually materials or professional services) for disaster survivors.

Joint Field Office (JFO): A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO will combine the traditional functions of the JOC, the FEMA DFO, and the JIC within a single Federal facility.

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

Joint Operations Center (JOC): The JOC is the focal point for all Federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident, and is managed by the SFLEO. The JOC becomes a component of the JFO when the NRP is activated.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authorities. 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 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; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Long-Range Management Plan: Used by the FCO and management team to address internal staffing, organization, and team requirements.

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

Materiel Management: Requisitioning and sourcing (requirements processing); acquisition, asset visibility (resource tracking), receipt, storage, and handling; security and account distribution; and recovery, reuse, and disposition.

Mission Assignment: The vehicle used by DHS/EPR/FEMA to support Federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation: 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 developed in accordance with 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.

Mobilization Center: An off-site temporary facility at which response personnel and equipment are received from the Point of Arrival and are pre-positioned for deployment to an incident logistics base, to a local Staging Area, or directly to an incident site, as required. A mobilization center also provides temporary support services, such as food and billeting, for response personnel prior to their assignment, release, or reassignment and serves as a place to out-process following demobilization while awaiting transportation.

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

Mutual Aid Agreement: Written agreement between agencies, organizations, 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 policy.

National Disaster Medical System (NDMS): A coordinated partnership between DHS, HHS, DOD, and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

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 NGOs 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; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Interagency Fire Center (NIFC): A facility located in Boise, ID, that is jointly operated by several federal agencies and is dedicated to coordination, logistical support, and improved weather services in support of fire management operations throughout the United States.

Natural Resources: Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

National Response Center: A national communications center for activities related to oil and hazardous substance response actions. The National Response Center, located at DHS/USCG Headquarters in Washington, DC, receives and relays notices of oil and hazardous substances releases to the appropriate Federal OSC.

National Special Security Event (NSSE): A designated event that, by virtue of its political, economic, social, or religious significance, may be the target of terrorism or other criminal activity.

Nongovernmental Organization (NGO): A nonprofit entity 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.

Nuclear Incident Response Team (NIRT): Created by the Homeland Security Act to provide DHS with a nuclear/radiological response capability. When activated, the NIRT consists of specialized Federal response teams drawn from DOE and/or EPA. These teams may become DHS operational assets providing technical expertise and equipment when activated during a crisis or in response to a nuclear/radiological incident as part of the DHS Federal response.

On-Scene Coordinator (OSC): See **Federal On-Scene Coordinator.**
Pollutant or Contaminant: As defined in the NCP, includes, but is not limited to, any element, substance, compound, or mixture, including disease-causing agents, which after release into the environment and upon exposure, ingestion, inhalation, or assimilation into any organism, either directly from the environment or indirectly by ingestion through food chains, will or may

reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions, or physical deformations in such organisms or their offspring.

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 involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Prevention: Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken 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.

Principal Federal Official (PFO): The Federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate, and execute the Secretary's incident management responsibilities under HSPD-5 for Incidents of National Significance.

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

Public Assistance Program: The program administered by FEMA that provides supplemental Federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private nonprofit organizations.

Public Health: Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

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.

Public Works: Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

Radiological Emergency Response Teams (RERTs): Teams provided by EPA's Office of Radiation and Indoor Air to support and respond to incidents or sites containing radiological hazards. These teams provide expertise in radiation monitoring, radionuclide analyses, radiation

health physics, and risk assessment. RERTs can provide both mobile and fixed laboratory support during a response.

Recovery: The development, coordination, ability; inventory, deployment, issue, and coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

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.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the 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.

Senior Federal Official (SFO): An individual representing a Federal department or agency with primary statutory responsibility for incident management. SFOs utilize existing authorities, expertise, and capabilities to aid in management of the incident working in coordination with other members of the JFO Coordination Group.

Situation Assessment: The evaluation and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision making.

State: Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Strategic: Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the

establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategic Plan: A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

Subject-Matter Expert (SME): An individual who is a technical expert in a specific area or in performing a specialized job, task, or skill.

Telecommunications: The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electro-magnetic, or optical means. Telecommunications includes all aspects of transmitting information.

Terrorism: Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

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

Transportation Management: Transportation prioritizing, ordering, sourcing, and acquisition; time phasing plans; fleet management; and movement coordination and tracking.

Tribe: 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.

Unaffiliated Volunteer: An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a “spontaneous” or “emergent” volunteer.

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan. (See page 10 for discussion on DOD forces.)

United States: The term “United States,” when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S.Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As

defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Unsolicited Goods: Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

Urban Search and Rescue: Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

Volunteer: Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

Volunteer and Donations Coordination Center: Facility from which the Volunteer and Donations Coordination Team operates. It is best situated in or close by the State EOC for coordination purposes. Requirements may include space for a phone bank, meeting space, and space for a team of specialists to review and process offers.

Weapon of Mass Destruction (WMD): As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Wireless Priority Service (WPS): WPS allows authorized NS/EP personnel to gain priority access to the next available wireless radio channel to initiate calls during an emergency when carrier channels may be congested.

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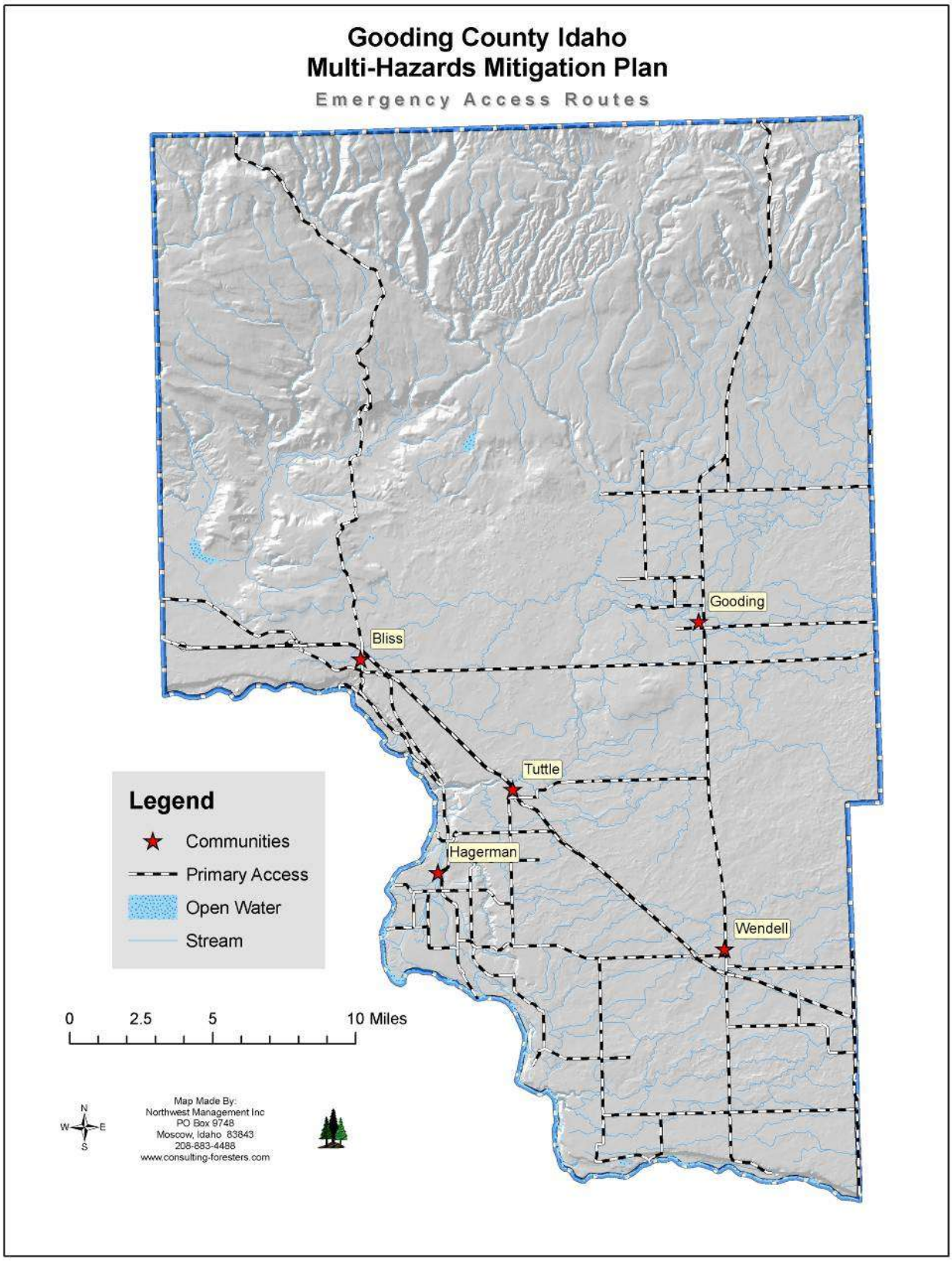
NIMS Acronym List

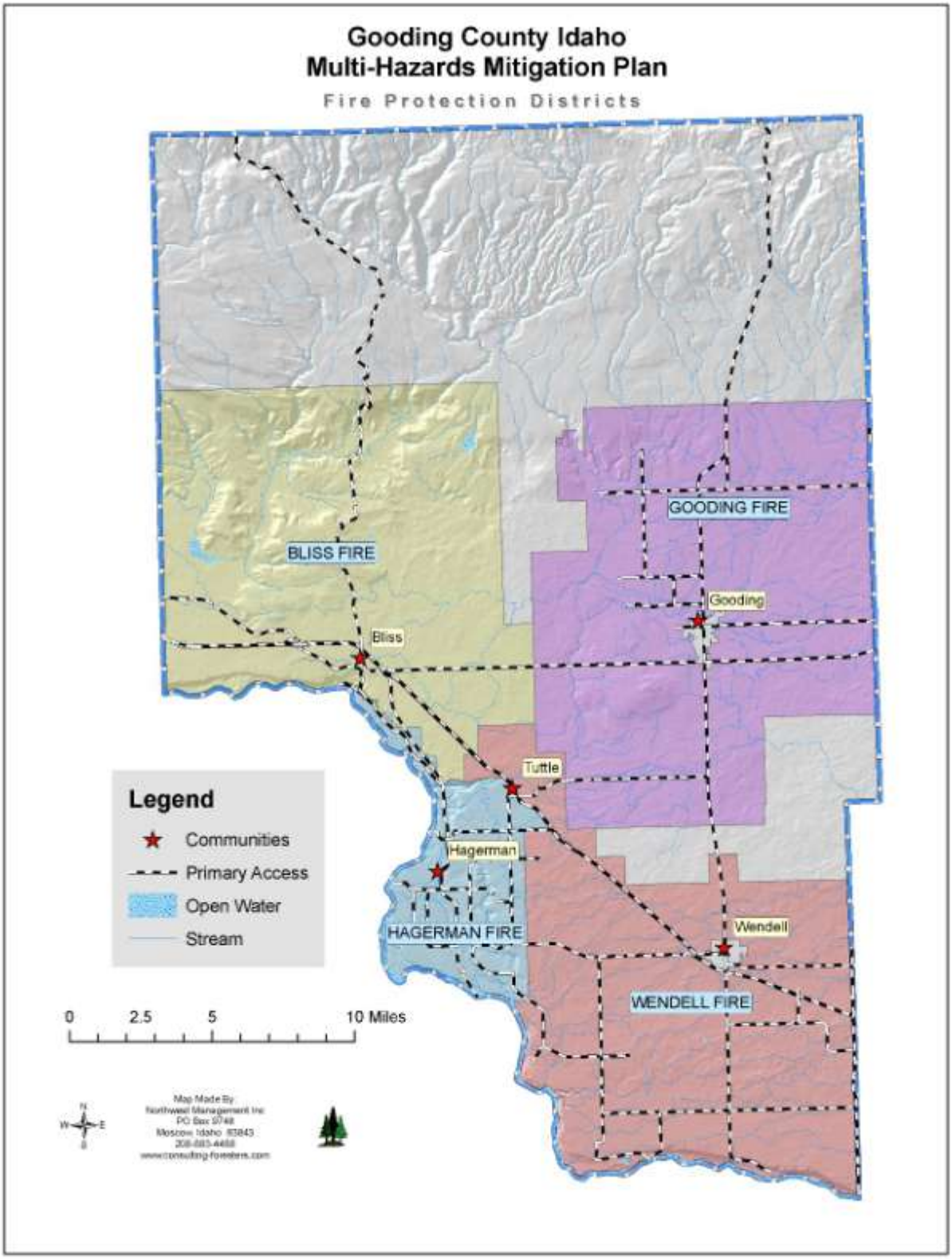
ALS	Advanced Life Support
APHIS	Animal and Plant Health Inspection Service
BHS	Bureau of Homeland Security
CBO	Community-Based Organization
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CERT	Community Emergency Response Team
CFO	Chief Financial Officer
DEQ	Division of Environmental Quality
DFO	Disaster Field Office
DHS	Department of Homeland Security
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Operational Response Team
EOC	Department Operations Center
EAS	Emergency Assistance Personnel or Emergency Alert System
EMAC	Emergency Assistance Compact
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPIO	Emergency Public Information Officer
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FOG	Field Operations Guide
FRC	Federal Resource Coordinator
FRERP	Federal Radiological Emergency Response Plan
FRP	Federal Response Plan
GIS	Geographical Information System
HAZMAT	Hazardous Materials
HSPD-5	Homeland Security Presidential Directive 5
IAP	Incident Action Plan
IC	Incident Command
ICP	Incident Command Post
ICS	Incident Command System
IMT	Incident Management Team
INL	Idaho National Laboratory
ISP	Idaho State Police
ITD	Idaho Transportation Department
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center

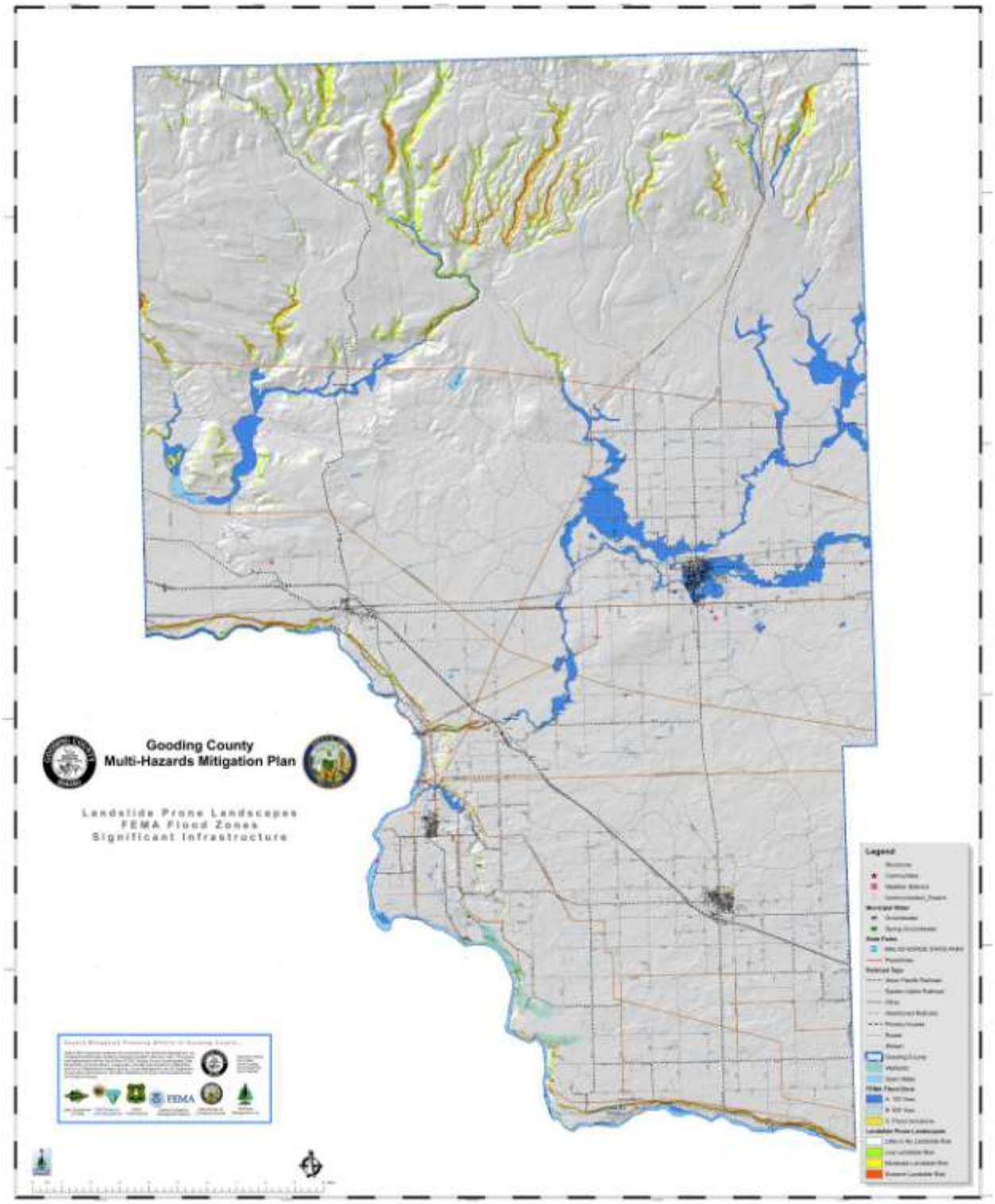
LNO	Liaison Officer
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NASA	National Aeronautics and Space Administration
NAWAS	National Warning System
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NDMS	National Disaster Medical System
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRP	National Response Plan
NVOAD	National Voluntary Organizations Active in Disaster
OSC	On-Scene Coordinator
OSHA	Occupational Safety and Health Administration
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POLREP	Pollution Report
POC	Point of Contact
PVO	Private Volunteer Organization
R&D	Research and Development
RA	Reimbursable Agreement
RCRA	Resource Conservation and Recovery Act
RESTAT	Resource Status
ROSS	Resource Ordering and Status System
SAR	Search and Rescue
SCO	State Coordinating Officer
SDO	Standards Development Organization
SFO	Senior Federal Official
SITREP	Situation Report
SO	Safety Officer
SO	Sheriff's Office
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
TSA	Transportation Security Administration
UC	Unified Command
US&R	Urban Search and Rescue
WMD	Weapons of Mass Destruction

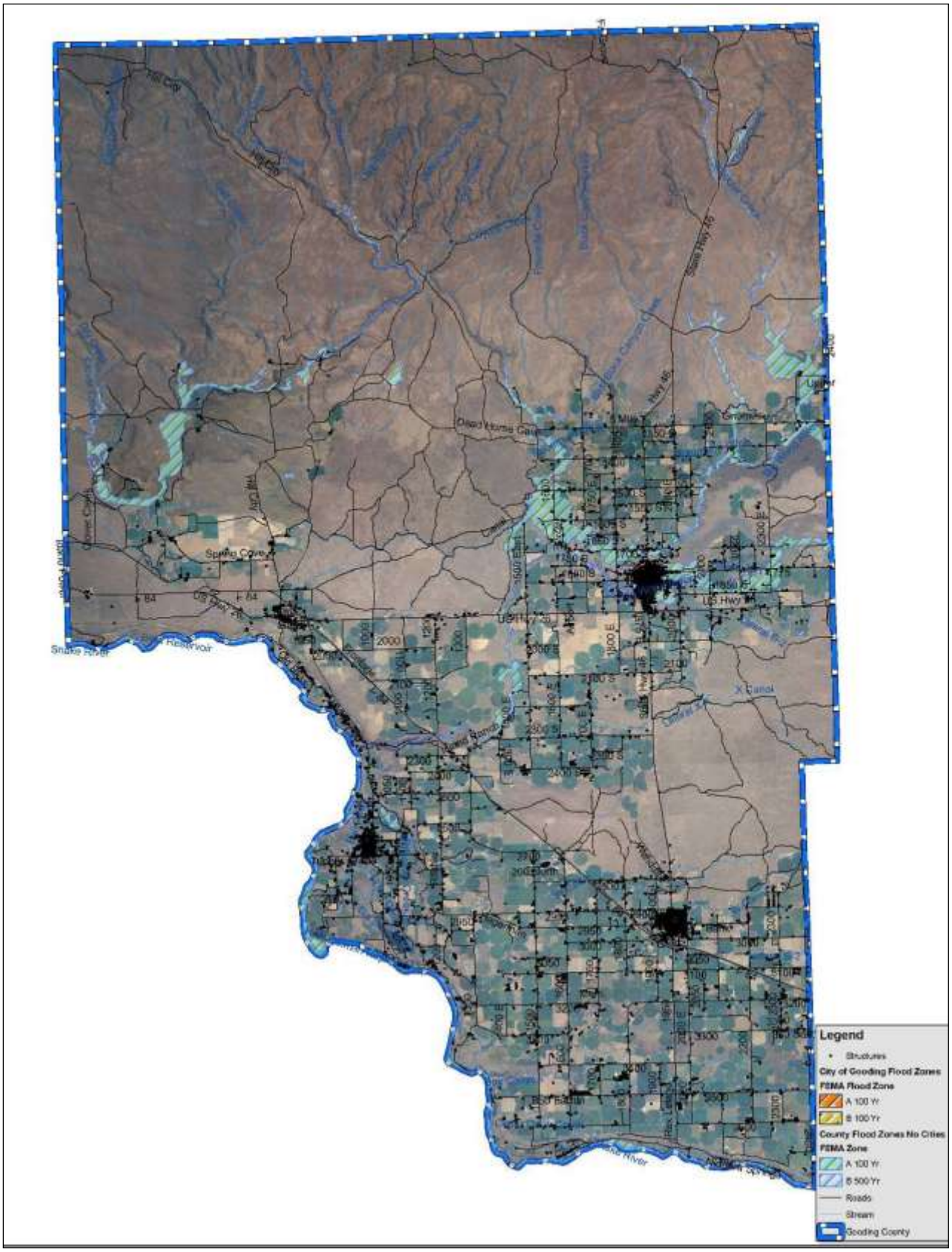
Maps

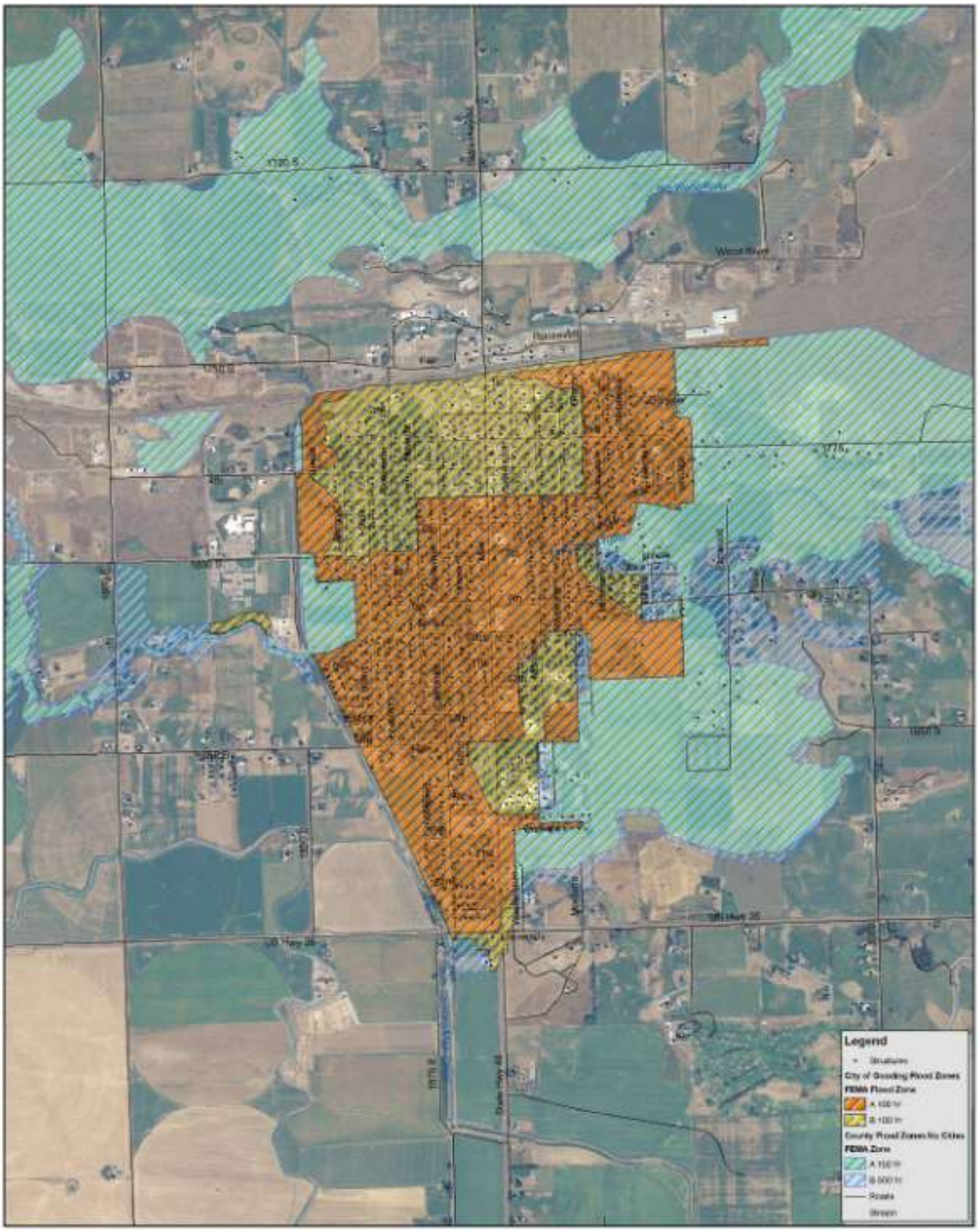
Gooding County
Multi-Hazards Mitigation Plan
Land Ownership
Significant Infrastructure
FEMA
Legend


Gooding County Idaho
Multi-Hazards Mitigation Plan
Emergency Access Routes
Gooding
Bliss
Tuttle
Hagerman
Wendell
Legend
Communities
Primary Access
Open Water
Stream
0
2.5
5
10 Miles
N
W
E
S
Map Made By:
Northwest Management Inc
PO Box 9748
Moscow, Idaho 83843
208-883-4488
www.consulting-foresters.com


Gooding County Idaho
Multi-Hazards Mitigation Plan
Fire Protection Districts
GOODING FIRE
BLISS FIRE
Gooding
Bliss
Tuttle
Hagerman
HAGERMAN FIRE
Wendell
WENDELL FIRE
Legend
Communities
Primary Access
Open Water
Stream
0 2.5 5 10 Miles


Gooding County
Multi-Hazards Mitigation Plan
Landslide Prone Landscapes
FEMA Flood Zones
Significant Infrastructure
Legend
FEMA


Legend
Structures
City of Gooding Flood Zones
FEMA Flood Zone
A 100 Yr
B 100 Yr
County Flood Zones No Cities
FEMA Zone
A 100 Yr
B 500 Yr
Roads
Stream
Gooding County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