Section III

RESPONSE

A. RESPONSE ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

1. **County Chairman of the Board of Supervisors Responsibilities, Powers, and Succession**

   a. The Chairman of the Board of Supervisors is ultimately responsible for County emergency response activities and:

   - May assume personal oversight of the County emergency response organization if the scope and magnitude of the emergency indicates the necessity of personal management and direction of the response and recovery operations,

   - Controls the use of all County owned resources and facilities for disaster response,

   - May declare a local state of emergency in consultation with the Director of the Department of Emergency Services, Delaware County Sheriff, Director of Public Health and the County Attorney and may promulgate emergency orders and waive local laws, ordinances, and regulations,

   - May request assistance from other counties and the State when it appears that the incident will escalate beyond the capability of County resources,

   - May provide assistance at the request of other local governments both within   and outside Delaware County.

   b. In the event of the immediate unavailability of the Chairman of the Board of Supervisors, the following line of command and succession has been established to ensure continuity of government and the direction of emergency operations:

   - The Vice Chairman will assume the responsibilities of that office until the Chairman is available;

   - The Sheriff will be in command until the Vice Chairman or Chairman is available;

   - The Director of the Department of Emergency Services will be in command until the Sheriff, the Vice Chairman or Chairman is available;

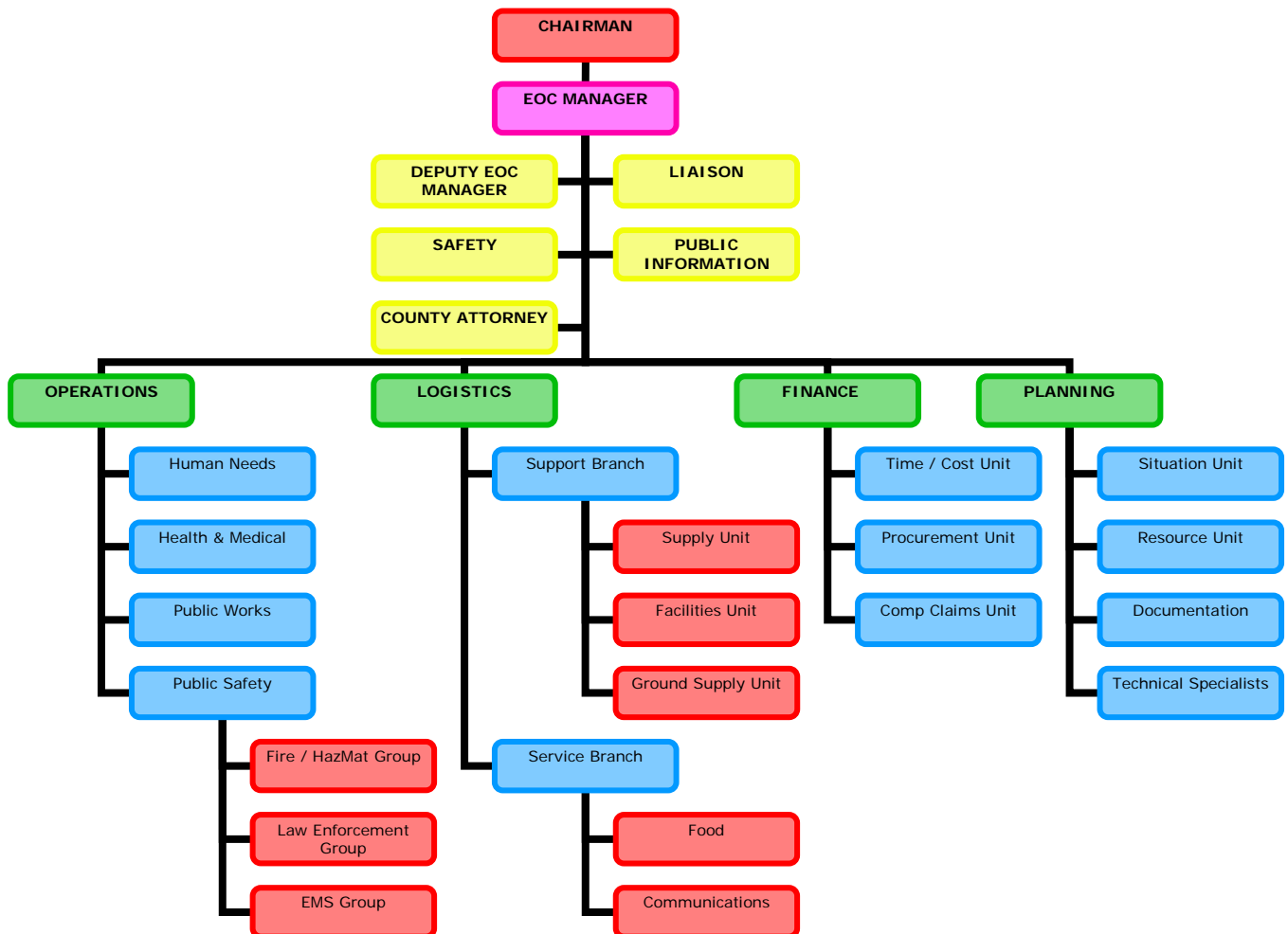## B. THE ROLE OF THE DIRECTOR OF THE DEPARTMENT OF EMERGENCY SERVICES

1. **The Director of the Department of Emergency Services (Emergency Manager)** directs and coordinates county emergency response activities for the Chairman of the Board of Supervisors, and recommends to the Chairman to declare a local state of emergency based on the severity of the situation and the necessity to use additional executive power to respond effectively to the emergency.

2. **The Director of the Department of Emergency Services (Emergency Manager)**

   a) Activates the County's response organization and initiates County response activities

   b) Notifies and briefs County departments, agencies and other organizations involved in an emergency response

   c) Maintains and manages an Emergency Operations Center

   d) Facilitates coordination between the County and:

   - The Incident Commander
   - Towns and villages in the County
   - Local governments outside the County
   - State Emergency Management Office
   - Private emergency support organizations.

C. THE COUNTY EMERGENCY RESPONSE ORGANIZATION

1. **The Incident Command System (ICS)**

   a) Delaware County endorses the use of the Incident Command System (ICS), as developed by the National Interagency Incident Management System (NIIMS), and formally adopted by the State of New York, for emergencies requiring multi-agency response. ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. ICS should be initiated by the emergency forces first responding to an incident

   b) ICS is organized by functions. There are five:

   - Command
   - Planning
   - Logistics

- Operations
- Finance

c) Under ICS, an Incident Commander (IC) has the overall responsibility for the effective on-scene management of the incident, and must ensure that an adequate organization is in place to carry out all emergency functions.

d) The IC directs emergency operations from an Incident Command Post, the only command post at the emergency scene.

e) In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate sections under the IC.

f) Within the Command function, the IC has additional responsibilities for Safety, Public Information, and Liaison. These activities can be assigned to staff under the IC.

g) An on scene ICS with all five functions organized as sections is depicted below

h) During an emergency County response personnel must be cognizant of the Incident Command System in place and their role in it. Some County personnel may be responders to the scene and part of the on-scene ICS structure in a functional or staff role. Other County personnel may be assigned to the County Emergency Operations Center (EOC) or other locations where they will provide support to the responders at the scene. All County response personnel not assigned to the on-scene ICS will be coordinated by or through the Director of the Department of Emergency Services.

i) The Incident Commander is usually selected due to his or her position as the highest ranking responding officer at the scene. The IC must be fully qualified to manage the incident. As an incident grows in size or becomes more complex a more highly qualified Incident Commander may be assigned by the responsible jurisdiction. Thus, a County official could be designated as the IC.

j) A major emergency encompassing a large geographic area may have more than one emergency scene. In this situation, separate Incident Commanders may set up command at multiple locations. In this case, an Area Command may be established. The Area Command is structured similar to a normal ICS with one exception; the Incident Commander is called the Incident Manager to whom all Incident Commanders report. A County official could be designated as an Incident Manager and numerous County response personnel assigned to the Area ICS.

k) County response personnel operating at the EOC will be organized by ICS function, as depicted below and interface with their on-scene counterparts, as appropriate.

l) Whenever the ICS is established, County response forces should be assigned to specific ICS functions wherever they are needed including at the scene, at the EOC in a support role, or at an Area Command, if established. See Table 1 for probable ICS functional assignments by agency. Assignments may change as situation dictates or as directed by the EOC Manager.

m) The EOC Manager's responsibility is the) overall management of the county EOC. For most incidents, the command activity is carried out by a single EOC Manager. The EOC Manager for any said operational period is selected by experience and qualifications.

n) **Operations Section -** The Operations Section is responsible for the managing certain County level tactical operations and assists local Incident Commanders to reduce immediate hazards and restore normal conditions.

- The Operations Section Coordinator is responsible for the management of all tactical operations for the incident.

- The Operations Section Coordinator helps formulate and interprets strategy established by the EOC Director, and implements it tactically as per EOC procedures.

- The Operations Section Coordinator activates and supervises organizational elements in accordance with the Incident Action Plan and directs its execution.
- The Operations Section Coordinator also directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the Incident Action Plan as necessary, and reports such changes to the EOC Director.

- The Operations Section Coordinator ensures that the operations function is carried out including the coordination of response for all operational functions assigned to the EOC and ensures that operational objectives and assignments / missions identified in the IAP are carried out effectively.

- The Operations Section Coordinator establishes the appropriate level of organization within the section, continuously monitors the effectiveness of that organization and makes changes as required.

- The Operations Section Coordinator exercises overall responsibility for the coordination of operational activities within the section and ensures that all state agency actions under the section are accomplished within the priorities established.

- The Operations Section Coordinator reports to the EOC Director on all matters pertaining to section activities.

o) **Planning Section - T**he Planning Section is responsible for collecting, evaluating, and disseminating information about the incident and the status of resources. This information is used to understand the current situation, predict the probable course of incident related events, and prepare alternate strategies for the incident.

- The Planning Section Coordinator is responsible for the collection, evaluation, dissemination and use of information about the development of the incident and the status of the resources. Information is needed to understand the current situation, predict the probable course of incident events, and prepare alternative strategies and control operations of the incident.

- The Planning Section Coordinator conducts the planning meeting and is responsible for producing a written Incident Action Plan.

- The Planning Section Coordinator activates and supervises units within the Planning Section; Situation Unit, Resources Unit, Documentation Unit and Technical Specialist.

p) **Logistics Section –** The Logistics Section is responsible for providing facilities, services, and materials in support of the incident response.

- The Logistics Section Coordinator is responsible for providing all support needs to the incident (except air). Support needs include facilities, services, equipment, and supplies.

- The Logistics Section Coordinator participates in the development and implementation of the incident action plan, and activates and supervises the units within the Logistics Section.

q) **Finance/Administration Section-** The Finance/Administration Section is responsible for all financial and cost analysis aspects of the incident.

- The Finance / Administration Section Coordinator is responsible for managing all financial aspects of the incident. He / she is responsible for tracking all incident costs and providing guidance to the EOC Director on financial issues that may have an impact on incident operations.

D. MANAGEING EMERGENCY RESPONSE

The Chairman of the Board of Supervisors shall exercise ultimate responsibility and oversight for emergency response, and shall delegate ICS responsibilities as described in table one, or as special circumstance warrants

1. Incident Command Post and Emergency Operations Center

a) On-scene emergency response operations will be directed and controlled by the Incident Manager from an Incident Command Post located at or near the emergency site. This will be the only command post at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a command post.

TABLE 1 - ICS Function and Response Activities by Agency

AGENCY	ICS FUNCTION	RESPONSE ACTIVITIES
Chairman of the Board of Supervisors	Responsible Authority	Ultimate situation responsibility; Declaration of State Emergency; Promulgation of emergency orders;
Appointed Staff	Public Information Officer	Emergency Public Information coordination and dissemination
Dept. Emergency Services	Command and Control All ICS Sections	Activation and Coordination of the EOC; Liaison and Coordination with Gov'ts and organizations;
Emergency Services	Operations	Fire Suppression and Control; Search and Rescue; HAZMAT Exposure Control
Local PD/Sheriff's Dept.	Operations	Communications, Warning, Law Enforcement, Security, Criminal Investigation, Death Investigation
Public Health/EMS	Operations	Medical Care and Treatment; Disease and Pest Control
As Appointed	Safety	Emergency Worker Protection
Public Works Dept.	Operations	Debris Removal and Disposal; Damage Assessment; Sewage Control
Social Services	Operations	Human Needs Assessment
Information Technology	Operations	Tech Support within the EOC
Code Enforcement	Operations	Damage Assessment
Probation	Operations	Law Enforcement, Security and Warning
Office for the Aging	Operations	Human Needs Assessment
Planning Department	Planning	Situation Assessment and Documentation; Advance Planning
Mental Health	Operations	Crisis Counseling, Human Needs
Coroner	Operations	Identification and Disposal of Dead
American Red Cross	Operations	Temporary Housing and Shelter; Emergency Food and Clothing
County Clerk	Logistics	Supply and Procurement; Information Systems
Personnel Director	Logistics	Human Resources
Purchasing Director (Clerk of the Board)	Finance/Administration	Purchasing; Accounting; Record-keeping

b)   The County EOC will be used to support Incident Command Post activities and to coordinate County resources and assistance. The EOC can also be used as an Area Command Post when Area Command is instituted.

c)   A Command Post will be selected by the Incident Commander based upon the logistical needs of the situation and located at a safe distance from the emergency site.

d)   The County EOC is located at the Delaware County Public Safety Building in Delhi, New York.

e)   If a disaster situation renders the EOC inoperable, an auxiliary EOC will be established at a suitable location.

f)   The EOC can provide for the centralized coordination of County and private agencies' activities from a secure and functional location.

g)   County agencies and other organizations represented at the EOC will be organized according to ICS function under the direction of the Director of the Department of Emergency Services.

h)   Though organized by ICS function, each agency's senior representative at the EOC will be responsible for directing or coordinating his or her agency's personnel and resources. Where the agency is also represented at the scene in an ICS structure, the EOC representative will coordinate the application of resources with the agency's representative at the scene.

i)   The Director of the Department of Emergency Services is responsible for managing the EOC or auxiliary EOC during emergencies.

j)   If required, the EOC will be staffed to operate continuously on a twenty-four hour a day basis. In the event of a 24-hour operation, two 12 ½ hour shifts will be utilized. (The   additional ½ hour is for shift change briefings.) Designation of shifts will be established as conditions warrant by the Director of the Department of Emergency Services.

k)   Each agency will routinely identify its personnel assigned to the EOC. This identification is to be provided to the Emergency Manager and updated quarterly.

l)   Work areas will be assigned to each agency represented at the EOC.

m)   Internal Security at the EOC during an emergency will be provided by the County Sheriff's Department:

- All persons entering the EOC will be required to check in at the security desk located at the main entrance
- All emergency personnel will be issued a pass (permanent or temporary) to be worn at all times while in the EOC
- Temporary passes will be returned to the security desk when departing from the premises

n). EOC space should be maintained in an emergency operating mode by the Department of Emergency Services at all times. During non-emergency periods, the EOC can be used for meetings, training and conferences.

o) The ICS Planning function is responsible for emergency situation reporting at the EOC and has established procedures and forms to be used. The EOC will utilize the ICS "Planning P" in strategic and tactical planning for the next operational period.

p) The Emergency Manager maintains Standard Operating Guides for activating, staffing and managing the EOC. These SOGs can be found as Appendix III-1 to this section of the plan.

q) Outside organizations including State agencies (DHSES / NYSOEM / NYS OFPC / NYS OIEC; NYS DOH; NYS DOT; NYSP), not-for-profit (American Red Cross; Humane Society; Salvation Army); and NYS DEP may support County EOC operations, and may be integrated into the County ICS organization.

2. **Notification and Activation**

a) As described in Appendix 1, upon initial notification of an emergency to the County Warning Point, the Warning Point will immediately alert the appropriate County official(s). This initial notification sets into motion the activation of County emergency response personnel.

b) Each emergency is to be classified into one of four County Response Levels according to the scope and magnitude of the incident.

- Response Level 1: Non-emergency situation, facility readiness status maintained through planning sessions, training, drills and exercises.
- Response Level 2: Controlled emergency situation without serious threat to life, health, or property, which requires no assistance beyond initial first responders.
- Response Level 3: Limited emergency situation with some threat to life, health, or property, but confined to limited area, usually within one municipality or involving small population.
- Response Level 4: Full emergency situation with major threat to life, health, or property, involving large population and/or multiple municipalities, State/Federal involvement.

c) Emergency response personnel will be activated according to the Response Level classification:

- For Response Level 1, the staff has normal, day-to-day operations.

- For Response Level 2, the staff of the Department of Emergency Services is activated.

- For Response Level 3, the staff of the Department of Emergency Services is activated and augmented by select members of the county response organization as determined by the Director of the Department of Emergency Services.

- For Response Level 4, an all-hands classification, requiring full EOC staffing is achieved as soon as possible. Except for first responders to the scene, assignment of County response personnel to other locations including the emergency scene will be made through the EOC.

See Appendix III-1 for further details.

3. Assessment and Evaluation

a) As a result of information provided by the EOC Section Coordinators, the Command Section will, as appropriate, in coordination with the on scene Incident Commander:

- Develop policies by evaluating the safety, health, economic, environmental, social, humanitarian, legal and political implications of a disaster or threat;
- Analyze the best available data and information on the emergency;
- Explore alternative actions and consequences
- Select and direct specific response actions.

b) The fundamental information that the County EOC will seek to gather includes:

- Geographic boundaries of the affected area

- Social, physical, economic, and political impacts of the disaster.

- Status of transportation systems in the affected area.

- Status of communications systems in the affected area.

- Access/entry points to the affected area.

- Hazard-specific data and information regarding the disaster.

- Current and forecast weather conditions for the affected area.

- Status of critical facilities in the affected area.

- Scope of emergency activation by local governments in the affected area.

- Decisions regarding emergency declarations by appropriate jurisdictions.

- Political district boundaries in the affected area.

- Major concerns, activities, and deployments of all response personnel.

- Resource needs and unmet needs.

- Response and recovery priorities in jurisdictions and of the County.

- Stc)atus of pending agency response operations.

- Parameters of the donations management strategy for the incident.

- Relevant historical information regarding the affected jurisdictions.

- Potential recovery and mitigation needs.

c) The Planning Section in the County EOC will be responsible for working with EOC agencies and local contacts in collecting, processing and display pertinent incident information.

Delaware County Information Collection Matrix		
Information Needed	When Needed	Information Source
Incident Summary	Immediately	Incident Commander
Incident Needs	Immediately	Incident Commander
Major Issues / Activities	Immediately	Incident Commander
Personnel Accountability	2 hours	Department Heads
Communications System Status	2 hours	Department Heads / 9-1-1 Center
Evacuation / Sheltering	2 hours	Incident Commander
Damage Assessment	4 hours	On-Scene agencies
Utility Status	4 hours	Utility Contacts
Transportation System Status	4 hours	County Highway
Mass Care Requirements	4 hour	On-Scene Agencies
Casualty Summary	4 hours	Incident Commander
Emergency Declarations	As Soon as Possible	Town / Village Officials

4. <u>Declaration of Local State of Emergency and Promulgation of Local Emergency Orders</u>

In response to an emergency, or its likelihood, upon a finding that public safety is imperiled, the County Executive may proclaim a state of emergency pursuant to section 24 of the State Executive Law.

a) Such a proclamation authorizes the County Executive to deal with the emergency situation with the full executive and legislative powers of county government.

b) This power is realized only through the promulgation of local emergency orders. For example, emergency orders can be issued for actions such as:

- Establishing curfews
- Restrictions on travel
- Evacuation of facilities and areas
- Closing of places of amusement or assembly

c) Appendix III-2 describes the requirements for proclaiming a State of Emergency and promulgating Emergency Orders.

d) Chief Executives of towns and villages in Delaware County have the same authority to proclaim states of emergency and issue emergency orders within their jurisdiction. Whenever a State of Emergency is declared in Delaware County or Emergency Orders issued, such action will be coordinated, beforehand, with the affected municipality.

e) Emergency responders have implicit authority and powers to take reasonable immediate   action to protect lives and property absent an emergency declaration or emergency orders.

5. <u>Public Warning and Emergency Information (Appendix III-3)</u>

a) In order to implement public protective actions there should be a timely, reliable and effective method to warn and inform the public.

b) Activation and implementation of public warning is an Operations section responsibility.

c) Information and warnings to the public that a threatening condition is imminent or exists can be accomplished through the use of the following resources. Though public warning may, in many cases, be implemented solely by on-scene personnel, the use of the systems below require strict coordination with the EOC:

- **The Emergency Alert System (EAS)** – The Director of Emergency Services has the ability to activate NY State's Emergency Alert System, placing warnings throughout the local media outlets, as well as alerting surrounding areas as to the situation existing here.

- **NOAA Weather Radio (NWR)** - is the "Voice of the National Weather Service" providing continuous 24-hour radio broadcasts of the latest weather information including severe weather warnings directly from the Weather Service office in Binghamton. NWR will also broadcast non-weather-related emergency warnings. NWR broadcasts on select high-band FM frequencies, not available on normal AM-FM radios. Radios with NWR frequencies, automated alarm capabilities,\and Specific Area Message Encoding (SAME) technology are generally available.

- **Reverse 911** – The Department of Emergency Services has the capability to send real time messages over landlines to the entire county or to a specified geographical area.

- **NY Alert** – The Department of Emergency Services, in conjunction with NYSEMO, can send out mass messages via landline, fax, email, SMS text messaging, and cell phone to subscribers of NY Alert, the states free all hazard public warning system.

- **VHF Radio Broadcast** – Upon receipt of warnings from the National Weather Service, the Delaware County Sheriff's Communication Center will rebroadcast these warnings over frequencies 46.06 mhz and 156.030 mhz. These warning can be heard by fire, ems, and law enforcement personnel, as well as anyone from the public with a scanner in their residence. This method can also be used for any other warnings deemed appropriate by the Director of Emergency Services.

- **Emergency service vehicles** with siren and public address capabilities - Many police and fire vehicles in the County are equipped with siren and public address capabilities. These vehicles may be available, in part, during an emergency for "route alerting" of the public. This capability exists County-wide but should not be relied upon for public warning.

- **Door-to-door** public warning can be accomplished in some situations by the individual alerting of each residence/business in a particular area. This can be undertaken by any designated group such as auxiliary police, regular police, fire police, or firefighters visiting each dwelling in the affected area and relating the emergency information to the building occupants. To achieve maximum effectiveness, the individual delivering the warning message should be in official uniform.

d) The County Department of Emergency Services will advocate, as part of their normal dealing with special institutions such as schools, hospitals, nursing homes, major industries and places of public assembly, that they obtain and use tone-activated reception.

e) Special arrangements may be made for providing warning information to the hearing impaired and, where appropriate, non-English speaking population groups.

f) In consultation with the Director of the Department of Emergency Services the County Executive will designate a County Public Information Officer (PIO) as the authoritative spokesperson for the county. This person may, in coordination with on-scene Incident Command and the EOC:

- Establish and manage a Joint Information Center (JIC) from where to respond to inquiries from the news media and coordinate all official announcements and media briefings

- Authenticate all sources of information being received and verify accuracy

- Provide essential information and instructions including the appropriate protective actions to be taken by the public to the broadcast media and press

- Coordinate the release of all information with the key departments and agencies involved both at the EOC and on-scene

- Control the spreading of rumors

- Arrange and approve interviews with the news media and press by emergency personnel involved in the response operation

- Arrange any media tours of emergency sites

g) The JIC may be established at the EOC or at any location where information flow can be maintained, without interfering with emergency operations.

6. **Emergency Medical and Public Health**

a) A high impact disaster can cause injury and death to large numbers of people. In addition, damage to and destruction of homes, special facilities, and vital utilities may place the public at substantial risk of food and water contamination, communicable diseases, and exposure to extreme temperatures.

b) There may be established within the Operations section an appropriately designed Emergency Medical/Public Health function to ensure that health and medical problems are being addressed.

c) Health and Medical support includes coordinating health and medical professionals and their disposition of care and treatment, as well as managing medical supplies and

resources, to facilitate an effective, efficient, and appropriate result. Activities will be in accordance with the Delaware County Public Health Plan.

Potential operations include:

- Disseminating public health information.
- Conduct triage and provide treatment.
- Operating field hospitals.
- Controlling patient loads at hospitals.
- Importing medicines, medical professionals, or supplies into the affected area.
- Establishing temporary morgues, performing forensic examinations and completing victim identifications;
- Coordinating mortuary services and the disposition of remains.
- Offering crisis counseling.
- Conducting mass dispensing of prophylactics or vaccines.
- Establishing and operating Special Medical Needs Shelters.
- Providing Functional Needs Support Services at congregate care shelters.

7. **Meeting Human Needs**

a)   The Planning and Operations functions are responsible for ascertaining what human needs have been particularly affected by an emergency and responding to those unmet needs with the available resources of County and local government and with the assistance of volunteer agencies and the private sector.

b)   This function is organized into four primary functions: Mass Care, Emergency Assistance, Housing, and Human Services.

- **Mass Care:** Includes sheltering, feeding operations, basic first aid, bulk distribution of emergency items, and collecting and providing information on victims to family members. This is to include the sheltering of household and service animals.

- **Emergency Assistance:** Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional "mass care" services provided at the local level are addressed. These services include: support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to access and functional needs populations; evacuation, sheltering, and other emergency services for household pets and service animals; support to specialized shelters; support to medical shelters; dormitory management in nonconventional shelters; coordination of donated goods and services; and coordination of voluntary agency assistance.

- **Housing:** Includes housing options such as rental assistance, repair, loan assistance, replacement, factory-built housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other

sources of housing assistance. This assistance is guided by the National Disaster Housing Strategy.

- **Human Services:** Includes the implementation of disaster assistance programs to help disaster victims recover their non-housing losses, including programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for access and functional needs populations, and other Federal and State benefits.

c) Delaware County is committed to assisting persons with access and functional needs during emergency or disaster events. This includes 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 access and functional 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

d) There may be established within the Operations section a Human Needs Group to perform the tasks associated with (1) above, headed by the Office for the Aging.

e) There is a Delaware County Human Service Coordinating Council comprised of representatives from Delaware County Departments: Social Services, Youth Bureau, Probation, Mental Health, Public Health, Sheriff, and Office for the Aging, Alcoholism Council, Stop DWI, Personnel Director, Countryside Care Center and Planning. Local agencies such as Cornell Cooperative Extension, Hospice and Delaware Opportunities and other volunteer groups and the private sector, whose purpose is to assist in the coordination of the delivery of human services during severe weather in Delaware County and to advise the Director of the Department of Emergency Services on human needs issues.

f) The Delaware County Human Service Coordinating Council will serve as the Human Needs Branch whenever such a Branch is utilized.

8. <u>Restoring Public Services</u>

a) The Operations and Planning sections are responsible for ascertaining the emergency's effect on the infrastructure and the resultant impact on public services including transportation, electric power, fuel distribution, public water, telephone, and sewage treatment and ensuring that restoration of services is accomplished without undue delay.

b) There may be established within the Operations section a Public Works function, assigned appropriately, to perform the tasks associated with (1) above.

c) In the event of a major power outage, the Operations section will maintain communications with representatives from New York State Electric and Gas (NYSEG) the Delaware County Electrical Cooperative and local phone companies for the purpose of facilitating communications and information flow between the utility and the Operations section.

d) During response operations relating to debris clearance and disposal, Delaware County should act in cognizance of and in cooperation with the County debris clearance policy.

See Appendix III-4b, Delaware County debris clearance policy.

9. **Resource Management**

a) The Planning function is responsible for the identification and allocation of additional resources needed to respond to the emergency situation.

b) Resource management and support includes providing or obtaining goods or services and executing logistical or administrative activities for emergency response operations, as well as coordinating the use of the resources to facilitate an effective, efficient, and   appropriate result.

c) Resources owned by the municipality in which the emergency exists should be used first in   responding to the emergency.

d) All County-owned resources are under the control of the Chairman of the Board of Supervisors during an emergency and can be utilized as necessary.

e) Resources owned by other municipalities in and outside of Delaware County can be utilized upon agreement between the requesting and offering government.

f) Resources owned privately cannot be commandeered or confiscated by government during an emergency. However, purchases and leases of privately owned resources can   be expedited during a declared emergency. In addition, it is not uncommon for the private sector to donate certain resources in an emergency.

g) Potential operations include:

- Procuring equipment or supplies
- Leasing temporary office space or mobile office units
- Initiating contracting agreements.
- Providing Ground Support including vehicles and fuel
- Providing Communications

- Providing food for responders and EOC workers
- Providing medical care for responders and EOC workers
- Providing billeting for responders and EOC workers

h) The extent of damage to the public infrastructure of the affected area, in addition to the condition of the transportation network in the area, will influence the strategy or ability to provide support. Supplies and equipment will be provided from existing Delaware County inventories whenever possible. Supplies and items of equipment obtained from commercial providers will not be stockpiled; however, the scope of procurement operations will be consistent with the severity of the event. Procurement will be conducted in accordance with County and state laws and regulations, including provisions for emergency procurement and no-bid contracting

10. **Transportation**

Transportation support includes the provision or utilization of transportation methods / modes for emergency response operations as well as coordinating the use of the resources to facilitate an effective, efficient and appropriate result.

Potential operations include:

- Monitor and report status of and damage to the transportation system and infrastructure as a result of the incident

- Coordinate resources or personnel that aid traffic control, relocation, and evacuation efforts
- Conducting damage assessment
- Performing aerial reconnaissance or photography
- Coordinate transport of patients or medical professionals
- Coordinate restoration or establishment of temporary structures for County roads, bridges, and transit systems
- Coordinate the restoration and recovery of the transportation systems and infrastructure
- Coordinate and support prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations.

11. **Communications**

Communications support includes the assessment and repair of the telecommunication infrastructure, as well as providing response to cyber attacks.

Potential operations include:

- Coordinate the assessment and repair of damaged communications infrastructure including but not limited to: land line phones, cell phones, satellite phones, emergency communications systems, computer systems and internet.
- Provide knowledge and coordination in the response to cyber attacks.

- Identifying government or private sector resources that can render communications assistance from outside the affected area.

12. **Public Works and Engineering**

Public Works and Engineering support includes providing engineering, construction management, and building inspection services, providing contracting services, and performing real estate services.

Potential operations include:

- Coordinating construction or restoration of public buildings
- Coordinating repair/restoration of public structures
- Coordinating repair/restoration of water supply systems, wastewater or solid waste treatment facilities
- Coordinating emergency demolition or stabilization of public facilities/structures
- Damage assessment or inspection of damaged buildings.
- Coordinating debris management activities when appropriate and as necessary.

13. **Fire Fighting**

This function manages and coordinates firefighting activities, including the detection and suppression of fires on County property, and coordinate personnel, equipment, and supplies in support of local agencies involved in firefighting operations.

Priority is given to life safety (firefighters and the public), and protecting property and the environment, in that order.

Coordination with and support of local fire suppression organizations is accomplished through the local fire chief, local emergency management agency, or other appropriate local agency operating under the Incident Command System (ICS) element of the National Incident Management System (NIMS) Command and Management component.

14. **Information and Planning**

Information & planning support includes collecting, processing, and disseminating information to County, local, and private officials involved in emergency response and recovery operations, as well as the State and Federal Government when State and federal representatives are involved in response and recovery activities.

Potential operations include: obtaining damage assessments from affected jurisdictions, gathering data and information and developing reports, collecting deployment information from agency teams, producing status reports, and creating strategic operations plans.

15. Search and Rescue

Search and Rescue operations include local fire and rescue personnel who are trained and experienced in collapsed structures, swift water, high angle and other specialized search and rescue operations.

Potential operations include:

- Conducting needs assessments.
- Provision of technical advice.
- Coordinate the searches of collapsed structures.
- Coordinate the response of SAR assets throughout the county
- Coordinate body recovery in conjunction with the Coroner
- Provision of technical advice and assistance to State and Federal teams.

16. Oil and Hazardous Materials Response

Hazardous Materials support includes confining or containing releases of hazardous materials and hazardous wastes and taking actions that mitigate the effects of the leak.

Potential operations include:

- Suppressing chemical fires
- Conducting soil tests or collecting air samples
- Constructing stabilizing berms or other barriers
- Collecting concentrated supplies of hazardous materials
- Removing contaminated soil
- Decontaminating a site or individual

17 Agriculture and Natural Resources

Agriculture and Natural Resources includes identifying sources of food supplies, obtaining food resources, and arranging to transport food to designated staging sites in the affected area; providing nutrition assistance; ensuring the safety and security of the commercial food supply; protecting natural and culturally historic resources; and providing for the safety and well-being of household pets and farm animals.

Potential operations include:

- Researching governmental food programs and stockpiles.
- Negotiating with food suppliers.
- Developing a food procurement strategy.
- Organizing a food transportation plan.
- Coordinating with private and volunteer groups.
- Analyzing staging sites.
- Establishing a temporary food assistance program.
- Determining nutrition assistance needs.
- Food safety inspections

- Preserving, conserving, rehabilitating, recovering, and restoring natural and culturally historic resources
- Develop protective action suggestions as it relates to livestock
- Coordinate the care/feeding of livestock in evacuated area if feasible.
- Coordinate the removal and disposal of animal remains

18. Energy

Utilities and energy support includes communicating with providers, coordinating restoration strategies, and reviewing emergency plans.

Potential operations include:

- Coordinating restoration plans.
- Implementing load shedding measures.
- Allocating electric and gas resources.
- Locating supplemental resources and arranging for distribution or delivery such as manpower and equipment.
- Participating in damage assessment operations.

19. Public Safety and Security

Law Enforcement support entails the coordination and deployment of uniformed personnel to assist local forces in field operations to ensure security, maintain stability and order within communities, and otherwise guard the public safety.

Potential operations include:

- Establishing perimeter security at an incident site and/or an EOC
- Assist in the managing of traffic patterns
- Coordinate the patrolling of communities
- Coordinate the implementing of protective action orders
- Coordinate the apprehension of offenders.

20. Public Information

Public Information includes providing accurate information to media sources, the Emergency Alert System (EAS), and the public regarding the location, severity, magnitude, and progress of the emergency or disaster as well as informational and safety information.

Potential operations include:

- Formulation of media statements.
- Scheduling and conducting press briefings.
- Development of pre-scripted, pre-emergency media statements, press / media packages, or the development of emergency public announcements.
- Coordination and release of information with other involved agencies (Municipalities, NYS OEM, FEMA, VOAD).
- Transmission of timely messages to the various media outlets, social media sources and technologies.
- Activating the Emergency Alert System (EAS).
- Activating and operating a Joint Information Center (JIC)

21. <u>Standard Operating Guides and other supporting plans.</u>

1. Each County agency assigned responsibility under this Response portion of the plan is recommended to have its own Standard Operating Guides (SOGs). These SOGs address activation of personnel, shift assignments at the EOC, assignment to the field including the Incident Command Post (if applicable), coordination with other agencies, drills, exercises, and ICS training.

2. Each agency SOG is to be updated at least annually and reviewed at a joint agency planning meeting held each spring.

3. Copies of each SOG are retained by Director of the Department of Emergency Services. .

4. The following documents support this portion of the plan and are appended to it:

   - <u>Appendix III-1</u>- *Standard Operating Guides for the Delaware County Emergency Operations Center (EOC)*
   - <u>Appendix III-2</u>- *Instructions for Declaring a State of Emergency and Issuing Emergency Orders*

   - <u>Appendix III-3</u> - *Delaware County Emergency Alert System*

   - <u>Appendix III-4</u> - *New York State Debris Clearance Policy*