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# Franklin County Emergency Management and Homeland Security

## Emergency Operations Plan

<a href="#">City of Bexley</a>	Village of Harrisburg	<a href="#">Pleasant Township</a>
<a href="#">Blendon Township</a>	<a href="#">City of Hilliard</a>	<a href="#">Prairie Township</a>
<a href="#">Village of Brice</a>	<a href="#">Jackson Township</a>	<a href="#">City of Reynoldsburg</a>
<a href="#">Brown Township</a>	<a href="#">Jefferson Township</a>	<a href="#">Village of Riverlea</a>
<a href="#">Village of Canal Winchester</a>	<a href="#">Village of Lockbourne</a>	<a href="#">Sharon Township</a>
<a href="#">Clinton Township</a>	<a href="#">Madison Township</a>	<a href="#">Truro Township</a>
<a href="#">City of Columbus</a>	<a href="#">Village of Marble Cliff</a>	<a href="#">City of Upper Arlington</a>
<a href="#">City of Dublin</a>	<a href="#">Mifflin Township</a>	<a href="#">Village of Urbancrest</a>
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<a href="#">City of Grove City</a>	<a href="#">Village of Obetz</a>	<a href="#">City of Whitehall</a>
<a href="#">Village of Groveport</a>	<a href="#">Perry Township</a>	<a href="#">City of Worthington</a>
<a href="#">Hamilton Township</a>	<a href="#">Plain Township</a>	<a href="#">Franklin County</a>

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## Promulgation, Approval and Implementation

This Emergency Operations Plan addresses Franklin County's planned response to extraordinary emergency situations associated with all hazards such as natural disasters, technological emergencies and acts of civil hostility. It is the principal guide for mitigating emergencies and disasters; ensuring the protection of health, safety, and property of the public and aiding in recovery operations for the agencies and jurisdictions that lie within. It is intended to facilitate multiple-agency and multiple-jurisdictional coordination, particularly among local, state, and federal agencies in emergency management, and establish a framework for an effective system of comprehensive emergency management.

In order to execute this plan effectively and mobilize available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use. Agencies having roles and responsibilities established by this plan are expected to develop Standard Operating Guidelines and Procedures based on the provisions of this plan.

This plan was developed using generally accepted emergency management principles and practices. Incorporated are planning elements derived from Federal Emergency Management Agency and Ohio Emergency Management Agency planning documents. Modifications to this plan may be made under the direction of the Director of Franklin County Emergency Management & Homeland Security. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption.

This plan is a statement of policy regarding emergency management and assigns tasks and responsibilities to county, city, & village officials, department heads and various agencies and organizations specifying their roles during, before and after emergency or disaster situation. It is developed pursuant to Section 5502 and 3750 of the Ohio Revised Code, conforms to the National Incident Management System (NIMS) and all applicable Homeland Security Presidential Directives, and is promulgated by the chairperson of the Executive Committee of Franklin County Emergency Management & Homeland Security representing each of the 42 jurisdictions in the County.

This plan supersedes any previous versions.

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Chairperson, Franklin County Emergency  
Management & Homeland Security  
Executive Committee

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Date

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Director, Franklin County Emergency  
Management & Homeland Security

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Date

\*Signatures on file\*

## PRIVACY STATEMENT

The disclosure of information in this plan could compromise the security of essential equipment, personnel, services, and systems of Franklin County Emergency Management & Homeland Security, or the many partners required to carry out essential emergency responsibilities throughout the county. Distribution of this Basic Emergency Operations Plan in its entirety is limited to those who need to know the information in order to successfully activate and implement the plan. They are listed in the plan under “Distribution List.”

Portions of this plan contain information that may raise personal privacy or other security concerns, and those portions may be exempt from mandatory disclosure and may be considered secure documents. See ORC 149.433.

Any decision to disclose information in this plan outside Franklin County Emergency Management & Homeland Security or to withhold information in this plan from a requester must be coordinated, in writing, with FCEM&HS.

## Record of Changes

<u>Date of Change</u>	<u>Person Responsible for Change</u>	<u>Summary of Change Made</u>	<u>Location of Change</u>	<u>Change #</u>
8-2010	Jamie Stout	Update of entire plan and Emergency Support Functions.	Throughout entire plan	1

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## I. Introduction

Franklin County Emergency Management & Homeland Security (FCEM&HS) was established according to [Ohio Revised Code \(ORC\) Section 5502.26](#) governing countywide emergency management. The countywide agreement between all 42 jurisdictions in Franklin County establishing FCEM&HS as the emergency management agency for the entire county was signed in 1988 and is on file at the offices of FCEM&HS.

This Emergency Operations Plan (EOP) serves as the legally required all hazards emergency operations plan for all 42 jurisdictions within Franklin County.

### A. Purpose

The Franklin County EOP addresses Franklin County's planned response to extraordinary emergency situations associated with all hazards such as natural disasters, technological emergencies and acts of civil hostility. When confronted with a minor emergency, local agencies routinely carry out their responsibilities independent of other agencies or with pre-existing mutual aid agreements. However, large-scale emergencies and disasters often create situations requiring planned, coordinated responses by multiple agencies and jurisdictions. Such disasters and emergencies pose major threats to life and property and have long-term economic, political, and/or environmental implications.

This plan establishes a framework for an effective system of comprehensive emergency management. The purpose of the plan is to:

- Reduce the vulnerabilities of the people and communities of Franklin County to damage, injury, and loss of life and property resulting from disasters and emergencies.
- Prepare for prompt and efficient response and recovery to protect lives and property.
- Respond to emergencies using all systems, plans and resources necessary to preserve the health, safety and welfare of persons affected by the emergency.
- Recover from emergencies by providing for the rapid and orderly restoration of services.
- Provide an emergency management system embodying all aspects of prevention, preparedness, mitigation, response and recovery.

This plan is intended to facilitate multi-agency and multi-jurisdictional coordination, as well as coordination between local, state, and federal agencies in emergency operations. The Incident Command System (ICS) is the management framework for emergency response and operations in Franklin County.

This plan is an operational plan as well as a reference document. It may be used for pre-emergency planning as well as emergency operations. Agencies having roles and responsibilities established by this plan are encouraged to develop Standard Operating Guidelines (SOGs) and/or Standard Operating Procedures (SOPs) based on the provisions of this plan. Through the implementation of this plan, the resources and capabilities of the public, private, and non-profit sectors can be more efficiently utilized to minimize the loss of life and property and to protect the environment and economic health of Franklin County.

## **B. Scope**

The scope of this plan is to address response activities during events where normal emergency response processes and capabilities become overwhelmed or where it is determined there is a need for coordination of response operations due to complexity and/or duration of events. As an all hazards response plan, it applies to any event that concurrently challenges multiple disciplines and/or multiple jurisdictions.

The plan includes:

- procedures to manage an emergency from initial monitoring through post-disaster response and recovery.
- specific functional responsibilities for appropriate local departments and agencies, as well as private sector groups and volunteer organizations.
- assessments of various types of emergencies that are likely to occur.
- actions response and recovery organizations will take, in coordination with state and federal counterparts as appropriate.

## **C. Plan Overview**

The Franklin County EOP consists of 4 components.

1. Basic Plan
2. Emergency Support Functions (ESF)
3. Incident Annexes
4. Support Annexes

This plan serves as the Basic EOP. The Basic EOP is supplemented by Emergency Support Functions. Both the EOP and the ESFs are backed by Incident Annexes and Support Annexes. Incident Annexes detail response to a specific event, such as a hazardous materials spill. Support Annexes are germane to overall emergency response, such as caring for animals. The following is an overview of the plan.

## **Emergency Support Functions:**

**ESF 1- Transportation: ESF 1 Transportation is responsible for management of transportation systems and management of transportation infrastructure** during threats or in response to actual incidents. Activities under this ESF are directed by the Franklin County Engineer's Office (FCEO) and the Central Ohio Transit Authority (COTA) with support from many other transportation industry entities. Transportation encompasses all transit surface modes, including land-based wheeled vehicles, trucks, and buses traveling on streets, roads, highways, and bridges; air travel, rail routes; transportation infrastructures (roads, routes, and bridges) and assets that move people and supplies in and out of Franklin County.

During disaster events it may become necessary to protect citizens by moving or relocating them from areas of the county which are threatened to areas which are more secure. Conducting these types of movement is the primary responsibility of COTA supported by support agencies charged through this ESF.

**ESF 2- Communications: The purpose of the ESF 2 Communications is to outline primary and backup communications procedures and capabilities to be employed in the event of an emergency/disaster** in Franklin County, and to assure provisions for communications to support county and municipal response efforts before, during, and following the actual or potential disaster. This includes provisions for a coordinated effort in the event communications infrastructure is impacted resulting from a cyber event, ensuring continued communication to responders and preservation of vital systems. Recovery of systems and applications will also be critical to the response during an incident and paramount provided a cyber attack has occurred.

**ESF 3- Public Works and Engineering: The purpose of ESF 3 Public Works and Engineering is to provide for emergency removal of debris, provide technical advice and evaluation through existing engineering services, and ensure the rapid repair and restoration of critical services** such as sanitation, water and wastewater.

**ESF 4- Firefighting: The purpose of Emergency Support Function # 4 (ESF #4) Firefighting is to coordinate Franklin County's firefighting, Emergency Medical Service (EMS), and rescue capabilities** to ensure appropriate utilization of local fire resources. This involves managing and coordinating firefighting resources in the detection and suppression of fires, rescue operations, EMS, and mobilizing and coordinating personnel, equipment and supplies in support of local entities.

The responsibilities of the fire services in disaster situation are the basically the same as in any daily operations. Disaster operations differ in that fire

departments may be called upon to perform additional tasks. They may have to coordinate their operations with other disaster response forces and will have to coordinate and report their on-scene activities to a Fire Service representative in the Franklin County Emergency Operations Center (FCEOC).

**ESF 5- Emergency Management: The purpose of ESF 5 Emergency Management is to outline procedures for collection, analysis, and information sharing** regarding potential or actual emergencies or disasters to enhance the response and recovery activities of the local governments. Emergency Management operates throughout the cycle of mitigation, preparedness, response and recovery and supports overall activities for **incident management, warning, damage assessment, and operation of the Franklin County Emergency Operations Center (FCEOC).**

**ESF 6- Mass Care: The purpose of ESF 6 Mass Care is to establish plans, procedures, policies and guidelines for the provision of protective shelters, temporary lodging, emergency feeding and clothing** of persons forced to leave their homes or shelter-in-place due to an emergency, disaster or precautionary evacuation. Based on the county's risk assessment, there are several emergencies for which shelters may be required, including severe storms, tornadoes, floods, hazardous material spills, fires and severe winter storms. Services may also need to be provided to disaster workers. This ESF also is **responsible to ensure services for members of the at risk or functional needs population.** It includes a population whose members may have medical and other functional needs before, during, and after an incident.

**ESF 7- Resource Support and Logistics: The purpose of ESF 7 Resource Support and Logistics is to provide logistical and resource management assistance and coordination** to local entities involved in managing emergency response and recovery efforts. Essential services, supplies, material and equipment needed for emergency operations, including procurement, mobilization, demobilization, and documentation will be coordinated through this ESF. This ESF provides logistical support for requirements not specifically identified in other ESFs.

**ESF 8- Public Health and Medical: Emergency Support Function (ESF) #8 – Public Health and Medical provides the mechanism for a coordinated response to a public health and medical incident,** including potential or actual incidents/emergencies. Public Health and Medical also includes responding to medical needs associated with mental health, behavioral health, and substance abuse relating to incident victims and response workers.

**ESF 9- Search and Rescue:** Currently in development

**ESF 10- Hazardous Materials:** See Hazardous Materials Incident Annex. The purpose of this function is to provide coordination of agencies charged

**with the identification, containment, mitigation, and cleanup of spills and other releases of potentially hazardous chemicals and other materials into the environment.** This may include discharges to the air, ground, or water as a result of spills, transportation accidents, or intentional attacks.

**ESF 11- Energy:** Currently in development

**ESF 12- Agriculture:** Currently in development

**ESF 13- Public Safety and Security: ESF 13 coordinates countywide public safety and security capabilities and resources to support the full range of incident management activities** associated with potential or actual incidents beyond the scope of the local jurisdiction. ESF 13 is charged to deploy resources and provide assistance to local authorities when activated for incidents or potential incidents requiring a coordinated local response. This ESF does not usurp or override the policies or mutual aid agreements of any local jurisdiction, government, or agency.

**ESF 14- Recovery: The purpose of ESF 14 Recovery and Mitigation is to coordinate those measures that must be undertaken to return all systems to normal or improved levels following a disaster.** Effective recovery consists of a complex array of interdependent and coordinated actions. These actions are undertaken at several levels: individually, organizationally, community based, statewide, and nationally. Recovery allows for the prompt restoration of essential services, the reconstruction of damaged property, and the resumption of normal activities. Mitigation also plays a key role in recovery operations and should be done simultaneously. For detailed information on Mitigation operations see the Natural Hazards Mitigation Support Annex.

**ESF 15: The purpose of Emergency Support Function 15 (ESF 15) – Emergency Public Information is to coordinate Franklin County's emergency public information capabilities to prepare and deliver accurate, consistent and timely messages to the public** in response to incidents or threats requiring a coordinated countywide response. ESF 15 is an emergency support function of the Franklin County Emergency Operations Plan (EOP).

### **Support Annexes:**

**Volunteer and Donations Management:** The Volunteer and Donations Management Support Annex to the Franklin County Emergency Operations Plan **provides for the County's role in donations management during an emergency and establishes a consistent framework for coordinating with volunteer organizations supporting a response.** This plan does not affect the established procedures of voluntary agencies regarding solicited goods and services. The activation plans for some of the volunteer groups operating in Franklin County are tabbed to this plan as a reference.



**Animal Emergency Response:** The purpose of this Annex is two-fold. **It allows for the needs of the animal community to be met while providing for the need to care for animals within the human community.** This goal will be accomplished by coordinating public and private sector resources to meet the animal service needs that may arise during an all-hazards, all-species, all-sizes emergency including but not limited to:

- Rescue and capture of animals that have escaped confinement
- Evacuation/transportation of animals with or without owners present
- Sheltering, confinement and husbandry
- Medical care for sick and injured animals
- Quarantine of infectious or contaminated animals
- Euthanasia of designated animals
- Disposal of dead animals
- Grief counseling for persons involved

**Debris Management:** The purpose of the Debris Management Annex is to **facilitate the removal of debris and waste material** after emergencies or disasters have occurred. The annex provides for two phases of debris management. The Emergency Phase addresses an emergency response in support of immediate life safety and response operations. The Cleanup Phase addresses the non-emergency operations for debris removal.

**Natural Hazards Mitigation:** The Franklin County Natural Hazards Mitigation Plan was developed to serve as a blueprint for coordinating a countywide planning process that promotes participation from a wide variety of organizations, disciplines and representatives of the community, while complying with the Disaster Mitigation Act of 2000 (DMA2K). The plan identifies the hazards that can occur in the county and our vulnerability to these events. The plan includes **countywide mitigation goals and strategies as well as local jurisdiction projects to address mitigating the impacts of identified hazards.**

**Incident Annexes:**

**Weapons of Mass Destruction, Radiological, and Terrorism Annexes-** These three annexes are currently being combined into one comprehensive annex.

**Hazardous Materials:** The Hazardous Material Annex is a part of the Franklin County Emergency Operations plan **designed to deal specifically with response to hazardous material incidents.**

The two primary uses of the plan are:

- Protect lives and property by developing emergency operational programs and procedures that mitigate, prepare for, respond to and recover from

planned or unplanned chemical releases whether civil, natural, or technological in origin.

- Restore the stricken area to pre-incident status with a minimum of social and economic disruption.

**Floodwall:** The Franklin County Floodwall Plan is intended to **detail the response of the City of Columbus Division of Sewers and Drains with respect to the operation of the Franklin County Floodwall and drainage systems.**

#### **D. Plan Development and Maintenance**

The Franklin County Emergency Operations Plan was developed using generally accepted management principles and practices for emergency management. Incorporated are planning elements derived from Federal Emergency Management Agency (FEMA) documents including [Comprehensive Preparedness Guide 101](#) and [301](#), Ohio Emergency Management Agency (OEMA) documents including [Ohio NIMS Implementation Guidance](#) and [Plan Development and Review Guidance for local Emergency Operations Plans](#), and US Department of Homeland Security's (DHS) [Target Capabilities List](#).

This Basic EOP is written and managed in accordance with [ORC 5502.21](#), [ORC 5502.26](#) and Ohio Administrative Code ([OAC](#)) [Rule 4501:3-6-01](#). It is updated yearly and distributed and promulgated on a 4-year update cycle. A public version of this Basic Plan is available online at [www.franklincountyohio.gov/emahs](http://www.franklincountyohio.gov/emahs).

This EOP is a dynamic document that periodically needs and receives revision. The Director of Franklin County Emergency Management and Homeland Security is responsible for ensuring that the necessary changes to the EOP are conducted, published and distributed. Plan review and update is done by a multi-disciplinary committee. Each organization tasked with emergency responsibilities in this EOP is responsible for agreeing to their stated role and submitting updates of its portion of the plan based upon deficiencies identified by emergency drills, exercises and changes in government structure and emergency organizations. All changes shall be submitted to the Franklin County Emergency Management & Homeland Security Director for comment and incorporation into the EOP. Revisions of the plan will be made available to those listed at the beginning of the plan in the "Controlled Document Distribution List" and catalogued in the "Record of Changes."

## **II. Situation and Assumptions**

### **A. Situation**

- 1) Franklin County is located in Central Ohio, encompassing the city of Columbus, the state Capital.
- 2) The topography is slightly rolling as it is located between level plateaus to the west and northwest and the foothills of the Appalachian Mountains to the southeast.
- 3) Four major rivers and streams run nearly parallel north/south through the county, in addition to many small feeder streams.
- 4) There are three Class 1 dams north of Franklin County in Delaware County that could have substantial impacts on Franklin County should flooding occur: O'Shaughnessy Dam, Alum Creek Lake Dam, and Delaware Lake Dam. Hoover Dam in Westerville and Griggs Dam in Columbus are the Class 1 dams in Franklin County.
- 5) The county is located in an area of changeable weather. Cold air masses from central and northwest Canada frequently invade the region. Tropical Gulf masses often reach Central Ohio during the summer and to a much lesser extent during the fall and winter.
- 6) The county has a population of approximately 1.2 million people and covers 542 square miles with 42 jurisdictions total: 12 cities, 12 villages, and 17 townships and the County government.
- 7) Two major interstate highways intersect in Columbus; I-70 moving east - west, and I-71 moving northeast – southwest.
- 8) Two major sources of funding for emergency and disaster preparedness for Franklin County are State Homeland Security grant monies and Urban Area Security Initiative funds (UASI).

## **B. Assumptions**

- 1) A disaster may occur with little or no warning, and may escalate far more rapidly than the ability of any single local response organization to handle.
- 2) Franklin County could be impacted by any of the hazards detailed in the Franklin County Risk Assessment.
- 3) Disasters differ in character by magnitude, duration, onset, distribution, area affected, frequency and probability.
- 4) Franklin County Emergency Management & Homeland Security utilizes the concepts of Comprehensive Emergency Management for handling disasters. It addresses all types of hazards and facilitates close relationships between different levels of government and varying disciplines.
- 5) IMAC (Intrastate Mutual Aid Compact) will be enacted, if necessary, to request resources, personnel and equipment from within the state of Ohio to complement existing mutual aid agreements. ([ORC 5502.41](#))
- 6) EMAC (Emergency Management Assistance Compact) will be enacted, if necessary, to facilitate the sharing of resources, personnel and equipment across state lines during times of emergency or disaster. ([ORC 5502.40](#))
- 7) Disaster effects may extend beyond county boundaries, and many areas of the state may experience casualties, property loss, disruption of normal life support systems, and loss of critical infrastructures.

- 8) Disaster relief from outside the county may take 72 hours or more to arrive. If surrounding counties are impacted, outside resources may be delayed or unavailable altogether.
- 9) The Incident Command System will be the foundation for response to disaster/emergencies.
- 10) Emergencies may require coordination and cooperation among diverse governmental and private organizations in order to protect the lives and property of Franklin County residents.
- 11) Organizations tasked in this document are aware of their emergency responsibilities and will fulfill these requirements in an emergency utilizing their capabilities, including staffing, equipment, supplies, and skills, according to their own policies and procedures.
- 12) The pre-established policies and procedures of individual agencies are used as the basis of this plan and not superseded by it.
- 13) Each jurisdiction will utilize all local resources before requesting state aid.
- 14) Jurisdictional officials within Franklin County are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this plan.
- 15) Franklin County and its political jurisdictions will utilize the processes, guides, protocols and procedures prescribed in the National Incident Management System (NIMS).

### **C. Mitigation Overview**

As a result of the Disaster Mitigation Act of 2000 (DMA2K), Franklin County developed the Franklin County Natural Hazard Mitigation Plan. It is intended to stem the losses from disasters, reduce future public and private expenditures, and to speed up response and recovery.

The Franklin County Hazard Mitigation Plan was developed to serve as a blueprint for coordinating a countywide planning process that promotes participation from a wide variety of organizations, disciplines and representatives of the community. The plan identifies the hazards that can occur in the county and our vulnerability to these events. The plan includes countywide mitigation goals and strategies as well as individualized local jurisdiction projects. For additional details on Mitigation planning and strategies see the Natural Hazards Mitigation Support Annex.

### **D. Hazard Analysis/ Risk Assessment**

#### **1) Purpose of Assessment**

The Risk Assessment for Franklin County is a detailed study of the hazards most likely to impact Franklin County. Sixteen hazards were analyzed and ranked according to the potential risk they pose by stakeholders throughout the community of responders.

## 2) Methodology

FCEM&HS drafted an assessment document outlining 16 natural, human-caused and technological hazards Franklin County may face. A group of local subject-matter experts estimated which of the hazards likely posed the greatest risk to the county's residents and workers; they helped determine how certain risk factors should be applied to each hazard. Those factors included:

- *Frequency*. The history of past occurrences is used as the indicator of the expected frequency of the hazard. A statistical probability is not used because such information is not consistent across hazards.
- *Average response duration* is defined as “time on the ground,” or the time period of response to a hazard or threat.
- *Speed of onset* is the length of warning time that can be expected with a particular hazard. The lead time required to protect lives and property varies greatly with each hazard.
- *Exposure* is the geographic dispersion of the hazard – how much of the county will be impacted by the event.
- *Impact on population* is an indication of the percentage of the population that might be killed, injured or displaced.
- *Impact on property* is the amount of public and private property and infrastructure that could be potentially damaged by the event.
- *Impact on economy* is the enduring economic impact of the hazard – the duration of business interruption.

With this work, the subject matter experts evaluated and ranked the hazards in order of their likelihood and potential consequence. Their input formed the basis for the final ranking conducted by FCEM&HS and outlined in the risk assessment document.

## 3) Hazards Ranking

Listed below in numerical order are brief descriptions of 16 ranked hazards in Franklin County. The lower the numerical ranking for a hazard, the higher its likelihood and potential consequence:

1. **Flooding** is, basically, the accumulation of too much water in too little time in too small a place. From 1999 to 2008, Franklin County received as many as 10 flood warnings in a single year. Besides being the top-ranked hazard in Franklin County, flooding is the No. 1 severe weather related killer in the U.S.
2. **Severe winter weather** includes snow, ice and extreme cold. Winter storms are events in which the dominant varieties of precipitation are those that occur only at cold temperatures. There were reports of 32 snow

and ice events for Franklin County from January 1994 through March 2009, with five deaths, eight injuries and more than \$16 million in damages.

3. **Dam failure** is a catastrophic mishap characterized by the sudden, rapid, and uncontrolled release of impounded water. There are 20 registered dams in Franklin County; Hoover Dam in Westerville is listed in the top ten most hazardous dams in Ohio by the Ohio Emergency Management Agency.
4. **Terrorism** is a violent act or an act dangerous to human life, in violation of the criminal laws of the U.S. or any segment, to intimidate or coerce a government, the population or any segment of it, in furtherance of political or social objectives. Terrorist acts may produce chemical, biological, radiological and/or nuclear explosive events. Although Franklin County has never been the victim of a direct terrorist attack, the county has a history of terrorist activity. Franklin County and the City of Columbus have consistently received federal dollars for projects fostering terrorism preparedness.
5. **Infectious diseases** are illnesses caused by the entrance into the body of harmful microbial organisms which grow and multiply. The diseases of most concern to the health and welfare of communities are those that are communicable – that is, those caused by microorganisms such as bacteria, viruses and parasites and transmitted from an infected person/animal and/or contaminated food or water source to another person or animal. Franklin County is susceptible to outbreaks of many common infectious diseases, such as seasonal flu, as well as to pandemics of newly emerged diseases, such as H1N1 Influenza.
6. A **tornado** is a violently rotating column of air, often visible as a funnel cloud. Franklin County experienced 26 tornadoes from 1954 through 2008, all of which were rated F3 (or EF3) and under.
7. **Severe summer weather** includes thunderstorms, hail, lightning and damaging wind, and often all four occur in one storm system, causing more damage than each hazard would have alone. Based on data from 1999 to 2008, Franklin County can undergo as many as 15 severe thunderstorm warnings each year.
8. An **extreme heat** event is a prolonged period of excessively hot weather, which may be accompanied by high humidity. There were three heat-related deaths in Franklin County reported to the CDC from 2000 to 2005. Extreme heat is the No. 1 non-severe-weather related killer in the U.S.
9. A **hazardous materials incident** is the unintentional release of a hazardous material from its container or package in a sufficient concentration to pose a threat. As of 2009, Franklin County has 658 facilities required to report their hazardous materials. In 2008 there were nearly 400 spills in Franklin County reported to the Ohio EPA.



10. **Drought** is a prolonged period of abnormally dry weather, where the lack of sufficient precipitation causes a serious hydrologic imbalance with economic and/or social consequences. Franklin County is primarily impacted by drought relating to shortages in the water supply as well as a decrease in overall water quality. It also greatly impacts the 24% of county land in crops or pasture.
11. **Utility interruptions or failures** may involve electrical power, natural gas, public water and communications systems. These systems are vulnerable to natural hazards as well as human-caused and technologically caused disruptions. Franklin County has experienced interruptions and failures of various kinds; remnant winds of Hurricane Ike in 2008, for example, caused over one-third of the county to lose power.
12. **Invasive species** are any species not native to an ecosystem whose introduction causes or is likely to cause harm to the economy, environment or human health. Two such events that have already caused substantial cost and damage in Franklin County are the introduction of zebra mussels into waterways and the incursion of the emerald ash borer, responsible for killing ash trees.
13. **Air and water pollution/contamination** is the contamination of water, land or the air by substances that can adversely impact the environment and human health. Franklin County is subject to point and nonpoint water pollution of streams, as well as ground level ozone.
14. **Transportation accident – aircraft** is an occurrence associated with the operation of an aircraft which takes place between the time any person boards with the intent to fly and all persons have disembarked and in which a person is fatally or seriously injured, the aircraft sustains damage or structural failure and/or the aircraft is missing or is completely inaccessible. Franklin County has 4 operational airports, all located in densely populated areas. There have been only two reported air crashes in the county.
15. A **civil disturbance** is a planned or random uproar or disturbance of ordinary community life by persons choosing to ignore laws, often to bring attention to a cause, concern or agenda. Franklin County has seen many types of civil disturbances through the years, from prison riots to university campus disturbances to political rallies.
16. **Earthquakes** are caused by the movement of the earth's crustal plates along faults. Franklin County is not located on a fault line, nor have any epicenters been located here. Although earthquakes occurring in other areas have been felt in Franklin County, no damage has been reported here.

4) High-risk areas and populations

Each hazard listed in the Risk Assessment poses varying levels of danger dependent upon geographic location. A tornado is capable of causing disruption anywhere in the County, while flooding is localized to certain areas. Maps detailing at-risk areas and populations as well as critical infrastructure likely to be impacted by these hazards may be found in the maps section following this plan, the Natural Hazard Mitigation Support Annex, the Hazardous Materials Incident Annex, or obtained from FCEM&HS.

**E. Capability Assessment**



Key Target Capabilities Assessed



### III. Concept of Operations

#### A. Plan Activation

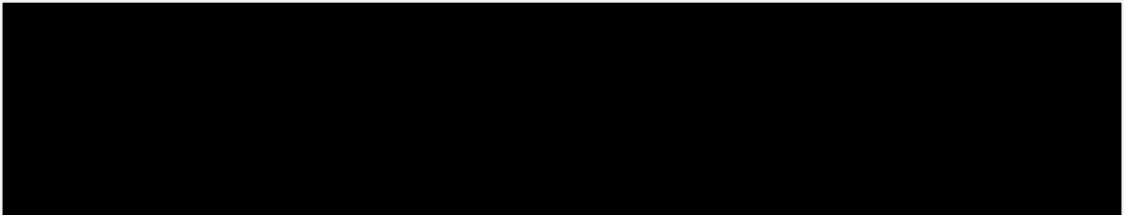
The Director of the Franklin County Emergency Management & Homeland Security (or his/her designee), in coordination with executives in the affected jurisdictions, are responsible for activating this Emergency Operations Plan, any and all Emergency Support Functions and incident and support annexes. This plan is activated in circumstances where the event exceeds the capabilities of the local jurisdiction or coordination across disciplines and/or jurisdictions is required.

#### B. Relationship to Other Plans

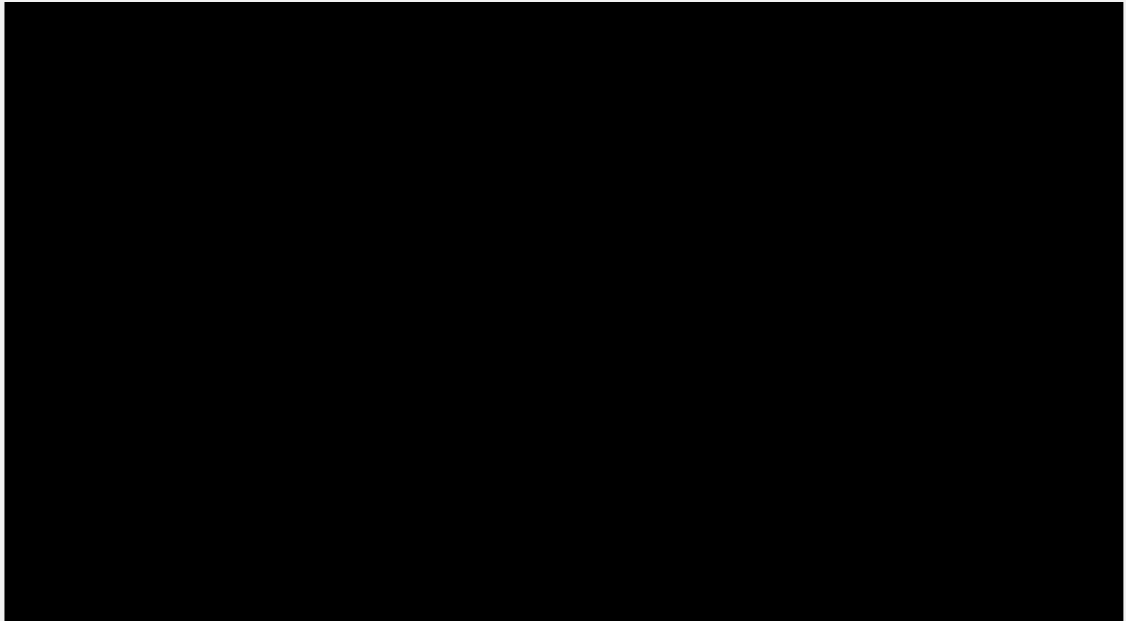
- Agencies and jurisdictions within Franklin County having emergency response responsibilities are tasked to create response plans and standard operating procedures and guidelines based on this EOP. These plans ensure functions necessary for the effective operation of this plan are carried out by those tasked. Some of these plans are tabbed to the ESFs they support, such as hospital plans, public health plans, and Red Cross plans.
- The Ohio Emergency Management Agency's [State of Ohio Emergency Operations Plan](#) details the responsibilities of state agencies during an emergency/disaster and is incorporated into the Franklin County EOP.
- [The National Response Framework](#), prepared by the Federal Emergency Management Agency, within the Department of Homeland Security, describes the emergency response capabilities of federal agencies.
- County plans having direct impact on emergency operations should be incorporated and/or coordinated with this plan.

#### C. Initial Notification

Initial Notification of an incident is most often provided through the Public Safety Answering Points (PSAPs). They follow standardized protocols for notifying additional response agencies and requesting assistance. See ESF 5 Emergency Management for details on notification procedures and methods and ESF 2 Communications for details on communications procedures.

1) 

2) 



3) Public Safety Answering Points

Each PSAP has internal protocols for alert and notification dependent upon circumstances. Certain agencies have provided lists for calling out support agencies to certain types of pre-determined incidents, such as hazardous materials spills. This is a routine part of business for PSAPs in Franklin County.

4) Crisis Action System (CAS)- EOC Activation

- a. The Franklin County Assessment Room/EOC may be staffed for a number of reasons to include natural, man-made, and technological emergencies that affect a single or multiple jurisdictions within Franklin County. The decision to staff the EOC is ultimately determined by the Director of Franklin County Emergency Management and Homeland Security (FCEM&HS) or his/her designee. Incident Commanders and Jurisdictional CEOs (i.e. County Commissioner, Mayor, Township Trustee, etc.) may request activation of the County EOC, which may necessitate the opening of the Franklin County Assessment Room and/or the County EOC. The FCEM&HS Director may choose to increase the level of readiness and response under the Crisis Action System (CAS). The CAS ensures that the level of scalable resource response corresponds to the level of emergency and/or disaster affecting the jurisdiction (s).
- b. CAS Level Normal (NORMAL DAY TO DAY OPERATIONS)  
The Franklin County Assessment Room and EOC are readily available 24 hours a day, 7 days a week in the event an incident within Franklin County requires support.

c. CAS Level #1 – Situation Awareness and Assessment (ASSESSMENT ROOM)

The declaration of CAS Level # 1 (CAS-1) begins a formal assessment process that is structured to create situational awareness, stimulate communication among FCEM&HS staff, and facilitate ongoing information sharing and consultation by FCEM&HS with jurisdictions to assess and monitor an incident from the time of inception. The Franklin County Assessment Room is manned by key staff persons to monitor the situation. In most cases, these will be the Primary and Backup On-Call duty officers but could include additional staff persons and/or volunteers. Information is sent to the Ohio Emergency Management Agency (OEMA) to provide situational awareness and foster information sharing.

Under CAS-1 operations, the Director may decide to produce a Situation Report (SitRep) on a schedule scaled to the incident's intensity and/or complexity.

Depending upon the course of development of the incident, CAS-1 will either be brought to closure or transitioned to CAS Level #2.

d. CAS Level #2 – Increased Monitoring/County and City Agencies Providing Direct Assistance (EOC)

Under CAS Level #2 (CAS-2), partial activation of County Emergency Support Functions (ESFs) comprised of City, County, and/or other agency liaisons may be asked to respond to the County EOC to support and assist response and recovery coordination efforts. This coordinated response and recovery will provide information relevant to the incident and assess the needs of the jurisdictions within Franklin County as the incident progresses. Information is sent to the Ohio Emergency Management Agency (OEMA) to provide situational awareness and foster information sharing.

Under CAS-2 operations, a SitRep will be produced on a schedule, scaled to the incident's intensity and/or complexity.

Depending upon the course of development of the incident, CAS-2 will either be brought to closure, scaled back to a CAS-1, or transitioned to CAS Level #3.

e. CAS Level #3 – City/County Resources with State and/or Federal Response Assistance (EOC)

The CAS Level #3 (CAS-3) is a Full Activation of the EOC that requires the majority of ESF City, County and/or other agency liaison support. Additional support from the state and federal levels also may be

required to assist in fulfilling mission requirements. Information is sent to the Ohio Emergency Management Agency (OEMA) to provide situational awareness and foster information sharing.

Under CAS-3 operations, a SitRep will be produced on a schedule scaled to the incident's intensity and/or complexity.

Depending upon the course of the incident, CAS-3 will either be brought to closure or scaled down to a CAS Level #2.

## 5) Chemical Emergency Levels

Hazardous Materials incident levels graduate from Level I (least serious) to Level III (most serious). Criteria used to determine the level of a hazardous material incident are:

- Extent of government agency involvement - local, state, and federal.
- Level of technical expertise required.
- Extent of evacuation of citizens.
- Extent of injuries or deaths.

### Level I Incident

- Within the capabilities of the first in companies.
- May or may not pose a threat to life and property.
- Evacuation, if required, will be limited to the immediate area.
- Clean-up company can remove the product as a routine service of their agency, i.e., fuel spills.

### Level II Incident

- Usually requires a level of expertise beyond the normal capabilities of the first assigned companies.
- Will usually require Haz-mat 4 and/or Nas-T.
- Evacuation of a small area will be necessary.
- Additional agencies that may need to be notified:

Franklin County Emergency Management & Homeland Security  
Columbus Public Health/Franklin County Public Health  
Columbus Division of Police/Franklin County Sheriff's Office  
Ohio Environmental Protection Agency  
American Red Cross  
Columbus Sewerage and Drains  
Franklin County Engineer's Office  
Central Ohio Poison Center  
Public Utilities Commission of Ohio

### Level III Incidents

- All of NAS-T will be called upon
- The most serious hazardous material incident, capable of extreme damage.
- May require expertise beyond the local hazardous materials teams.
- May require expertise from state agencies, federal agencies and private industry.
- A large area evacuation required.
- Most response agencies will be called upon, such as Public Health Departments, FCEM&HS and CEPAC
- Different types of sampling required; OEPA, Public Health Departments, Local Water Departments.

In addition to Level II agencies, the following may be notified.

Local Water Departments

State Fire Marshal

CHEMTREC

Ohio Emergency Management Agency through FCEM&HS

Bureau of Explosives

Association of Railroads

### 6) Snow Emergency Classifications

Snow emergencies are declared and decided upon by the Franklin County Sheriff's Office.

LEVEL 1: Roadways are hazardous with blowing and drifting snow. Roads may also be icy. Motorists are urged to drive very cautiously.

LEVEL 2: Roadways are hazardous with blowing and drifting snow. Roads may also be very icy. Only those who feel it is necessary to drive should be out on the roads. Contact your employer to see if you should report to work. Motorists should use extreme caution.

LEVEL 3: All roadways are closed to non-emergency personnel. No one should be driving during these conditions unless it is absolutely necessary to travel or a personal emergency exists. All employees should contact their employer to see if they should report to work. Those traveling on the roads may subject themselves to arrest.

### 7) Weather Related Notification

Weather emergencies are determined by the National Weather Service (NWS) and follow their established protocols for advisories, watches and warnings. FCEM&HS follows internal Standard Operating Guidelines (SOP) for notification during these emergencies.

8) Department of Homeland Security Advisory System (subject to revision in 2011)

The Homeland Security Advisory System was created by Homeland Security Presidential Directive 3 and provides a comprehensive and effective means to disseminate information regarding the risk of terrorist acts to Federal, State, and local authorities and to the American people. It provides warnings in the form of a set of graduated "Threat Conditions" that increase as the risk of the threat increases. Franklin County has developed action items to be considered at each threat level.

Low Condition (Green): This condition is declared when there is a low risk of terrorist attacks.

Guarded Condition (Blue): This condition is declared when there is a general risk of terrorist attacks.

Elevated Condition (Yellow): An Elevated Condition is declared when there is a significant risk of terrorist attacks.

High Condition (Orange): A High Condition is declared when there is a high risk of terrorist attacks.

Severe Condition (Red): A Severe Condition reflects a severe risk of terrorist attacks. Under most circumstances, the protective measures for a Severe Condition are not intended to be sustained for substantial periods of time.

#### **D. Incident Assessment**

Incident Assessment is a routine part of response activities for all first responders in Franklin County. Each department follows its own set of standard operating procedures for response and incident assessment protocols. Should an incident assessment reveal circumstances beyond the scope of responding agencies, FCEM&HS can be contacted to provide services and coordinate operations.

##### 1) Rapid Assessment

Rapid Assessments will take place as soon as the incident occurs. First responders are requested to report to FCEM&HS or the EOC any damage observed and the extent. Each ESF will be requested to collect a Rapid Impact Assessment from the agencies responsible for functions identified in the ESF. These assessments along with other tools available for assessment (storm tracks, public reports, and news reports) will be utilized to develop response priorities, gather and allocate resources and sustain the response. Significant events will be documented in the EOC to ensure a common

operations picture is maintained. FCEM&HS will reach out to each impacted jurisdiction and gather initial information. Jurisdictions are also requested to report any needs or damage to FCEM&HS as soon as is practical.

Assessment will focus on:

- Issues directly related to life sustaining or life saving needs
- Areas that are known to be problematic
- Determining the needs to declare a state of emergency
- Gathering information critical for making response priority decisions

## 2) Incident Action Plan (IAP)

IAPs can be oral or written and contain 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.

These plans are done to ensure operations are coordinated with all responders and that assigned missions are accomplished. The completion of IAPs is tasked to Incident Command and is accomplished at their discretion. IAPs should be coordinated with the Franklin County Emergency Operations Center (FCEOC).

## 3) FCEM&HS Assessment Center

FCEM&HS utilizes an Assessment Center as an initial response to an incident. The assessment center is staffed for weather events and is often the first step toward staffing the FCEOC and calling for a community wide response. FCEM&HS staff assesses the situation through all available means, including contact with those on-scene, and utilizes all available information to make a determination as to the scope of the response. The Assessment Center also allows the agency to monitor planned activities, such as Red, White and Boom, to ensure the agency is prepared should a response be needed. All activities taking place in the assessment center are documented and disseminated as needed.

## **E. Incident Scene Operations**

Franklin County agencies charged with operating on the scene of an emergency or disaster follow SOPs set forth by their individual agencies for response, safety, scene containment, stabilization and other functions necessary to operate effectively. Life safety is the priority, regardless of discipline. Stabilization and containment of disaster scenes is the responsibility of all responding agencies. Each agency charged with an Emergency Support Function has detailed responsibilities in the ESF to ensure coordinated operations.

## F. Response Personnel Safety

Personnel responding to any scene will respond according to agency/departmental Standard Operating Procedures. ICS procedures will be followed to manage on-scene operations.

### 1) Safety Officer

The function of the Safety Officer is to develop and recommend measures for assuring personnel safety, and to monitor and/or anticipate hazardous and unsafe situations. The Incident Safety Officer works as a support officer for the Incident Commander. The Safety Officer may perform the following functions:

- Prepare a site-specific Safety and Health Plan and publish the Site Safety Plan summary (ICS Form 208) as required.
- Identify and correct occupational safety and health hazards.
- Continuously monitor workers for exposure to safety or health hazardous conditions.
- Alter, suspend, evacuate or terminate activities that may pose imminent safety or health danger to the workers.
- Take appropriate action to mitigate or eliminate unsafe condition, operation, or hazard.
- Provide training and safety and health information.
- Perform assessment of engineering controls and Personal Protective Equipment (PPE).
- Ensure compliance with OSHA Standards.
- Document both safe and unsafe acts, corrective actions taken on the scene, accidents or injuries, and ways to improve safety on future incidents.
- Participate in planning meetings.
- Identify hazardous situations associated with the incident.
- Review the Incident Action Plan (IAP) for safety implications.
- Exercise emergency authority to stop and prevent unsafe acts.
- Investigate accidents that have occurred within the incident area.
- Assign assistants, as needed.
- Review and approve the medical plan.
- Maintain Unit/Activity Log (ICS Form 214).

### 2) Rest and Rehabilitation

Each department responding will follow their own established procedures for rest and rehab of personnel. Box 15 is routinely used for rest and rehabilitation for local fire departments and has this role in disasters and emergencies as well. The American Red Cross and the Salvation Army can be contacted through FCEM&HS to provide these services on scenes



of extended duration as well. Additional units will be called upon to provide relief to those personnel responding as needed.

3) On-scene accountability

ICS emphasizes the importance of on-scene accountability. The following principles will be utilized to ensure proper accountability of responding personnel:

- Check-In. All responders must report in to receive an assignment in accordance with the procedures established by the Incident Commander. Responders will also check out upon completion of assigned tasks. Only responders requested to the scene will be granted access.
- Incident Action Plan. Response operations must be coordinated as outlined in the IAP.
- Unity of Command. Each individual will be assigned to only one supervisor.
- Span of Control. Supervisors must be able to adequately supervise and control their subordinates, as well as communicate with and manage all resources under their supervision.
- Resource Tracking. Supervisors must record and report resource status changes as they occur.

4) Operation within exclusion zones

Teams operating within hot or warm zones will follow internal departmental procedures and those procedures set forth in the Hazardous Materials Incident Annex. Adherence to established procedures is necessary to ensure response personnel safety.

5) Decontamination

Decontamination of responders will occur according to internal departmental policies and procedures in coordination with Incident Command. Environmental controls are in place in order eliminate the possibility of further contamination. See the Hazardous Materials Incident Annex for additional information on decontamination and resources available in Franklin County to handle these operations.

6) Mental Health

Responders requiring mental health assistance will be provided care through existing channels. Should the incident warrant a larger mental health response, established Critical Incident Stress Management (CISM) teams, the Red Cross, the Medical Reserve Corps (MRC) and others will be called upon

to provide assistance. See the Behavioral Health Plan found as Tab E to ESF 8 Public Health and Medical.

## 7) Liability

Responder liability is determined and established on a jurisdiction by jurisdiction basis. Local jurisdiction regulations in conjunction with State of Ohio regulations make up the basis for responder liability protection and should be coordinated with the legal counsel responsible for legal matters in the jurisdiction.

## G. Declaration of Emergency

A local state of emergency will be declared when existing circumstances are found to be beyond the capabilities of the response system. A declaration of emergency can be completed by any jurisdiction in Franklin County. A declaration from the Board of Commissioners of Franklin County is a request for all jurisdictions in the County.

### 1) Declaration Process

- a. A declaration will only be accepted by Ohio EMA from FCEM&HS.
- b. Local CEOs may decide to declare an emergency before the system becomes overwhelmed, or at the point that the system has reached capacity.
- c. FCEM&HS will provide declaration documentation and technical assistance to any jurisdiction, if requested. See Sample Emergency Declaration following this section.
- d. After the completion of a situational assessment, FCEM&HS may recommend to the County Board of Commissioners to declare an emergency for the entire county.
- e. Once the determination is made by the County Board of Commissioners that a declaration is warranted, FCEM&HS will draft the declaration and submit it to the Board of County Commissioners in the form of a resolution.
- f. Upon favorable vote by the County Commissioners, the resolution will be forwarded to the Ohio EMA by FCEM&HS, declaring Franklin County is under a state of emergency.
- g. Any local jurisdictions declaring states of emergency will forward the proper documentation to FCEM&HS to be included in the declaration package sent to the State EMA.

### 2) Sequence of Events

- a. After an incident occurs, FCEM&HS will:
  - Rapidly assesses the situation

- Ensure the provision of emergency assistance to protect the public's health and safety
  - Work with local officials to prepare a declaration locally
  - Submit declaration to State EMA
  - Conduct damage assessment to determine the extent of damage, resources needed to support local government recovery efforts and substantiate the declaration
  - Request State assistance, if needed
  - Submit damage estimates to the State EMA
- b. Upon receipt of the local declaration, OEMA will:
- Assess the situation locally and throughout the state
  - Request a Governor's declaration, if the situation warrants
  - Assist local governments gathering damage assessment information on private and public damage, if requested
  - Coordinate requests for assistance with state agencies through missions presented from the FCEOC to the State EOC
  - Prepare request for Small Business Administration (SBA) Home/Personal Property/Business Loan Program if thresholds are met
  - Prepare to initiate State Of Ohio Individual Assistance (IA) Program and/or Public Assistance (PA) Program if thresholds are met
  - Upon request of the Governor, prepare request for presidential disaster declaration through the Federal Emergency Management Agency

## Sample Emergency Declaration

Resolution No.

*Insert Date*

RESOLUTION TO DECLARE AN EMERGENCY IN FRANKLIN COUNTY (of local jurisdiction), OHIO DUE TO (*insert circumstances and date they occurred*)

WHEREAS, Franklin County Emergency Management & Homeland Security has determined that Franklin County has been severely impacted by (*insert the incident and the date*); and

WHEREAS, the (*insert event*) resulted in (*list the impacts to the County*); and

WHEREAS, the (*insert event*) caused (*list the impacts to services*); and

WHEREAS, the affected citizens and jurisdictions in Franklin County may need financial assistance for (*list the need- debris removal, access to food, repairs to property*) to protect life and property; and

WHEREAS, some of these services may not be covered by existing programs, insurance, or other funding services; and

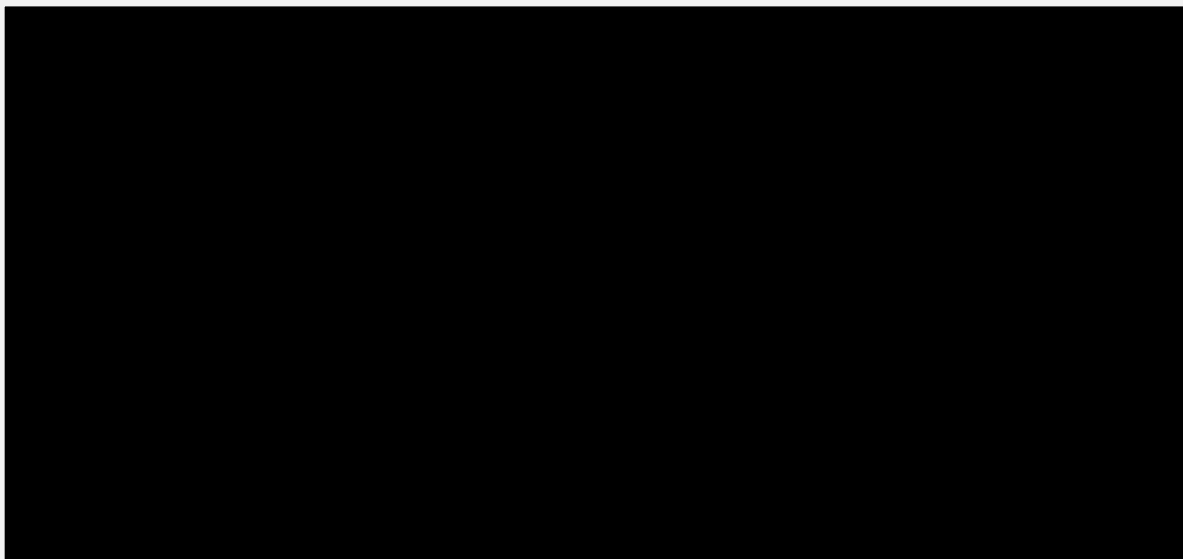
WHEREAS, this declaration of emergency shall expire 30 days from the date enacted unless cancelled or extended by formal resolution, now therefore

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS (or local CEO), FRANKLIN COUNTY, OHIO

That the Franklin County Board of Commissioners (or local CEO) pursuant to the provisions of the Ohio Revised Code and Federal Statutes, declares a state of emergency within Franklin County, Ohio due to (*insert event and date*), and hereby authorizes the preparation of requests for State and Federal, public and individual assistance for affected communities and residents.

Prepared by:

## H. Critical Infrastructure/Key Resources



## I. Emergency Public Information

Coordination of information during a disaster is accomplished through FCEM&HS, the Joint Information Center (JIC) and the FCEOC, if activated. Details regarding specific operations can be found in ESF 15 Emergency Public Information and External Affairs. Other ESFs also reference public information needs to be accomplished with the support of ESF 15. FCEM&HS will update all jurisdictions and response partners on a daily basis via Situation Report (SitRep) and/or conference call for the duration of the response phase of the event. This report template can be found as a part ESF 5 Emergency Management.

## J. Care of Special Population Groups

Populations requiring special consideration, such as the functional needs populations are considered in all planning in Franklin County. Details on the Functional Needs Population can be found in ESF 6 Mass Care Tab A-Functional Needs. Maps detailing the populations at-risk can be found in the map section following this plan and are on file at FCEM&HS.

Specifics on the animal populations can be found in the Animal Emergency Response Support Annex. This annex focuses on the provision of care for companion animals.

## K. Communications

### 1) Communications Overview

ESF 2- Communications details the infrastructure, planning, resources and procedures in place to ensure Franklin County continues to have effective interoperable communications. Franklin County radio users are currently equipped with frequencies capable of providing countywide, statewide and national interoperability. Incident management has been enhanced with the addition of EZ zones (Emergency zones) with all-call channels capable of broadcasting to all radios in the zone. Mobile communications vehicles and cache equipment ensure communications can be restored at all times. Personnel are trained, many to COM-L (Communications Unit Leader) standards, and exercises are routinely done to ensure personnel and equipment are operating as intended.

## 2) Tactical Interoperable Communications Plan

This document establishes a Tactical Interoperable Communications Plan (TIC Plan) for the Columbus Urban Area, inclusive of Ohio Homeland Security Region 4. The TIC Plan is intended to document what interoperable communications resources are available within the designated area, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. Creation of a TIC Plan was a requirement of the Office for Domestic Preparedness (now Office of Grants and Training) 2005 Urban Area Security Initiative (UASI) grant program.

## 3) Central Ohio Communications Advisory Committee

COCAC was originally formed (as the 800 MHz advisory committee) to direct the then emerging consolidated radio operation. Its mission is to ensure equitable and responsive operation of the city and county 800 MHz systems, to oversee that each system is operating effectively and striving to achieve the highest technological standards possible. The committee acts solely in an advisory role. FCEM&HS will utilize COCAC as subject matter experts on communications related matters and to provide concurrence with the TIC Plan.

## IV. Organization and Assignment of Responsibilities

### A. Organization

In accordance with Ohio Revised Code Sections [5502.21](#), [26](#), [27](#), and [31](#) the Countywide Agreement for Franklin County was approved on August 30, 1988. The Chief Executive of each jurisdiction entering into the agreement shall select a representative to a countywide Advisory Group for the purpose of appointing an Executive Committee. Under the guidance of the Executive Committee, Franklin County Emergency Management & Homeland Security shall implement emergency management for all signatories in Franklin County in accordance with this agreement, and advise the Executive Committee on matters pertaining to countywide emergency management.

It is the responsibility of Franklin County Emergency Management & Homeland Security to coordinate the on-going activities of emergency management and functions in Franklin County, utilizing all available resources, public and private, to combat the effects of a disaster. The Director of Franklin County Emergency Management & Homeland Security will be the Emergency Management Coordinator and will coordinate emergency response efforts between departments/agencies during a time of disaster.

Most of the departments and organizations in the county have emergency functions in addition to their normal duties and are responsible for developing and maintaining their own emergency management procedures.

#### 1) Executive Actions

The elected officials of the county and local jurisdictions have the ultimate responsibility for the safety and welfare of the citizens and communities. To fulfill this responsibility, the various local governments must individually, and when appropriate, jointly implement plans to ensure proper emergency actions are taken in a timely manner.

Elected officials will enact emergency legislation that will assist to resolve, enhance, or mitigate major disaster/emergency situations.

#### 2) Lines of Succession

Succession is the process that is established to determine the hierarchy for those entitled to succeed one another under emergency conditions.

- The line of succession of the County Board of Commissioners is from the President through the members of the board in order of their seniority on the board.

- The line of succession for FCEM&HS is the Director, Deputy Director, and Operations Manager.
- The lines of succession for each jurisdiction are established in accordance with local laws and policies set forth by that jurisdiction.
- The line of succession for agencies and departments is in accordance with the operating procedures established by each entity.

## **B. Assignment of Responsibilities**

Task assignments for major emergency response operations are primarily an extension of services that are provided on a daily basis by most departments and agencies. Some emergency responsibilities are unique to emergency situations and are not performed under any other circumstances, for example, damage assessment.

The following represents basic responsibilities accepted by elected officials, managers, departments and community agencies in response to a disaster. Detailed function specific responsibilities are listed in each ESF for agencies assigned to tasks under that function. The law mandates some duties, while others are developed by departments and agencies to support continuity in emergency response efforts.

The following responsibilities listed are not all inclusive and may not include specific assignments detailed in Emergency Support Functions or Annexes to this plan. Departments/Divisions/Agencies with emergency task assignments are responsible for developing and maintaining their own internal Standard Operating Procedures in accordance with this EOP and NIMS guidance. Plans are requested annually for use in the FCEOC during events. FCEOC rosters with updated contact information for those tasked in the plan are updated by FCEM&HS annually or as changes in personnel warrant.

### 1) Local Response

- a. All participating agencies and organizations
  - Prepare, maintain and implement internal department emergency operations procedures.
  - Report to the FCEOC with trained personnel when requested.
  - Communicate with the FCEOC from incident command, the field, or activated department operations centers.
  - Support missions assigned to all ESFs as appropriate.
  - Maintain updated lines of succession.
  - Maintain a COOP plan to ensure operations continue under emergency situations.



- Provide for the protection of department personnel and families.
- Maintain an accurate alert roster for mobilizing department personnel.
- Maintain an accurate inventory and sources of supply for required equipment and supplies.
- Participate in trainings and exercises.
- Develop mutual aid agreements.
- Train appropriate personnel regularly on emergency responsibilities.
- Develop internal procedures to record disaster response expenditures for possible reimbursement.
- Safeguard vital records.
- Participate in incident debriefings.

b. Chief Executives

- Implement direction, control, coordination, and policy-making functions as necessary to provide for optimum protection of public health and safety within the jurisdiction.
- Declare a state of emergency if warranted.
- Approve pre-planning, response goals, plans, and emergency accounting procedures.
- Direct and coordinate response that overlaps departmental lines or requires decisions as to which department(s) will perform various functions.
- Provide trained representatives to the FCEOC if requested.
- Oversee public information regarding the disaster\emergency condition and recovery operation.
- Authorize special purchasing due to emergency conditions.
- Authorize the release of emergency public information statements.
- Work with FCEM&HS and other jurisdictions to unify efforts through an integrated risk management (IRM) process to ensure that jurisdictional homeland security strategies and actions are informed by a common understanding and analysis of homeland security risks in the county.

c. Franklin County Emergency Management & Homeland Security

- Perform duties as assigned in ORC 5502.
- Staff the FCEOC according to established Crisis Action System levels.
- Support missions associated with all ESFs.
- Maintain Franklin County Emergency Operations Plan and Annexes.

- Coordinate liaison between local, state, and federal agencies.
- Maintain the Emergency Operations Center and staff as necessary.
- Ensure response to emergencies and disasters is coordinated, documented and effective.
- Coordinate damage assessment efforts and disaster funding for citizens, businesses, and governments with state and federal officials.
- Manage resources and maintain emergency resource database.
- Coordinate with private industry for use of privately owned resources.
- Coordinate public information and education.
- Maintain all aspects of the warning system.
- Provide training and exercise programs for the County.
- Coordinate exercises and tests of the emergency warning systems within the county.
- Coordinate short and long-term recovery.
- Ensure mitigation planning is in place and implement strategies as appropriate and able.
- Maintain a program for citizen preparedness.

d. Fire Services

Fire services include all the fire departments within Franklin County. Fire service is responsible for the following tasks:

- Establish on-scene ICS.
- Support missions associated with ESF 4 Fire Fighting and ESF 9 Search and Rescue.
- Fire suppression.
- Heavy rescue operations.
- Hazardous material incident response.
- Emergency medical services.
- Search and rescue operations.
- Radiological monitoring.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- Fire code enforcement.
- Explosive device response.
- Coordinate with other responding agencies.

e. Law Enforcement

Law enforcement includes the Franklin County Sheriff's Office, local police departments, Ohio Highway Patrol, Ohio State University Police and other University Police. Law enforcement is responsible for these tasks:

- Establish on-scene ICS.
- Support missions associated with ESF 13 Public Safety and Security.
- Maintain law and order according to established laws.
- Crowd, traffic and restricted area control.
- Coordinate evacuations.
- Identify local emergency evacuation routes from high hazard areas.
- Security measures, including protection of vital facilities.
- Provide security for the Emergency Operations Center, Points of Distribution and other vital emergency services as needed and able.
- Assist in notification and warning of the general public.
- Provide security of homes, businesses, and property in damaged and/or evacuated areas.
- Assist with initial impact assessment.
- Coordinate security for equipment, staging areas, and other vital operations.
- Coordinate with other responding agencies.

f. Public Health

The health departments referenced in this plan are Columbus Public Health and Franklin County Public Health. They are responsible for coordinating medical, health, and sanitation services including:

- Support missions associated with ESF 8 Public Health and Medical.
- Identify health hazards.
- Emergency public information.
- Assess health hazards from damage to water distribution and sewage collection systems.
- Food and water inspection.
- Nursing services as available and needed by the American Red Cross (ARC) or other response organizations.
- Sanitation and vector inspections of shelters.
- Environmental health regulation enforcement.
- Environmental clean-up and spill response recovery procedures.

- Preventive health services, including control of communicable diseases.
- Clinical and immunization services.
- Establish isolation and quarantine as warranted.
- Coordinate assistance from other jurisdictions, the Ohio Department of Health, and other public and private response agencies.
- Coordinate environmental health activities for waste disposal, refuse, food, water control and sanitation.
- Coordinate insect and rodent control.
- Sanitation inspection/enforcement.
- Epidemiological studies.
- Maintenance of vital statistics.
- Provide liaison with the Ohio Department of Health's Bureau of Radiation Protection.

g. Engineering/Public Works

Engineering and public works includes the Franklin County Engineer; local jurisdiction engineering; street, water and sewer departments. Their duties are:

- Support missions associated with ESF 1 Transportation and ESF 3 Public Works and Engineering.
- Coordinate restoration of public facilities, roads and bridges.
- Damage assessment for infrastructure and public facilities.
- Debris and snow clearance on roads.
- Provide equipment, supplies, and personnel as needed.
- Support traffic control measures-providing signage, detours and barricades.
- Safety inspections – roads and bridges.

h. Utilities

Includes public and private utilities, duties are:

- Support missions associated with ESF 3 Public Works and Engineering and ESF 12 Energy.
- Priority restoration of service to vital facilities.
- Provide emergency power as required.
- Damage assessment and estimation of recovery times.
- Inspection of critical infrastructure.
- Provide emergency generators or other equipment as necessary and available.
- Coordinate with other providers to restore service to victims.

i. Emergency Medical Services

Emergency Medical Services is a system for coordinating pre-hospital functions or services that are provided on-scene. The fire departments have primary responsibility for EMS in Franklin County, supplemented by private emergency medical service companies. Emergency responsibilities are:

- Respond to disaster/emergency scene with personnel and equipment.
- Triage, treatment and transportation of the injured.
- Establish and maintain field communications and coordination with other emergency response departments, local hospitals, and the Central Ohio Poison Center.
- Assist with the evacuation of non-ambulatory victims and those who require special medical attention.
- Ensure the safe transfer of patients from incidents involving contamination of any kind.

j. American Red Cross

The American Red Cross (ARC) through an MOU with Franklin County Emergency Management & Homeland Security is responsible for ensuring that the mass care needs of the affected population are met. The American Red Cross will:

- Operate shelter facilities.
- Arrange for mass feeding and other appropriate support.
- Provide disaster surveys and damage assessment data to FCEM&HS for purposes of countywide assessment.
- Provide mobile canteen feeding service to emergency services workers during events expected to last for an extended time.
- Provide mental health and family assistance during disasters.
- Counsel and advise disaster victims on the availability of resources for long-term recovery assistance.
- Provide blood and blood products.
- Coordinate with appropriate partner agencies, including hospitals, for the purpose of reuniting families.
- Provide information regarding the location of those sheltered according to ARC Policy.

k. Hospitals

There are 11 hospitals in Franklin County. Area hospitals will:

- Utilize the Central Ohio Trauma System (COTS) Hospital Incident Liaison (HIL) to communicate with the FCEOC.
- Provide medical guidance to EMS units and field triage teams for the treatment and handling of the injured.
- Make available, upon request and as able, qualified medical personnel, supplies and equipment.
- Provide emergency treatment and hospital care for disaster victims.
- Report to COTS HIL hospital status when requested.

I. Legal

Legal services include the county prosecutor's office and local city attorneys who will:

- Provide legal services to county commissioners and key responders for problems related to disaster and recovery operations.
- Interpret emergency laws and regulations.
- Advise officials and department heads on record keeping requirements and other documentation necessary for the exercising of emergency power.

m. County Coroner

The Franklin County Coroner's Office will:

- Provide technical expertise and specialized resources to situations involving mass fatalities.
- Establish a temporary morgue and other processing facilities in mass fatality emergencies within the scope of their legal duties.
- Control scene operations relating to the deceased and preservation of vital evidence.
- Identify the deceased and determine the cause of death.
- Report casualty information through the FCEOC.
- Establish processes for the release of remains upon termination of the emergency.

n. Human Services

Human Services includes both public and private human service organizations. These organizations will:

- Assist in the provision of food, shelter, food stamps, and financial services to those displaced due to a disaster.
- Identify and assist functional needs populations.

- Refer disaster victims to appropriate social service agency for needed assistance.
- o. Finance, Budget, and Purchasing (Local jurisdictions and agencies)
- Maintain records of financial transactions and purchases that deviate from normal procedures during a disaster.
  - Ensure proper cost documentation for all disaster related expenses.
  - Establish and maintain a separate account of expenditures for the disaster.
  - Assist in FCEOC, if requested, with direction and control of resource procurement.
  - Develop and utilize emergency procedures for the procurement and delivery of essential resources and supplies for emergency situations.
  - Submit costs incurred to FCEM&HS for damage assessment estimates as well as impact estimates to determine if federal reimbursement is warranted.
- p. School Districts
- Provide shelter facilities per agreement with the American Red Cross.
  - Liaison with the FCEOC to report school status, damage and/or needs.
  - Provide access to school district resources when appropriate and available – coordinated through the FCEOC.
  - Coordinate evacuation and transportation operations for students during emergency situations.
- q. Central Ohio Transit Authority (COTA)
- Serve as the lead agency for transportation of people in an emergency.
  - Provide mass transit vehicles and drivers for emergency evacuation.
  - Work with FCEM&HS to ensure a pool of transportation resources exists to augment the response from COTA.
- r. Voluntary Organizations
- Groups with volunteers as their core, such as the Medical Reserve Corps (MRC), Community Emergency Response Teams (CERT), and Amateur Radio Emergency Services (ARES), will be utilized

and dispatched from the FCEOC according to their specialty and availability.

- s. Communications Agencies
  - Establish communications per the Franklin County Tactical Interoperable Communications Plan.
  - Ensure communications equipment and trained personnel are available.
  - Establish Communications Unit Leader (Com-L) when appropriate.
  - Provide technical expertise to Incident Command regarding establishing a communications plan for an incident.

## 2) State Response

State agencies with mandated responsibilities for emergency response will follow their established plans and procedures outlined in the State of Ohio Emergency Operations Plan. State assistance falling outside normal MOUs will be coordinated through the FCEOC to the State EMA.

Some of the state agencies with resources to support local responders are:

- a. Ohio Emergency Management Agency

The Ohio Emergency Management Agency coordinates the activities of all state agencies for an emergency response within the state. As more becomes known about the incident, the state EOC will be opened and emergency contact established with the affected jurisdiction. The state EOC will be opened to serve as a central communications and information site. Field coordinators may report to the FCEOC to coordinate field activities and information. Federal resources will be requested through the Ohio Emergency Management Agency.

- b. Ohio Environmental Protection Agency

The Ohio EPA's primary response function is to work to abate water, land and air pollution, protect and ensure safe water supplies and manage the disposal of solid and hazardous wastes or recovery of recyclable substances. EPA officials respond to an incident if needed to monitor and sample air, soil, and water. EPA can assist with decontamination procedures, evidence collection, and advise and assist clean-up contractors.

- c. State Fire Marshal

The State Fire Marshal's primary response function is to assist in area control, incident description, and communications at the off-



site incident command post. If the incident is not fire related State Fire Marshal personnel will support other State agencies.

d. Ohio Department of Health

The ODH's primary response functions are to prevent significant exposures to chemical or other toxic agents and disease, provide health services to the public, coordinate epidemiology and surveillance, perform laboratory testing, and coordinate follow-up. An ODH Field Coordinator may report to the FCEOC to coordinate field activities and information. ODH personnel respond to the field and work with local health department personnel and the county/city Health Commissioner(s) to perform monitoring and provide health services.

e. State Highway Patrol

The State Highway Patrol's primary response function is to provide support to other State and local law enforcement agencies. Generally, this support consists of traffic control and information gathering and dissemination. A Post Commander or Assistant Post Commander may report to the FCEOC along with a District Staff Officer to coordinate field activities and information. Personnel may respond to the off-site incident command post and provide area control.

f. Ohio National Guard

The Ohio National Guard (ONG), coordinated by the Adjutant General of Ohio, provides military support to civil authorities to protect life and property and preserve peace and order in times of emergency, at the direction of the Governor of Ohio.

g. Public Utilities Commission of Ohio

The PUCO can provide information relating to the status of regulated public utility services in an area affected by an incident. PUCO personnel can serve as the State liaison with appropriate Federal agencies (U.S. DOT, NTSB, Federal Railroad Administration, CHEMTREC). The PUCO will maintain liaison with other State agencies to provide for communications and assist, if possible, in the dispatch/transfer of strategic supplies into an incident area.

h. Ohio Department of Transportation

ODOT's primary response function is to provide support in the form of information, equipment, and area control related to highways, bridges, and aviation and mass transportation facilities. ODOT personnel respond to the of-site incident command post and provide traffic assistance and information.

i. Ohio Department of Natural Resources

ODNR's primary response function is to protect the natural resources of the State including the forests, lakes, soils, wildlife, minerals, and water resources. This protection involves providing personnel and equipment for the emergency response, as needed. ODNR personnel respond to the off-site incident command post and perform assessment and provide information and resources, including providing land and facilities for use as needed.

### 3) Federal Response

The Federal Emergency Management Agency provides Federal support services for emergency activities. In partnership with State and local governments, FEMA supports management efforts by providing national program policy and guidance, as well as technical and financial assistance. It is FEMA's responsibility to coordinate the response of other Federal agencies which administer their own emergency programs according to the National Response Framework. Requests from FEMA must be approved by the President of the United States before FEMA can provide assistance. Requests for Federal assistance must be channeled through FCEOC to the Ohio Emergency Management Agency.

Responsibilities of federal responding agencies are detailed in the National Response Framework and are collaborated and coordinated through that plan.

## V. Direction, Control and Coordination

### A. Franklin County Emergency Operations Center

The Franklin County Emergency Operations Center (FCEOC) is a facility which provides an environment in which county officials and representatives from other agencies can provide centralized direction and control, planning functions, and communications during a major disaster. **The FCEOC is the focal point for the coordination of support functions, resources, logistics, personnel and planning during an event.**

The FCEOC may be staffed for a variety of reasons including support of a large single discipline event, support of a municipality, or support of an event affecting multiple areas of the county. The decision to activate is the responsibility of the Director of FCEM&HS or his/her designee. Activation may be requested by jurisdiction CEOs, Fire and Police Chiefs, and other officials, though the decision to officially activate the FCEOC rests with the FCEM&HS Director.

Each event is unique and will have specific needs of the FCEOC. The FCEOC operates 24/7, 365 days a year and is a scalable resource. Only those groups needed during a particular event need to be contacted. These personnel will be notified via a call down list or other pre-identified procedures. Staff of the FCEMHS will be the initial reporting staff to the FCEOC and will have direct coordination with Incident Command.

The FCEOC will:

- Ensure each agency involved in incident management activities is provided appropriate situational awareness and resource status information.
- Conduct current and future planning.
- Activate ESFs and supplemental plans as necessary.
- Request State assistance as appropriate.
- Establish priorities between incidents and/or Area Commands (AC) in concert with the Incident Commander (IC).
- Acquire and allocate resources required by incident management personnel in concert with the priorities established by the IC.
- Anticipate and identify future resource requirements.
- Coordinate and resolve policy issues arising from the incident(s).
- Provide strategic coordination as required.
- Ensure improvements in plans, procedures, communications, staffing, and other capabilities necessary for improved incident management are acted on. These improvements should also be coordinated with all other appropriate organizations.

#### 1) FCEOC Functions

a. Centralized Direction and Control

Direction is policy making and executive authority, while control is guiding and managing the emergency efforts of multiple departments, agencies and individuals. Centralizing those efforts at the FCEOC will not conflict or compete with Incident Command at the scene. The FCEOC supports field operations and coordinates the activities of a large incident or several command posts at different sites. A department head, or person with decision-making capabilities should be in the FCEOC to represent each organization involved in the incident.

Although the Director of FCEM&HS manages and coordinates operations within the Franklin County Emergency Operations Center (FCEOC), his or her authority does normally not exceed that of department heads or jurisdiction CEOs unless specified by the controlling executive policy group. The FCEM&HS Director provides technical advice on emergency management related issues to Incident Command and coordinates the overall response.

b. Information Collection, Evaluation and Display

Data and resource information requirements in the FCEOC will vary with the type and scope of the disaster involved, the number and size of jurisdictions affected, and available resources. Timely, accurate information must come into the FCEOC for use in decision making. The information will be analyzed for potential problems and to take action or requests with the results posted.

c. Coordination

Coordination occurs routinely among representatives in the FCEOC and includes the sharing of incident related response information, the use of subject matter experts, and the coordinating of resources, towards the common goal of effective response. Coordination also occurs between the FCEOC and the Incident Command Post via the IC and pertinent branches.

d. Response Prioritization

When two or more incidents require the same limited emergency response personnel or equipment, personnel assigned to the FCEOC will decide who gets what resources and in what sequence. Based on information gathered in the FCEOC and information from the field, authorities can make decisions as to who

will receive limited resources until additional resources can be procured.

e. Resource Management

FCEM&HS utilizes a resource management system that identifies available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management includes mutual aid and assistance agreements; the use of special Federal, State, and local teams; and resource mobilization protocols. Resource management occurs constantly as new requirements are added. Each participating department, agency, or organization maintains operational control of its resources. Mission assignments are coordinated from the FCEOC. When the FCEOC is activated, all actions must be reported to the FCEOC to ensure a rapid, coordinated and efficient response.

FCEM&HS utilizes 9 steps for resource management:

1. Certifying and credentialing personnel
2. Inventorying resources
3. Identifying resource requirements
4. Ordering and acquiring resources
5. Mobilizing resources
6. Tracking and reporting resources
7. Demobilizations
8. Recovering resources
9. Reimbursement

f. Communications

An important function of the FCEOC is to establish and maintain communications with emergency response personnel at the incident scene. Without timely and accurate information, the FCEOC will not be able to provide its support functions for the incident scene. Communications are also essential between the FCEOC and other jurisdictions and outside agencies. These communications are established according to internal FCEM&HS procedures and in conjunction with communications established from the incident.

g. Damage Assessment

Assessing damage to the county is a key function of the FCEOC. Responders must be presented with damage information in order to effectively respond. Areas and residents needing assistance may

be overlooked if accurate damage information is not made available to the representatives in the FCEOC. Accurate damage assessment information is also necessary for requesting assistance from higher levels of government and determining the level of impact on the county overall. This is discussed more fully in ESF 14 Recovery and Mitigation.

## 2) Multiagency Coordination System (MACS)

The FCEOC and partners serve as the local EOC as well as a Multiagency Coordination Entity. Emergency Operations Centers (EOCs) are one of several system elements included within the Multiagency Coordination System (MACS). The FCEOC is intended to facilitate MACS functions, and may provide support to Area Command, Incident Command, or Unified Command when resource needs exceed local capabilities. Fundamentally, MACS provide support, coordination, and assistance with policy-level decisions to the ICS structure managing an incident.

More specifically, the primary role of the FCEOC as a MACS is to:

- coordinate activities above the field level
- prioritize the incident demands for critical or competing resources
- support incident management policies and priorities
- facilitate logistics support and resource tracking
- inform resource allocation decisions using incident management priorities
- coordinate incident related information
- coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies.

## **B. National Incident Management System**

Homeland Security Presidential Directive HSPD-5 established a single, comprehensive National Incident Management System (NIMS). NIMS provides a consistent national approach for Federal, State, and local governments to work effectively and efficiently together in response to incidents regardless of cause, size, or complexity. NIMS also provides a set of standardized organizational structures, including the Incident Command System (ICS), multi-agency coordination systems, and public information systems, as well as requirements for processes, procedures, and systems to improve interoperability among jurisdictions and disciplines in various areas.

Franklin County and its political jurisdictions utilize the processes, guides, protocols and procedures prescribed in NIMS. NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. Services will be coordinated utilizing ICS and the Unified Command System (UCS) for the command and management of emergency responses.

The Franklin County Board of Commissioners adopted NIMS through Resolution 305-05. Franklin County supports NIMS by asking all personnel charged with emergency response duties to complete the NIMS courses required for each identified position (See Training and Exercise section in this plan). FCEM&HS serves as the Principal Coordinator for the overall jurisdiction-wide NIMS implementation.

### **C. Incident Command System**

#### 1) Overview

The Incident Command System (ICS) is used to manage emergency incidents as well as non-emergency events in Franklin County. It can be used equally well for both small and large situations and has considerable internal flexibility.

Incident Command has five major functional areas: Operations, Planning, Logistics, and Finance/Administration. First responders in Franklin County are trained on ICS and utilize individual departmental policies and procedures for the establishment, staffing and functioning of the ICS system. The Draft Franklin County ICS Standard Operating Guideline (SOG) contains details on how ICS operates and coordinates with other entities in Franklin County.

Most incidents within Franklin County are handled by local jurisdictions through the use of their own resources or a combination of their resources and those available through mutual aid agreements. This Emergency Operations Plan and the corresponding standard operating procedures establish the processes used by the local jurisdiction to respond to these incidents. For multi-discipline and or multi-jurisdictional incidents that are beyond the capability of the local government, FCEM&HS can provide assistance to the affected jurisdiction.

#### 2) Incident Action Plans (IAPs)

Incident Action Plans (IAPs) will be used in accordance with ICS at the discretion of incident command. They provide a coherent means of communicating the overall incident objectives in the context of both operational and support activities.

An Incident Action Plan is especially important under the following circumstances:

- Resources from multiple agencies and/or jurisdictions are involved;
- Multiple jurisdictions are involved;
- The incident will effectively span several operational periods;
- Changes in shifts of personnel and/or equipment are required; or
- There is a need to document actions and/or decisions.

### 3) Joint Information System (JIS)

The JIS provides an organized, integrated, and coordinated mechanism to ensure the delivery of understandable, timely, accurate, and consistent information to the public in a crisis. It includes the plans, protocols, and structures used to provide information to the public during incident operations. It encompasses all public information operations related to an incident, including all Federal, State, local, and private organization PIOs, staff, and JICs established to support an incident.

#### a. Joint Information Center (JIC)

The JIC is the physical location within the JIS where public affairs professionals from organizations involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public-affairs functions. The JIC may be established at FCEM&HS collocated with the FCEOC to ensure the JIC staff are provided with the most current and accurate information regarding incident management activities at all times.

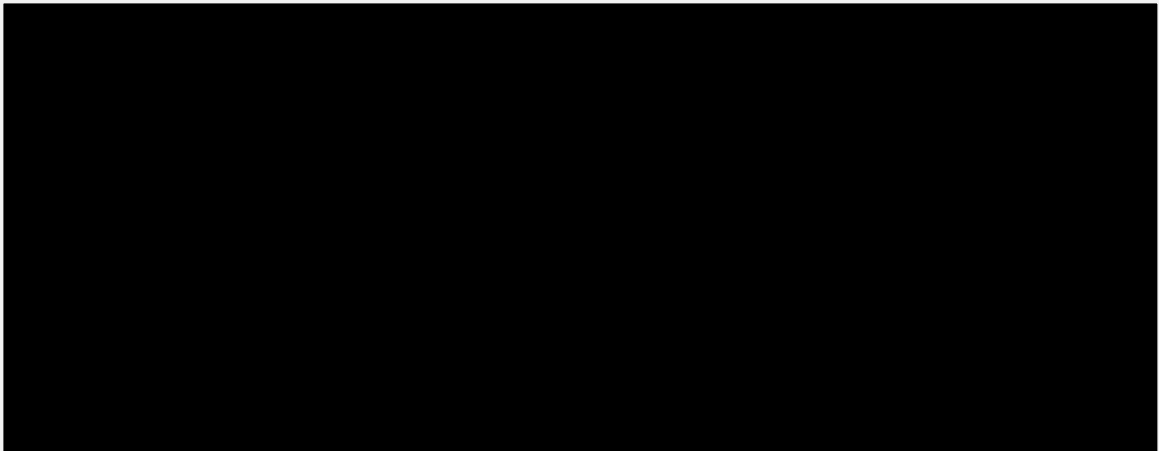


## **VI. Information Collection and Dissemination**

### **A. Collection**

- 1) Information in a disaster is collected in many ways and through many channels. The FCEOC is the physical location where the collection of information will take place to help form a common operating picture for those responding to the incident.
- 2) Collected information will be analyzed and will inform decision making throughout the duration of the incident.

### **B. Disaster Intelligence**



### **C. Dissemination**

- 1) Information of a sensitive nature is disseminated to the public, private and government sectors according to policies and procedures set forth at each agency responsible for the information.
- 2) Intelligence information not of a sensitive nature is disseminated to FCEOC partners in accordance with FCEM&HS policies and procedures.
- 3) The public is provided through the Emergency Public Information Function found detailed in ESF 15 Public Information and External Affairs.

## **VII. Administration, Finance and Logistics**

### **A. Administration**

#### 1) Documentation

Each responding agency is responsible for following internal SOPs and adhering to all applicable state and local laws detailing documentation procedures during and after emergencies. FCEM&HS will compile incident documentation to ensure coordinated incident operations and historical records are kept post-event. Incident command logs, communications plans, resource requests and any other formal documentation must be kept in order to ensure the proper documentation is available for the incident.

Damage Assessments and cost recovery documents must be completed throughout the incident and forwarded to FCEM&HS for purposes of assessing whether assistance is needed or reimbursement dollars are available. Damage Assessment as well as cost recovery are detailed in ESF 14 Recovery and Mitigation. The forms for completion are also found in that ESF.

Any documentation available for the incident (incident command logs, mitigation strategies, IAPs) will be used to ensure future responses and plans are enhanced with lessons learned and best practices through formal after-action reporting. The process of formally evaluating a response may also lead to an assessment of current capabilities and gaps, identification of needed improvements, and identification of future mitigation strategies.

#### 2) Critique

Formal after-action reporting as well as those done informally following a real event will be utilized to create a formal written critique of emergency operations. Agencies will be charged with responsibilities and tasks identified through improvement plans designed to enhance capabilities, ensure plan modifications are made, direct equipment purchases and other response enhancements. Improvement plan progress will be tracked in the same manner as exercises are tracked.

#### 3) Preservation of Records

Agencies and jurisdictions within Franklin County will preserve existing and emergency documents according to local, state, and federal records retention laws. The administration of each jurisdiction must ensure that all legal documents of both a public and private nature are protected and

preserved. Preservation of important records and measures to ensure continued operation and reconstitution is necessary for local governments. Each jurisdiction should detail records retention and preservation of vital records in COOP/COG plans.

## **B. Finance**

Costs incurred responding to disasters (equipment, personnel, emergency repairs, contracted services) must be documented according to the current State EMA guidance for recovering funds as a result of a disaster (See ESF 14). Jurisdiction funds will be recouped whenever possible according to FEMA Public Assistance Policy. Individual Franklin County residents will be assisted according to the guidelines set forth in the FEMA Individual Assistance (IA) Program. The initial coordination of these efforts will occur from the FCEOC and the offices of FCEM&HS. Accurate records must be maintained in order to create historical records, recover costs, address insurance needs, address gaps in current capabilities, and develop mitigation strategies.

See ESF 14 Recovery and Mitigation for details on recovery, individual and public assistance, and cost documentation procedures as well as forms necessary for completion.

Jurisdictions are provided training through the State EMA and/or FCEM&HS on proper cost documentation in an emergency.

## **C. Logistics**

Logistical needs during a disaster will be met through the FCEOC through varied means. These will include mutual aid agreements, private resources, requests for state assistance, EMAC and IMAC.) ESF #7 Resource Support and Logistics contains additional detail on this subject. Also section V.A. (1) e of this plan also contains information on resource management through the FCEOC.

### 1) Overview

Overall countywide resource management is done through the FCEOC. Resources include personnel, teams, facilities, equipment, and supplies. Resource management coordination activities take place within the Logistics Section of the FCEOC. This Section, in conjunction with Incident Command, will also prioritize and coordinate resource allocation and distribution during incidents.

Four primary tasks will be accomplished through the Logistics section of the FCEOC in regard to resource management:

- describing, inventorying, requesting, and tracking resources;

- activating resource management systems prior to and during an incident;
- dispatching resources prior to and during an incident; and
- demobilizing or recalling resources during or after incidents.

All requests for resources will be verified and validated through the FCEOC. When available, reimbursement programs will be accessed. Proper protocol and documentation must be kept when seeking reimbursement.

## 2) FCEM&HS Resource Database

FCEM&HS maintains a resource list that is updated on an as-needed basis. It is checked in its entirety for accuracy once per year. This database contains public and private resources.

Private resources contained in the database are asked to sign a Resource Agreement. These agreements are not binding contracts. They are a statement of willingness to assist and a provision of inventory and 24 hour contact information. Agreements are on file in the FCEOC. These agreements are only completed for private resources. Resources are solicited via the FCEM&HS website and through the gap analysis process. Once a gap is identified, FCEM&HS will solicit companies with needed capabilities to join the database.

## 3) Mutual Aid Agreements

There are many pre-existing mutual aid agreements throughout the county joining the resources of various agencies. These can be called upon on a daily basis, or during emergencies. See ESF #7 Resource Support and Logistics for a listing of specific agreements in place.

## 4) State Resource Database

FCEM&HS initiated a pilot program with OEMA to share resources across Homeland Security Region 4. This web-based program allows resources that may be available regionally to be displayed online for use in emergency situations. The database was originally intended to ensure the appropriate usage of regional resources purchased with federal grant dollars, but it is capable of displaying locally owned resources as well. This allows Franklin County to have access to resources the County may not otherwise have and share regional resources housed here with other counties.

## 5) Law Enforcement Response Plan (LERP)

LERP is a tool for local law enforcement agencies to acquire large quantities of law enforcement resources in response to a domestic terrorist attack, a major disaster, or other emergencies. When the LERP is activated, a Law Enforcement Automated Data System (LEADS) resource request alert is sent to appropriate agencies. The LERP system can only be activated through a Sheriff's request (under ORC 311.07) or through a Chief's request under the Intrastate Mutual Aid Compact (ORC 5502.41). The Colonel of the Ohio State Highway Patrol can also activate the LERP. It is a web-based database with 104 pre-defined law enforcement resources divided into seven major categories: Personnel, Standard Vehicles, Specialized Vehicles, Aircraft, Specialized Teams, Watercraft and Equipment.

The resources are divided into seven major categories:

- Personnel
- Standard Vehicles
- Specialized Vehicles
- Aircraft
- Specialized Teams
- Watercraft
- Equipment

## 6) Fire Service Emergency Response Plan

This system provides local fire chiefs with easy access to large quantities of fire service resources (hazmat, water rescue, fire response resources, emergency medical services, incident management assistance, etc.) that may be needed to respond to a major fire or natural or man-made disaster. This system provides for rapid activation and response of fire service resources in quantities beyond the means of a single fire department and local mutual aid. The ERS will be activated by local Incident Commander(s) through a central dispatch point. The response will be coordinated by one-or-more of eight Regional System Coordinators who will interact and coordinate with County System Coordinators in their region. County and regional coordinators will gather and analyze information on available resources, type resources in accordance with NIMS resource typing guidelines, and input the data into a central database. Regional and county coordinators will also train personnel regarding the use of and participation in the ERS. EMA Directors are to be notified by the ERS when resources in their county are deployed outside their county.

## Key Concepts of the Plan

The Plan is directed toward enhancing disaster management at the local, county, and state level of government by:

- Providing a simple method to immediately activate large quantities of fire department personnel and resources.
- Establishing the positions, roles, and responsibilities necessary to activate and maintain this plan.
- Complementing other disaster plans at the local and state level.
- Utilizing the Incident Command System adopted by the State of Ohio.

### 7) Intrastate Mutual Aid Compact (IMAC)

Upon an emergency declaration by a local chief elected official, the FCEM&HS director can request personnel and resources from other jurisdictions in Ohio through the Intrastate Mutual Aid Compact (IMAC). IMAC participants include all political subdivisions as partners in the statewide mutual aid system. IMAC is explained in ORC 5502.41. FCEM&HS will administer the IMAC program on behalf of Franklin County with other county EMA directors in Ohio. It is important to note private and non-profit agencies and resources are not covered under this program.

### 8) Emergency Management Assistance Compact (EMAC)

A Governor's Disaster Declaration provides the initiating mechanism for the Emergency Management Assistance Compact (EMAC) and is explained in ORC 5502.40. Coordinated through Ohio EMA, EMAC resources may be deployed to and from nearly any state or territory in the United States. EMAC resources will be accessed by the FCEM&HS director through Ohio EMA. The EMAC program ensures portability of credentials, consideration of liability and workers compensation as well as a reimbursement process. This program may be activated at the request of the Executive Director of Ohio EMA. It is important to note, however, private and non-profit agencies and resources are not covered under this program.

## VIII. Training, Exercise, and Outreach

### A. Training

Individuals at all levels of government need to be trained for their respective roles during all phases of emergency management. FCEM&HS works to ensure that all personnel needing NIMS training are trained appropriately.

#### 1) NIMS compliance

Franklin County adheres to the [5-Year NIMS Training Plan](#) as developed by FEMA. FCEM&HS serves as the Principal Coordinator for the overall jurisdiction-wide NIMS implementation, including ensuring the training plan is completed. The following chart details the courses required for completion from FY08 through FY12.

Out-Year NIMS Compliance Objectives for Training	
Fiscal Year	Compliance Requirement
FY08	Complete IS-700; IS-800; Complete ICS-100; ICS-200 – Awareness Training Complete ICS-300 – Advanced Training ----- Complete ICS Position-Specific Training – Practicum†
FY09	Complete IS-700; IS-800; ICS-100; ICS-200 – Awareness Training Complete ICS-300; ICS-400 – Advanced Training Complete Emergency Management Framework Course – Awareness Training ----- Complete ICS Position-Specific Training – Practicum†
FY10	Complete IS-700; IS-800; ICS-100; ICS-200 – Awareness Training Complete IS 701; IS-702; IS-703; IS-704 – Awareness Training Complete ICS-300; ICS-400 – Advanced Training Complete Emergency Management Framework Course – Awareness Training ----- Complete ICS Position-Specific Training – Practicum†
FY11	Complete IS-700; IS-701; IS-702; IS-703; IS-704; IS-705; IS-706; IS-707; IS-800; ICS-100; ICS-200 – Awareness Training Complete Emergency Management Framework Course – Awareness Training Complete ICS-300; ICS-400 – Advanced Training ----- Complete ICS Position-Specific Training – Practicum† Complete EOC Position-Specific Training – Practicum†
FY12	Complete IS-700; IS-701; IS-702; IS-703; IS-704; IS-705; IS-706; IS-707; IS-800; ICS-100; ICS-200; Emergency Management Framework Course – Awareness Training Complete ICS-300; ICS-400; ICS/EOC Course – Advanced Training ----- Complete ICS Position-Specific Training – Practicum† Complete EOC Position-Specific Training – Practicum†

† Stakeholders are not required to complete ICS Position-Specific Training (or EOC Position-Specific Training in future years) for NIMS compliance. However, the completion of ICS Position-Specific Training is required for those stakeholders who desire to be credentialed as part of the national credentialing system.

## 2) Training Responsibilities

- FCEM&HS will work with local response partners to develop a regional training and exercise program strategy (2011). The strategy identifies training and exercise needs based on the risks, capabilities, and gaps within the Metropolitan Statistical Area (MSA). FCEM&HS will implement the training and exercise program to address identified risks, build current capabilities and reduce existing gaps in the MSA.
- County departments and agencies with disaster responsibilities will provide position-specific disaster-related training to their personnel in accordance with their Continuity of Operations (COOP)/Continuity of Government (COG) plans, response plans, and SOPs.
- FCEM&HS will plan, schedule and conduct trainings as required and as requested.
- FCEM&HS will utilize training from multiple sources, including DHS, FEMA, OEMA, the Ohio Fire Academy and many others.

## B. Exercise

### 1) Exercise Program

A viable exercise program is an essential component of emergency personnel training. The purpose of exercising is to improve the preparedness state of the organizations involved and to test the effectiveness of emergency plans and supporting SOPs and SOGs. In compliance with [OAC 4501: 3-6](#) Franklin County responders participate at least annually in an exercise of the County EOP. Throughout the year responders participate in exercises ranging from seminars, workshops, tabletops, games, drills, functionals to full-scale exercises. Combined exercises testing multiple plans and/or disciplines are conducted whenever possible to maximize time and resources.

- FCEM&HS will plan, develop, oversee, conduct and evaluate community exercises in compliance with the guidelines set forth under the Homeland Security Exercise and Evaluation Program (HSEEP).
- Public and private agencies with disaster responsibilities should coordinate disaster drills on a periodic basis for their staff and clients.
- FCEM&HS will participate in state and federally mandated exercises upon request. (Examples: SERC Haz-mat exercises, annual exercise of the EOP as required through the ORC, airport exercises, and WMD exercises.) These exercises will be combined whenever possible and prudent.



- FCEM&HS will ensure corrective actions and improvement plans are completed according to HSEEP and state guidance.
- FCEM&HS participates in the State EMA annual Training, Exercise and Planning Workshop (TEPW) for purposes of scheduling and coordinating exercises and trainings.

## 2) After Action Reporting

After Action Reports (AAR) will be completed post-exercise of post-incident in order to assess response, determine gaps in capabilities, identify strengths and weaknesses of this plan and any others activated, create a permanent record of events for the purpose of lessons learned, and evaluate the effectiveness of the exercise itself. Lessons learned and gap analysis from exercises will be used to address resource and capability gaps. The process of AAR creation for real events will be conducted according to state and federal guidance similar to the process used for exercises. Recommendations for improvement will be documented through the formal critique process and will be placed into an improvement plans to be corrected through exercise, training or capability enhancement. Documentation will be completed by responding entities and/or FCEM&HS and agreed upon improvements entered as corrective actions to be completed at the discretion of the responder community. The State of Ohio has provided counties with a template AAR that can be used for documentation of real events. This document can be obtained from FCEM&HS upon request.

## C. Outreach

### 1) Risk

The citizens of Franklin County are provided access to the Risk Assessment for Franklin County through the FCEM&HS website, and presentations done by staff. Risk along with mitigation opportunities are also presented to the public for input and comment through the Natural Hazards Mitigation Plan. Pamphlets and Brochures are created to address the public response to these identified hazards and are distributed at fairs and other opportunities.

### 2) Weather Awareness Weeks

FCEM&HS participates in National and Statewide awareness week campaigns each year. Spring Severe Weather Awareness week, the Statewide Tornado Drill and Flood Awareness week are all in March. Lightning Awareness week is in June. FCEM&HS issues informational press releases, hosts local school children, participates in television

interviews, and utilizes other available means of information dissemination during these weeks to raise the public's awareness of the risks associated with severe weather. Franklin County encourages and tracks school and business participation in the statewide tornado drill where Franklin County sirens are activated in conjunction with the State program.

### 3) Citizen Awareness

Franklin County utilizes all available resources and agencies to ensure the public is informed on disaster response. Franklin County is home to active volunteer programs, such as the Medical Reserve Corps (MRC) and the Community Emergency Response Teams (CERT), which train citizens to respond to disasters. HandsOn Central Ohio is also charged with volunteer recruitment, training, and public education targeted at the entire population. Certain populations, such as the Somali population, have been targeted by the County for development of language specific materials and trainings. Information communicated to the public before, during, and after an emergency is detailed in ESF 15 Emergency Public Information and External Affairs.

## **IX. Continuity of Operations (COOP)/Continuity of Government (COG)**

### **A. COOP**

Agencies having emergency/essential functions are expected to have their own COOP plans in place. These plans will ensure essential operations will continue during an emergency and emergency functions can be completed. FCEM&HS has provided a [COOP Template](#) online at the FCEM&HS website to guide agencies and jurisdictions through the planning process.

Responsibility for the preservation of essential records lies with local government offices. Through COOP/COG planning each government must select, preserve, and provide availability of those records deemed essential to the effective functioning of government and to the protection of rights and interests of persons under emergency conditions.

### **B. COG**

Jurisdictions and County government are expected to have their own COG plans in place to ensure judicial and other necessary government operations are able to continue during an emergency. These plans are crucial to the operation of government operations during times of emergency.

### **C. FCEM&HS COOP**

Continuity of countywide emergency operations, including the continuous operation of the FCEOC, is detailed in the FCEM&HS COOP plan. This COOP plan ensures that FCEM&HS can continue to operate the agency and perform essential functions tasked to the agency under any circumstances.

## X. Authorities and References

### A. Federal Regulations

- Civil Defense Act of 1950 as amended (P.L. 81-920)
- 1977 Defense Authorization Act (P.L. 94-361)
- The Disaster Relief Act of 1974
- Emergency Planning and Community Right-to-Know Act of 1986 ([Title III of SARA](#))
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended ([P.L. 93-288](#))
- Intergovernmental Review of the Federal Emergency Management Agency Programs and Activities ([E.O. 12372](#))
- Disaster Mitigation Act of 2000 ([DMA2K](#))
- Homeland Security Presidential Directives [5](#) and [8](#)
- [Superfund Amendments and Reauthorization Act of 1986](#) 100 Stat. 1747, 42 U.S.C.A. sections 11001-110050 and regulations adopted thereunder.
- Emergency Management and Assistance Regulations ([44 CFR Part 206](#))
- Uniform Admin. Requirements for Grants & Cooperative Agreements to State & Local governments ([44 CFR Part 13](#))
- Non-discrimination in Federally Assisted Programs (FEMA) : [44 CFR Part 7](#)
- Administration of Grants: Audits of State and Local Governments ([44 CFR Part 13](#))
- Governmentwide Debarment and Suspension (non-procurement) and Government Requirements for Drug-Free Workplace (grants). [44 CFR Part 17](#)
- New Restrictions on Lobbying ([44 CFR Part 18](#))
  - SubChapter B – Insurance and Hazard Mitigation ([44 CFR](#))
  - SubChapter C – Fire Prevention and Control ([44 CFR](#))
  - SubChapter D – Disaster Assistance ([44 CFR](#))
  - SubChapter E – Preparedness ([44 CFR](#))
- Funding Techniques ([31 CFR 205.6](#))
- Federal Grant and Cooperative Agreement Act of 1977 ([P.L. 95-224](#))
- The Americans with Disabilities Act, as amended ([P.L. 101-336](#))
- Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments ([OMB Circular A-102](#))
- Cost Principles for State and Local Governments ([OMB Circular A-87](#))
- Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations ([OMB Circular A-110](#))
- Cost Principles for Educational Institutions ([OMB Circular A-21](#))
- Audits of Institutions of States, Local Governments, and Non-Profit Organizations ([OMB Circular A-133](#))
- Cost Principles for Non-Profit Organizations ([OMB Circular A-122](#))

- Audit Follow-up Treasury Circular Regulations Governing Withdrawal of Cash from the Treasury for Advances Under Federal Grant No. 1075 and Other Programs [31 CFR 205](#) & [OMB Circular A-50](#)

## **B. State Regulations**

- The Governor - [Ohio Constitution III section 5](#)
  - Governor is the chief executive officer of the state; there is no detailed statement of the duties and responsibilities of that office – including declaring emergencies.
  - Ohio constitution; [Article II, Section 42](#) – Power of the Governor to act for the citizens in the event of attack or other disaster.
  - Ohio constitution; [Article IX, Section 4](#) – Power of the governor to call for the militia.
  - [ORC 161.0 through .29](#) – Emergency Interim Government.
- Ohio Department of Natural Resources, Division of Forestry - [ORC 1503.01](#)  
*Chief of forestry*
  - The chief may adopt rules for the administration and protection of state forests
  - The chief shall be responsible for the forests in this state - ORC [1503.011](#)
  - The chief may appoint forest-fire wardens - ORC [1503.09](#)
- ORC [1503.11](#) *Duties of forest-fire wardens*
  - Wardens shall have control and direction of all persons and apparatus while engaged in extinguishing forest fires, and may destroy fences, plow land, or set backfires to check any fire.
- Ohio Dept. of Health - ORC [3701.03](#) - *General duties of the director of health.*
  - The director shall administer the laws relating to health and sanitation.
- Ohio Revised Code [3701.01 thru .04 and .13](#) – Powers and duties of State Health Department.
  - The director shall require reports, provide administration, use facilities, and make an annual report to the governor on activities - ORC [3701.04](#)
- ORC [3707.01](#) *Powers of the board; abatement of nuisances*
  - The board of health shall abate and remove all nuisances
  - The board may compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein.
- Ohio Dept of Commerce, Div. Of Fire Marshal - ORC [3737.22](#) *Duties of fire marshal;*
  - The fire marshal shall adopt and enforce the state fire code
  - The fire marshal shall create bureaus of arson, inspection, and fire prevention
- ORC [3737.80](#) *Hazardous materials emergencies*
  - The chief of the fire department in whose jurisdiction .....is responsible for primary coordination of the on-scene activities of all agencies.....responding to the emergency.....
- [Ohio Fire Code](#); FM102.7 *Authority at fires and emergencies*

- The fire chief or his authorized representative shall be in charge at the scene of a fire or other emergency involving the protection of life and/or property, and shall remain in charge until authority is relinquished
- Ohio Environmental Protection Agency - ORC [3745.01](#) *Environmental protection agency created; powers and duties of director; laboratory facilities; records*
  - The agency shall administer the laws [pertaining to waste]
- Ohio Dept. of Mental Health - ORC [5119.01](#) *Powers and duties of director...*
  - The director of mental health is the chief executive and administrative officer of the department of mental health.
  - The director may establish procedure for the governance of the department
  - Establish programs to further mental health
- Ohio Dept. of Rehabilitation and Corrections - ORC [5120.01](#) *Director is executive...*
  - The director of rehabilitation and correction is the executive head of the department
  - All duties conferred on...the department...shall be under his control
- ORC [5120.38](#) *Managing officer; duties*
  - Wardens have entire executive charge of their assigned institution
- Ohio Dept. of Youth Services - ORC [5139.03](#) *Institution management*
  - The department of youth services shall control and manage all state institutions or facilities established for them.
- Ohio Dept of Transportation - ORC [5501.02](#) *Director of transportation rules*
  - The director shall have control of all duties, powers, and functions of the department
  - The director shall have complete executive charge of the department over the divisions of design, operations, field districts - ORC [5501.04](#)
  - The director shall have general supervision of all roads comprising the state highways - ORC [5501.31](#)
- Ohio Dept. of Public Safety
  - ORC [5502.01](#) *Public safety department,*
  - Emergency Medical Services - ORC [4765.03](#) *Executive director; medical director; employees*
  - The department of public safety shall administer all the laws pertaining to licensing of drivers and motor vehicles.
  - The director of public safety shall appoint the executive director for the board of emergency medical services.
- Ohio Emergency Management Agency - ORC [5502.21](#) *Definitions*
  - Emergency management includes enforcement of defense regulations, evacuation of personnel, control of traffic and panic, control of communications, lighting and warning systems, and activities after the hazard as well.
- Ohio State Highway Patrol - ORC [5503.02](#) *Duties and powers of the highway patrol*
  - Enforce the laws of the state relating to ... motor vehicles
  - Regulate the movement of traffic on the roads and highways of the state

- Arrest, without a warrant, any person ... under the same circumstances and with the same power, any peace officer may make such an arrest.
- Enforce the criminal laws on all state property and institutions
- Enforce the criminal laws within the area threatened by riot, civil disorder, or insurrection [pursuant to an order by the governor]
- May never be used as peace officers in connection with any strike or labor dispute
- No state official shall command, order, or direct any state highway patrol trooper to perform any duty or service that is not authorized by law
- May render emergency assistance to any other peace officer [if threat of physical danger is present and assistance is required]
  
- Ohio National Guard - ORC [5919.01](#) *Composition and organization of Ohio...Guard*
  - Shall conform to and be organized in accordance with [department of defense plans for]
  - Governor is commander-in-chief
- State Institutions
  - ORC [3345.04](#) – the authority of state institutions to establish a police department
- Colleges and Universities
  - ORC [3345.26](#) – the authority of a college or university president to declare an emergency
- Human Services Departments
  - ORC [5101.01](#) and [.02](#) – Powers and duties of human service departments.
- Emergency Planning and Community Right-to-Know Act
  - ORC [3750](#)
- Emergency Planning
  - OAC [3750-20-70 through 3750-20-84](#)
- Availability of Public Records
  - ORC [149.43](#)
- Motor Vehicles – Flashing Lights
  - ORC [4513.17 \(D\)](#)
- EPA: Costs of dealing with unauthorized spill, release, or discharge
  - ORC [3745.13](#)

## C. Local Regulations

### 1. County

- Sheriff
  - ORC [311.07](#) *General powers and duties of the sheriff; cooperation with other agencies in emergency; organized crime task force membership*
  - General powers to preserve the county's public peace OAG 86-023 [and commit to jail those that breach it] allows sheriff to declare a snow



emergency on county and township roads under his jurisdiction when it is necessary to protect the public peace.

- County Commissioner
  - ORC [305](#) & [307](#) *Board of county commissioners – Powers*
  - ORC [307.01](#) *public facilities; discretion of county commissioners...*
  - County commissioners are the chief executive officers of the county; discretionary duties are not subject to delegation (case law).
  - County commissioners provide places for county offices and can enter into contracts.
  - R.C. [307.86](#) county commissioners may suspend competitive bidding when they determine that an emergency exists and 1) cost is less than \$20,000 or 2) there is physical damage to structures.
  - ORC [305.12](#) – powers and duties of the County Commissioners.
  - ORC [305.09](#) – Filling vacancies in elected county government positions.
  
- County Engineer
  - ORC [315](#) – Responsible for maintenance and repair of county roads; county commissioners provide a fund annually for emergency repairs which can be accomplished by the engineer when under \$5,000
  - ORC [307.31](#) and [315.08](#) – Powers and duties of the County Engineer.
  
- County Emergency Management Agency - ORC [5502.26](#) *Countywide emergency management agency*
  - ORC – Section [5502.21-99](#)...A countywide emergency management agency organized under this section shall establish a program for emergency management that ... includes, without limitation, development of an emergency operations plan.
  - The director/coordinator of emergency management for a countywide agency organized under this section shall be responsible for coordinating, organizing, administering, and operating emergency management in accordance with the agency's program established under this section, and subject to the direction and control of the executive committee.
  
- County Coroner
  - ORC [313.06](#) – Powers and duties
- County Department of Human Services
  - ORC [329.01](#) – Powers and duties
- Emergency Operations Plans
  - OAC [4501:3-6](#)
- County Administrator
  - ORC [305.30](#) – County Administrator authority to deal with Disasters
- Agreements and Contracts with other units of government
  - ORC [307.15](#)

## 2. City

- Mayor (city)



- ORC [733.03](#) *General powers of mayors in cities...* Chief conservator of peace within a city
- ORC [737.10](#) In case of riot or other like emergencies, the mayor may appoint additional patrolmen and officers for temporary service in the police department, or additional firemen and officers for temporary service in the fire department. The Mayor can also ask for aid from the Sheriff, City, and Township emergency responders in the same or adjoining county.
- Director of Public Safety (city)
  - ORC [737.02](#) *General duties; records; contracts* Executive head of police and fire departments
  - All powers and duties connected with and incident to the appointment, regulation, and government of such department.
- Chief of Police (city)
  - ORC [737.06](#) *Chief of police...* Exclusive control of the stationing and transfer of all patrolmen, auxiliary police officers, and other officers and employees in the police department, and police auxiliary unit, under such general rules as the director of public safety describes
- Chief of the Fire Department (city)
  - ORC [737.09](#) *Chief of the fire department...* Exclusive control of the stationing and transfer of all firemen and other officers and employees in the department, under such general rules as the director of public safety describes.
  - ORC [3737.80](#) Chief of the fire department is responsible for the primary coordination in an emergency situation. Also responsible for nearly every aspect of a hazardous materials release.
  - [Ohio Fire Code 104.11](#) States that a Fire Chief or Officer in charge of the scene can take actions to save life and proper. Fire has the authority to barricade roads or buildings to prevent accidents or interference. It also gives give the authority to evacuate a building that is deemed unsafe due to an imminent hazardous conditions present.
  - ORC [737.11](#) – Powers and duties of police and fire departments.
- Emergency Ordinances – ORC [731.30](#) *Applications of Sections*
  - Emergency ordinances or measures necessary for the immediate preservation of the public peace, health, or safety in such municipal corporation, shall go into immediate effect. Such emergency ordinances or measures must, upon a yea and nay vote, receive a two-thirds vote of all the members elected to the legislative authority, and the reasons for such necessity shall be set forth in one section of the ordinance or other measure.
- Municipal Corporations
  - ORC [715](#)
  - ORC [735.02](#) City public services director is responsible for maintenance and repair of streets – such power is strictly construed – must operate through mayor and/or city council

### 3. Village

- Mayor (village)
  - ORC [733.24](#) *Mayor of village ...Chief conservator of the peace*
  - ORC [737.22](#) – control of the village fire officer
- Marshal (village police)
  - ORC [737.19](#); *Powers and duties of marshal; control...*
  - Exclusive authority over the stationing and transfer of all deputies, officers, and employees within the police department of the village, under such general rules as the mayor describes
- Fire Chief (village)
  - ORC [737.22](#) *Appointment of village fire chief, fire prevention ...*
  - The mayor shall appoint a fire chief or a fire prevention officer

### 4. Townships

- ORC [503](#) & [504](#)
- Township Trustees
  - ORC [505](#) – Trustees
  - May appoint township administrator, establish fire protection, and establish police protection
  - Exercise the powers of local self-government and can adopt resolutions
- Township Administrator
  - ORC [505.032](#) *Duties of administrator*
  - Supervise and direct the activities of the division of township government
- Township Fire Protection
  - ORC [505.37](#) *Fire protection powers and duties*
  - ORC [505.38](#) – The head of the fire department is fire chief
- Township Police Protection
  - ORC [505.48](#) *Township Police district*
  - ORC [505.49](#) – The head of the police department is the chief

## References

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<b>Emergency Support Functions</b> P= Primary S= Support C= Coordinator	#1 Transportation	#2 Communications	#3 Engineering and Public Works	#4 Fire Fighting	#5 Emergency Management	#6 Mass Care	#7 Resource Support and Logistics Management	#8 Public Health and Medical Services	#9 Search and Rescue	#10 Hazardous Materials	#11 Agriculture	#12 Energy	#13 Law Enforcement	#14 Recovery and Mitigation	#15 Emergency Public Information and External Affairs			
City of Columbus Division of Police									Under Development	S	Under Development	Under Development	S					
City of Columbus Fire/EMS				S			S	S										
City of Columbus Public Health	S					S		P		S								
City of Columbus Public Utilities			P															
COARES		S																
Columbus Regional Airport Authority	S																	
COTA	P					S												
Educational Council	S																	
First Transit	S					S												

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Franklin County Auditor's Office		S							Under Development		Under Development	Under Development		S				
Franklin County Public Health	S					S		P		S								
Franklin County Datacenter		S																
Franklin County Department of Job and Family Services						S												
Franklin County Emergency Management & Homeland Security	C		C	S	P	S	P	C					S				P	P
Franklin County Engineer	P		S														S	
Franklin County Fire Chief's Association				P														

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Franklin County Police Chief's and Sheriff's Association									Under Development		Under Development	Under Development	P					
Franklin County Regional Communications Coordination		C																
Franklin County Sheriff's Office		S								S						P		
HandsOnCentral Ohio 211		S				S												S
Hospitals						S		S					S					
Jurisdiction Executives																	S	S
Jurisdiction Fire/EMS Departments	S			S				S					S					

<b>Emergency Support Functions</b> P= Primary S= Support C= Coordinator	#1 Transportation	#2 Communications	#3 Engineering and Public Works	#4 Fire Fighting	#5 Emergency Management	#6 Mass Care	#7 Resource Support and Logistics Management	#8 Public Health and Medical Services	#9 Search and Rescue	#10 Hazardous Materials	#11 Agriculture	#12 Energy	#13 Law Enforcement	#14 Recovery and Mitigation	#15 Emergency Public Information and External Affairs			
Jurisdiction Information Technology Services		<b>S</b>							Under Development		Under Development	Under Development						
Jurisdiction Law Enforcement	<b>S</b>			<b>S</b>						<b>S</b>						<b>S</b>		
Jurisdiction Public Works/ Engineering	<b>S</b>		<b>S</b>	<b>S</b>														
Jurisdiction School Transportation Depts.	<b>S</b>																	
Local Public & Private Utilities			<b>S</b>														<b>S</b>	
Local Refuse Services			<b>S</b>															
Medical Reserve Corps						<b>S</b>		<b>S</b>										
NAS-T													<b>S</b>					
National Guard			<b>S</b>															
Ohio State Patrol																<b>S</b>		



<b>Emergency Support Functions</b> P= Primary S= Support C= Coordinator	#1 Transportation	#2 Communications	#3 Engineering and Public Works	#4 Fire Fighting	#5 Emergency Management	#6 Mass Care	#7 Resource Support and Logistics Management	#8 Public Health and Medical Services	#9 Search and Rescue	#10 Hazardous Materials	#11 Agriculture	#12 Energy	#13 Law Enforcement	#14 Recovery and Mitigation	#15 Emergency Public Information and External Affairs			
Ohio State University									Under Development		Under Development	Under Development						
PSAPs		S													S			
Public Agencies/ Private Enterprise							S										S	
Salvation Army						S											S	
State Agencies	S	S	S	S	S	S	S	S					S			S	S	S
TIC Plan Coordinators		S																
VOAD						S											S	

## Attachment A: Maps

# Franklin County Emergency Management and Homeland Security

### Geographic Information System

As of November 2010 Franklin County Emergency Management and Homeland Security (FCEM&HS) has approximately 50 data sets with the purpose of gaining and maintaining situation awareness during an emergency. This is accomplished through the creation of a Common Operational Picture (COP) using the geographic information system at FCEM&HS. The COP will allow for the creation of a single map through the combination of almost 100 separate data fields. This map will be a secure, online, interactive map that allows for the appropriate decision makers (EMA Director, Jurisdictional CEOs, Incident Commanders, etc.) to make decisions based on the most relevant and up to date information possible thus leading to more informed and timely decisions.

The current data is displayed as layers that can be turned on and off as desired. These layers are organized into seven categories. Each layer can be visualized on the map using different attributes that are unique to each data set. These unique attributes are what defines each layer allowing for the user to get the most detailed information possible.

#### I. Data Sets Currently in Use

##### ▪ Layers

##### ➤ Warning Systems:

- Siren Locations
- Siren Coverage
- Repeaters
- ODOT Highway Message Boards
- Clear Channel Digital Bill Boards
- ODOT Traffic Cameras

##### ➤ Emergency Services:

- Fire
- Police
- Hospitals
- Red Cross Shelters
- Private EMS

##### ➤ Skilled Nursing Facilities:

- Senior Group Quarters
- Dialysis Centers

- **Government:**
  - Government Buildings
  - Correctional Facilities
  - Post Offices
  
- **Community:**
  - Airports
  - School Bus Lots
  - Schools
  - Entertainment
  - Shopping Centers
  - Community Recreation Centers
  - Somali Community Centers
  - Golf Courses
  - Parks
  
- **Critical Infrastructure:**
  - Water Treatment Plants
  - Source Water Intakes
  - Source Water Wells
  - Dams
  - Waste Management
  - Electrical Substations
  - High Voltage Transmission Lines
  - Major Pipelines
  - Alternative Fuel Locations
  - Underground Fuel Tanks
  
- **Hazards:**
  - O'Shaughnessy Dam Probable Maximum Flood with Dam Failure
  - O'Shaughnessy Dam Normal Pool Failure
  - Hoover Dam Probable Maximum Flood with Dam Failure
  - Hoover Dam Normal Pool Failure
  - Griggs Dam Probable Maximum Flood with Dam Failure
  - Griggs Dam Normal Pool Failure
  - Source Water Emergency Management Zone
  - Source Water Inner Management Zone
  - Source Water Corridor Management Zone
  - Drinking Water Source Protection Area
  - Facilities with Hazardous Materials
  - Approved Hazmat Routes

- 100 yr Flood Zone
- 500 yr Flood Zone
- Areas Protected by Flood Wall
- Structures Affected by Flooding
  
- **Base Map:** (The base map is used primarily for reference)
  - Population
  - Primary Highways
  - Secondary Highways
  - Arterial Roads
  - Local Roads
  - Railroads
  - Cities
  - Villages
  - Townships
  - Zip Codes
  - School Districts
  - Parcels
  - Orthophotographs (i.e. Google Earth View)
  - Rivers
  - Lakes

## II. Future Data Sets and Live Data Feeds:

- **Warning Systems:**
  - Siren Maintenance Database
  
- **Emergency Services:**
  - Oxygen Providers
  
- **Skilled Nursing Facilities:**
  - Urgent Care Centers
  
- **Community:**
  - COTA Bus Lines and Stops
  - COTA Facilities
  - Day Care Facilities
  - Hotels/Motels
  
- **Critical Infrastructure:**
  - Water Lines
  - Sewer Lines

- Manholes
- Fire Hydrants
- Flood Wall
- Gas Stations
- Bridges
- 800 MHz Towers
- Cell Towers

➤ **Hazards:**

- Population at Risk: Elderly
- Population at Risk: Young
- Population at Risk: Foreign Speaking
- Population at Risk: Disabled
- Population at Risk: No Personal Transportation
- ALOHA Plume Modeling
- Mobile Home Parks
- Delaware Dam Inundation Layers
- Alum Creek Dam Inundation Layers

➤ **Live Data Feeds:**

- Traffic Cameras
- Weather Cameras
- Current Local Weather Conditions
- NOAA Stream Gauges
- NOAA Weather Warnings, Watches, Advisories
- Live Radar
- Real Time Searchable Twitter Feeds from Around the County

## Attachment B: Acronyms

AAR	After Action Report
AC	Area Command
ACOE	Army Corp of Engineers
AEOC	Alternate Emergency Operations Center
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
BSSA	Buckeye State Sheriff's Association
CA	Capability Assessment
CAS	Crisis Action System
CDC	Center for Disease Control
CEM	Comprehensive Emergency Management
CEMP	Comprehensive Emergency Management Plan
CEO	Chief Executive Officer
CEPAC	Chemical Emergency Preparedness Advisory Council
CER	Code of Federal Regulations
	Comprehensive Environmental Response Compensation Liability Act of 1980
CERCLA	
CERT	Community Emergency Response Team
CERV	Communications Emergency Response Vehicle
CFD	Columbus Division of Fire
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CISM	Critical Incident Stress Management
CI/KR	Critical Infrastructure/ Key Resources
CMMRS	Columbus and Metropolitan Medical Response System
CO	County, Counties
COARES	Central Ohio Amateur Radio Emergency Services
COG	Continuity of Government
COM-L	Communications Unit Leader
COMM.	Communications
COOP	Continuity of Operations
COP	Common Operational Picture
COPC	Central Ohio Poison Center
COTA	Central Ohio Transit Authority
COTS	Central Ohio Trauma System
CPD	Columbus Division of Police
CPH	Columbus Public Health Department
DA	Damage Assessment

DAC	Disaster Assistance Center
DAP	Disaster Assistance Program
DAS	Department of Administrative Services (State)
DFO	Disaster Field Office
DHS	Department of Homeland Security
DHHS	US Department of Health and Human Services
DMA2K	Disaster Mitigation Act of 2000
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Response Team
DOC	Department Operations Center
DSCC	Defense Supply Center Columbus
EAS	Emergency Alert System
EF	Enhanced Fujita Scale
EHS	Extremely Hazardous Substances
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EMC	Emergency Management Coordinator
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPI	Emergency Public Information
ERT	Emergency Response Team
ESF	Emergency Support Function
EVAC	Evacuation
EZ	Emergency Zone
F(0-5)	Fujita Scale- replaced by Enhanced Fujita (EF)
FAA	Federal Aviation Administration
FBI	Federal Bureau of Investigation
FCPH	Franklin County Public Health
FCC	Federal Communications Commission
FCEM&HS	Franklin County Emergency Management & Homeland Security
FCEO	Franklin County Engineer's Office
FCEOC	Franklin County Emergency Operations Center
FCO	Federal Coordinating Officer
FCSO	Franklin County Sheriff's Office
FEC	Facility Emergency Coordinator
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map

FOG	Field Operations Guide
GETS	Government Emergency Telecommunications System
GIS	Geographic Information System
HA	Hazard Analysis
HAZMAT	Hazardous Material
HIL	Hospital Incident Liaison
HS4	Homeland Security Region 4
HSAC	Homeland Security Advisory Committee
HSEEP	Homeland Security Exercise and Evaluation Program
HSPD	Homeland Security Presidential Directive
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Commander
IC or UC	Incident Command or Unified Command
ICP	Incident Command Post
ICS	Incident Command System
IMAC	Intrastate Mutual Aid Compact
IMT	Incident Management Team
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JPIC	Joint Public Information Center
LEADS	Law Enforcement Automated Data System
LEERN	Law Enforcement Emergency Radio Net
LEPC	Local Emergency Planning Committee
LERP	Law Enforcement Response Plan
LNO	Liaison Officer
MA	Mutual Aid
MACS	Multi-Agency Coordination System
MOU	Memorandum of Understanding
MRC	Medical Reserve Corps
MSA	Metropolitan Statistical Area
MSDS	Material Safety Data Sheet
NAS-T	Northwest Area Strike Team
NAWAS	National Warning System
NBC	Nuclear, Biological or Chemical Weapons
NDMS	National Disaster Medical System
NFIP	National Flood Insurance Program
NFPA	National Fire Prevention Association
NGO	Nongovernmental Organization
NIMS	National Incident Management System



NOAA	National Oceanic and Atmospheric Administration
NRF	National Response Framework
NRT	National Response Team
NWS	National Weather Service
OAC	Ohio Administrative Code
ODH	Ohio Department of Health
ODNR	Ohio Department of Natural Resources
ODOT	Ohio Department of Transportation
OEMA	Ohio Emergency Management Agency
OEPA	Ohio Environmental Protection Agency
OFDA	Ohio Funeral Directors Association
OHP	Ohio Highway Patrol
OMB	Office of Management and Budget
ONG	Ohio National Guard
ORC	Ohio Revised Code
OSC	On Scene Coordinator
OSHA	Occupational Safety and Health Administration
OVMA	Ohio Veterinary Medical Association
PA	Public Assistance
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PL	Public Law
PPE	Personal Protective Equipment
PSAP	Public Safety Answering Point
PUCO	Public Utilities Commission of Ohio
RACES	Radio Amateur Civil Emergency Service
RCRA	Resource Conservation and Recovery Act (EPA 1976)
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SBA	Small Business Administration
SCBA	Self-contained Breathing Apparatus
SCO	State Coordinating Officer
SERC	State Emergency Response Commission
SITREP	Situation Report
SO	Safety Officer
SOG	Standard Operating Guideline
SOP	Standard Operating Procedures
SPR	State Preparedness Report
TCL	Target Capabilities List
TEPW	Training, Exercise and Planning Workshop
TEWG	Terrorism Early Warning Group

TIC	Tactical Interoperable Communications
TSP	Telephone Service Priority
UASI	Urban Area Security Initiative
UC	Unified Command
UCS	Unified Command System
UHF	Ultrahigh Frequency
U.S. DOT	United States Department of Transportation
VHF	Very High Frequency
VOAD	Voluntary Organizations Active in Disaster
WMD	Weapons of Mass Destruction

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## Attachment C: Glossary

### **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.

### **Assessment**

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

### **Assignments**

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

### **Assistant**

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

### **Available Resources**

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

### **Box 15**

- Box 15's primary role in the fire service is that of rehabilitation. In the fire service, rehab provides essential nutrients and liquids for the re-hydration of exhausted fire fighters, as well as assisting them return to normal "core" body temperatures.

### **Branch**

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

- Capability** - A means to accomplish a mission, function, or objective.
- Chain of Command** - A series of command, control, executive, or management positions in hierarchical order of authority.
- Check In** - The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.
- Chief** - The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).
- Class 1 Dam** Dams having a total storage volume greater than five thousand acre-feet or a height of greater than sixty feet shall be placed in class I. A dam shall be placed in class I when sudden failure of the dam would result in one of the following conditions.
  - (a) Probable loss of human life.
  - (b) Structural collapse of at least one residence or one commercial or industrial business.
- Clean Air Act** - Law enabling air quality standards to be set and monitored.
- Clean Water Act** - Law enabling water quality standards to be set and monitored.
- Command** - The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.
- Command Post** - Facility located at a safe distance upwind from an accident or incident site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media and handle communications
- 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 Operational Picture** - A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.
- Communications Unit** - An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.
- Comprehensive Emergency Management** - Comprehensive emergency management can be defined as the preparation for and the carrying out of all emergency functions necessary to mitigate, prepare for, respond to, and recover from emergencies and disasters caused by all hazards, whether natural, technological, or human caused. Comprehensive emergency management consists of four related components: all hazards, all phases, all impacts, and all stakeholders.
- Consequence** - The effect of an event, incident, or occurrence.
- Cost Recovery** - A legal process where potentially responsible parties can be required to pay back responders money spent on response/cleanup actions.
- Critical Facilities** - Facilities essential to emergency response, such as fire stations, police stations, hospitals, and communications centers.
- Damage Assessment** - The appraisal or determination of the destructive effects of a hazard on lives and property.
- Decontamination** - The removal and/or neutralization of chemical, biological or radiological contamination from personnel and material.
- Deputy** - A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.
- Disaster** - An event that causes or threatens to cause loss of life, human suffering, property damage, economic and social disruption.

- Division** - The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.
- Emergency** - A natural, technical or civil hazardous event which poses a threat to life and/or property, and in the context of emergency management, can be addressed without federal assistance.
- Emergency Alert System** - A system of broadcast stations and interconnecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during a disaster or other national emergency.
- Emergency Management Director/Coordinator** - The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response to and recovery from the effects of a disaster or emergency.
- Emergency Management Institute** - A component of FEMA's National Emergency Training Center located in Emmitsburg, Maryland. EMI conducts resident and nonresident training activities for Federal, State and local government officials, managers, and members of professional organizations on a wide variety of subjects dealing with domestic emergencies.
- Emergency Operations Center** - The physical location where Municipal, County, state, Federal, and private entities meet during an emergency situation together information, make decisions, and direct and/or coordinate necessary actions to bring the emergency to a close. Generally, the facility is centrally located, and has appropriate communications available for a totally coordinated effort.

**Emergency Operations Plan**

- A document identifying the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction and outlining the method for coordinated actions to be taken by individuals and government services in the event of natural, manmade, or civil disasters. The EOP assigns functional responsibilities to the elements of the emergency organization, and describes tasks to be carried out at designated times or in response to specific events. It identifies lines of authority or organizational relationships and outlines how actions are to be coordinated and describes how people and property will be protected. The “steady state” plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Planning and Community Right-to-Know Act of 1986**

- Legislation specifying requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials of the presence of extremely hazardous substances; mechanisms for making information about extremely hazardous substances available to citizens.

**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 Support Function**

- A generic emergency concept, often supported by a document detailing the function that could be activated to address any hazard. For example, the functions of Transportation, Communication, and Emergency Public Information could be activated for any hazardous event.

**Enhanced Fujita (EF) Scale**

- Based on the original Fujita Scale, the EF Scale rates tornado categories from zero to five, but the ranges of wind speed in each category are now more accurate. The EF Scale takes into account more variables than the original F Scale did when assigning a wind speed rating to a tornado. The EF Scale incorporates 28 damage indicators such as building type, structures, and trees. For each damage indicator, there are 8 degrees of damage



ranging from the beginning of visible damage to complete destruction of the damage indicator.

**Evacuation**

- The temporary movement of people in response to community threats, damage, or disruptions. Evacuation is movement of people when an unacceptable degree of risk is perceived. Evacuees are moved from someplace, to someplace, for some period of time, and returned.

**Exercise**

- A simulated emergency set up to test emergency response methods and act as a training tool.

**Extremely Hazardous Substances**

- A list of chemicals identified by EPA on the basis of toxicity, and listed under SARA Title III.

**Field Command Post**

- The area near the incident site where the Incident Commander and individuals in charge of, or representing the various responding organizations, gather to coordinate and direct activities.

**Function**

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

**Functional Needs**

- Those members of the population who may have difficulty maintaining independence, understanding communication, obtaining transportation, and keeping adequate supervision or medical care in times of emergency.

**General Staff**

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

**Group**

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

resources in the Operations Section. (See Division.)

- Hazard**
  - A natural or man-made source or cause of harm or difficulty.
- Hazardous Material**
  - Any substance or material in a quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include: explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials, and corrosives.
- Hazard Identification/Analysis**
  - A systematic study of all hazards that could significantly impact life and property in a jurisdiction. Hazard identification typically prioritizes hazards according to the threat they pose and provide insight into the history and probability of occurrences. An analysis includes the history, vulnerability and probability assessments related to the hazard.
- Hazmat 4**
  - City of Columbus Division of Fire's Hazardous Materials Response Team
- Incident**
  - occurrence, caused by either human action or natural phenomena, that may cause harm and that may require action
- 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**
  - 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**

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

**Incident Commander**

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

**Incident Management Team**

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

**Incident Objectives**

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

**Incidents**

- An event or occurrence with potential threat to the health and safety of residents in the vicinity; may also result in physical damage to properties and facilities.

**Initial Action**

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

**Initial Response**

- Resources initially committed to an incident.

**Integrated Emergency Management System**

- A system developed by FEMA in recognition of the economies realized in planning for all hazards on a generic functional basis as opposed to developing independent structures and resources to deal with each type of hazard.

**Integrated Risk Management**

- The incorporation and coordination of strategy,

**Intelligence Officer**

capability, and governance to enable risk-informed decision making.

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

**Joint Information Center**

- 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**

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

**Joint Public Information Center**

- A single facility from which multi-organizational emergency public information can be coordinated and disseminated.

**Jurisdiction**

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

- Liaison** - A form of communication for establishing and maintaining mutual understanding and cooperation.
- Liaison Officer** - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.
- Local Emergency Planning Committee** - A committee appointed by the State Emergency Response Commission (SERC), as required by Title III of SARA, to formulate a comprehensive hazardous materials emergency plan for its district.
- Logistics** - Providing resources and other services to support incident management.
- Logistics Section** - The section responsible for providing facilities, services, and material support for the incident.
- Multi-Agency Coordination System (MACS)** - MACS is designed to facilitate the process of multiagency coordination, which allows all levels of government and all disciplines to work together more efficiently and effectively. The primary function of MACS is to coordinate activities above the field level and to prioritize the incident demands for critical or competing resources, thereby assisting the coordination of the operations in the field. MACS consists of a combination of elements: personnel, procedures, protocols, business practices, and communications integrated into a common system.

Emergency Operations Centers (EOCs) are one of several system elements included within the Multiagency Coordination System (MACS). EOCs are intended to facilitate MACS functions, and may provide support to Area Command, Incident Command, or Unified Command when resource needs exceed local capabilities.

- Major Disaster** - Public Law 93-288, as amended, provides that any flood, drought, fire, hurricane, earthquake, storm, or other catastrophe in any part of the United States which in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of State and local

- Memorandum of Understanding**

  - governments in alleviating the damage, hardship, or suffering caused thereby.
- Mitigation**

  - A formal (written) or informal understanding between jurisdictions or agencies that describes methods and types of assistance available between two or more entities during emergencies.
  - The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.
- Mobilization**

  - The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.
- Multi-agency Coordination Entity**

  - A multi-agency coordination entity functions within a broader Multi-agency Coordination System. It may establish the priorities among incidents and associated resource allocations, de-conflict agency policies, and provide strategic guidance and direction to support incident management activities.
- Multi-jurisdictional Incident**

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

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

  - source of harm or difficulty created by a meteorological, environmental, or geological phenomenon or combination of phenomena

**Northwest Area Strike Team (NAS-T)**

- A team consisting of 7 fire departments each having a specialty related to fire investigations and hazardous materials.

**National Incident Management System**

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

**National Response Plan**

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

**Nongovernmental Organization**

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

**Operational Period**

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

**Operations Section**

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

**Personal Protective Equipment**

- Includes clothing or equipment designed to protect the skin, eyes, or respiratory system from exposure to harmful levels of contaminants.



**Personnel Accountability**

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

**PL 81-920**

- Federal Civil Defense Act of 1950 provides a system of civil defense for the protection of life and property in the United States from attack. The same act also established a Federal Agency to be responsible for a National Civil Defense Program.

**Planning Section**

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

**Political Subdivisions**

- Local governments, including but limited to cities, towns, incorporated communities, counties, parishes, and townships.

**Preparedness**

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

**Private Sector**

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

**Public Information Officer**

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



**Public Shelter**

- A facility used to protect, house, and supply the essential needs of designated individuals during the period of an emergency. A shelter may or may not be specifically constructed for such use, depending on the type of emergency and the specific programmatic requirements.

**Radio Amateur Civil Emergency Services**

- An emergency service designated to make efficient use of the vast reservoir of skilled radio amateurs throughout the nation in accordance with approved civil defense communications plans. Many of the States and local governments have federally approved RACES communications plans whereby radio amateurs participating in these plans are permitted to operate during an emergency, or emergency conditions.

**Reception Area**

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

**Reception Center**

- Location set aside for registering, monitoring, decontamination (if needed) and assigning to a shelter, members of the evacuated public.

**Recovery**

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

**Resource Management**

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

**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.

**Resources Unit**

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

**Response**

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

**Risk**

- potential for an unwanted outcome resulting from an incident, event, or occurrence, as determined by its likelihood and the associated consequences

**Risk Analysis**

systematic examination of the components and characteristics of risk

- Risk Assessment** - product or process which collects information and assigns values to risks for the purpose of informing priorities, developing or comparing courses of action, and informing decision making
- Risk Assessment Methodology** - set of methods, principles, or rules used to identify and assess risks and to form priorities, develop courses of action, and inform decision-making
- Risk Management** - process of identifying, analyzing, assessing, and communicating risk and accepting, avoiding, transferring or controlling it to an acceptable level at an acceptable cost
- Safety Officer** - A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.
- Section** - The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.
- Span of Control** - The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)
- Staging Area** - An area designated by the Incident Commander for the temporary assignment of equipment or human resources that could be used during an incident. The Operations Section manages Staging Areas.
- Standard Operating Guidelines** - A checklist or set of guidelines that instruct the user of the document on how to accomplish a given task. SOGs are generally written in step-by-step format.
- State Emergency Response Commission** - Commission appointed by each State governor according to the requirements of Title III of SARA. Duties of the commission include designating emergency planning districts, appointing local emergency planning committees, (LEPCs), supervising and coordinating the activities of planning committees, reviewing emergency plans, receiving chemical release notifications, and establishing procedures for receiving and

processing requests from the public for information.

**Strike Team**

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

**Task Force**

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

**Terrorism**

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

**Threat**

- natural or man-made occurrence, individual, entity, or action that has or indicates the potential to harm life, information, operations, the environment and/or property

**Type**

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

**Unified Area Command**

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

**Unified Command**

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

- Unit**
- The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.
- Unity of Command**
- The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.
- Volunteer**
- For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed.
- Vulnerability**
- physical feature or operational attribute that renders an entity open to exploitation or susceptible to a given hazard
- Vulnerability Assessment**
- process for identifying physical features or operational attributes that render an entity, asset, system, network, or geographic area susceptible or exposed to hazards