



# 2016 Hamilton County Emergency Operations Plan

## Promulgation

This Emergency Operations Plan addresses Hamilton 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. Departments and 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 the Hamilton County Emergency Management & Homeland Security Agency. 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.

This plan is promulgated by the chairperson of the Executive Committee of Hamilton County Emergency Management & Homeland Security Agency representing each of the 49 jurisdictions in the County. This Executive Committee was authorized by a County-Wide Agreement, signed 9/17/1989, and was the legal basis for an "Emergency Management Agency with the power to coordinate and unify the civil defense activities" of the 49 signatory jurisdictions. The 1989 agreement also stated that Hamilton County Emergency Management "is authorized to render the services...hereto such power and authority as it may lawfully do, consistent with state statutes..."

This plan supersedes any previous versions.

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Chris Monzel, Chairperson  
Hamilton County Emergency Management &  
Homeland Security Executive Committee

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Date

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Nick Crossley, Director  
Hamilton County Emergency Management and  
Homeland Security

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Date

## Approval and Implementation

The Hamilton County Emergency Operations Plan is approved and adopted by a Joint Resolution of the County Commissioners. This plan provides guidance for mitigation, preparedness, response, and recovery from emergencies that occur in or near Hamilton County. This plan was developed to meet the requirements of the National Response Framework (NRF), the National Incident Management System (NIMS), and the Homeland Security Grant Program (HSGP), as well as authorities and guidance from the State of Ohio and the United States Federal Government. This plan supersedes all previous emergency operations plans and is part of a suite of comprehensive emergency plans developed for Hamilton County.

The Hamilton County Emergency Management and Homeland Security Agency is responsible for the development and maintenance of this plan.

This plan will be reviewed annually, and subsequent modifications to this plan should be signed and dated by Hamilton County Commissioners.

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Dennis Deters, Hamilton County Commissioner

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Date

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Chris Monzel, Hamilton County Commissioner

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Date

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Todd Portune, Hamilton County Commissioner

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Date

## Record of Changes

#	Date	Implemented by	Section	Description of Change
1	4 May 15	B Lusby	Promulgation	Implement annual review
2	4 May 15	B Lusby	Table of Contents	Update
3	4 May 15	B Lusby	Record of Distribution	Distribution to be accomplished electronically and will be available to the public
4	4 May 15	B Lusby	Situation Overview	Add wording to include types of incident which would cause the plan to be implemented
5	4 May 15	B Lusby	Demographics	Updated demographics
6	4 May 15	B Lusby	Hazard Analysis	Removed priority lists and changed them to Natural Hazards, Technological Hazards and Human Caused
7	4 May 15	B Lusby	Hazard Analysis	Removed some of the chemical and terror agents
8	4 May 15	B Lusby	Law Enforcement	Updated the Law Enforcement information pertaining to LE agencies
9	4 May 15	B Lusby	Fire and EMS	Updated data related to monitoring/detection capabilities
10	4 May 15	B Lusby	Hazardous Materials	Updated the types and numbers of hazardous material response units
11	4 May 15	B Lusby	Mitigation	Updated mitigation data to include activities accomplished to date
12	4 May 15	B Lusby	Planning Assumptions	Removed five items regarding NIMS and ICS and definitions of response, recovery, and mitigation
13	4 May 15	B Lusby	Description of ROC	Update ROC capabilities based on current equipment
14	4 May 15	B Lusby	Duties of EMHSA	Included After Action Reports
15	4 May 15	B Lusby	Duties of Utilities	Added some clarity to the definition of duties
16	4 May 15	B Lusby	Duties of Human Services	Added some clarity to definition of duties of Human Services
17	4 May 15	B Lusby	State/Federal Agencies	Removed State and Federal Agencies
18	4 May 15	B Lusby	Emergency Support Functions	Added some clarifying wording to ESF 5,6,7,8,10,14 and 15
19	4 May 15	B Lusby	ESF Table	Changed table to reflect only one primary for each function, added Hamilton County Environmental Services

20	4 May 15	B Lusby	Support Agency Relationships	Removed some wording that no longer applied
21	4 May 15	B Lusby	Declaration of Emergency	Removed some wording that no longer applied
22	11 Jun 15	B Lusby	Continuity of Ops	Changed location of backup EOC
23	25 Jun 15	B Lusby	Promulgation and Adoption	Changed language to include authority statement
24	26 Jun 15	B Lusby	Capability Assessment	Updated CNPS capabilities
25	26 Jun 15	B Lusby	Support Agency Relationships	Changed The Greater Cincinnati Health Council to The Health Collaborative
26	8 Jan 16	R McEwan	Base Plan	Removed mitigation reference, reformatted

## Record of Distribution

Distribution will be accomplished electronically to all stakeholders, and the plan will be available on the Hamilton County Emergency Management and Homeland Security website:

<http://www.hamiltoncountyohioema.org/>

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## Executive Summary

Hamilton County is vulnerable to a variety of hazards that threaten its residents, businesses, and environment. The Emergency Operations Plan (EOP) establishes the framework to ensure that the county will be adequately prepared to respond to these hazards. The EOP outlines the roles and responsibilities for all participating agencies and organizations. The plan coordinates response and recovery activities with Federal, State, local level of government, the private sector and non-governmental organizations.

There are four phases of emergency management: mitigation, preparedness, response, and recovery. The EOP focuses primarily on the response phase as well as short-term recovery. The plan describes how state and federal resources will be coordinated to supplement county and local resources in response to a disaster. The EOP is divided into three sections: Basic Plan, Emergency Support Function (ESF) annexes, and Hazard Specific annexes. The following is a brief description of the components of the Plan:

**Basic Plan** – the Basic Plan outlines in general terms how Hamilton County will respond to and begin to recover from a disaster. The Basic Plan addresses the different hazards the county is at risk from or vulnerable to, the responsibilities of the various government agencies, method of operations, financial management policies that will be adhered to in an emergency and continuity of government.

**Emergency Support Function Annexes** – the Annexes to the Basic Plan organizes the County agencies into 15 emergency support functions. The emergency support function structure is patterned after the federal system as outlined in the National Response Framework and contains, at a minimum, the responsibilities of the primary and support agencies that will respond.

**Hazard Specific Annexes** – although the Plan is comprehensive in scope, the unique nature of specific hazards requires annexes for specialized response considerations. Any special circumstances and situations relevant to these hazard specific events will be detailed in the Hazard Specific Annexes.

## Purpose, Scope, Situation, Assumptions

Section 5502.26 of the Ohio Revised Code requires Hamilton County to develop and maintain a countywide Emergency Operation Plan (EOP). The Hamilton County EOP is an all-hazards plan that encourages a cooperative, seamless relationship between all of the local, State, Federal agencies, boards, and organizations that have an emergency management function.

The Hamilton County EOP establishes a framework through which the county departments; municipalities, townships and villages; businesses; and non-governmental agencies prevent, protect against, respond to, recover from, and mitigate disasters that affect the health, safety, and property of the citizens of Hamilton County.

The Hamilton County Emergency Management and Homeland Security Agency (EMHSA) is the central point of coordination within the county for response and recovery to disasters that exceed the capabilities of a single jurisdiction or municipality. Established under Section 5502.26 of the Ohio Revised Code (ORC), the Hamilton County EMHSA coordinates county-level assistance and resources during an emergency and prepares the county for all hazards through planning, training, exercises and funding activities at the local level. These activities include providing planning assistance and administering state and federal grant assistance to individuals and governmental entities recovering from disaster damage.

The primary focus of the EMHSA when not in a response and recovery mode is to ensure that the county and the 802,374 citizens residing in it, are prepared to respond to emergencies and to lead planning and mitigation efforts against the effects of future incidents. The EMHSA is dedicated to saving lives, minimizing the impact of disasters, and preserving property.

### Purpose

The purpose of the Hamilton County EOP is to facilitate multi-agency and multi-jurisdictional coordination of emergency preparedness, response and recovery efforts, between local, state and federal agencies. This plan predetermines, to the extent possible, actions to be taken by responsible elements of Hamilton County; the municipalities, townships, and villages that are contained within the County; and of cooperating private and non-governmental organizations.

When confronted with minor emergencies, the municipalities, townships and villages respond with minimal to no assistance from surrounding communities. However, large-scale emergencies and disasters often generate situations requiring planned, coordinated responses by multiple jurisdictions. Such disasters and emergencies pose major threats to life and property and have long-term economic, political, and/or environmental implications.

The intent of this plan is to:

- Reduce the vulnerability of individuals, communities and businesses to loss of life, injury, or damage to property resulting from natural, technological, or human-caused;
- Plan and prepare for prompt and efficient response and recovery activities;
- Respond to emergencies using all systems, plans and resources necessary;
- Recover from emergencies by providing for the rapid and orderly implementation of restoration of services, and rehabilitation programs for persons and property affected by emergencies; and
- Restore normal government operations.

## Scope

The scope of this plan is to address mitigation, preparedness, response, and recovery activities for events that exceed normal emergency response capabilities; are so complex that it requires the coordination of multiple jurisdictions; and/or are expected to last for an extended period of time.

The plan:

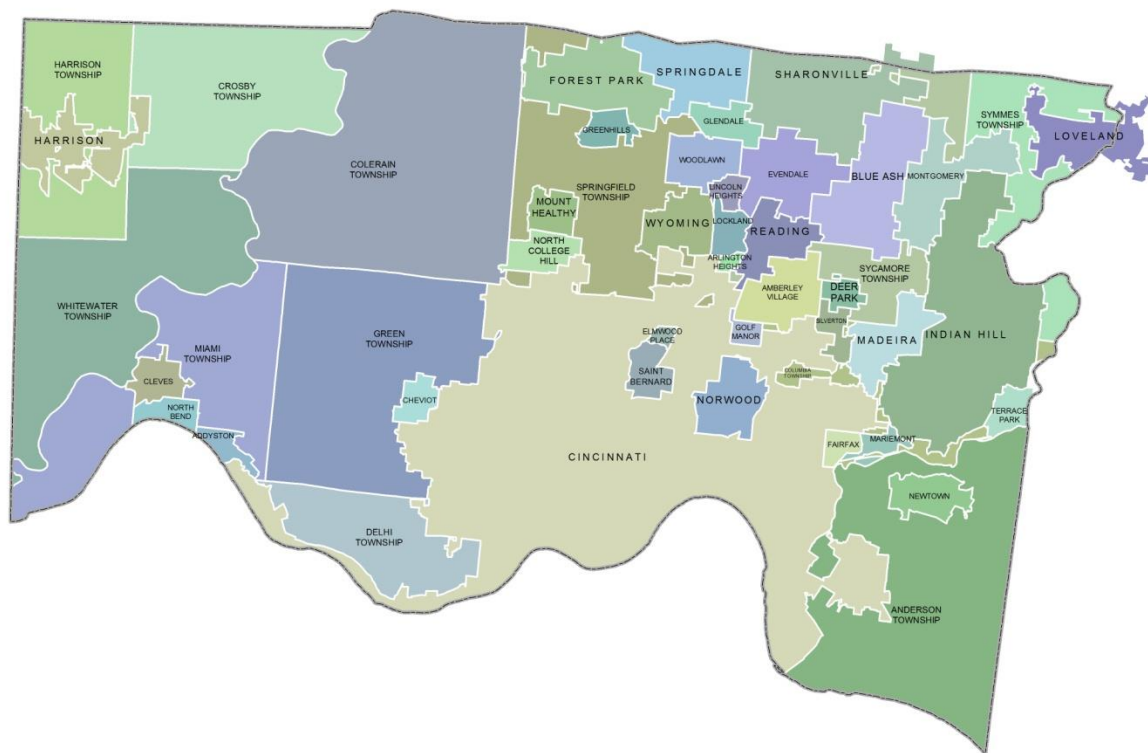
- Establishes procedures to manage an emergency from initial monitoring through post-disaster response, recovery, and mitigation.
- Assigns specific functional responsibilities to appropriate local departments and agencies, as well as private sector groups and non-governmental organizations.
- Addresses the various types of emergencies that are likely to occur, from minor, major, or catastrophic disasters.
- Identifies actions that the County, Municipalities, Townships and Village departments and agencies will take, in coordination with state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

Agencies and jurisdictions that are identified as having a role are encouraged to develop Standard Operating Procedures (SOPs) and emergency response checklists based on the responsibilities identified in this plan.

## Situation Overview

Hamilton County consists of an area of 407.4 square miles and is located in the southwestern corner of Ohio. The County encompasses 19 Cities, including the City of Cincinnati, 12 Townships, and 18 Villages.

Hamilton County is subject to events that could potentially result in a large scale disaster. These events include: floods, urban/structural fires, tornadoes, hazardous materials incidents, earthquakes, transportation incidents, droughts, power failures, severe weather and winter storms, civil disorder, extreme heat and cold weather, terrorism, port security breaches, and public health incidents. Contributing factors such as seasonal weather patterns, special events, and the time of day have an impact on the likelihood and severity of each hazard.

*Figure 1: Hamilton County Jurisdictions*

Hamilton County is situated in Southwest Ohio, and is bordered by Butler County to the north, Warren County to the northeast and Clermont County on the east. The County shares a border with Dearborn County, Indiana to the west. The Ohio River separates the southern edge of Hamilton County from Boone, Kenton, and Campbell counties in Kentucky.

Six roadway bridges, two railroad bridges, and one pedestrian bridge connect Hamilton County to Northern Kentucky (the Cincinnati Southern Bridge (Norfolk Southern), the Brent Spence Bridge (I-71/I-75), the Chesapeake and Ohio Bridge (CSX), the Clay Wade Bailey Bridge (U.S. 25/42/127), the John A. Roebling Suspension Bridge (KY 17), the Taylor Southgate Bridge (U.S. 27), the Newport Southbank Bridge (Pedestrian- known as the Purple People Bridge), the Daniel Beard Bridge (I-471) and the Combs-Hehl Bridge (I-275).

Four major railroad companies (CSX, Norfolk Southern, Indiana and Ohio Railway, and Amtrak) operate in the County supporting both freight and passenger transportation. CSX has an average of 60-70 trains traversing daily on its seven lines, classification yard (Queensgate Yard) and other support yards. Norfolk Southern operates approximately 40 trains daily on its three major routes and classification yards (Gest Street – with an intermodal yard on the grounds of the former Cincinnati Union Terminal; Sharon Yard in Sharonville, and Berry Yard in Bond Hill). The Indiana and Ohio Railway operates one yard (McCullough Yard). Amtrak runs into and out of the Cincinnati Union Terminal.

The County has 15 Hospitals and Medical Centers (Bethesda Evendale; Christ; Children's (2); Drake; University; Mercy West, Anderson; Jewish; Select Specialty Hospital; Shriners; Summit Behavioral Health; Bethesda North (Tri-Health); Good Samaritan; and Veteran's Affairs Medical Center. The County hosts three professional sports teams (Cincinnati Reds, Cincinnati Bengals, and Cincinnati Cyclones). The county has multiple large venues and sporting arenas (Great American Ballpark, Paul Brown Stadium, U.S. Bank Area, Nippert Stadium, Fifth Third Bank Arena, Cintas Center, Riverbend Music Center, and Cincinnati Music Hall).

The County also has ten (10) Class I Dams. Class I Dams have a storage volume greater than 5,000 acre-feet or a height greater than 60 feet. In addition, failure of these dams would result in the probable loss of human life and/or present a serious hazard to health, damage to homes, high value industrial or commercial properties or major public utilities.

### Demographics

As of 2014 census estimates, there are 806,631 people, 376,009 housing units, and 327,914 families residing in the County. The population density is 1971/mi<sup>2</sup>. The population make up is 69.2% white, 26% black or African-American, 0.3% Native American, 2.3% Asian, 0.1% from other races, 2.2% from two or more races, 1.1% Hispanic. Of the 213,448 family units in the county, 50.0% have children under the age of 18 living with them; of that 17.3% are single parent households. The County's age distribution is:

Below Age 19	26.6%
19-24	7.4%
25-44	25.8%
45-64	26.4
65+	13.4%

Additional factors impacting demographics on the County are

- University of Cincinnati has a student population of 43,691 during the months of September to June. Additionally Fifth-Third Arena seats 13,176 people and Nippert Stadium seats 35,000 people during sports and other special events.
- Xavier University hosts a student population of approximately 6325 (graduate and undergraduate) during the months of August to May. Additionally, the Cintas Center seats approximately 10,000 people during sports and other special events.
- Cincinnati State Technical and Community College hosts a student population of approximately 11,167 in day, evening and weekend classes.
- The College of Mount St. Joseph hosts a student population of 2,400 during the months of August to May.

### Economic Profile

The County hosts the headquarters for six Fortune 500 Companies (Proctor & Gamble, Kroger Company, Macy's, Fifth Third Bancorp, Western Southern Financial, and American Financial Group. Other major employers include: Chiquita Brands International Inc.; General Electric Co.; Johnson & Johnson/Ethicon; Mercy Health Partners, Tri-Health, University of Cincinnati, Hamilton County, and the City of Cincinnati. The county's current unemployment rate is 4.0%, just below the national average of 5.5%. As of 2015

Census estimates, the county's civilian labor force has 402,200 individuals, with 383,400 of those employed. The median household income is \$48,593.

## Hazard Analysis Summary

Due the geographic, economic, and social attributes, Hamilton County is vulnerable to a wide array of hazards that threaten its communities, businesses, and environment.

The following hazards were identified to pose a threat to the County. These hazards were then grouped into three priority areas:

### Natural Hazards:

- Tornadoes/Severe Thunderstorms
- Floods
- Landslides
- Wind Events
- Winter Storms
- Drought
- Earthquake
- Pandemic
- Foreign Animal Disease
- Wildfire

### Technological Hazards:

- Power Failure
- Hazardous Materials Release
- Train Derailment
- Dam/Levee failure
- Urban Conflagration

### Human Caused Hazards:

- Terrorist Acts
- Cyber Events
- Civil Disturbance
- Sabotage
- School Violence

## Natural Hazards

Tornado/Severe Thunderstorms could cause severe damage, potential loss of life, and overwhelm the ability of local responders to address the emergency. Hamilton County historical area-adjusted tornado activity is significantly above Ohio state average. It is 4.3 times above overall U.S. average.

Tornadoes in this county have caused 10 fatalities and 391 injuries recorded between 1950 and 2004.

Floods from waterways threaten 17 of 49 political jurisdictions in the county. Flash floods cause additional problems such as flooded streets, basements, etc.

Landslides have occurred and may be expected to occur on steep hills in very heavy rain, specifically along Columbia Parkway. U.S. Geological Survey data indicates that more money is spent per capita to repair landslide damage in Hamilton County than any other place in the nation.

Wind Events have occurred, causing wide spread power outages for an extended period of time. Downed trees and other debris can cause major traffic problems and impeded the movement of response personnel.

Winter Storms may impede response efforts because of road conditions.

Drought could result in water shortages and agricultural damage and loss. Droughts result from extremely unusual weather conditions over an extended period of time. However, the Cincinnati Water Works, which covers much of the county, has an unlimited source in the Ohio River. Droughts have caused cascading events when the loss of large numbers of mature trees cause numerous power outages during storms and wind events.

Earthquake could affect the entire county, although damage would vary based on the soil and ground composition. Hamilton County is located within the area predicted to be affected by disturbances along the New Madrid Fault in Missouri.

Pandemic Influenza is a real threat to the residents of Hamilton County. Experts believe a worldwide outbreak, or pandemic, of influenza will happen someday. The exact timing is not known, but it is certain our everyday lives will drastically change during a pandemic. These changes may include temporary closing of schools or cancellation of events, disruption of normal services such as utilities and some shortages.

Foreign Animal Disease is one which originates in another country and can, or does, enter the USA. The Animal and Plant Health Inspection Service (APHIS) of the U.S. Department of Agriculture (USDA) are charged with responsibility for preventing entry of FADs into our country and are especially vigilant regarding those FADs which would have potentially catastrophic effects on farm-animal populations, the agricultural economy and/or the public (human) health. Activities of APHIS specifically related to FADs include: (a) Guarding our borders against foreign agricultural pests and diseases through activities at U.S. ports and overseas in foreign countries. (b) Detecting and monitoring animal and plant diseases in this country. (c) Carrying out emergency operations if foreign pests or diseases get past our border defenses.

Wildfire is the term applied to any unwanted, unplanned, damaging fire burning in forest, shrub or grass and is one of the most powerful natural forces known to people. While sometimes caused by lightning, nine out of ten wildfires are human-caused.

### **Technological Hazards:**

Power outages are categorized into three different phenomena, relating to the duration and effect of the outage:

- A *permanent fault* is a massive loss of power typically caused by a fault on a power line. Power is automatically restored once the fault is cleared.

- A *brownout* is a drop in voltage in an electrical power supply. The term brownout comes from the dimming experienced by lighting when the voltage sags. Brownouts can cause poor performance of equipment or even incorrect operation.
- A *blackout* is the total loss of power to an area and is the most severe form of power outage that can occur. Blackouts which result from or result in power stations tripping are particularly difficult to recover from quickly. Outages may last from a few minutes to a few weeks depending on the nature of the blackout and the configuration of the electrical network.

Hazardous Materials Incidents could occur anywhere in the county. There are 267 facilities in Hamilton County that are required to report storage of extremely hazardous substances under ORC-Chapter 3750 - 236. An additional 465 facilities are required to report the storage of hazardous substances. The files are maintained under the auspices of the Local Emergency Planning Committee (LEPC). Most industries with hazardous materials are located between I-75 and I-71. Transportation incidents involving Hazardous Materials could have economic and environmental impact. Pipelines carrying oil or gas could rupture or explode causing an economic and environmental impact.

Train Derailment is said to take place when a train runs off its rails, however, it may stay within its right of way.

Dam/Levee Failure is a catastrophic type of failure, characterized by the sudden, rapid, and uncontrolled release of impounded water or the likelihood of such an uncontrolled release.

Urban Conflagration A conflagration is one term for a great and destructive fire that threatens human life, animal life, health, and/or property

A conflagration can be accidentally begun, naturally caused (wildfire), or intentionally created (arson). Arson can be for fraud, murder, sabotage or diversion, or due to a person's pyromania. A firestorm can form as a consequence of a very large fire, in which the central column of rising heated air induces strong inward winds, which supply oxygen to the fire. Conflagrations can cause casualties including deaths or injuries from burns, trauma due to collapse of structures and attempts to escape, and smoke inhalation.

## Human Caused Hazards

Terrorist Acts involve acts dangerous to human life that violate federal or state law, appear intended (i) to intimidate or coerce a civilian population; (ii) to influence the policy of a government by intimidation or coercion; or (iii) to affect the conduct of a government by mass destruction, assassination

Cyber Attacks are becoming more prevalent. Potential targets in internet sabotage include all aspects of the Internet from the backbones of the web, to the Internet Service Providers, to the varying types of data communication mediums and network equipment. This would include: web servers, enterprise information systems, client server systems, communication links, network equipment, and the desktops and laptops in businesses and homes. Electrical Grids and telecommunication systems are also deemed vulnerable especially due to current trends in automation.



Civil Disorders/Riots have occurred in the City of Cincinnati. These events result in looting, damage to storefronts, setting of small fires, and violence against citizens.

School Violence is the intentional use of physical force or power, against another person, group, or community, with the behavior likely to cause physical or psychological harm.

## **Capability Assessment**

Hamilton County has been the recipient of State Homeland Security Program (SHSP) and Urban Area Security Initiative (UASI) Funding. These programs have facilitated coordination between the 12 counties in our region (Hamilton, Butler, Warren, Clermont, Brown, Adams, Highland and Clinton Counties in Ohio; Boone, Kenton, and Campbell Counties in Kentucky; and Dearborn County in Indiana) and improved our ability to prevent, protect against, respond to and recover from the hazards that may potentially impact our county.

## **Law Enforcement**

Hamilton County is serviced by 45 law enforcement agencies and has 3 Specialized Weapons and Tactics (SWAT) Teams.

The City of Cincinnati Police Department has developed the Citywide Neighborhood Public Safety Camera System (CNPS), a network of over 85 cameras throughout the city. The Real Time Crime Center (RTCC) monitors the CNPS surveillance cameras. In addition, there are twenty-five cameras on the River with pan, tilt, and zoom (PTZ) capabilities, which were installed as part of the Ohio River Port Security Camera Project. The cameras are monitored by RTCC personnel at the Radcliff Operations Center, who use the 9-1-1 Center's CAD System (pending and active incidents) to monitor district radio broadcasts and take control of the cameras to focus on a specific incident, if necessary. All video can be exported to other media (DVD, etc.) as requested.

On a regional level, we have developed and enhanced information sharing capabilities including the ability to gather, analyze, and share intelligence information. In 2004 the Greater Cincinnati Fusion Center (GCFC) was established. The GCFC has recruited more than 300 intelligence liaison officers (ILOs) throughout the 12 county region. The GCFC also coordinates the critical infrastructure protection program, to develop protective measures and pre-incident response plans.

Our law enforcement community has also implemented an Automated License Plate Reader (ALPR) system that enhances regional data collection and provides the analytical component to connect early warning indicators. The centralized data warehouse allows for the storage and analysis of regional patterns which has assisted in the apprehension/prosecution of violent offenders, recovery of weapons, and establishment of previous undiscovered patterns.

Our SOSINK region has an additional 13 SWAT Teams that could respond in a CBRNE/WMD/all-hazard scenario and provide support to other operational teams.

### **Fire and Emergency Medical Services**

Hamilton County is serviced by 39 Fire departments. Over the past six years, our region has focused on the enhancement of monitor and detection (M/D), decontamination, mass casualty incident response, and fire incident response support capabilities.

Our region has developed six rapid deployment M/D teams in order to quickly determine scene safety and protect the health of first responders. All 6 teams have standardized equipment and response procedures so that units operate uniformly. Our region has strategically deployed 12 decontamination trailers with the capacity to decontaminate up to 200 individuals per trailer per hour. Requiring only 4-8 trained responders per trailer, these decontamination assets can begin decontamination procedures in less than 20 minutes.

Our region has also deployed 12 mass casualty incident (MCI) trailers that are capable of treating 200 patients per trailer. Our region has two self-contained breathing apparatus cylinder refill vehicles that can be deployed to assist with large incidents where multiple responders may require refills of the Self Contained Breathing Apparatus (SCBAs). The region also deployed three regional command units for emergency operations and communications.

### **Urban Search and Rescue (USAR)**

Hamilton County has two USAR teams (Hamilton County USAR and the Cincinnati Fire Department). Cincinnati Fire Department has two heavy rescue units with 6 on-duty technicians and an additional 10 technicians in reserve capacity each day). Our region has trained approximately 200 people to the Rescue Technician Level. There are two additional teams outside of Hamilton County. All of the teams are trained for a variety of rescue scenarios including: structural collapse, high angle rope, confined space and permit required confined space, trench, auto/machinery extrication and water rescue operations.

### **Hazardous Materials Response**

Hamilton County has two Type I teams (Cincinnati Fire Department and Greater Cincinnati HazMat Unit). The State of Ohio has identified a need to decrease hazmat response times and increase the ability to recognize and identify known, unknown, radiological, biological, and chemical agents at the scene of a CBRNE incident. The Ohio HazMat Technical Advisory Committee (TAC) has defined 3 tiers for hazmat response. Type III units must have the capability to respond within 1 hour of notification, sustain a 12 hour operational period, and be capable of identifying known chemicals. Type II teams must have a response time of 2 hours and be capable of identifying known and unknown chemicals on-scene. For a Type I designation, all personnel must have WMD training and have the ability to mitigate known/unknown chemicals including chemical warfare agents. The SOSINK region has 9 hazmat units with varying levels of capabilities, including (2) Type III, (3) Type II, and (3) Type I and 1 unverified teams.

### **Explosive Ordinance Device (EOD) Units**

Hamilton County has two EOD teams (Cincinnati Fire Department and Hamilton County Sheriff). We have an additional FBI accredited unit within the region (Butler County Sheriff). Our region currently has 28 certified bomb technicians and eleven explosive detection canines and handlers. Within Hamilton County, Cincinnati Police and the Hamilton County Sheriff have dedicated canines and handlers.

Our EOD units have the capability to remotely deploy and execute tools capable of defeating a Vehicle-borne improvised explosive device (VBIED); to operate and execute mitigation strategies with a high degree of certainty; to minimize damage to the surrounding area; and to rapidly deploy upon arrival. All three EOD units train and exercise together to ensure coordination of resources during an actual incident.

### **Communications**

Hamilton County has 4 Public Safety Answering Points (PSAP) – (City of Cincinnati, Hamilton County Sheriff, Norwood, and Amberley Village). The City of Loveland has a designated dispatch center (Northeast Communication Center), but is not a PSAP. Hamilton County and the SOSINK region participated in the Interoperability Communication Tactical Assistance Program (ICTAP) process and the Tactical Interoperable Communications Plan (TICP) exercise in September 2006. This exercise tested the interoperability between the 3 states, 12 counties and multiple communications systems. The TICP exercise highlighted gaps in the shared systems and identified deficiencies in governance, standard operating procedures and knowledge of usage of the current equipment.

The SOSINK Region has established a Public Safety Communications sub-committee to better coordinate investments. This sub-committee has adopted a Regional TICP and has developed a formal agreement establishing a TICP steering committee. The steering committee has developed a strategic plan for funding regional interoperable communications needs and standard operating procedures for utilizing shared channels and talk groups.

### **Public Health and Medical**

Hamilton County has 5 public health departments (Hamilton County, City of Cincinnati, Norwood, Sharonville, and Springdale) and 14 Hospitals and Medical Centers.

The region has purchased a 210 bed portable shelter system (also referred to as ACC or Alternative Care Center). The region has leveraged HSGP and ASPR funds to purchase equipment/supplies to transport, deploy and operate the ACC. Plans have been developed for the deployment of all or part of the ACC next to area hospitals. Operational guidelines for utilization of the ACC have been drafted and are in the final stages of completion.

Since 2005, the region has leveraged Metropolitan Medical Response System (MMRS), Assistant Secretary for Preparedness and Response (ASPR) and Urban Area Security Initiative (UASI) grants to build a pharmaceutical cache that could provide a 10 day supply of antibiotics for hospital, first responder, and public health personnel as well as their associated family members.

### **Emergency Management**

Hamilton County has been dedicated to developing a greater capacity to warn and inform the general public of hazardous conditions. We have procured a reverse notification system that will allow emergency managers to provide situational awareness to the public and private sector about potential or ongoing emergencies. This system will allow for voice and data transmission to land lines, cell phones, pagers, and e-mail. In addition, emergency managers will be able to coordinate with the

functional needs community and establish specific messages to provide timely and essential information. It will allow the registration of the special/functional need population and the establishment of a group list for pertinent messaging. We have installed new outdoor warning sirens throughout the entire county. Both systems will improve our emergency public information and warning capabilities.

The City of Cincinnati and Hamilton County have developed a state of the art regional operation center (ROC). Butler County and Clermont County have also enhanced their EOC capabilities and both are available as backup facilities if the ROC is not available. Our region has also initiated a Geographical Information System (GIS) project to digitize key assets such as fire/police stations, public health departments, hospitals, communications facilities, and utility and sewer lines in order to provide greater situational awareness for first responders.

Our region has a Regional Training Coordinator that coordinates multi-disciplinary training opportunities for our first responders. Our region offers a variety of training opportunities including Continuity of Operation Planning (COOP), WMD awareness, NIMS 300 & 400, and other DHS approved courses. This investment will enhance the linking of the county emergency operations centers and the Regional Operation Center so that critical information can be efficiently and effectively shared among all agencies and jurisdictions during an emergency as well as, during day to day operations. The primary goal is to focus on the 5 critical elements of emergency operations center functionality including: governance, standard operating procedures, technology, training and exercises, and usage of equipment.

## Planning Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends.

- 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.
- Disasters differ in character by magnitude, duration, onset, distribution, area affected, frequency and probability.
- 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 regional, economic, physical, and social infrastructures.
- Disaster relief from outside the county may take 72 hours or more to arrive. In a very large scale disaster, such as a major earthquake on the New Madrid fault, outside agencies may take up to two weeks to respond.
- There may be competition among citizens for scarce resources.
- Preparation time may not be available to respond to a disaster.

- 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. The predetermined policies and procedures of individual agencies will be used as the basis of this plan.
- Each jurisdiction will utilize all local resources before requesting state aid, this includes public as well as private resources
- The Emergency Operations Plan accounts for activities before and after, as well as during emergency operations.
- Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents, and developing jurisdiction-specific plans for delivering capabilities when needed for an incident.

## Concept of Operations

In accordance with Sections 5502.21, 26, 27, 31 and 5705.36, 37 of the Ohio Revised Code, Hamilton County has an Executive Committee to oversee the County emergency management activities. The Executive Committee is composed of the three County Commissioners, three Township Trustees, two City/Village Mayors, a City of Cincinnati representative, a County Police Chief, and a County Fire Chief.

It is the responsibility of the Hamilton County EMHSA to coordinate the on-going emergency management functions in the County, utilizing all available resources, public and private, to combat the effects of a disaster. The Director of the Hamilton County EMHSA is the designated lead for emergency management activities within the County and will coordinate emergency response efforts between departments/agencies during a disaster and maintain overall responsibility for updating, maintaining, and implementing the EOP. The County Administrator and the County Sheriff also have authority to activate the EOP during times of disaster.

## Phases of Emergency Management

Emergency Management operations are carried out within four distinct phases: mitigation, preparedness, response and recovery.

### Mitigation

Mitigation includes actions that are taken before or after an emergency to eliminate or reduce the long-term risk to human life and property from natural, technological, and human caused hazards. The goals of mitigation activities are to protect people and property and to reduce the cost of response and recovery operations.

Mitigation actions are identified in local mitigation plans such as the *Multi Hazard Mitigation Plan*. The mitigation planning process includes the identification of hazards that have or could occur and the identification of populations and assets that are vulnerable to each identified hazards.

Examples of mitigation activities include:

- Building codes
- Insurance
- Land-use management
- Engineering controls-dams and levees

## Preparedness

The preparedness phase includes pre-emergency efforts that assure a coordinated response during a disaster. Since it is not possible to mitigate against every hazard that poses a risk, preparedness measures can help reduce the impact of the remaining hazards by taking certain actions prior to an emergency event occurring. This phase involves four primary activities:

- **Planning:** This activity involves coordination with all players of an emergency management system – local, state and federal agencies, the private sector, nongovernmental agencies, and citizens. Planning allows jurisdictions to influence the course of events by determining in advance the actions, policies and processes that will be followed; guides other preparedness activities; and contributes to the unit of effort by providing a common blueprint for activity in the event of an emergency.
- **Resource Identification and Acquisition:** This phase involves the identification of equipment gaps/technology shortfalls and the procurement/acquisition of supplies to fill this need. This may include the development of Memorandum of Understandings (MOUs) with neighboring jurisdictions to provide services that cannot be supported by a single jurisdiction.
- **Training:** provides first responders, homeland security officials, emergency management officials, private and non-governmental partners, and other personnel with the knowledge, skills, and abilities needed to perform key tasks required by specific capabilities. Agencies /Organizations assigned responsibilities in the plan should attend classes and seminars, and participate in training to understand their role/function in a disaster.
- **Exercises:** This activity assesses and validates the speed, effectiveness and efficiency of capabilities, and tests the adequacy of policies, plans, procedures, and protocols in a risk-free environment. Those agencies/organizations assigned responsibilities in the plan should attend participate in exercises to test their capability to prevent, protect, respond and recover from a disaster.

## Response

Response actions are taken during or directly after an emergency to save lives, to minimize damage to property and enhance the effectiveness of recovery. Response begins when an emergency event is imminent or immediately after an event occurs. Good planning, training, and exercising prior to an event can help reduce cascading impacts.

Response activities include:

- Warning
- Evacuation
- Fire/rescue
- Law Enforcement response

## Recovery

Recovery begins right after the emergency. Some activities may run concurrent with response efforts. Short-term activities return infrastructure systems to minimum operating standards. Long-term recovery includes restoring economic activity, rebuilding community facilities and housing, and meeting the incident related needs of the private sector. Long-term recovery can sometimes take years.

Recovery activities include:

- Damage assessment
- Decontamination
- Disaster assistance
- Reconstruction

## Emergency Activation Levels

Large-scale emergencies, such as a tornado or terrorist incident, may require the immediate activation of the City of Cincinnati-Hamilton County Regional Operation Center (ROC). The Hamilton County EMHSA has adopted a graduated level of response that ensures the level of response corresponds to the level of the emergency/disaster.

### Level 1 – Situational Awareness and Monitoring

Hamilton County EMHSA coordinates with response organizations to assess the incident. The Director of the Hamilton County EMHSA establishes and maintains communications with responders at the site of the emergency in order to determine if any additional assistance is needed. The Hamilton County EMHSA Director deactivates Level #1 if the situation is resolved. If the situation intensifies, Level #2 Activation may occur.

### Level 2 – Increased Monitoring and Local Assistance

The EMHSA Director activates the ROC. This may be a partial activation to provide support to a jurisdictional EOC, or a full activation of organizations with responsibilities listed in this EOP, depending on the requirements of the emergency. A proclamation of a local emergency may be made at this time by the chief elected official of the affected jurisdiction or by other legally designated personnel. The Hamilton County EMHSA Director will notify the Ohio EMA of the incident and the activation of the Hamilton County ROC. Ongoing communications and documentation of damage and needs assessment information will be maintained between the Hamilton County EMHSA and the Ohio EMA. Ohio EMA staff will be sent to the site to coordinate with the Hamilton County EMHSA. In the event state assistance is needed, activation will be elevated to Level #3.

### Level 3 – State Resources and Federal Response Assistance

A declaration of a local emergency will be issued. The EMHSA Director in coordination with the highest elected official of the affected jurisdiction(s) will request assistance from the Ohio EMA. Ongoing communications and documentation of damage and needs assessment information will be maintained between the affected jurisdiction, EMHSA, and the Ohio EMA.

Hamilton County will prepare to receive state and federal assistance once confirmation and approval of the request has been received. Activities may include:

- Identification of staging areas for state and federal resources
- Identification of the state and/or federal missions that need to be addressed
- Identification of local liaisons to state and federal ESF representatives

- Coordinating State and federal assessment briefings
- Processing appropriate local documentation required for declaration/assistance

The Hamilton County EMHSA Director will determine when deactivation of Level #3, or closing of the ROC, will occur.

### **The City of Cincinnati – Hamilton County Regional Operation Center (ROC)**

The ROC is a permanent facility. The 24-hour emergency number for the ROC (when activated) is (513)263-8400.

The ROC Capabilities include:

- The functional areas consist of: Executive Command Room, Operations Room, Operational breakout room, Joint Information Center, Media Room, Amateur Radio room, Dispatch room and Geographical Information System (GIS) Room.
- The Operations Room has work stations for local agencies and ROC staff. These workstations can accommodate personnel at computers and at the conference table
- The ROC has generators for emergency backup power and uninterrupted power supply for critical equipment and systems.
- The ROC has phone lines, audio conferencing systems, video conferencing capabilities, and wired and wireless network/internet access.
- Joint Information Center (JIC) has work stations which can accommodate personnel.
- GIS room has a touch table, ARCGIS station, plotters, LCD screen and video conferencing capabilities.
- All ROC personnel have access to WebEOC; an emergency management software that is linked to the region to assist with coordination of information and resources.
- The ROC has the capability to downlink video from both of the Hamilton County Sheriff helicopters and the Cincinnati Street Cameras and Regional River cameras
- Amateur Radio room has state of the art technology
- Dispatch Room has consoles for Hamilton County, Cincinnati Police and Cincinnati Fire

### **Continuity of Operations**

If the ROC is damaged and rendered non-functional, and the damage is localized to the immediate area, then operations will be moved to the primary alternative EOC location. If the incidents impacts a much wider area, including the alternative EOC location, then Operations will move to the Anderson Township.

If the entire county is impacted, then the Hamilton County EMHSA Director will work with the SOSINK Region to identify a facility to house operations until the primary facility can be restored to functionality.

### **Lines of Succession**

Succession is the process that is established to list the order or line of 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, County Engineer and County Sheriff.



- The line of succession of the Executive Committee, Hamilton County EMHSA: Chairman, Vice-Chairman.
- The line of succession of each department head is in accordance with the operating procedures established by each department.
- The line of succession for Hamilton County's political jurisdictions is usually from mayor to vice-mayor, then through the council members in order of seniority.

### **Inter-jurisdictional Relationships**

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 plans and procedures.

- The Chief Executive Officer of each jurisdiction within Hamilton County is ultimately responsible for protecting lives and property in an emergency or disaster situation. Each jurisdiction is also responsible for coordinating mutual aid compacts with neighboring response entities.
- When an event affects only one jurisdiction within the county, emergency operations will take place under that jurisdiction's direction and control with the EMHSA supporting the operation through augmentation of resources. The jurisdiction that is impacted may activate its own EOC.
- If an emergency or disaster affects more than one jurisdiction or disrupts the entire county, the City of Cincinnati-Hamilton County ROC may be activated. Resource requests should be processed through the ROC to ensure that limited resources are utilized in the most efficient manner.
- During the event the affected jurisdictions will be asked to perform those tasks which they are accustomed to performing on a daily basis or a logical extension of those tasks. Each organization will be responsible for writing its own policies and procedures.
- If all local resources are committed and assistance is still required, additional resources will be requested from the following sources in this order:
  - County government resources
  - Volunteer Organizations
  - Private Industry
  - State Government
  - Federal Government (through OEMA)

## **Organization and Assignment of Responsibilities**

### **Local Assignment of Responsibilities**

The following represents basic responsibilities accepted by elected officials, managers, departments and community agencies in response to a disaster. Law mandates some duties, while others are developed

by departments and agencies to support continuity in emergency response efforts. Responsibilities listed are not all inclusive, but should cover most major emergency operations.

#### **Emergency response agencies and organizations:**

- Prepare, maintain and implement internal department emergency operations procedures.
- Maintain updated lines of succession.
- Provide for the protection of department personnel.
- Maintain an accurate alert roster for mobilizing department personnel.
- Maintain an accurate inventory and sources of supply for required equipment and supplies.
- Participate in exercises.
- Develop mutual aid agreements.
- Familiarize all personnel with emergency responsibilities regularly.
- Participate in emergency training programs.
- Develop internal procedures to record disaster response expenditures for possible Safeguard vital records.
- Participate in incident debriefings.

#### **Elected and Senior Officials**

- Implement direction, coordination, and policy-making functions as necessary to provide for optimum protection of public health and safety during a declared state of emergency.
- 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 representatives to the ROC.
- Commit staff and resources of governmental departments, in the absence of the department head, or if it is beyond the scope of authority of the department head.
- 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.

#### **Emergency Management and Homeland Security Agency**

- Maintain Emergency Operations Plan and Annexes.
- Coordinate communication of information between local, state, and federal agencies.
- Partner with City of Cincinnati to maintain and operate the ROC.
- Assist with the coordination of communications during emergencies using WebEOC.
- Identify/locate resources and maintain emergency resource database.
- Coordinate with private industry for use of privately owned resources.
- Coordinate public information and education.
- Maintain outdoor siren warning system.
- Coordinate damage assessment teams from the American Red Cross, CERT, and Amateur Radio Operators.
- Assist citizens, businesses, and governments through the disaster reimbursement process.
- Provide training programs for the emergency management organization.
- Coordinate exercises and tests of the emergency systems within the county.
- Coordinate long-term recovery.
- Utilize After Action Reports to enhance and update plans and annexes.

## Fire Services

There are 40 fire departments that operate within Hamilton County.

- Fire suppression.
- Heavy rescue operations.
- Hazardous material incident response.
- Emergency medical services.
- Search and rescue operations.
- Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) monitoring.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- Fire code enforcement.
- Explosive device mitigation and response.

## Emergency Medical Services (EMS)

EMS provides the on-scene medical support and coordinates pre-hospital functions. The local fire departments have primary responsibility for EMS in Hamilton County, supplemented by private EMS providers.

- Responding to disaster/emergency scene with personnel and equipment.
- Triage, treatment, transportation and tracking of the injured.
- Establishing and maintaining field communications and coordination with other emergency response departments and local hospitals.
- Assisting with the evacuation of non-ambulatory victims, and those who require special medical attention.

## Law Enforcement

This includes: Hamilton County Sheriff, the 41 local police departments, and the 4 College/University Police Departments.

- Maintenance of law and order.
- 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 Regional Operations Center as needed.
- Assist in notification and warning of the general public.
- Assist with initial impact assessment.
- Coordinate security for the damaged areas, vital facilities, equipment, staging areas, and shelter operations.
- Explosive device identification, mitigation, and response.

## Hazardous Materials Response

This includes: Greater Cincinnati Hazardous Materials Unit and the City of Cincinnati Fire Department.

- Hazardous Material Incident Response.
- Chemical, Biological, Nuclear, Radiological detection and monitoring.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- Decontamination of civilians, responders, and equipment.
- Coordinate Hazardous Material clean-up.

## Public Health

This includes the City of Cincinnati Health Department, the Hamilton County Health Department, Norwood Health Department, Sharonville Health Department, and Springdale Health Department.

- Identifying health hazards.
- Emergency public health and public information.
- Assessment of health hazards from damage to water distribution and sewage collection systems.
- Food and water inspection.
- Nursing services.
- 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 including mass vaccination and mass prophylaxis dispensing.
- Establishing quarantines and social distancing recommendations.
- Coordination of assistance from other jurisdictions, the State Health Department, and other public and private response agencies.
- Coordinate environmental health activities for waste disposal, refuse, food, water control and sanitation.
- Coordination of insect and rodent control.
- Sanitation inspection/enforcement.
- Epidemiological studies, maintenance of vital statistics.
- Support Chemical, Biological, Nuclear and Radiological response.

## Dispatch Centers / Public Services Answering Points (PSAP)

This includes Hamilton County Communication Center, the City of Cincinnati Communication Center, City of Norwood Communication Center, the Northeast Communication Center (Loveland) and Amberley Village Communication Center.

- Coordinate communications with the field during emergencies.
- Dispatch and track resources.
- Maintain 911 functions.
- Assist with call overload if one PSAP becomes overwhelmed.
- Notify elected and senior officials of emergency through the communicator.
- Notify and recall responders through the communicator.
- Provide back-up public alert and warning functions.

## Engineering/Public Works

This includes the Hamilton County Engineer, local jurisdiction engineering, transportation, sanitation, and sewer and drain departments.

- Coordination of restoring public facilities, roads and bridges.
- Damage assessment for infrastructure and public facilities.
- Debris and snow clearance on roads and streets.
- Providing equipment, supplies, and personnel as needed.
- Supporting traffic control measures-providing signage, detours and barricades.
- Safety inspections – roads and bridges.

## Utilities

This includes public and private utilities

- Prioritize restoration of service to critical infrastructure.
- Provision of emergency power as required.
- Damage assessment and estimation of recovery times.
- Inspection of repairs to ensure safe restoration of power.
- Provision of emergency generators or other equipment as necessary and available.
- Coordination with other providers to restore service to victims.

## American Red Cross (With Affiliated COAD Partners)

- Identify and operate appropriate shelter facilities.
- Arrange for mass feeding and other appropriate support.
- Assist with residential damage assessments.
- Provide mobile canteen feeding service to emergency services workers during events expected to last in excess of three hours.
- Provide mental health and family assistance during disasters.
- Counsel and advise disaster victims on the availability of resources for long-term recovery assistance.
- Handle welfare inquiries from anxious relatives outside the disaster area.

## Hospitals

This includes the 11 Acute Care Center Hospitals, 13 emergency departments, 3 long-term Acute Care Centers, and 1 Psychiatric Hospital in Hamilton County.

- Provide medical guidance to EMS units and field triage teams for the treatment and handling of the injured.
- Make available, upon request, qualified medical personnel, supplies and equipment.
- Provide emergency treatment and hospital care for disaster victims.
- Request activation of the Disaster Net Radio when individual hospital resources are overwhelmed.

## Legal

This includes the Hamilton County Prosecutor's Office, the City of Cincinnati Solicitor's Office, and the Jurisdictional Attorneys.

- Providing legal services to County Commissioners and key responders for problems related to disaster and recovery operations.
- Preparing local declaration of emergency and other standby documents.
- Interpreting emergency laws and regulations.
- Advising officials and department heads on record keeping requirements and other documentation necessary for the exercising of emergency power.

## Coroner (Or Public Health during Pandemic)

- Establishing a temporary morgue in mass fatality incidents.
- Determining when the deceased are removed from the scene.
- Identifying the deceased and determining the cause of death.
- Reporting casualty information through the ROC Public Information Officer.

## Human Services

This includes both public and private human service organizations.

- Assisting in the provision of food, shelter, food assistance, and financial services to those left homeless due to a disaster.
- Identifying functional needs populations, and assisting with unmet needs.
- Referring disaster victims to appropriate social service agencies for unmet needs.

## Finance, Budget, and Purchasing (All jurisdictions)

- Maintain records of financial transactions, personnel hours and purchases that deviate from normal procedures during a disaster.
- Establish and maintain a separate account of expenditures for the disaster.
- Assist in ROC with resource management.
- Develop procedures for the procurement and delivery of essential resources and supplies for emergency situations.

## School Districts

- Provide shelter facilities per agreements with the American Red Cross.
- Provide access to school district resources when appropriate and available – coordinated through the ROC.
- Coordinate evacuation and transportation operations for students during emergency situations.

## SORTA

- Provide mass transit vehicles and drivers for emergency evacuation.

## Direction, Control, and Coordination

All emergencies begin and end locally. It is only after a jurisdiction identifies that the event will exceed their capacity that mutual aid resources are requested. Once local emergency response resources are exhausted or if the county does not possess the needed capability to address the incident, then state resources can be requested.

The National Incident Management System (NIMS) establishes a clear progression of coordination and communication from the local, regional, state, and national level. Local incident command structures are responsible for directing on-scene emergency management and maintaining command and control of on-scene incident operations. The ROC will provide a central location for operational information sharing and resource coordination in support of on-scene efforts. The ROC will aid in establishing priorities among the incidents and associated resource allocations, resolving agency policy conflicts, and providing strategic guidance to support incident management activities. In accordance with NIMS, emergency response resource and policy issues are addressed at the lowest organizational level.

## Emergency Support Functions (ESF)

Each ESF in the EOP has one-or-more primary agencies and several support agencies. The Primary Agency provides overall coordination of the functional activities of their assigned ESF.

**ESF-1 - Transportation** addresses emergency-related transportation issues including:

- Assessing damage to, restoring, and maintaining land, air and water transportation routes; during emergencies in coordination with governmental and private organizations as required;
- Transportation of personnel, materials, goods, and services to emergency sites; and

- Supporting evacuation and re-entry operations for threatened areas.

**ESF-2 – Communications** ensures the provision of communication to support local, county, state and federal communications efforts. ESF-2 coordinates with communications assets available from local/regional agencies, voluntary groups, the telecommunications industry, and the state and federal government.

**ESF-3 – Engineering/Public Works** addresses most engineering concerns that are not related to transportation systems. Missions could include:

- damage inspection and assessment;
- demolition and stabilization missions;
- reconnaissance; emergency repairs;
- temporary and permanent construction; and
- debris management.

**ESF-4 – Fire and Rescue** agencies and departments are responsible for fire suppression in rural, urban, and wild land settings that result from naturally-occurring, technological or man-made emergency incidents. Local jurisdictions have the responsibility of providing basic fire service protection.

**ESF-5 – Emergency Management** manages the collection, processing, and analysis of information for dissemination to operational elements. It responds to the information requirements of assessment, response, and recovery personnel. It supports the identification of overall priorities for emergency activities by conducting planning, research, and development of briefing materials as directed by the EOC Director. Assists with the development of Incident Action Plans, mission assignments, and financial management

**ESF-6 – Mass Care** addresses, coordinates with partner volunteer agencies and reports on the emergency mass care activities of organizations responsible for sheltering, feeding, counseling, first aid, pet and assistance animal care, social services and welfare activities required to assist disaster survivors.

**ESF-7 – Resource Management** provides logistical and resource support to state and local entities involved in emergency response and recovery. This support includes locating, procuring, and issuing resources including equipment, supplies, and services required by emergency responders and disaster survivors. Coordinates donations management with partner volunteer agencies.

**ESF-8 – Public Health and Medical** addresses public health and medical services concerns during emergency events or incidents.

Public health concerns can include:

- Assessment and surveillance of health needs of the affected communities;
- Provision of health related services and supplies;
- Identification of areas where health problems could occur;
- assistance in assessing potable water and wastewater/solid waste disposal issues and coordination/equipment;
- Testing of products for public consumption; and
- Environmental testing.

Medical services concerns can include:

- Logistical support for health personnel in the field;
- Supply and restocking of health-related equipment and supplies;
- Testing and/or disposal of food, medicine and related products affected by the disaster;
- Assessment of medical and mental health needs of the affected communities, coordination with emergency medical personnel;
- Provision of medical-related services and supplies that support the affected communities; and
- Assistance and support for mass fatality and triage sites.

**ESF-9 – Search and Rescue** provides for the guidance and organization of agencies that may be employed during Search and Rescue (SAR) operations. SAR operations include, but are not limited to, the location, recovery, and extrication of victims who become lost or entrapped as the result of a major disaster or life-threatening emergency.

**ESF-10 – Hazardous Materials** provides for a coordinated response to actual or potential oil and hazardous materials incidents. Hazardous materials include chemical, biological, and radiological substances, whether accidentally or intentionally released.

**ESF-11 – Food and Agriculture** addresses concerns regarding agriculture functions during natural disasters. These concerns could include:

- Assessment and surveillance of agriculture needs of affected areas;
- Provision of agriculture related services and supplies;
- Testing of products for public consumption;
- Identification of food assistance needs;
- Identification and application of appropriate agriculture assistance programs

**ESF-12 – Energy** coordinates with energy utilities and related governmental and private organizations to provide information for assessment, response and recovery operations related to fuel shortages, power outages, and capacity shortages that may impact Ohio citizens during disasters. The ESF-12 Team also provides information available on the transportation of fuel, sources for the provision of emergency power to support immediate response operations and the restoration of normal energy supplies to energy-affected communities.

**ESF-13 – Law Enforcement** response and recovery activities can include the following:

- Maintaining law and order within legal authority;
- Assisting with the dissemination of alerts, warnings and notifications;
- Coordination of law enforcement activities;
- Staffing - roadblocks, traffic control points and other sites;
- Providing evacuation/relocation support;
- Providing communications to support agencies;
- Supporting the relocation and temporary detention of persons confined to institutions; and
- Maintaining and protecting logs, records, digests and reports essential to government and emergency operations.

**ESF-14 – Recovery** supports jurisdictions in the restoration of communities damaged by disasters. Recovery efforts include:

- Coordination with state field personnel,



- Interaction and cooperation with information and planning (ESF -5) personnel, and the Federal Emergency Management Agency (FEMA) for damage assessment and information gathering in order to
- Develop disaster-specific recovery plans and to
- Direct interaction with state and local officials for recovery efforts.
- Social and economic community impact assessment
- Analysis and review of mitigation program implementation

**ESF-15 –Emergency Public Information** ensures accurate, coordinated, and timely information is communicated to affected populations, governments, legislators and the media. Other duties include:

- Emergency Public Information
- Protection action guidance
- Media and community relations

*Table 1: Designation of County-level ESF Primary and Support Agencies*

<b>P = Primary S = Support</b>	<b>Emergency Support Function</b>														
<b>Agency</b>	#1 – Transportation	#2 – Communications	#3 – Engineering	#4 – Fire & Rescue	#5 – Emergency Management	#6 – Mass Care	#7 – Resource Management	#8 – Public Health and Medical	#9 – Search and Rescue	#10 – Hazardous Materials	#11 – Food & Agriculture	#12 – Energy	#13 – Law Enforcement	#14 – Recovery	#15 – Emergency Public Info.
Hamilton Co. ADAMHS								<b>S</b>							
Hamilton Co. Administration					<b>S</b>		<b>S</b>							<b>P</b>	
Hamilton Co. Auditor					<b>S</b>		<b>S</b>								
Hamilton Co. Board of County Commissioners															<b>S</b>
Hamilton Co. Coroner's								<b>S</b>					<b>S</b>		
Hamilton Co. Disability Services						<b>S</b>		<b>S</b>						<b>S</b>	
Hamilton Co. Educational Services						<b>S</b>								<b>S</b>	
Hamilton Co. Emergency Communications Center		<b>P</b>			<b>S</b>										
Hamilton Co. EMHSA		<b>S</b>		<b>S</b>	<b>P</b>	<b>S</b>		<b>S</b>	<b>S</b>	<b>S</b>	<b>S</b>			<b>S</b>	<b>P</b>
Hamilton Co. Engineers	<b>P</b>		<b>P</b>	<b>S</b>			<b>S</b>	<b>S</b>	<b>S</b>	<b>S</b>		<b>P</b>		<b>S</b>	
Hamilton Co. Enviro. Services										<b>P</b>		<b>S</b>			<b>S</b>
Hamilton Co. Facilities Mgmt.	<b>S</b>		<b>S</b>	<b>S</b>			<b>S</b>					<b>S</b>		<b>S</b>	
Hamilton Co. Fire Chiefs				<b>P</b>											
Hamilton Co. Job & Family Services						<b>P</b>	<b>S</b>							<b>S</b>	<b>S</b>
Hamilton Co. LEPC									<b>S</b>						
Hamilton Co. Mental Health Board														<b>S</b>	
Hamilton Co. Metro Sewer			<b>S</b>							<b>S</b>					
Hamilton Co. Park District								<b>S</b>							
Hamilton Co. Plan & Develop			<b>S</b>												
Hamilton Co. Prosecutor			<b>S</b>										<b>S</b>	<b>S</b>	
Hamilton Co. Public Health			<b>S</b>			<b>S</b>		<b>P</b>			<b>S</b>			<b>S</b>	
Hamilton Co. Purchasing			<b>S</b>				<b>P</b>								
Hamilton Co. Risk Mgmt.					<b>S</b>										
Hamilton Co. Sheriffs	<b>S</b>					<b>S</b>	<b>S</b>	<b>S</b>	<b>S</b>			<b>S</b>	<b>P</b>		
Hamilton Co. Solid Waste														<b>S</b>	
Hamilton Co. Task Force 1									<b>P</b>						
Ohio State Extension											<b>P</b>				
The Health Collaborative								<b>P</b>							

## Support Agency Relationships

There are numerous private sector and non-governmental organizations in the county that provide support during an emergency. The County EMHSA coordinates with these support agencies to ensure that resources and plans are coordinated.

- The Health Collaborative is the central entity for coordinating and sharing information amongst the 14 hospitals facilities in the County and the SOSINK Regional Hospitals.
  - 13 Emergency Departments
  - 11 Acute Care Centers
  - 3 Long Term Care Centers
  - 1 Rehabilitation Center
  - 1 Psychiatric Center
- The Health Collaborative will provide a liaison to the ROC and then provide information updates to the Hospitals.
- The County and Region have adopted the Disaster Net communication system to track hospital bed capacity and hospital capability.
- The Red Cross is the lead support agency for sheltering and mass care. The Red Cross has developed Memorandums of Understanding (MOUs) with local churches and schools to provide shelters during an emergency.
- The Mass Care Task Force is working to integrate the federal guidance on Functional and Access Needs into existing plans. The EPC is working with the Red Cross, Salvation Army and other service providers to ensure that functional and access requirements are met with general population shelters.

## Hamilton County 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 insure proper emergency actions are taken in a timely manner.

- Local heads of government within Hamilton County, including the Hamilton County Commissioners, may issue local or county declarations of emergency. These declarations will be coordinated with, and copies provided to, the Hamilton County EMHSA Director or his designee.
- If state assistance is required, the local head of government will coordinate with the Hamilton County EMHSA Director in order to collect the necessary information to request state assistance through to the Ohio EMA.

## Declaration of Emergency

In the event that an emergency exceeds the capacity of a local jurisdiction, the Chief Elected Official for the affected jurisdiction may declare an emergency for their community. The Chief Elected Official, Fire Chief, and/or Police Chief for the affected jurisdiction should inform the EMHSA and make a request for additional support and resources if necessary.

If county resources become exhausted, the EMHSA Director or his/her designee will draft a county-wide disaster declaration that will be submitted for authorization to the Board of County Commissioners. Two of the Commissioners must authorize the declaration.

Once the declaration is signed, a request will be made to the Ohio EMA for additional assistance. The Governor may also forward a request for a Presidential Declaration of Emergency that provides for the use of federal funds to support the response and recovery effort.

## **Information Collection and Dissemination**

The documentation of events during an emergency plays an important part in carrying out the EOP and an equally important part in providing detailed information in the aftermath of an emergency.

### **Documentation**

The need for documentation of information falls into several categories, including:

- Cost Recovery – Documentation of cost for reimbursement by the State and Federal governments.
- Requests for Aid – Rapid collection and documentation of losses to meet criteria for state and federal assistance programs
- Budget Control – To ensure proper charging of accounts, compliance with statutory budget restrictions and receipt of emergency revenues.
- Legal Protection – Documentation of expenditures and use of emergency powers are in compliance with the statutes.
- Operations Efficiency – Use of standardized emergency messages to ensure rapid communication, assimilation of facts, and implementation of solutions.
- Critique – Post-emergency evaluation of performance and revision of emergency plans.
- Training – Record of emergency to use in training programs.

The local jurisdictions within Hamilton County do not share a common record keeping system for day to day operations. Departments and Agencies are encouraged to be as complete and detailed as possible in their record keeping and to use standard ICS forms during an emergency response. ICS forms can be found electronically in WebEOC or hard copy in the ROC.

### **Public Information and Warning**

When an emergency occurs, there are clear objectives for dissemination of public information and alerts. The objectives include:

- Providing information to the public about the nature of the emergency
- Emphasizing the immediate action being taken to protect lives, property, and the environment.

Officials will issue instructions for protective measures to the public including urging the public to stay away from areas affected by the emergency. They will also announce and explain evacuation and shelter in place procedures. They will advise the public that further information will be furnished. In addition public information is used to dispel rumors immediately.

The EOP establishes a Joint Information Center (JIC) to be used for the purpose of providing the public information in the case of an emergency or other event involving multiple public agencies and/or multi-

jurisdictional event. The JIC will use the most appropriate and effective means of providing information such as the Emergency Alert System (EAS), Press Release, Press Conference, etc. The operational policies, procedures and tactical approaches to be used by the JIC are contained within ESF-15.

## **Communications**

### **Requesting State and Federal Assistance**

All available local resources must be committed prior to determining if state assistance is required. The State of Ohio will make the final determination if federal assistance is needed.

In the event of an emergency that exceeds the capabilities of a particular jurisdiction, the Chief Elected Official, the Fire Chief, and/or Police Chief should contact the County EMHSA Director.

Office phone – 7:30 am – 5:00 pm: (513) 263-8200  
24 hour number: (513) 825-2260 or 2280

The Chief Elected Official should make an official local disaster declaration for the affected jurisdiction. The County EMHSA Director will draft a county-wide declaration of emergency and submit the declaration to the Hamilton County Board of County Commissioners. The EMHSA Director will also contact Ohio EMA and provide the following information to:

Ohio Emergency Management Agency  
Phone: (614) 889-7150  
Fax: (614) 889-7183  
State High Patrol (Alternate): (614) 466-2660

### **Natural or man-made disasters**

- Name and title of individual making request
- Description of disaster
- Statement of actions taken
- Specific assistance needed
- Estimate of number of persons affected
- Estimate of damage to public/private property
- Other pertinent information

### **Civil Disturbances**

- Name and title of individual making request
- Description of disorder
- Statement of action taken
- Estimate number of persons involved
- Statement of number of law enforcement officers available/committed
- Explanation of why force is inadequate

In the event the emergency exceeds the capabilities of the State, the Governor issues a state-wide disaster declaration and will request federal assistance.

## Sample local Declaration of Emergency

Whereas, \_\_\_\_\_ City/County, Ohio has been or is immediately threatened by a natural/man-made/technological hazard and/or nuclear or conventional attack, and;

(Give date, time, situation assessment, duration of hazard, duration of declaration) and;

Now, therefore, we, the Hamilton County Board of Commissioners, declare that a state of emergency exists in the county and that we hereby invoke and declare those portions of the Ohio Revised Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Hamilton County and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5915 of the Ohio Revised Code.

All public offices and employees of Hamilton County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives-state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operation plans, and to obey and comply with the lawful directions of properly identified officers.

## Administration, Finance, and Logistics

### Administration

During an emergency, local governments shall:

- Determine which normal administrative procedures shall be suspended, relaxed or made optional in order to prevent unnecessary impediments to response and recovery activities. Departures from normal operations should be stated in the Emergency declarations.
- Include provisions for documenting all disaster related expenditures using accepted accounting procedures.
- Upon activation of the *EOP*, each delegated emergency response agency shall ensure that personnel, property, equipment, supplies and vehicles are accounted for and protected.
- When local resources have been exhausted, requests for assistance will be submitted to the ROC.

Training of emergency operations staff should be conducted annually through in-house training sessions, exercises and actual response. If warranted, Hamilton County EMHSA staff will conduct accelerated/refresher training on an appropriate subject matter during periods of increased readiness status.

### Finance

All disasters are local and should be funded initially by the local jurisdiction. If the event exceeds the resources of the local jurisdiction, an emergency declaration will be made and request for assistance from surrounding jurisdictions and the state will be processed.

- Once the Chief Elected Official for the affected jurisdiction declares an emergency and the Hamilton County EMHSA submits the declaration to the Ohio EMA, the Governor may issue an Emergency Declaration to authorize Departments of State government to assist local jurisdictions.
- If a disaster declaration is requested by the Governor, through FEMA Region V, to the President of the United States, and if such is declared, then reimbursement of associated disaster activity expenses may be available through FEMA. Procedures for applying for Federal disaster assistance funds will be in accordance with prescribed State and Federal disaster assistance FEMA protocols and procedures.
- A major disaster may require the expenditure of large sums of State and local funds. Financial operations may be carried out under compressed schedules and intense political pressures requiring expeditious actions that meet sound financial management and accountability requirements.
- Departments conducting emergency support activities will be responsible for establishing and maintaining financial support and accountability during emergency operations. Each department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely fashion, and for closing out assignments.
- Care must be taken throughout the course of the emergency to maintain logs, records, receipts, invoices, purchase orders, rental agreements, etc. These documents will be necessary to support claims, purchases, reimbursements, and disbursements. Record keeping is necessary to facilitate closeouts and to support post recovery audits.

## **Logistics**

The ROC, in coordination with the local jurisdictions will facilitate logistical support for emergency operations (i.e., provide supplies and equipment). All response agencies should implement established resource controls and determine resource availability; this would include source and quantity of available resources. Further, they shall keep the ROC advised of any anticipated shortfalls in required resources needed to support a given emergency or disaster operations.

The ROC Resource Management Staff, in coordination with the Communication Centers, should develop and maintain a current database of locally available resources and their locations. The database should include all public and available private equipment, and personnel with special technical skills, pertinent to the anticipated needs of the local jurisdiction.

## **Mutual Aid Agreements**

Ohio is a Home Rule State. All political subdivisions are automatically part of the statewide mutual aid system. The Ohio Intrastate Mutual Aid Compact (IMAC), Ohio Revised Code Section 5502.41, was enacted into law on December 23, 2002. Each jurisdiction is responsible for securing mutual aid agreements with neighboring jurisdictions. All organizations with responsibilities outlined in the Hamilton County Emergency Operations Plan are responsible for developing and maintaining departmental SOPs, mutual aid agreements, personnel rosters including 24-hour emergency telephone notification numbers and equipment.

## **Emergency Management Agencies**

Mutual aid for the support of direction and control functions is addressed by agreements between the Hamilton County EMHSA Director and emergency management directors from adjacent counties.

## **Law Enforcement**

Mutual aid agreements with local law enforcement agencies and those in surrounding counties are on file with the respective law enforcement agencies and the Hamilton County Communications Center.

## **Fire and Rescue**

Mutual aid agreements between fire departments are in accordance with IMAC as outlined in the ORC Section 5502.41 and are kept on file at the respective fire departments and the Hamilton County Communications Center. Mutual aid will be activated in accordance with procedures set down in agreements between the fire organizations. Mutual aid agreements have been established with fire departments outside of Hamilton County and these groups provide mutual aid when requested.

## **Shelters**

American Red Cross officials are the lead support agency responsible for organizing sheltering services in cooperation with the Hamilton County Jobs and Family Services (HCJFS) and the Hamilton County EMHSA. Other non-profit or governmental agencies in the county including the Hamilton County Developmental Disabilities Services, Hamilton County Health and Recovery Services Board, the Salvation Army, and others, may assist in shelter operations.

## **Transportation**

SORTA and local school districts will assist with public transportation resources for use in an evacuation.



## Plan Development and Maintenance

The Hamilton County EMHSA has the responsibility to work with local jurisdictions, non-governmental organizations, and the state to update, revise and maintain the EOP Emergency Support Functions (ESFs), Annexes, and other elements. EMHSA works initially with Primary Agencies and then with support Agencies to review agency's assigned roles, responsibilities, and relationships between ESFs and Annexes.

### Coordination and Approval

When all Primary and Support Agencies have reviewed and commented on a plan segment and have made recommendations for changes, the EMHSA will coordinate a round table discussion to reach agreement on agency roles, responsibilities, and the segment's purpose, mission, scope and concept of operations.

When all involved agencies have provided input to the update process and a final document has been agreed upon, the Hamilton County Commissioners will sign the Approval and Implementation Document.

### Record of Change

When a change is made to an EOP element, an entry will be made into the EOP Record of Change page that identifies the change made. The Notice of Change process is managed by the Hamilton County EMHSA.

### Promulgation

The Hamilton County EOP is promulgated by the Hamilton County Board of Commissioners annually. Approximately two months prior to the desired promulgation date, the EMHSA will implement the following the following promulgation procedures:

- Review the existing version of the EOP for content in light of changes in policy, content and general directional changes
- Replace EOP elements with versions of those elements that have been updated since the last promulgation.
- Determine other changes, other than full-scale updates, that need to be made to the Plan elements to prepare the document for promulgation.
- Engage the primary and support agencies in the promulgation process as needed.
- Update Acronyms and Glossary to include terms and acronyms that have come into use since the last promulgation.
- Distribute a draft of the updated Plan for review by Senior Staff three weeks prior to submission to the County Commissioners. Produce a transmittal memo that describes the document, lists recent changes, talks about future plan changes, and other elements as appropriate.
- Final approval of the plan for promulgation and distribution will be by the Director of the Hamilton County EMHSA.
- Review and incorporate changes to the Plan and produce a final hard copy and electronic file copy of the Plan for submission to the Hamilton County Commissioners for review and promulgation.

## Distribution

The Hamilton County EOP will be filed and distributed as follows:

- Notification of the Promulgation of the EOP will be transmitted to the villages, townships, and municipalities within Hamilton County and non-governmental organizations that are listed as either a Primary or Support Agency in the Plan.
- The EOP will be placed on the Hamilton County EMHSA website.  
<http://www.hamiltoncountyohioema.org/>
- Hard copies of the EOP will be produced and delivered to the Hamilton County Executive Committee.

## After Action Review (AAR)

Following an emergency activation of the ROC, Hamilton County EMHSA will facilitate an After-Action Review. Hamilton County EMHSA's roles and responsibilities include, but are not limited to:

- Establishing, maintaining and revising After-Action Procedures.
- Facilitating the collection of feedback from all agencies and individuals involved in incidents or exercise, including the utilization of After-Action Meetings and After-Action Surveys.
- Proposing, assigning, and tracking the progress of corrective actions.
- Disseminating the results of corrective actions and lessons learned.

The After-Action feedback contributes to the creation of an after-incident preliminary Corrective Action Plan (CAP). The CAP presents issues and inquiries are raised by local agencies and recommended improvements and corrective action measures that are assigned to the appropriate agencies for follow-up. The After Action Review should prompt an update to the EOP.

## Authorities and References

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this Plan is not intended to incorporate them by reference.

### Federal

Public Law 93-288, as amended, 42 U.S.C. 5121, et seq., the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the National Response Framework, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.

Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.

Public Law 99-499, Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq., which governs hazardous materials planning and community right-to-know.

Public Law 101-615, Hazardous Materials Transportation Uniform Safety act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.

Public Law 96-510, 42 U.S.C. 9601, et seq., the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which require facilities to notify authorities of accidental releases of hazardous materials.

Public Law 101-549, Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.

Public Law 84-99, U.S.C. 701n, Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.

Public Law 91-671, Food Stamp act of 1964, in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.

Public Law 89-665, 16 U.S.C. 470, et seq., National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.

Stewart B. McKinney Homeless Assistance Act, 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.

National Flood Insurance Act of 1968, 42 U.S.C. 4001, et seq., as amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).

44 CFR Part 206, Federal Disaster Assistance for Disasters Declared after November 23, 1988.

44 CFR Part 10, Environmental Considerations.

44 CFR Part 14, Audits of State and Local Governments.

44 CFR 350, Review and Approval of State and Local Radiological Emergency Plans and Preparedness.

Executive Order 11988, Flood Plain Management.

Executive Order 12656, Assignment of Emergency Preparedness Responsibilities.

Presidential Decision Directive – 39, United States Policy on Counter Terrorism.

Homeland Security Presidential Directive 5, Management of Domestic Incidents.

Homeland Security Presidential Directive 8, National Preparedness.

National Response Framework, January 2008

National Oil and Hazardous Substances Pollution Contingency Plan.

The Federal Bureau of Investigation’s Weapons of Mass Destruction Directorate, July 2006; prevention of a weapon of mass destruction incidents.

National Incident Management System (NIMS), Department of Homeland Security, March 1, 2004.

Developing and Maintaining State, Territorial, Tribal and Local Governments Emergency Plans, CPG-101, Federal Emergency Management Agency, March 2009.

National Fire Protection Association, NFPA1600.

## State

*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.

*Ohio Revised Code* 307.01 – Powers and duties of County Commissioners.

*Ohio Revised Code* 161.01 – 161.29 – Continuity of government

*Ohio Revised Code* 305.02 – Filling vacancies in elected county government positions.

*Ohio Revised Code* 315– Powers and duties of the County Engineer.

*Ohio Revised Code* 311.07 – Powers and duties of the County Sheriff.

*Ohio Revised Code* 313.06 – Powers and duties of the County Coroner.

*Ohio Revised Code* 329.01 – Powers and duties of County Department of Human Services.

*Ohio Revised Code 733.03* – Powers and duties of Mayors of cities.

*Ohio Revised Code 733.23* – Powers and duties of Mayors of villages.

*Ohio Revised Code 3701.01* through .04 and .19 – Powers and duties of State Health Department.

*Ohio Revised Code 301.24* – Powers and duties assigned to local health departments.

*Ohio Revised Code 3750* – Emergency Planning Community Right-to-Know.

*Ohio Revised Code 4905.81* – Duties of public utilities commission.

*Ohio Revised Code 5101.01* and .02 – Powers and duties of human service departments.

*Ohio Revised Code 5502* – Emergency Management Agency

### **Local**

County-wide Agreement for Hamilton County Emergency Management Agency.

Board of Hamilton County Commissioners Resolution dated September 27, 1989.

City of Cincinnati Municipal Code, Article XVIII, Public Danger (Mayor and City Manager).

City of Cincinnati Municipal Code Title V, Section 502-25 – Snow emergencies

City of Cincinnati Municipal Code Chapter 1247 – Hazardous materials

Fire and police mutual aid agreements are on file at the Hamilton County Communication Center.

## Appendix A: Acronyms

### List of Acronyms

AAR	After-Action Review
ACAMS	Automated Critical Asset Management System
ACC	Alternative Care Center
ADA	Americans with Disability Act
ALPR	Automated License Plate Reader System
APHIS	Animal & Plant Health Inspection Service
ARES	Amateur Radio Emergency Service
ARTIMIS	Advanced Regional Traffic Interactive Management & Information System
ASPR	Assistant Secretary for Preparedness and Response
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CNPS	Citywide Neighborhood Public Safety Camera System
CERT	Community Emergency Response Team
CIKR	Critical Infrastructure Key Resources
COG	Continuity of Government
CONOPS	Concept of Operations
COOP	Continuity of Operations
CPG	Comprehensive Preparedness Guide
DHS	U.S. Department of Homeland Security
DoD	U.S. Department of Defense
DOJ	U.S. Department of Justice
DOT	U.S. Department of Transportation
EAS	Emergency Alert System
EMHSA	Emergency Management and Homeland Security Agency
EMAC	Emergency Management Assistance Compact
EMS	Emergency Medical Services
EOC	Emergency Operation Center
EOD	Explosive Ordinance Device
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
ESF	Emergency Support Function
FAD	Foreign Animal Disease
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FHA	Federal Highway Administration
FOG	Field Operating Guide
GIS	Geographical Information Systems

HazMat	Hazardous Material(s)
HCJFS	Hamilton County Jobs and Family Services
HSEEP	Homeland Security Exercise and Evaluation Program
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
ICTAP	Interoperable Communication Technical Assistance Program
IMAC	Intra-State Mutual Aid Compact
IMAT	Incident Management Assistance Team
JFO	Joint Field Office
JIC	Joint Information Center
LEPC	Local Emergency Planning Committee
M/D	Monitor and Detection
MCI	Mass Casualty Incident
MMRS	Metropolitan Medical Response System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MRC	Medical Reserve Corps
NFIP	National Flood Insurance Program
NFPA	National Fire Protection Association
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NIPP	National Infrastructure Protection Plan
NOAA	National Oceanic and Atmospheric Administration
NRF	National Response Framework
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
ORC	Ohio Revised Code
OSHA	Occupational Health and Safety
OSHP	Ohio State Highway Patrol
PDA	Preliminary Damage Assessment
PSA	Public Service Announcement
PSAP	Public Safety Answering Point
PUCO	Public Utilities Commission of Ohio
RACES	Radio Amateur Civil Emergency Services

RDD	Radiological Dispersal Device
RTCC	Real Time Crime Center
SBA	Small Business Association
SCBA	Self-Contained Breathing Apparatus
SERC	State Emergency Response Commission
SHSP	State Homeland Security Program
SME	Subject Matter Expert
SOP	Standard Operating Procedure
SWAT	Specialized Weapons and Tactics
TAC	Technical Advisory Committee
TEWG	Terrorism Early Warning Group
TICP	Tactical Interoperable Communication Plan
TLO	Terrorism Liaison Officer
TMRC	Tri-State Medical Reserve Corps
UASI	Urban Area Security Initiative
USAR	Urban Search and Rescue
USDA	U.S. Department of Agriculture
VBIED	Vehicle-Borne Improvised Explosive Device
VIPS	Volunteers in Police Service
VOAD	Voluntary Organizations Active in Disasters
WMD	Weapons of Mass Destruction



# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX A - EMERGENCY SUPPORT FUNCTION #1**

### **TRANSPORTATION**

**COORDINATING AGENCY:** Hamilton County Engineer's Office

**SUPPORT AGENCIES:** Jurisdiction Public Works Agencies  
Hamilton County Facilities Management  
Hamilton County Sheriff's Office

## **INTRODUCTION**

### **A. Purpose**

Emergency Support Function #1 — Transportation, addresses the following areas of concern for the continuity of transportation within Hamilton County during emergencies:

1. Assessing damage to, restoring, and maintaining land, air, and water transportation routes during emergencies in coordination with governmental and private organizations.
2. Support of transportation of personnel, materials, goods, and services to and from the emergency sites.
3. Supporting evacuation and reentry operations for threatened areas.
4. This function is primarily concerned with the transportation infrastructure. The Emergency Support Function having to do with the actual transportation of personnel, material, and goods and services to and from an evacuated area is Emergency Support Function 6, Mass Care.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the EOC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

## **II. SITUATION AND ASSUMPTIONS**

### **A. Situation:**

1. The hazards that affect Hamilton County may damage transportation infrastructure and can hamper the movement of emergency personnel and delay the delivery of vital resources.
2. Disasters will reduce the availability of many local resources and require the coordination and transportation of vital resources to the affected area from outside resources.
3. Emergency evacuation activities are usually conducted by local response organizations. The state may assist in these evacuation efforts but only during hazards with long durations in which the state would have sufficient time to respond.
4. Most state transportation resources cannot be committed off of the state highway system without a declaration of emergency by the Governor.

### **B. Assumptions**

1. Transportation systems may be difficult to coordinate immediately following an emergency since routes may be blocked by traffic, debris, and/or damage.

2. Reductions or restrictions to transportation, caused by the emergency, will directly impact the effectiveness of all response and recovery efforts.
3. Transportation systems obstructions will be prioritized based upon benefit to disaster victims and affected communities.
4. Access routes will be repaired to sustain the flow of emergency relief efforts. Local traffic patterns may be disrupted for a significant period of time.
5. The requirement for transportation capacity may exceed the availability of county or state assets.
6. Hamilton County will determine when to request state transportation assistance.
7. Each transportation agency shall be responsible for its own refueling and maintenance needs.

### **III. CONCEPT OF OPERATIONS**

#### **A. Overview**

1. The Hamilton County Engineer's Office is the lead agency for ESF #1. Their representatives will staff the Regional Emergency Operations Center and coordinate with appropriate support organizations to answer the needs of affected communities. These needs may include the following.
  - a. Damage assessment of transportation infrastructure.
  - b. Transportation route repair activities to include prioritization of roadways to be cleared.
  - c. Technical assistance to local governments.
  - d. Hauling materials.
  - e. Repairing slips and slides.
  - f. Debris clearance from transportation routes.
  - g. Repairing damage to bridges and culverts.
  - h. Resource management.
  - i. Interfacing with railroads, airports, port authorities, and related transportation providers/facilitators.
  - j. Support of local evacuation activities.
2. Primary and support organizations for ESF #1 will be activated by the Hamilton County Emergency Management/Homeland Security Agency.
3. The Ohio National Guard will, if activated by the State, assist ESF #1 with removal of debris from transportation routes and from other areas that require emergency access. (Refer to ESF#3 for additional information about the Engineering and Public Works function.)
4. Additionally, the Ohio National Guard may provide transportation support to other ESFs as required.

#### **B. Relationships Between Levels of Government**

1. Federal
  - a. Coordination with Federal ESF #1 may occur in the Regional Operations Center, Ohio EOC, at the site of the emergency, or in the Federal DFO.

- b. Federal ESF #1 will support state assessment, response, and recovery activities and will accept emergency requests and missions from state ESF #1.
- 2. State
  - a. State ESF #1 will maintain a working relationship throughout emergency response and recovery operations to ensure that emergency transportation needs are identified, assessed, prioritized and addressed.
  - b. State ESF #1 will coordinate with the following ESF #1 organizations from adjacent states when required during emergencies: Michigan, Indiana, Kentucky, West Virginia, and Pennsylvania.
- 3. County/Local
  - a. Local-level emergency requests for county or state transportation resources and services communicated to the Hamilton County EOC will be directed to the respective ESF #1 personnel for action.

#### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

##### A. Organization

- 1. ESF #1 organizations will be alerted and activated by the Hamilton County Emergency Management/Homeland Security for assessment, response, and recovery operations based on the needs of the emergency.
- 2. Primary and Support Agencies for ESF #1 will coordinate with each other in the Regional Operations Center to ensure the most effective use of personnel and equipment, to avoid redundant activities and to cooperate on emergency transportation missions.
- 3. All ESF #1 organizations are responsible for development of internal SOP/SOGs that support ESF #1 and ROC operations.

##### B. Assignment of Responsibility

- 1. Hamilton County Engineer's Office will:
  - a. All assistance by the County Engineer's Office will be within the stated authority of Ohio Statutes.
  - b. Assist local damage assessment teams to determine types of damage to and repairs needed for transportation infrastructure.
  - c. Coordinate with ESF #1 team members to develop missions for county, state, and federal ESF #1 personnel and to prioritize missions.
  - d. Maintain an overview of ESF #1 activities for briefing purposes.
  - e. Coordinate and/or conduct bridge and roadway repair on transportation routes.
  - f. Coordinate with the Ohio Rail Commission, airports, bus companies and other public and private transportation providers for emergency information and assistance as requested during activation.
  - g. Procure equipment and services from private contractors as needed during emergencies.

- h. Coordinate with transportation organizations in the affected area in order to obtain information on the transportation infrastructure and assist local organizations in emergency repairs to transportation infrastructure.
  - i. Provide reports to county & state agencies on the status of transportation routes at the site of the emergency.
  - j. Coordinate transportation support to other ESFs as required.
2. Hamilton County Facilities Management will:
- a. Assist in coordinating transportation support for disaster response missions.
3. Hamilton County Sheriff's Office will:
- a. Provide traffic control, enforcement and related services on roads and other traffic routes during emergencies as directed.
  - b. Coordinate with OSHP & ODOT in developing and implementing emergency traffic control measures.
  - c. Provide county coordination and support for local law enforcement traffic control efforts during emergencies.
  - d. Assist local authorities in emergency evacuation relocation and reentry operations.
  - e. Support assessment of damage to transportation infrastructure.
4. Local Jurisdiction Public Works Department will:
- a. Provide damage assessment to determine types of damage and repairs needed for transportation infrastructure.
  - b. Support the transportation of emergency personnel, goods and services to and from the site of the disaster.
  - c. Coordinate with transportation organizations within their jurisdictions in order to obtain information on the transportation infrastructure and assist local organizations in emergency repairs to transportation infrastructure.
  - d. Provide transportation support to other ESFs as required.

## **V. RESOURCE REQUIREMENTS FOR ESF #1 — TRANSPORTATION**

- A. ESF #1 — Transportation organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County EOC to ESF #7 — Resource Support.

## **VI. TABS**

A. Tab #1 Aviation Support Plan (Future)

## **VII. RESOURCES**

A. Debris Management Annex

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX B - EMERGENCY SUPPORT FUNCTION #2 — COMMUNICATIONS**

**COORDINATING AGENCY:** Hamilton County Emergency Communications Center (PSAP)

**SUPPORT AGENCIES:** Cincinnati Emergency Communications Center (PSAP)  
Norwood Communications (PSAP)  
Amberley Village Communications (PSAP)  
Northeast Communications  
Hamilton County Radio Amateur Civil Emergency Services (RACES)  
Hamilton County Amateur Radio Emergency Service (ARES)  
SKYWARN  
Cincinnati Fire Department (Including IT Section)  
Hamilton County Emergency Management/Homeland Security  
Cincinnati Area Television Stations  
Cincinnati Area Radio Stations  
Cincinnati Area Commercial Phone Providers  
Cincinnati Area Cable Providers  
Ohio Multi Agency Radio Communications System (MARCS)

### **I. INTRODUCTION**

- A. Emergency Support Function (ESF) #2 — Communications ensures the provision of communications to support county, state, and federal communications efforts. This ESF coordinates with communications assets available from county agencies, non-governmental organizations (NGO), the telecommunications industry, state agencies, and the federal government.
- B. Each PSAP and/or Communications Agency is responsible for providing primary communications support to their primary jurisdictions. This service is provided by each of these agencies 24 hours a day, 7 days a week. Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the EOC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

### **II. SITUATION AND ASSUMPTIONS**

- A. Situation
  - 1. Disasters affect the ability to communicate by damaging and overloading systems and equipment, overwhelming staff and creating conditions that prevent the expedient repair of existing communications systems or transport of new equipment into the affected area. Local and County-level communications are vital in order to protect life and property and restore the affected area to pre-disaster conditions.
  - 2. Overview of Primary Capabilities
    - a. The Regional Operations Center (ROC) provides a fixed site capable of accommodating the agencies and officials needed to coordinate the county's disaster response and recovery efforts.
    - b. Communications needs are coordinated through designated communications personnel from County support entities to ensure the security and integrity of regional emergency communications
    - c. The communications assets found within the County are redundant and designed to back up other systems if they fail.

- d. Dispatch centers are protected by generators and uninterruptible power supplies in the event of power outages, in order to prevent system failure during an emergency event

### 3. Telephone Capabilities

- a. Telephone capabilities for the Regional Operations Center include trunk lines, digital and analog phones, satellite telephone capability, digital cellular phones, and fax machines.
- b. The telephone switch, which supports the ROC telephone system, as configured, serves multiple independent telephone instruments.
- c. The ROC telephone system provides 24-hour communications for the Hamilton County Emergency Management/Homeland Security and the ROC.
- d. If telephone circuits are overwhelmed various personnel in Hamilton County are assigned Government Emergency Telecommunications Service (GETS) cards. These cards are part of the Telecommunications Priority Service. The purpose of this service is to give priority service, on phone lines, to emergency management and first response agencies.

### 4. Wireless/Radio Capabilities

- a. Hamilton County and the City of Cincinnati provide a joint communications network on the 800mhz band which is P25 compliant. UHF (ultra high frequency), VHF (very high frequency) and Ohio Multi-Agency Radio Communications System (MARCS) two-way radio systems are also available. These systems provide clear-voice capabilities, linking local, state, federal and non-governmental organizations (NGO).
- b. Hamilton County and the City of Cincinnati provide a network template for each radio in each department depending upon their needs, and can adapt the template as needs change
- c. The hospitals within this region have their own radio network which is called the Disaster Radio Network or Surgenet, which is part of the county 800mhz network, above, and is regulated by the **Tri-State Region Hospital Emergency Response Plan**, which is used to facilitate the allocation of victims to the various regional hospitals.
- d. The regional Tactical Interoperable Communications Committee is charged with the coordination of all of the systems mentioned above within the Southwest Ohio, Southeast Indiana, and Northern Kentucky (SOSINK) region, as well as numerous VHF, UHF, and 800mhz systems which are in use regionally, and has developed a **Tactical Interoperable Communications (TIC) Plan** which is a living document, and it is updated as needed
- e. Satellite communications systems and satellite links for the receipt of video, telephonic voice, and weather radar and forecast information are also available.
- f. Numerous common carriers provide cellular telephone service and paging services within Hamilton County.
- g. An amateur radio station is located in the Regional Operations Center. In the event of a complete system failure, select members of ARES and RACES will operate from the Amateur Radio Room of the Regional Operations Center, and will set up an emergency network within the City, County, State and National Amateur Radio networks, based on identified needs

### 5. Data

- a. Facility data communications include dedicated T1 data links, the National Weather Service (Wilmington office), Emergency Alert System (EAS), and telephone-based Emergency Notification Systems capability.
- b. Internal data service is provided through servers that provide for the routing and distribution of information for day-to-day and emergency activities. This includes the capability for county agencies to access their servers from the ROC during emergencies.
6. Other types of Regional Operations Center communications capabilities include pagers, public address system, smart phones, e-mail, voice mail, various computer based information monitoring systems, information collection and distribution procedures, and warning dissemination to include Emergency Alert System (EAS) activation and telephone-based Emergency Notification Systems.
7. The Hamilton County Emergency Management/Homeland Security Agency will coordinate with other county, state and federal agencies, as well as, private vendors for additional capabilities when needed.
8. Policies for activation of ESF #2 can be found in the EOC Standard Operating Guidelines (SOG) (Future).

#### B. Assumptions

1. ESF #2 will assist local emergency organizations with setting up and operating temporary emergency communications capabilities as needed
2. The Regional Operations Center will be operational during large scale emergencies and will support countywide communications operations.
3. State and Local governments, in coordination with the telecommunications industry, will assist the county in accomplishing as much restoration and reconstruction of telecommunications facilities as conditions permit.
4. The City of Cincinnati and Hamilton County cooperate by providing back up communication on each other's 800 MHz system. If one system were to fail the other system would provide capabilities until the system that is down can be placed back on line.

### B. CONCEPT OF OPERATIONS

#### A. Overview

1. The Hamilton County Office of Emergency Management is responsible for activating ESF #2 for assessment, response, and recovery activities during emergencies. In addition, ESF #2 is responsible for the coordination of emergency communications.
2. The primary agency for ESF #2 is the PSAP responsible for the affected area.
3. The Ohio National Guard is a state asset that, if activated, can:
  - a. Deploy communication resources for assigned emergency missions when requested.
  - b. Deploy military communications representatives to the Regional Operations Center when requested.
  - c. Assist in the transportation of emergency communications equipment, satellite systems and portable telephone systems.



- d. Provide reconnaissance/survey platforms, global positioning systems for accurate pinpointing of locations, the establishment of SAR grids, transportation of victims and rescuers and serve as a communications link (UHF, VHF, and AM). ONG aviation resources include both fixed and rotary winged aircraft.
- e. Deploy "Crisis Action Response Vehicles" (CARV). These mobile communications packages provide multi-means communications in the area(s) of operations or to other CARVs. Included is the ability for the CARVs to communicate with the Hamilton County Emergency Management/Homeland Security, Ohio EMA, ODNR, ODOT, and OSHP through the Ohio MARCS system.

## B. Relationships between Levels of Government

### 1. Federal

- a. Coordination with federal ESF #2 may occur in the Regional Operations Center, Ohio EOC, at the site of the emergency and/or in the Disaster Field Office (DFO).
- b. The state ESF #2 will interface with the federal ESF #2 during assessment, response and recovery operations in order to ensure coordinated activities between the state and federal teams with telecommunications-related missions.

### 2. State

- a. Ohio EMA coordinates state-level communications support between the agencies of state, federal and local government.
- b. Coordination may be internal within ESF #2 member organizations and it may include coordination with governmental and NGO external to the team.

### 3. County/Local

- a. ESF #2, when activated, coordinates county-level communications support in the affected area.
- b. Specifics related to communications problems in Hamilton County may be addressed directly between ESF #2 and local responders at the site of the incident.

## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

All ESF #2 organizations are responsible for development of internal Standard Operating Guidelines (SOG) that support ESF #2 and ROC operations.

- A. Each individual PSAP acts as the lead Agency for ESF #2 for their respective jurisdictions, and accepts and coordinates communications missions from local governments during emergencies and assigns missions as appropriate. Internal management and supervisory practices of the agencies that make up ESF #2 are maintained throughout emergency operations.

### B. Assignment of Responsibility

- 1. Each Individual PSAP and/or Communications Center for its corresponding jurisdiction (Including County, Cincinnati, Norwood, Amberley and Northeast) will:
  - a. Lead and coordinate ESF #2 within their respective jurisdictions 24/7.

- b. Coordinate requests for mobile communications as needed during emergencies to include requests for the Buckeye State Sheriff's Association Regional Interoperability Vehicle and/or the Command Vehicles within the SOSINK inventory.
  - c. Assess communications infrastructure following a disaster.
  - d. Prioritize assistance based on assessments.
  - e. Evaluate, prioritize and assign emergency missions as required.
  - f. Provide technical assistance and advice to local, state, and federal organizations.
  - g. Provide ongoing maintenance and restoration of locally owned systems.
  - h. Deploy and install transportable communications systems to include radio base stations, satellite links and portable communications equipment.
  - i. Coordinate the establishment of video conferencing links as needed.
  - j. Coordinate 24-hour ESF #2 staffing for the Regional Operations Center during emergencies.
  - k. Coordinate data communications to all appropriate agencies.
  - l. Provide technical support for system restorations.
  - m. Coordinate use of supplemental radio units to state and local agencies if required.
2. Hamilton County Emergency Management/Homeland Security will:
- a. Manage and maintain communications capabilities within the Regional Operations Center, in coordination with the individual PSAP's and their corresponding jurisdictions.
  - b. Assist in collecting telecommunications-specific information through the use of ESF #5 — Emergency Management during county-level assessment, response, and recovery activities.
  - c. Assist in coordination of communications capabilities to fill unmet communication requirements.
  - d. Provide EAS activation as needed for emergency notification.
  - e. Coordinate with Ohio EMA for support as needed.
  - f. Prioritize assistance based on assessments.
3. Hamilton County Emergency Communications will:
- a. Provide telecommunications technical support to the ROC.
  - b. Provide technical assistance for the restoration of communications support systems.
4. Cincinnati Fire Data Processing will:
- a. Establish and maintain the automated computer system needed for the Regional Operations Center.

- b. Provide computer technical support to the ROC, Command Room, Joint Information Center, and Hamilton County Emergency Management/Homeland Security offices.
  - c. Provide personnel and equipment as required to support ROC operations.
  - d. Coordinate data communication links for county agency computers as needed in the ROC during emergencies.
  - e. Assist with the establishment of video conferencing in the ROC as needed.
5. Local Public Telecommunications Companies (Television, Radio, Telephone, Cable) will:
- a. Provide detailed information on local telecommunications availability and their status to the ROC.
  - b. Establish and maintain internal Emergency Operations Plans for the restoration of critical infrastructure during disasters and/or peak use.
  - c. Assist in the dissemination of critical information to the public.
8. SKYWARN – W8NWS
- a. Is activated by the National Weather Service.
  - b. Provides weather spotter reports from (NWS) trained ham radio operators during severe weather events relaying information by ham radio to the National Weather Service in Wilmington.
  - c. Cincinnati SKYWARN operates on 146.880.
9. Hamilton County Amateur Radio Communications
- Amateur radio operators assist local, state and federal agencies and relief organizations with radio communications by providing the ability and means to transmit messages and information in and out of a disaster area when needed.
- The Director of the Hamilton County Emergency Management/Homeland Security Agency will appoint a County Emergency Communications Coordinator (ECC) to coordinate amateur radio support for disaster operations within the county. The Emergency Communications Coordinator will, with the assistance of amateur radio operators:
- a. Establish a County Control Station (CCS) from which amateur operations will be controlled and administered.
  - b. Assign each served agency and/or individual area a Control Station (CS) to communicate with the CCS and serve as a control for local operations.
  - c. Designate Official Traffic Stations (OTS) as required for the handling of formal radio traffic.
  - d. Coordinate amateur radio frequencies used in the county.
  - e. Provide a communications network operated by qualified and licensed radio amateurs in accordance with established plans.

- f. Radio Amateur Civil Emergency Service (RACES) is an amateur radio system regulated by the Federal Communications Commission (FCC). Under certain conditions, RACES may be the only communications traffic allowed on amateur radio.

## **RESOURCE REQUIREMENTS FOR ESF #2 — COMMUNICATIONS**

- B. ESF #2 — Communications organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County EOC to ESF #7 — Resource Support (Future)

## Emergency Support Function 2 – Tab A Hamilton County Communications Dispatch System Description

### **Cincinnati Emergency Communications – PSAP**

2000 Radcliff Dr., Cincinnati, OH 45204  
(513) 263-8119  
Police Communications Fax: (513) 263-8116

### **Hamilton County Communications Center – PSAP**

2377 Civic Center Dr., Cincinnati, OH 45231  
(513) 825-2170  
Police Non Emergency 513-825-2280  
Fire Non Emergency 513-825-2260  
Fax: (513) 595-8457

Note: The Hamilton County PSAP receives 911 calls for all of the following departments. In most cases, Hamilton County Dispatch receives the 911 call and dispatches the individual departments (Departments in normal type, below).

However, Hamilton County transfers 911 calls to some individual departments (***italicized and in bold, below***) as indicated, so that the actual dispatch comes from the department indicated, and not from Hamilton County Dispatch. In addition, the **italicized departments** publish their local numbers and receive direct calls to their local number. Please note that there may be differences between police dispatch and fire dispatch within the same jurisdiction.

Addyston  
Anderson Twp.  
Arlington Heights  
Blue Ash  
Cheviot  
Cleves  
Colerain Twp.  
Columbia Twp.  
Crosby Twp.

Deer Park/Silverton Fire/EMS

***Deer Park PD – Police 911 calls are transferred from Hamilton County to Deer Park PD***

Delhi Twp.  
Elmwood Place  
Evendale  
Fairfax  
Forest Park  
Glendale  
Golf Manor  
Greenhills  
Green Twp.  
City of Harrison  
Harrison Twp.

***Indian Hill PD – Police 911 calls are transferred from Hamilton County to Indian Hill PD***

Lincoln Heights  
Lockland

***Loveland PD and FD – Police, Fire and EMS 911 calls are transferred from Hamilton County to Northeast Communications***

Madeira/Indian Hill FD  
Mariemont  
Miami Twp.

Milford  
Montgomery  
Mt. Healthy  
Newtown  
North Bend  
North College Hill  
Reading Fire/EMS

***Reading PD – Police 911 calls are transferred from Hamilton County to Reading PD***

St. Bernard Fire/EMS

***St. Bernard PD – Police 911 calls are transferred from Hamilton County to St. Bernard PD***

Sharonville

***Silverton PD – Police 911 calls are transferred from Hamilton County to Silverton PD***

Springdale

Springfield Twp.

Sycamore Twp.

***Symmes FD. – Fire & EMS 911 calls are transferred from Hamilton- County to Northeast Communications***

Terrace Park Whitewater Twp.

Woodlawn

Wyoming

### **Northeast Communications, (NOT A PSAP)**

(Receives direct line calls from citizens, and receives 911 calls after they are transferred from Hamilton County Dispatch, above)  
126 S. Lebanon Rd., Loveland, OH 45140,  
(513) 677-7000  
Fax: (513) 677-7007

### **Norwood Communications PSAP**

4645 Montgomery Rd., Norwood, OH 45212,  
(513) 458-4520  
Fax: (513) 458-4519

### **Amberley Village Communications PSAP**

7149 Ridge Road, Cincinnati, Ohio 45237  
(513) 531 2040  
Fax: 531 8154

## **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

### **ANNEX C - EMERGENCY SUPPORT FUNCTION #3 — ENGINEERING AND PUBLIC WORKS**

**COORDINATING AGENCY:** Hamilton County Engineer's Office

**SUPPORT AGENCIES:** Jurisdiction Public Works Agencies  
Hamilton County Facilities Management  
Hamilton County Planning and Development  
Hamilton County Purchasing Division  
Hamilton County Prosecutor's Office  
Hamilton County Public Health  
Hamilton County Metropolitan Sewer District  
Cincinnati Water Works  
Ohio Division of Soil and Water Resources  
American Red Cross, Cincinnati Area Chapter  
Local Public Utility Companies  
Ohio Environmental Protection Agency (OEPA)

## **INTRODUCTION**

- A. Emergency Support Function (ESF) #3 Engineering and Facilities Management addresses the agencies that provide response and recovery for local and county public works/engineering following an emergency. There is no single county organization that has oversight over all varieties of public works/engineering assistance that may be required following a disaster. In general, the Hamilton County Engineer's Office addresses most engineering concerns, therefore they serve as the lead agency for this function. All support agencies for ESF #3 may be required to report individually on their emergency missions when activated in the Regional Operations Center or at the site of the disaster.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the ROC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

- B. ESF #3 may be involved in the following emergency activities that assist local governments in response and recovery efforts.

- Damage assessment
- Provision of technical advice
- Demolition and stabilization projects
- Inspections
- Evaluations
- Contracting
- Reconnaissance
- Emergency repairs
- Temporary and permanent construction
- Debris removal
- Public works/engineering emergency supply and support services.

## **II. SITUATION AND ASSUMPTIONS**

- A. Situation

1. Disasters cause property damage to homes, public buildings and other facilities. Those structures may require reinforcement, demolition or isolation to ensure safety. Public utilities may be partially or fully inoperable following disasters. (Refer to ESF #12 for energy utility information and ESF #2 for communications information.)
2. Equipment in the immediate disaster area may be damaged or inaccessible. County government may have to deploy resources from outside the affected area in order to ensure a quick, effective response.

#### B. Assumptions

1. ESF #3 will prioritize county emergency missions by addressing life safety and human health issues first.
2. Rapid damage assessment of the disaster area will be necessary to determine potential workload (Functional Annex N-1 – Damage Assessment)
3. The Hamilton County Debris Management Annex will be activated for disposal of materials from debris clearance and demolition activities. (Functional Annex C-1 – Debris Management)
4. County and local agency requirements remain in effect unless revised by the appropriate authorities in accordance with applicable rules and regulations. Additional consumer protection programs may be put in place to protect citizens.
5. ESF #3 support services for the disaster area may be provided to some degree by contracted agencies or mutual aid.

### III. CONCEPTS OF OPERATIONS

#### A. Overview

1. The Hamilton County Office of Emergency Management will notify agencies of ESF #3 when public works and engineering capabilities are required for county assessment, response and recovery activities during emergencies. Full or partial activation of ESF #3 will depend upon the requirements for response and recovery.
2. Personnel from ESF #3 Coordinating and Support Agencies are prepared to staff the Regional Operations Center on a twenty-four hour basis and provide personnel and equipment as applicable for emergency response and recovery activities at the disaster site.
3. Additional public works and engineering services and equipment may be contracted on an emergency basis when required for response and recovery operations.
4. The Ohio National Guard is a state asset that, if activated, may:
  - a. Provide personnel and equipment for the following public works/engineering emergency activities.
    - 1) Debris removal
    - 2) Damage assessment
    - 3) Demolition and/or emergency repairs or stabilization of unsafe public structures



- 4) Engineering reconnaissance
  - 5) Delivery of potable water.
  - 6) Assist with emergency drainage problems.
5. Close coordination is maintained between ESF #3 organizations during emergencies to:
- Prioritize response and recovery missions
  - Share and update information
  - Ensure expedient response and recovery actions
  - Avoid redundant activities
  - Ensure a unified effort when working with local, county, state, federal, and private organizations
  - Provide accurate intelligence to other organizations in the Hamilton County EOC and at the site of the emergency
6. Each ESF #3 organization is responsible for providing logistical support to their personnel and for tracking and maintaining equipment and supplies.
7. The pre-positioning of ESF #3 resources may take place depending upon the nature of the hazard.
8. Provision shall be made for the maintenance, repair, and storage of equipment in protected locations to ensure safe operation.
9. ESF #3 will coordinate with ESF #7 — Resource Support, and ESF #5 — Emergency Management, when establishing staging areas for personnel, equipment, and supplies. This will ensure that the best sites are identified, established, and that site locations, contact numbers, and capabilities are distributed to personnel needing this information.
10. Deactivation of ESF #3 can be a long-term process, extending deep into the recovery phase since public works and engineering projects may require many months of activity. Deactivation will be coordinated with local officials.

B. Relationships between Levels of Government

1. Federal

- a. Federal ESF #3 may be activated for emergencies in Ohio requiring federal assistance. The federal ESF #3 Team is composed of the following organizations.
  - Department of Defense, U.S. Army Corps of Engineers (Primary Agency)
  - Department of Agriculture
  - Department of Commerce
  - Department of Health and Human Services
  - Department of the Interior
  - Department of Labor
  - Department of Veterans Affairs
  - Environmental Protection Agency
  - Tennessee Valley Authority

- b. The state ESF #3 Team will coordinate with the federal ESF #3 Team by working with them in the field, in the Disaster Field Office (DFO) and by providing them with emergency missions that are beyond the capabilities of ESF #3.
- 2. State
  - a. Ohio Department of Natural Resources is the state liaison organization between Ohio and the U.S. Army Corps of Engineers.
  - b. The Ohio Adjutant General's Department is the state liaison organization between Ohio and the Department of Defense.
  - c. State ESF #3 organizations may contract with and coordinate with a wide variety of private public works and engineering services in order to provide expedient response and recovery to communities during emergencies.
  - d. Each ESF #3 organization maintains internal listings of private organizations that may be needed for specific services during emergencies. Coordination and approval will be obtained with appropriate fiscal and executive personnel within each organization and the Ohio EOC/Disaster Field Office before a commitment to a private provider is made.
  - e. ESF #3 organizations will coordinate with ESF #3 organizations from adjacent states when required during emergencies.
- 3. County/Local
  - a. Local-level emergency requests for county public works/engineering resources and services communicated to the Regional Operations Center will be directed to ESF #3 personnel for action.
  - b. Requests for ESF #3 assistance, made by local officials to ESF #3 personnel at the site of the emergency, will be coordinated with and approved by ESF #3 ROC personnel before action is taken.

#### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

All ESF #3 organizations are responsible for development of internal SOGs that support ESF #3 and EOC operations.

- A. The lead agency for ESF #3 is the Hamilton County Engineer's Office. The lead agency acts as the spokesperson for the ESF on engineering and public works issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.
- B. Primary Assignment of Responsibility
  - 1. Hamilton County Engineer's Office will:
    - a. All assistance by the County Engineer's Office will be within the stated authority of Ohio Statutes.
    - b. Provide personnel and equipment for the following engineering emergency activities:

- 1) Debris removal in public right of way.
  - 2) Damage assessment and repair within the public right of way
  - 3) Engineering reconnaissance.
  - 4) Assist with demolition, emergency repairs, or stabilization of unsafe public structures.
  - 5) Address emergency drainage problems.
  - 6) Ensure emergency access where needed.
  - 7) Contract with private organizations as necessary to support ESF #3 assessment, response, and recovery activities.
  - c. Act as primary liaison between Hamilton County and the U.S. Army Corps of Engineers.
  - d. Coordinate with ESF #3 members to identify missions for the state & federal ESF #3 team.
2. Jurisdiction Public Works Agencies will:
- a. Maintain jurisdiction streets
  - b. Perform damage assessment
  - c. Clear debris
  - d. Provide emergency equipment as needed
3. Hamilton County Facilities Management Department will:
- a. Provide personnel and equipment for the following public works emergency activities.
    - 1) Debris removal from county property.
    - 2) Damage assessment of county property.
    - 3) Provide technical assistance for inspections, emergency repairs, or demolition of damaged county property.
  - b. Provide technical recommendations as requested by ESF #3 organizations during emergencies.
  - c. Provide equipment and personnel for ESF #3 operations.
4. Hamilton County Planning and Development will:
- b. Provide personnel for building inspections and flood damage assessments as needed at the site of the emergency.
  - c. Provide technical assistance for inspections, emergency repairs, or demolition of damaged public buildings.

- c. Assist search and rescue efforts by providing information needed for the mission.
5. Hamilton County Purchasing Division will:
- a. Establish contracts with agencies able to assist with debris removal, demolition, and repair of buildings, roadways, and bridges as required.
6. Hamilton County Prosecutor's Office will:
- a. Review all projects on behalf of Hamilton County agencies for legal issues and impacts associated with disaster response and recovery.
  - b. Provide legal advice to Hamilton County decision makers as required.
7. Hamilton County Public Health will:
- a. Coordinate with Ohio EPA and local agencies to maintain and/or restore sanitation standards for public works facilities in the disaster area.
  - b. Coordinate with Ohio EPA and the affected Public Works agency to issue boil water advisories and alerts with respect to damaged public works facilities in the disaster area.
8. Ohio Division of Natural Resources, Soil and Water Resources will:
- a. Inspect dikes, levies, dams and related structures.
9. American Red Cross, Cincinnati Area Chapter will:
- a. Coordinate with volunteer agencies and work groups to obtain information and referral sources for emergency repairs and debris removal.
10. Local Public Utilities Companies will:
- a. Provide emergency information updates to the Regional Operations Center.
  - b. Support evaluation and repair of public utilities systems following county & state-declared emergencies.
11. Ohio Environmental Protection Agency may:
- a. Inspect and evaluate public water sources following state-declared emergencies as directed.
  - b. Support the decontamination of public waterways during state-declared emergencies.
  - c. Coordinate with Public Health to restore sanitation standards at the disaster site
12. Cincinnati Water Works will:
- a. Determine the locations and extent of line breaks and coordinate with jurisdiction agencies for repairs and traffic control.

- b. Coordinate the delivery of potable water.
- c. Coordinate the issuance of boil water advisories and alerts.

13. Metropolitan Sewer District

- a. Determine location and extent of line breaks
- b. Coordinate with Jurisdictions for repairs and decontamination, if necessary
- c. Coordinate with Jurisdictions for traffic control, as necessary.

**V. RESOURCE REQUIREMENTS FOR ESF #3 — ENGINEERING AND PUBLIC WORKS.**

- C. ESF #3 — Engineering and Public Works organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County EOC to ESF #7 — Resource Support.

- B. Additional required resources may be purchased when needed during emergencies.

**VI. TECHNICAL RESOURCES**

- A. Damage Assessment Functional Annex N-1
- B. Hamilton County Debris Functional Annex C-1



**HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**  
**ANNEX D - EMERGENCY SUPPORT FUNCTION # 4 — FIREFIGHTING/EMERGENCY**  
**MEDICAL SERVICES**

**COORDINATING AGENCY:** Hamilton County Fire Chiefs Association

**SUPPORT AGENCIES:** Hamilton County Facilities Management  
Hamilton County Engineer's Office  
Hamilton County Emergency Management/Homeland Security  
Local Fire/EMS Departments  
Local Law Enforcement  
Cincinnati Water Works

**I. PURPOSE**

Emergency Support Function (ESF) #4 — Fire/EMS, offers guidance to agencies and departments, who are responsible for fire suppression in rural, urban, wild land settings, medical emergencies or other incidents that are the result of natural, technological, or man-made disasters.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the Regional Operations Center (ROC). This information sharing contributes to the response and recovery during an emergency/disaster of any type.

**II. SITUATION**

Fire is the most likely disaster facing Hamilton County. It has the possibility of generating the secondary hazards of hazardous materials incidents and utility outages. The risks associated with a fire emergency are mainly to lives, property, utilities, and municipal infrastructure. Fire, always a danger, could become more lethal during a natural or man-made disaster that impacts the county. Fire, flood, aircraft crashes, train accidents, hazardous materials incidents and numerous other causes occasionally create situations which require dispersal of firefighting/EMS equipment beyond that which is normal.

- A. Virtually all of Hamilton County is provided with fire and emergency medical service protection through a network of paid, volunteer, and combination paid/volunteer fire and EMS departments.
- B. A majority of Hamilton County is serviced by fire hydrants. In the event of a long-term water outage a water contingency plan will have to be identified.
- C. Although these first responders receive extensive training prior to joining a department, and then often attend routine training to maintain their certifications, these men and women still face numerous severe hazards on a daily basis. Some of those hazards are: densely populated urban settings, ever increasing high-rise structures, limited equipment and personnel in rural settings, limited access to utilities or natural resources to suppress wild land and/or forest fires, water rescue, rope rescue, terrorism attacks, hazardous materials incidents, and radiological emergencies.
- D. If necessary, specialized teams or response organizations may be brought in to assist on scene in the suppression of the fire or containment of the emergency. Examples of these teams are Urban Search and Rescue, Fast Water Rescue, and Rope Rescue Teams

(more information on these is located in ESF #9) and Hazardous Materials teams for WMD or Radiological Emergencies (more information on these is located in ESF #10).

- E. The Emergency Medical Services are capable of providing;
  - a. First responder emergency medical services
  - b. Medical transport
  - c. Mass Casualty services to include; Triage, Treatment, and Transport
  - d. Manage the forward movement of patients – moving patients from one region to another to reduce the burden on the local medical system.
- F. The State Fire Service Emergency Response Plan was developed to aid local fire/EMS departments in mobilizing large quantities of personnel and equipment.
- G. Assumptions
  - 1. Planning for every firefighting or EMS contingency is beyond the scope of this ESF but it will outline broad objectives that will provide the greatest protection of life and property that can be achieved with the resources available.
  - 2. In most situations, individual department personnel and equipment, in conjunction with personnel and equipment provided through preexisting mutual aid agreements, the State Fire Service Emergency Response Plan, and the Intrastate Mutual Aid Compact (ORC 5502.41) should be adequate enough to respond to any disaster.
  - 3. In Hamilton County, the National Incident Management System (NIMS)/ Incident Command System (ICS) is utilized at the scene of emergencies. Requests for assistance will be forwarded to the Regional Operations Center from the Incident Commander or his/her representative. **For a description of the Incident Command System, see the Basic Plan.**
  - 4. Once local jurisdictions have exhausted all of their resources, and a local emergency declaration has been declared, state and federal resources may be made available.

### III. CONCEPT OF OPERATIONS

#### A. General Overview

- 1. Local jurisdictions have the responsibility of providing fire and EMS protection. In disaster situations, the functions and duties of the responders will mimic normal day-to-day operations with the addition of the following duties. These include utilization of either the Emergency Alert System, or some type of public notification system and the dissemination of information pertaining to population protective actions including, if applicable, evacuation route information.
- 2. The first fire/EMS department on the scene will establish command, following the NIMS/ICS, and alert other responders regarding the status of the situation. The Incident Commander will then be responsible for advising decision makers about the risks associated with the threat and recommending methods for suppression.
- 3. Hamilton County Emergency Management is responsible for notifying the Hamilton County Fire Chiefs Association during emergencies. The representative from the Hamilton County Fire Chiefs Association who responds to the ROC is the primary coordinating agent for ESF #4. He/she will coordinate with the Incident Commander(s) at the site of the disaster and work with ESF #4 support organizations to provide resources.



4. In the event of an emergency that requires the activation of ESF #4 there will also be a need for large numbers of volunteer resources to coordinate such things as emergency sheltering, feeding sites, and other duties not previously assigned. These volunteers, for example American Red Cross, CERT, RACES, and COAD are activated and coordinated under ESF #6 — Mass Care.

B. Relationship Between Levels of Government

1. The ESF #4, Hamilton County Fire Chiefs Association Representative, will manage and coordinate firefighting/EMS activities between local, county, state, and federal agencies and departments. In non-emergency times, the ESF4 Coordinator will be an advocate for preparedness training.
2. Generally speaking, even in federally declared emergencies, most firefighting/EMS actions and support occur on a local, state, and intrastate level. Federal resources, such as the USDA – Forest Service, may be limited due to the fact that those same resources are being drawn upon on a national level rather than being available solely for a declared emergency site in a particular state. Therefore it is paramount that mutual aid agreements are formalized on local, county, state and intrastate levels.

IV. *ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY*

All ESF #4 organizations are responsible for development of internal Standard Operating Guidelines (SOG) that support ESF #4 and ROC operations.

- A. The lead agency for ESF #4 is the Hamilton County Fire Chiefs Association Representative. The lead agency acts as the spokesperson for the ESF on fire/EMS issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.

B. Assignment of Responsibility

1. The Hamilton County ESF4 Coordinator will:
  - a. Report to the ROC upon its activation. From this location the coordinator will report on the risks and methods for fire suppression, including coordination of fire and rescue activities within affected county disaster areas.
  - b. Brief other ESF representatives on the status of fire related activities.
  - c. Coordinate with the on-scene IC to assess the fire situation, including a determination of the area to which the fire might expand and an estimate of speed and direction of wind at the scene.
  - d. Coordinate with the on-scene IC to assess the EMS situation, including determination of incident type, number of casualties, and resource needs.
  - e. Evaluate the overall community situation. Compare reports from the scene by the incident commander with those of other services to obtain a comprehensive assessment of the threat. This evaluation will provide a basis for determining effective courses of action tailored to the situation

- f. Obtain from the local jurisdiction whether they have executed the Ohio Fire Service Emergency Response Plan and if their capabilities (including mutual aid) will meet the needs of the incident.
  - g. In conjunction with the IC, begin planning for the acquisition of additional equipment and personnel that may be required to effectively respond to the incident.
  - h. Begin developing secondary water supply contingencies.
  - i. Coordinate 24-hour ESF #4 staffing for the Hamilton County EOC during emergencies.
  - j. Review, and if directed by the IC, initiate plans for evacuation of risk areas as required. Designate exit routes for threatened citizens and entrance routes for Emergency Services. This is done in coordination with ESF #1 — Transportation, ESF #5 — Emergency Management, ESF #13 — Law Enforcement, and ESF#15 — Public Information.
  - k. Receive reports pertaining to casualties, injuries, damage observations, evacuation status, radiation levels, chemical exposures, and potential needs. Each fire/EMS organization will maintain authority within its own jurisdiction and will relay these reports to the ROC during an emergency.
  - l. Obtain an initial assessment of each fire/EMS organization's available personnel, apparatus, equipment and facilities.
2. Hamilton County Emergency Management/Homeland Security will:
- a. Assist in coordinating resource support for ESF #4 response.
  - b. Activate ESF #5 — Emergency Management to begin planning initial county level response and information support.
  - c. Notify the Hamilton County Commissioners.
  - d. Review emergency operations plans and procedures.
  - e. Activate the ROC as needed.
  - f. Establish periodic ROC briefing sessions.
  - g. Activate other Emergency Support Functions as needed.
  - h. Notify Ohio EMA of the current situation in Hamilton County to enable them to begin initial planning if the situation escalates.
  - i. If necessary, make a request to the Board of County Commissioners to issue a formal emergency declaration, thereby beginning the process of obtaining additional resource assistance and funding. Should the disaster exhaust county & state resources, the Governor may seek assistance from FEMA.
  - j. Assist in the consolidation and submittal of final reports, and disaster-associated costs.
3. Hamilton County Engineer's Office will:

- a. Assist in maintaining access to arterial roadway corridors for firefighting/EMS equipment.
  - b. Provide equipment such as trucks, backhoes, loaders, dozers, etc. on an as needed basis.
- 4. Hamilton County Facilities Management will:
  - a. Provide equipment on an as needed basis.
- 5. Cincinnati Water Works will:
  - a. Maintain pressure to the hydrant system and address disruptions to the water supply.
  - b. Maintain a listing of water resources in Hamilton County.
  - c. Provide equipment such as trucks, backhoes, loaders, dozers, etc. on an as needed basis.
- 6. Local Fire/EMS Departments will:
  - a. Conduct firefighting/EMS operations in accordance to established plans, mutual aid agreements, and the State Fire Service Emergency Response Plan.
  - b. Maintain inventories of firefighting/EMS staffing and equipment.
  - c. Establish staging areas following ICS guidelines.
- 7. Law Enforcement will:
  - a. Provide traffic control.
  - b. Provide security for firefighting, emergency medical, and rescue operations, as needed.
  - c. Maintain law and order.

#### V. RESOURCE REQUIREMENTS FOR ESF #4, FIREFIGHTING/EMERGENCY MEDICAL SERVICES

- A. Each fire/EMS organization will maintain internal personnel notification and recall rosters, including communications, to implement call down of personnel assigned to the EOC, dispatch centers and response teams.
- B. These organizations will also be responsible for providing necessary support to their personnel for rehabilitation: food, water, fuel and emergency power.
- C. Each agency, department or jurisdiction shall be responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs, and ESFs
- D. The Ohio Fire Service Emergency Response Plan, Hamilton County Fire/Rescue Coordinator, shall maintain a county inventory of available fire, EMS, and rescue

resources within each jurisdiction. This information can be found in the Hamilton County Resource Support (Future)

## **VI. TECHNICAL RESOURCES**

- C. Hamilton County Fire Chiefs Association Standard Operating Guidelines

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX E - EMERGENCY SUPPORT FUNCTION #5 — EMERGENCY MANAGEMENT**

**COORDINATING AGENCY:** Hamilton County Emergency Management/Homeland Security

**SUPPORT AGENCIES:** Hamilton County Administration  
Hamilton County Risk Management  
Hamilton County Auditor's Computer System and Information Services (ACSIS)  
Hamilton County Emergency Communications Center  
Cincinnati Emergency Communications Center

### *I. INTRODUCTION*

- A. Emergency Support Function #5 — Emergency Management, manages the collection, processing, and analysis of information for dissemination to operational elements and for inclusion in status boards and reports such as; Situation Reports, Incident Action Plans, resource status, mission assignment, and After Action Reports. It responds to the information requirements of assessment, response, and recovery personnel and supports the identification of overall priorities for county-level emergency activities and maintains county-level situational awareness.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the ROC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

- B. ESF #5 collects information from local, county, and state personnel in the field, from personnel within Hamilton County EMA, from local, county, and state personnel in other ESFs, from private and volunteer organizations and from federal personnel. This information is then compiled into a situation report that is shared within the Regional Operations Center (ROC), with other agencies, and with the state and federal government as needed.
- C. ESF #5 becomes the Planning Section of the ROC.
- D. Each organization involved in disaster operations will be responsible for the health and safety of its personnel. In addition to this, a Safety Officer will be assigned to the Regional Operations Center for the purpose of providing technical assistance and support for response and recovery worker safety and health. The Hamilton County Safety Manager, or his/her designee, will fill the position of Safety Officer.

### **SITUATION**

- A. During a disaster the demands for information support will be immediate and continuous. In order to maintain this level of information support, ESF #5 will need to be staffed with sufficient personnel. ESF #5 personnel will be tasked with the development of Situation Reports, county-level Incident Action Plans, After Action Reports, the collection of statistical data, and the development and distribution of visual media to support mission assignments. Close coordination with ESF #15 — Public Information will be necessary.
- B. Assumptions
  - 1. Local, county, and state personnel in the field will be the best source of vital information regarding damage assessment, needs assessment, geographical, logistical, and other necessary site information.

2. The Regional Operations Center functions as the Multi Agency Coordination (MAC) center for Hamilton County and its agencies.
3. The health and safety of personnel involved in disaster operations is a high priority and therefore the Hamilton County Safety Officer will be activated as soon as possible.
4. ESF #5 personnel do not respond to collect raw data from the field, but instead collect information from personnel in the field, from state personnel at the Ohio EMA, private and volunteer organizations, government, and non-governmental organizations (NGO).
5. As information is received ESF #5 personnel will review the information, based on the mission, and make recommendations to meet the needs of the community.

### III. CONCEPT OF OPERATIONS

#### A. Overview

1. As the lead agency for ESF #5 The Hamilton County Emergency Management/Homeland Security Agency will activate ESF #5 personnel when information and planning capabilities are required for county assessment, response and recovery activities during emergencies.
2. ESF #5 will typically be the first ESF activated, and will begin monitoring events as they are reported.
3. ESF #5 personnel may be increased or decreased depending upon the requirements of the particular emergency and will operate out of the Regional Operations Center.
4. Personnel from ESF #5 Primary and Support Agencies are prepared to staff the Regional Operations Center on a 24-hour basis.

#### B. Relationships Between Levels of Government

##### 4. Federal

- c. Federal ESF #5 may be activated for emergencies in Ohio requiring federal assistance.
- d. Coordination with federal ESF #5 may occur in the Regional Operations Center, Ohio EOC, at the site of the emergency and/or in the Disaster Field Office (DFO).

##### 5. State

- a. Ohio Emergency Management Agency is the state liaison organization between Ohio and the Federal Emergency Management Agency.
- b. ESF #5 organizations maintain a working relationship throughout emergency response and recovery operations to ensure that emergency information and planning needs are identified, assessed, prioritized and addressed.

##### 6. County/Local

- c. ESF #5 coordinates emergency information and planning activities within the Regional Operations Center when activated.

### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

All ESF #5 organizations are responsible for development of internal Standard Operating Guidelines (SOG) that support ESF #5 and EOC operations.

C. The lead agency for ESF #5 is the Hamilton County Emergency Management/Homeland Security Agency. The lead agency acts as the spokesperson for the ESF on information and planning issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.

B. Assignment of Responsibility

b. Hamilton County Emergency Management/Homeland Security Agency will:

- i. Coordinate the staffing of ESF#5.
- ii. ESF #5 personnel may be supplemented by personnel from other organizations as the emergency increases in scope and duration.
- iii. Assist in the development of a Situation Report that provides an overview of emergency activities. Charts, spreadsheets, database graphs, maps, automated tracking systems, and other items illustrating information contained in the Situation Report may be attached at the end of the report.
- iv. Collect, validate, and analyze received information with the Hamilton County Emergency Management Public Information Officer (PIO) and the Joint Information Center (JIC).
- v. Ensure that situational briefings are provided to ROC staff on a regular basis and as needed.
- vi. Assist in the development of computer graphics, briefing summaries, maps and various other displays used in the Assessment Room, the Regional Operations Center and the Disaster Field Office.
- vii. Supervise the entry of information and periodic update of status charts or web-based equivalent.
- viii. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and recovery activities based upon extensive research of the event and interviews with participating assessment, response, and recovery personnel.
- ix. Establish a Documentation Unit to develop display media, log information, and collect reports from outside agencies, as needed.
- x. Establish a Demobilization Unit to track the demobilization of resources and personnel, as needed.

c. Hamilton County Administration will:

- i. Provide personnel and equipment for EOC support as needed.
- ii. Assist in the coordination of resource support for the incident commander, ESF #5 and the ROC.

d. Hamilton County Risk Management will:

- i. Provide the Safety Manager whose duties include:

- 1) Development of a health and safety plan that encompasses the entire incident.
  - 2) Identifying, assessing, and controlling health and safety hazards.
  - 3) Ensuring that rest and rehabilitation procedures are in place for on scene and supporting agencies.
  - 4) Coordinating response and recovery exposure monitoring.
  - 5) Ensuring the collection and management of health and safety related data.
  - 6) Providing technical assistance and support for personal protective equipment programs.
  - 7) Coordination of incident-specific response and recovery worker training.
  - 8) Coordination of Medical surveillance.
  - 9) Providing exposure and risk management information.
  - 10) Providing technical assistance to include industrial hygiene expertise, occupational safety and health expertise, engineering expertise, and occupational medicine expertise.
4. Hamilton County Auditor's Computer System and Information Services (ACSIS); Hamilton County Emergency Communications; and Cincinnati Emergency Communications will:
- a. Support ESF #5 IT operations at the ROC as required.
  - b. Support communications operations at the ROC as required.

#### V. RESOURCE REQUIREMENTS FOR THE ESF #5 — Emergency Management

ESF #5 organizations maintain organizational SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies.



# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX F - EMERGENCY SUPPORT FUNCTION #6 — MASS CARE**

**COORDINATING AGENCY:** Hamilton County Department of Job and Family Services

**SUPPORT AGENCIES:** American Red Cross, Cincinnati Area Chapter  
Community Organizations Active in Disasters (COAD)  
Council on Aging of Southwest Ohio  
Hamilton County Developmental Disabilities Services  
Hamilton County Educational Services Center  
Hamilton County Emergency Management/Homeland Security  
(EMHS) Agency  
Hamilton County Public Health  
Hamilton County Sheriff's Office  
Hamilton County Society for the Prevention of Cruelty to Animals  
Jurisdictional Law Enforcement Agencies  
Mental Health and Recovery Services Board  
Southwest Ohio Regional Transit Authority  
The Health Collaborative

### **INTRODUCTION**

#### **A. Purpose**

1. Emergency Support Function #6 — Mass Care addresses, coordinates, and reports on emergency mass care activities of county-level organizations responsible for sheltering, feeding, counseling, providing first aid, and related social services and welfare activities required to assist the victims of an emergency.

Each Emergency Support Function (ESF) representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the Emergency Operations Center (EOC, also known locally as the Regional Operations Center (ROC)). This information sharing contributes to the response and recovery during an emergency/disaster of any type.

2. The primary coordinating and support organizations of ESF #6 work as a team to address the emergency mass care needs of Hamilton County citizens to include the needs of Functional Needs persons. For further information of roles and responsibilities when providing care to the functional needs population, see the Hamilton County Functional Needs Support Services Plan.

### **SITUATION**

- A. Disasters can occur without warning, shelters, first aid, mass care, and feeding sites may have to be setup with no advance notice.
- B. Slowly developing disasters, such as a slowly rising flood, may result in warning and evacuation time, but might cause the displacement of a large population. Such a hazard may necessitate opening shelters and conducting mass care activities statewide.
- C. Assumptions
  1. People may evacuate an area before orders to evacuate are given.

2. Long-term mass care may be required following some disasters.
3. A significant influx of mass care workers could strain the resources in the impacted area. Therefore, county-level mass care personnel will be prepared to support their own logistical needs when assigned to the site of a disaster.
4. ESF #6 personnel work closely with county, state and federal personnel throughout response and recovery operations in order to ensure coordinated and consistent service to the affected population.
5. Law enforcement may be required at mass care facilities for crowd control and security.

## CONCEPT OF OPERATIONS

### A. Overview

1. Due to the Ohio “Home Rule”, jurisdictions in Hamilton County have the responsibility to care for their citizens during an evacuation and/or shelter situation.
2. As the lead agency for ESF #6, Hamilton County Department of Job and Family Services will coordinate, monitor and report on mass care activities throughout the county, during response and recovery phases.
3. When agencies within ESF #6 lack the capabilities to address specific mission assignments, the lead agency for ESF #6 will meet with the Director of Hamilton County Emergency Management. They will determine which county agencies should address the assignments, if the assignments should become a state or federal mission, or should be given to a private organization.
4. Each support agency within ESF #6 has internal procedures that detail how it will address responsibilities during county-level emergencies. Support agencies are not required to address any emergency responsibilities that are contrary to the laws or policies that govern their organizations.
5. ESF #6 organizations will be activated and notified for Emergency Operations Center activation by the Hamilton County Emergency Management/Homeland Security Agency (EMHS). Activation will be based upon the requirements for emergency response and recovery and the agencies activated may vary depending upon those requirements. The emergency activation levels are described in the Hamilton County Emergency Operations Plan (Base Plan).
6. Primary and support organizations will provide sufficient personnel to staff the Emergency Operations Center for up to 24 hours a day, seven days a week, for as long as deemed necessary by the Director of the Hamilton County EMHS Agency and the Hamilton County Board of Commissioners. Assigned personnel will be selected by their agencies based upon their abilities to address emergency responsibilities and the authority they have been given to make emergency decisions for the agencies they represent.

### B. Relationships Between Levels of Government

1. Federal
  - a. Ohio’s ESF #6 will coordinate closely with the federal ESF #6 when activated by FEMA.

2. State
  - a. State ESF #6 agencies have peer organizations on both the federal and local levels with which they work during emergencies.
3. County/Local
  - a. Local mass care organizations, including the Greater Cincinnati-Dayton Region of the American Red Cross (ARC), coordinate their activities with the ROC.
  - b. Depending upon the scale of the event, plans, responses, and coordination for responses will be initiated and sustained either at the local or regional level.
  - c. Local mass care organizations will coordinate with county & state-level peers to define federal mission assignments and to provide necessary updates on activities.

## **ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY**

All ESF #6 organizations are responsible for development of internal Standard Operating Procedures (SOP)/Standard Operating Guides (SOG) that support ESF #6 and ROC operations.

### **A. Organization**

1. The Hamilton County Department of Job and Family Services is the lead coordinating agency for ESF #6. It maintains a constant overview of ESF #6 activities, resolves conflicts and questions related to ESF #6 at the county level.
2. The following organizations have specific responsibilities for mass care and maintain close coordination with each other throughout the emergency. All organizations maintain their own internal command and control structures during emergency operations.

### **B. Assignments of Responsibility**

1. Hamilton County Department of Job and Family Services will:
  - a. Coordinate with all support agencies of ESF #6 to provide accurate overviews of mass care activities to county EOC personnel.
  - b. Identify unmet needs within the community, and work with local agencies to address unmet needs among the population in the disaster area.
  - c. Provide emergency welfare assistance to eligible disaster victims within approved local, state and federal guidelines.
  - d. Assist disaster victims to find employment if their jobs have been eliminated due to the emergency.
  - e. Administer the Food Assistance (SNAP) Program.

2. American Red Cross, Cincinnati Area Chapter will:
- a. Before an emergency, develop and maintain a list of pre-approved, Americans with Disabilities Act (ADA) accessible, shelters within Hamilton County, as well as the data on the maximum number of citizens that can be accommodated within those shelters.
  - b. During an emergency, designate, survey, open, maintain data population and location, and staff mass care shelters.
  - c. Provide ARC information releases to the Hamilton County EMHS Agency Public Information Officer, and ESF #15 at the Hamilton County ROC/Joint Information Center.
  - d. Provide fixed feeding, mobile feeding, and hydration to disaster victims and responders.
  - e. Health services: Provide care and support to persons who have disaster related or disaster aggravated unmet health needs.
    - Assist clients in finding resources to meet disaster-related unmet health needs.
    - Participate in assessment, care and resource acquisitions for clients with functional and access needs.
  - f. Assist with the distribution of potable water and ice.
  - g. Distribute appropriate bulk materials for disaster relief.
  - h. Provide Family Welfare Information services when requested.
  - i. Communicate assistance information to Hamilton County ROC as appropriate.
  - j. Provide assistance to disaster victims to include needed, accurate recovery information, listings, referrals, items, and financial assistance.
  - k. Provide assistance to disaster victims to include support for in-place and non-congregate sheltering needs.
  - l. Provide emotional first aid at shelters, emergency aid stations, Integrated Care Teams, Outreach Teams, and Service Centers.
  - m. Provide Disaster Mental Health Services to those individuals affected by disaster.
  - n. Provide language services for those with limited English skills, or do not speak English as a primary language.
  - o. Facilitate coordination of work for Event Based Volunteers with other organizations.
  - p. Be a facilitative leader among non-governmental organizations when COAD/VOAD is unable to do so.

3. Community Organizations Active in Disasters (COAD) will:
  - a. Provide services and material support to disaster victims in emergency shelters and temporary housing through member organizations at the site of the emergency.
4. Council on Aging of Southwest Ohio may:
  - a. Identify and address unmet needs among elderly populations in the disaster area.
  - b. Provide demographic data on seniors for areas of the county impacted by disaster.
5. Hamilton County Developmental Disabilities Services (DDS) will:
  - a. Provide shelter and address the needs of persons with developmental disabilities who are under the jurisdiction of the department or as requested by the Hamilton County Executive Group.
  - b. Address the shelter and mass care needs of persons with disabilities who must be relocated to emergency shelters and temporary housing. Administrators of hospitals, mental health facilities, nursing homes, and similar special needs organizations will cooperate with the Hamilton County ROC in designating alternate safe locations if evacuation and sheltering are necessary.
6. Hamilton County Educational Services Center will:
  - a. Provide listings of schools that can be used for shelters or to support shelter activities when requested.
  - b. Assist in the coordination of transportation assets through ESF #1 — Transportation.
7. Hamilton County Emergency Management/Homeland Security (EMHS) Agency will:
  - a. Coordinate with the Ohio Emergency Management Agency (EMA) and the Federal EMA on the administrative requirements of the Temporary Housing Program.
  - b. Assist in the coordination of mass care resources as required.
8. Hamilton County Public Health will:
  - a. Complete a facility specific environmental health and safety assessment of the selected or potential shelter locations(s) and assure any identified deficiencies are corrected if the site is to be used as a shelter.
  - b. Coordinate with partner agencies to assure food and water safety inspections at shelter locations.
  - c. Work with ARC to assure medication needs at congregate shelter locations are met.
  - d. Coordinate with partners to assure health screening of the population registering at shelter locations.

- e. Conduct surveillance when deemed necessary at shelter operations to identify cases of illness and injury within mass care operations.
  - f. Coordinate with healthcare partners to assure medical and mental/behavioral health services are accessible at or through shelter locations.
9. Hamilton County Sheriff's Office and Jurisdictional Law Enforcement Agencies will:
- a. Provide traffic control assistance for movement of resources into staging areas.
  - b. Assist in the coordination of security at shelters and distribution sites as required.
10. Hamilton County Society for the Prevention of Cruelty to Animals (SPCA) will:
- a. Provide and or coordinate the provision of shelters for domestic animals, both pets and service animals.
11. Mental Health and Recovery Services Board will:
- a. Coordinate with ARC the activities necessary to provide the staff, supplies and facilities to treat victims suffering from disaster-related mental disorders.
  - b. MHRSB will facilitate, assist with connection and coordination with other mental health agencies to respond to behavioral health needs of individuals. Mental Health Access Point (MHAP) is the point agency for coordination and can mobilize and coordinate with agencies as necessary.
12. Southwest Ohio Regional Transit Authority (SORTA) will:
- a. Provide transportation to and from shelters through ESF #1 — Transportation, as required.
  - b. Perform other mass care transportation activities as needed.
13. The Health Collaborative will:
- a. Provide necessary liaison with hospitals to coordinate information regarding the incident.
  - b. Deploy necessary medical supplies and equipment.

## **RESOURCE REQUIREMENTS OF ESF #6 — MASS CARE**

- A. Each ESF #6 organization will maintain internal SOPs, SOGs, Memorandums of Understandings, and Resource Listings that detail the logistical and administrative support arrangements internal to its organization. Additional support needs during an emergency may be requested through the Hamilton County EOC to ESF #7 — Resource Support.
- B. All agencies will ensure that the ADA Accessibility Guidelines will govern site selections and operation.

## **VI. TECHNICAL RESOURCES**

- D. Hamilton County Functional Needs Support Services Plan
- E. Americans With Disabilities Act Accessibility Guidelines

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX G EMERGENCY SUPPORT FUNCTION #7 — RESOURCE SUPPORT**

**PRIMARY AGENCY:** Hamilton County Purchasing Division, Board of County Commissioners

**SUPPORT AGENCIES:** Hamilton County Auditor  
Hamilton County Administration – Budget Office  
Hamilton County Facilities Management  
Hamilton County Engineer's Office  
Hamilton County Sheriff's Office  
Hamilton County Department of Job and Family Services  
American Red Cross, Cincinnati Area Chapter (ARC)  
Southwest Ohio Regional Transit Authority (SORTA)  
Community Organizations Active in Disaster (COAD)

### **INTRODUCTION**

ESF #7 provides logistical and resource support to county and local entities involved in emergency response and recovery. This support includes locating, procuring, and issuing resources including equipment, supplies, and services required by emergency responders and disaster victims.

### **II. SITUATION AND ASSUMPTIONS**

#### **A. Situation**

Disasters have an immediate impact on local, county and state resources resulting in shortages of vitally needed supplies. In addition, specialized equipment and services may be required to save lives, and protect, and restore property during response and recovery operations. Expeditious identification, procurement, and allocation of resources are vital to ensure effective state emergency operations.

#### **B. Assumptions**

1. Resources outside of the affected area will be directed to fulfill the unmet needs of the state, county or local governments.
2. Major disasters may require the activation of county staging areas in order to expedite the delivery to the site of the emergency.
3. Some resources of the state, county and local governments may not be available in the impacted area due to debris and destroyed buildings.

### **III. CONCEPT OF OPERATIONS**

#### **A. Overview**

The Hamilton County Purchasing Division is the coordinating agency for ESF #7. The Hamilton County Purchasing Division or designee will act as the team leader for ESF #7 in the Hamilton County ROC during county-level response and recovery operations.

1. The primary and support organizations for ESF #7 act as a team to address the resource needs of disaster victims and responders following an emergency.



2. The Director of Hamilton County Emergency Management/Homeland Security is responsible for activating ESF #7. ESF #7 organizations will provide representation as needed at the Regional Operations Center, at the site of the emergency, and administrative and logistical support for their respective emergency personnel.
  3. The Director of HCEM/HS will make a request through Hamilton County Purchasing Division that purchasing and contracting requirements as listed in Ohio Revised Code (ORC) Sections 125.02 to 125.111 be suspended during the period of the emergency, as defined in ORC 125.023.
  4. Hamilton County Purchasing Division, the County Auditor, and Hamilton County Office of Budget and Strategic Initiatives will coordinate with each other to establish funding for the disaster.
  5. Hamilton County Purchasing Division and HCEM/HS will review resource requests to determine the most effective sources of supply and funding.
  6. Hamilton County Purchasing Division will coordinate with other ESF #7 team members for the following resource support concerns.
    - a. Resources available through charitable/volunteer organizations.
    - b. Services available from county or state departments for disaster victims.
    - c. Services available from county or state departments for transportation and logistical support.
    - d. County or State funding available for resource support.
  7. The Ohio National Guard is a state asset that, if activated, can:
    - a. Provide emergency water purification where potable water is not available to the civilian population.
    - b. Provide resources and personnel as required.
- B. Relationship Between Levels of Government
1. Federal
    1. Hamilton County Purchasing Division and Ohio EMA, through the Ohio EOC, will request resource support assistance for specific missions from the Federal Emergency Management Agency (FEMA) and General Services Administration (GSA) when state resource support capabilities are inadequate to address emergency needs.
  2. State
    - a. The following options will be addressed by state agencies that lack the required resources to respond to local needs.
      - 1) Determine if another state department can address the need.
      - 2) Determine if volunteer organizations through Ohio VOAD can address the need.
      - 3) Give the mission to the federal government as a written request through the Ohio EOC to FEMA or through the Executive Director of Ohio EMA to FEMA if activities have moved to the DFO.

b. The State ESF #7 Team maintains a working relationship throughout emergency response and recovery operations to ensure that resource shortfalls identified by emergency response and recovery personnel are addressed. Listed below are some of the emergency activities that occur:

- 1) Administrative actions for obtaining resources.
- 2) Identification of state-owned resources.
- 3) Identification of funding sources.
- 4) Identification and coordination with resource providers.
- 5) Transportation of state resources to disaster sites or staging areas.
- 6) Identification and activation of state staging areas.
- 7) Operations of state staging areas.
- 8) Security for state resources in staging areas, and
- 9) Resource tracking for state resources used in the emergency.

3. County/Local

- a. During response, the ROC Director will coordinate emergency requests for county and/or state resources through the appropriate ESF for action.
- b. HCEMA/HS may coordinate with local, county, state and federal governments at the site of the emergency when applicable for resource support mission assignments.

#### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

All ESF #7 organizations are responsible for development of internal SOPs that support ESF #7 and ROC operations.

The following organizations have these specific emergency responsibilities with respect to resource support.

A. Hamilton County Purchasing will:

1. Act as team leader for coordinating county ESF#7 activities.
2. Provide support staff for procurement of services, and listings of buildings and facilities.
3. Research and identify providers of required resources.
4. Assist county & state departments in identifying most effective and attainable resources for response and recovery efforts.
5. Coordinate with HCEM/HS to review resource requests from county and/or state departments and localities and identify county, state, private or volunteer providers.
6. Coordinate with the County Auditor and Budget Office to identify funding lines and requests for threshold increases as needed.

7. Approve suspension of purchasing and contracting requirements as defined by state statute.
8. Coordinate with the American Red Cross (ARC) and Community Organizations Active in Disaster (COAD) for volunteer resource support. The Volunteer Management Liaison will act as the liaison between Hamilton County Purchasing Division and COAD in the Hamilton County ROC and the DFO.
9. Coordinate with HCEM/HS, the county Sheriff's office, and public works for identification, activation, security, and operations for state-level staging areas.
10. Coordinate with the Hamilton County Sheriff's Office for inmate provided services.
11. Provide tracking of county resources throughout response and recovery.
12. Provide additional county personnel as needed to support emergency operations in the ROC and the DFO.

B. Hamilton County Auditor

Assist County Purchasing with funding lines for emergency purchasing.

C. Hamilton County Office of Budget and Strategic Initiatives will:

Coordinate with Hamilton County Purchasing Division in the development of emergency funding lines, to increase threshold levels and for related budgetary and fiscal needs.

D. Hamilton County Emergency Management/Homeland Security will:

1. Assist in the development and submittal of necessary administrative requirements.
2. Identify county, local, private and volunteer providers.
3. Request emergency suspension of procurement and purchasing procedures.
4. Identify county, state, and federal funding lines.
5. Coordinate support for operations of county-level staging areas.
6. Interface with county departments and local governments to assist Hamilton County Purchasing Division in county resource tracking.
7. Maintain lists of pre-positioned equipment

E. Hamilton County Facilities Management will:

1. Transport county resources to the site of the emergency.
2. Identify county-level staging areas and support their operation.
3. Identify county facilities that can be used to house responders and/or equipment related to disaster response.
4. Coordinate with the Ohio National Guard and other state departments as needed to support county-level operations.

F. Hamilton County Engineer's Office will:

Provide resources within capabilities for disaster response and recovery.

**G. Hamilton County Sheriff's Office will:**

1. Provide traffic control activities for movement of county resources into county-level staging areas and at the site of the emergency.
2. Provide security for resources at county-level staging areas on county owned or leased property or as directed by the County Sheriff or Hamilton County Board of Commissioners.
3. Assist in the delivery of emergency resources when required.
4. Coordinates the strategy for transporting materials through restricted areas, quarantine lines, and law enforcement checkpoints so that needed supplies are delivered in a timely manner.

**H. Hamilton County Department of Job and Family Services will:**

1. Provide job assistance services to people impacted by the disaster.
2. Assist in coordinating unmet needs for people impacted by the disaster.

**I. Hamilton County Sheriff - Corrections will:**

1. Coordinate with HCEM/HS and Hamilton County Purchasing Division in the ROC for the possible provision of the following inmate-services during emergencies. Note: Inmates can only be used on public properties.
  - a. Debris removal
  - b. Landscaping
  - c. Light Demolition work
  - d. Renovation of parks
  - e. Warehouse support

**J. Community Organizations Active in Disasters will:**

1. Coordinate with HCEM/HS and Hamilton County Purchasing Division to address unmet needs of disaster victims.
2. Refer to the Donations and Volunteer Management Support Annex (Future) for further guidance.

**K. Southwest Ohio Regional Transit Authority will:**

1. Provide transportation support as required.
2. Assist in the delivery of emergency resources when required.

**L. Ohio National Guard, if activated, can:**

1. Provide emergency water purification where potable water is not available to the civilian population.

2. Provide resources and personnel as required.

M. American Red Cross, Cincinnati/Dayton Area Chapter will:

Coordinate with Hamilton County Purchasing Division and HCEM/HS to address unmet resource needs of disaster victims.

N. Southwest Ohio Regional Transit Authority will:

Provide transportation assets as needed.

## **V. RESOURCE REQUIREMENTS OF ESF #7 — RESOURCE SUPPORT**

- A. ESF #7 — Resource Support organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies.

# HAMILTON COUNTY EMERGENCY OPERATIONS PLAN

## ANNEX H - EMERGENCY SUPPORT FUNCTION #8 — PUBLIC HEALTH and MEDICAL SERVICES

**PRIMARY AGENCY:** *Hamilton County Public Health (HCPH)*  
The Health Collaborative (HC)

**SUPPORT AGENCIES:** American Red Cross, Cincinnati Area Chapter  
Cincinnati Veterinary Medical Association  
Disaster Medical Assistance Team (DMAT)  
Disaster Mortuary Operational Response Team (DMORT)  
Hamilton County Alcohol Drug Addiction and Mental Health Services (ADAMHS) Board  
Hamilton County Coroner's Office  
Hamilton County Developmental Disabilities Services  
Hamilton County Emergency Management/Homeland Security (EMHS) Agency  
Hamilton County Engineer's Office  
Hamilton County Park District, Park Rangers  
Hamilton County Sheriff's Office  
Hamilton County Society for the Prevention of Cruelty to Animals (SPCA)  
Jurisdictional Law Enforcement  
Local Fire/EMS Departments  
Local Hospitals  
National Veterinary Response Team (NVRT)  
Ohio Department of Health  
Ohio Environmental Protection Agency (Ohio EPA)  
Ohio Mortuary Operational Response Team (OMORT)  
Ohio Veterinary Medical Association  
Public Library of Cincinnati and Hamilton County  
Southwest Ohio Regional Transit Authority (SORTA)  
U.S. Environmental Protection Agency (U.S. EPA)  
Veterinary Medical Assistance Team (VMAT)

### I. INTRODUCTION

#### A. Purpose

Public Health Emergency Support Function #8 (ESF-8) – Health and Medical Services provides coordinated local assistance to supplement jurisdictional resources in response to public health and medical care needs following a minor/major disaster or emergency, or during a developing potential medical situation.

HCPH will coordinate the management of ESF-8 functions at the Hamilton County Emergency Operations Center (EOC).

*ESF-8 Public Health and Medical Services* will partner with the *ESF-6 Mass Care* team to support all individuals and organizations in regards to mass care services (including

sheltering) that may be required to support disaster response and recovery operations in Hamilton County.

## B. Scope

ESF-8 involves supplemental assistance to jurisdictional governments in identifying and meeting the health and medical needs of victims of a minor/major disaster, emergency, or terrorist attack. This support is categorized in the following functional areas:

- a. Assessment of health/medical needs
- b. Organization and intra/inter-jurisdictional relationships
- c. Health surveillance and epidemiological investigation
- d. Laboratory testing and analysis
- e. Prevention and control practices
- f. Communications/notification
- g. Mass prophylaxis/vaccination
- h. Health/medical equipment and supplies
- i. Food/drug/medical device safety
- j. Health care personnel augmentation
- k. Patient evacuation
- l. Hospital care
- m. Public health information
- n. Limitation on movement
- o. Vector control
- p. Veterinary services
- q. Worker health and safety
- r. Environmental concerns-drinking water and waste management
- s. Radiological/chemical/biological hazard consultation
- t. Fatality Management – victim identification/mortuary services
- u. Mental health care
- v. Emergency Medical Services (EMS)
- w. Law enforcement support
- x. Recovery activities

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the Hamilton County EOC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

The HCPH Health Commissioner and the HC will coordinate the provision of local health and medical assistance to fulfill the requirements identified by the affected local authorities having jurisdictional control. Included in the ESF-8 are overall public health and medical response. The ESF-8 will utilize resources primarily from:

- Local Public Health agencies;
- Hospitals and healthcare agencies
- The local American Red Cross Medical Assistance Team which includes medical response, patient evacuation, and definitive medical care

## C. Policies

1. The ESF-8 will be implemented following the occurrence of a major disaster or emergency and after the HCPH Health Commissioner or designee has determined that a response is warranted.

2. The HCPH Health Commissioner or designee is responsible for activating and coordinating the activities of the ESF-8 within its jurisdictional area and activating and coordinating the Incident Command System (ICS) operations. Upon the declaration of a regional public health emergency, HCPH will work with local health districts under existing Mutual Aid Agreements.
3. In accordance with assignment of responsibilities in the ESF-8 and further tasking by the primary agency, each support agency will contribute to the overall response but will retain full control over its own resources and personnel using ICS.
4. The HCPH's Public Information Officer (PIO) can be the primary source of public health response/information for county officials involved with the response operation. HCPH will coordinate medical response/information through the Joint Information Center (JIC). Any requests for recurring reports of specific types of public health and medical information will be submitted to the PIO. The HCPH PIO will be authorized to release approved general medical and public health response information to the public at the direction of the Incident Commander (IC).
5. All county and local organizations participating in response operations should report public health and medical requirements to their counterparts at the Regional, State, or Federal level.
6. To ensure patient confidentiality protection and conform to Health Improvement Portability and Accountability Act there will be no release of medical information on individual patients to the general public.

## **II. SITUATION**

- A. According to the 2010 census, the population of Hamilton County is roughly 807,441. The highest concentrations of residents live / work outside the city of Cincinnati.
- B. Disasters occurring in Hamilton County typically impact community health standards and require a medical response. Wastewater, solid waste, potable water, and health services are commonly affected. This necessitates health advisories and interventions including disease control management.
- C. A significant natural disaster or man-made event that overwhelms the affected jurisdiction would necessitate both a public health response and medical care assistance. Hospitals, nursing homes, ambulatory care centers, pharmacies, and other facilities for medical/health care and special needs populations may be severely structurally damaged or rendered unusable or only partially usable because of a lack of utilities (power, water, or sewer) or because staff are unable to report for duty as a result of personnel injuries and/or damage/disruption of communications and in transportation systems.
- D. Uninjured persons who require daily or frequent medications or treatments may have difficulty in obtaining these resources because of damage/destruction of normal supply locations and general shortages within the disaster area.
- E. In certain other disasters, there could be a noticeable emphasis on relocation, shelters, vector control, as well as restoring water, wastewater, and solid waste facilities to operation.
- F. A major medical and environmental emergency resulting from Chemical, Biological, Radiological, Nuclear or Explosion event could produce a large concentration of



specialized injuries and problems that could overwhelm the public health and medical care system.

- G. HCPH provides countywide coordination for public health issues. HCPH has the responsibility for response to public health-related emergency issues. If HCPH's resource capabilities are exceeded during emergencies, they may request mutual aid from other jurisdictions with the region. If capabilities remain exceeded, state support from ESF-8 through the Hamilton County EOC would be requested.
- H. The HC provides countywide coordination for emergency medical issues in Hamilton County and will coordinate requests for medical assistance from localities during emergencies.
- I. Local Jurisdictions in Hamilton County have primary responsibility for delivering emergency medical and mass casualty services during an emergency. Local EMS units are primarily located in local fire departments. EMS units may also be privately or publicly owned. (See *ESF #4 Firefighting/Emergency Medical Services* for further details)
- J. Assumptions
  - 1. Local Hospitals and HCPH will coordinate the status of communicable disease emergencies and the need for assistance for public health issues.
  - 2. Disasters and public health emergencies may overwhelm HCPH, the medical community and county emergency resource capabilities. If regional, state or federal resources are requested they are available.
  - 3. Although a primary event may not initiate a health emergency, secondary events stemming from the initial event may do so.
  - 4. Agencies tasked in this document are aware of their emergency responsibilities and will fulfill these responsibilities in an emergency
  - 5. Disruption of utility services and facilities, loss of power and massing of people in shelters may increase the potential for disease and injury.
  - 6. Catastrophic events may require establishment of temporary medical facilities.
  - 7. Local emergency operations plans and resource manuals detail specific resources in their jurisdictions.
  - 8. All agencies involved in the response are operating under ICS.

### **III. CONCEPT OF OPERATIONS**

#### **A. Overview**

- 1. Hamilton County EMHS will activate ESF-8 as needed for operations in the Hamilton County EOC.
- 2. Hamilton County EMHS or the HC will coordinate with the on-scene IC to assess the situation, including the number of ill/injured, number of fatalities, estimated damage, and resource needs.

3. Hamilton County EMHS will submit requests for county, state and/or federal emergency assistance to the State EOC where they are coordinated with ESF-8 representatives.
4. Hospital and other medical care facilities requiring county, state and/or federal assistance will coordinate their requests through ESF-8 in the Hamilton County EOC.
5. The County Coroner has jurisdiction over the deceased and is responsible for setting up temporary morgues and coordinating with the Ohio Funeral Directors Association when necessary. If regional capabilities have been exhausted, the HCEMHS will request additional resources from the Ohio Emergency Management Agency (Ohio EMA), including the Ohio Mortuary Operational Response Team (OMORT) or DMORT.
6. Hamilton County may request activation of the Strategic National Stockpile (SNS) from Ohio EMA for the distribution of pharmaceuticals, supplies and equipment.
7. National Disaster Medical System (NDMS) resources can be requested in the event regional capabilities have been exceeded. Requests are processed through ESF-8 to local and State EMA.
8. When activated, NDMS will mobilize medical teams, equipment and supplies; patient movement from a disaster site to unaffected areas of the nation; and provide definitive medical care at participating hospitals in unaffected areas.

#### B. Relationships between Levels of Government

1. Federal
  - a. Coordination with federal ESF-8 may occur in the Hamilton County EOC, Ohio EOC, at the site of the emergency and/or in the Disaster Field Office (DFO).
  - b. Federal ESF-8 will support state assessment, response and recovery activities and will accept emergency requests and missions from state ESF-8.
  - c. Specific national assets, for example NDMS, DMAT, NVRT, and DMORT.
2. State
  - a. ESF-8 organizations maintain a working relationship throughout emergency response and recovery operations to ensure that emergency health needs are, identified, assessed, prioritized and addressed.
  - b. ESF-8 organizations will coordinate with ESF-8 organizations from adjacent states when necessary during emergencies.
  - c. Specific state resources, such as OMORT and VMAT support services
4. County/Local
  - a. Local-level emergency requests for public health or medical resources and services communicated to the Hamilton County EOC will be directed to ESF-8 personnel for action.

- b. Requests for assistance made by local officials to ESF-8 personnel at the site of the emergency will be coordinated with and approved by ESF-8 personnel in the Hamilton County EOC before action is taken.

## **ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

All ESF-8 organizations are responsible for development of internal Standard Operating Guidelines (SOG) or Plans that support ESF-8 and EOC operations.

- A. ESF-8 organizations will be activated by Hamilton County EMHS for assessment, response, and recovery operations based on the needs of the emergency. Primary and Support Agencies for the county health or medical functions will coordinate with each other in the Hamilton County EOC and/or the DFO to ensure the most effective use of personnel and equipment, to avoid redundant activities and to cooperate on emergency health and medical missions.
- B. HCPH is the lead agency for the public health activities of ESF-8. HCPH liaisons will be available to staff the Hamilton County EOC and work with ESF-8 support organizations in the Hamilton County EOC to answer the needs of affected communities
- C. The HC is the lead agency for the medical activities of ESF-8. HC liaisons will be available to staff the Hamilton County EOC and work with ESF-8 support organizations in the Hamilton County EOC to answer the needs of affected communities
- D. Assignment of Responsibility
  - 1. Hamilton County Public Health (HCPH) will:
    - a. Conduct and coordinate public health assessments of conditions in the communities affected by the emergency and, where possible, determine where health problems could occur.
    - b. Maintain ongoing public health surveillance of affected communities in order to rapidly identify and address public health-related problems.
    - c. Conduct and coordinate food service sanitation programs.
    - d. Inspect potable and bulk water hauling contractors and temporary water systems
    - e. Provide and coordinate consultation for household sewage disposal, disaster debris disposal, housing sanitation, vector control, and public health nuisances.
    - f. Coordinate county response to public health problems at the Hamilton County EOC throughout assessment and response.
    - g. Assess and coordinate public health concerns regarding mass fatality efforts in affected communities.
    - h. Available to assist with coordinating the acquisition and distribution of medical supplies and equipment (e.g. SNS)
    - i. Provide and coordinate prophylaxis, including antibiotics, antivirals, vaccines, immunizations, and testing as needed during the emergency. Activities will be coordinated with local fire/law enforcement.
    - j. Provide and coordinate public health and medical advisories.

- k. Coordinate situations if isolation and/or quarantine of individuals is necessary
  - l. The HCPH PIO will coordinate public health and medical advisories with the JIC.
  - m. Coordinate with local cemetery owners to respond to grave sites/cemeteries that are impacted by a disaster.
  - n. Coordinate alternate sources for human waste disposal.
2. The Health Collaborative (HC) will:
- a. Assist in the identification and delivery of medical supplies and services during emergencies.
  - b. Coordinate local hospital resources.
  - c. Coordinate the assessment of medical needs of the affected communities.
  - d. Provide medical-related information releases to the JIC for dissemination.
  - e. Provide research and consultation on emergency medical-related problems as needed.
  - f. Coordinate with State and Federal ESF-8 when federal medical assistance is activated for Hamilton County.
  - g. May assist in the activation of the NDMS when activated in Hamilton County.
  - h. Provide briefing information in the Hamilton County EOC on countywide medical activities during emergencies.
  - i. May assist in the activation request of Alternative Care Centers and Neighborhood Emergency Health Center.
  - j. The HC and the Hospitals have responsibility for medical surge with the county. A mutual aid agreement exists between all the hospitals for the sharing of resources during an event.
  - k. The hospitals can supplement internal staffing needs through the use of the mutual aid agreement as well as with volunteers from the Medical Reserve Corp. The Hospitals are in connectivity with ODH through the Regional Healthcare Coordinator role. The poison control center performs surveillance within the County and region and is an active member of the Healthcare Coalition. The MRC is a critical support mechanism in the regional surge plan. There is no current relationship with the Funeral Directors Association in the County.
  - l. The region has acquired medical surge supplies in a cache that are available to supplement healthcare needs during a disaster. Sharing of lab resources exists in the Regional Mutual Aid Agreement.
3. American Red Cross (ARC), Cincinnati Area Chapter will:
- a. Receive health and welfare inquiries from the public.

- b. Assist with stress counseling for victims and emergency workers (Critical Incident Stress Management).
  - c. Coordinate with county agencies for health-related and mental health-related issues in shelters.
- 4. Cincinnati Veterinary Medical Association and/or SPCA will:
  - a. Assess medical needs of animals.
  - b. Conduct medical treatment and stabilization of animals.
  - c. Report animal disease to a zoonotic disease surveillance program.
  - d. Provide disease surveillance and public health assessments.
- 5. Disaster Medical Assistance Team (DMAT) if activated will:
  - a. Provide medical care at a fixed or temporary medical care site.
  - b. DMAT focuses on mobile hospitals and is activated by a request of the Governor after federal declaration of a disaster is declared.
  - c. Triage patients as required.
  - d. Prepare patients for evacuation.
  - e. Provide primary health care if needed.
- 6. Disaster Mortuary Operational Response Team (DMORT), if activated, under the direction of the Hamilton County Coroner's Office, will:
  - a. Establish temporary morgue facilities or deploy Disaster Portable Morgue Units.
  - b. Assist in identification of victims.
  - c. Conduct forensic dental pathology.
  - d. Process and prepare victims for disposition.
  - e. Assist in disposition of remains.
- 7. Hamilton County Alcohol Drug Addiction and Mental Health Services (ADAMHS) Board will:
  - a. Coordinate with ARC the activities necessary to provide the staff, supplies and facilities to treat victims suffering from disaster-related mental disorders.
  - b. Provide representatives to assist the local Mental Health and/or joint ADAMHS Boards and Community Mental Health Centers in giving supportive services and treatment to disaster victims.
- 8. Hamilton County Coroner's Office will:
  - a. Coordinate, and within capabilities, supply personnel and materials to support mass fatality response and expanded mortuary services in affected jurisdictions.

- b. Be responsible for the identification of remains.
  - c. Process and prepare victims for disposition
  - d. Assist with the coordination for the disposition of the remains.
  - e. Coordinate with HCPH and Ohio EPA should there be a need for mass burial.
9. Hamilton County Developmental Disabilities Services will:
- a. Provide personnel, training and services to assist local organizations in providing for the emergency needs of persons with mental disabilities and/or developmentally disabled emergency victims.
10. Hamilton County Emergency Management & Homeland Security (EMHS) will:
- a. Request activation of various state and federal assets.
11. Hamilton County Engineer's Office will, if needed:
- a. Assist with the transportation of SNS medication and supplies to Point of Dispensing (POD) locations within Hamilton County.
12. Hamilton County Park District, Park Rangers will:
- a. Provide security as medication is transported between POD locations during a mass prophylaxes event. HCPH has a Memorandum of Understanding (MOU) with Hamilton County Park District, Park Rangers to provide this service.
13. Hamilton County Sheriff and Jurisdictional Law Enforcement will:
- b. Assist in the coordination of security at hospitals and POD locations.
  - c. Provide traffic and crowd control.
  - d. Preserve evidence and investigate criminal activity.
  - e. Work with HCPH to enforce isolation and/or quarantine of individuals if established
14. Local Fire/EMS Departments will:
- a. Provide EMS units that are located in local fire departments and have the primary responsibility for delivering emergency medical services and mass casualty services to include triage, treatment, and transport.
  - b. Coordinate with EMS units that may be privately or publicly owned, operated by law enforcement or military organizations.
  - c. Maintain authority within its own jurisdiction and relay reports pertaining to casualties, illnesses, injuries, observations, evacuation status and potential resource needs to the Montgomery County EOC.
  - d. Establish staging areas following ICS guidelines.

15. Local Hospitals will:

- a. Provide medical services.
- b. Maintain ongoing medical surveillance of affected communities in order to rapidly identify and address emergency medical-related problems in coordination with HCPH.
- c. Notify HCPH thru HC of the status of local health emergencies and the need for assistance.
- d. Activate surge plans as needed.

16. National Veterinary Response Team (NVRT) will, under the guidance of state and/local authorities:

- a. Assess the veterinary medical needs of the community\
- b. Veterinary medical support to working animals (including horses) which might include search and rescue dogs and animals used in law enforcement
- c. Treatment of injured and ill large and small animals post disasters
- d. Veterinary medical support for sheltered animals
- e. Veterinary public health support including environmental and zoonotic disease assessment
- f. Support for an outbreak in livestock and poultry (USDA led)

17. Ohio Department of Health (ODH) will:

- a. Provide epidemiologic and other public health assistance including laboratory assistance for microbiologic and chemical analysis.
- b. Be the lead agency for SNS management
- c. Provides transportation of SNS medications and supplies from Columbus, Ohio to Hamilton County.

18. Ohio Mortuary Operational Response Team (OMORT) can provide the following capabilities, after HCEMHS requests assistance from Ohio EMA:

- a. Search and Recovery
- b. Mobile Morgue Operations
- c. Victim Identification Center

19. Ohio Veterinary Medical Association will:

- a. Provide information to local veterinarians on animal-related issues that may occur during emergencies.

20. Public Library of Cincinnati and Hamilton County will:

- a. Provide five box trucks and personnel to transport medication from SNS drop point to POD locations during a mass prophylaxes event. HCPH has an MOU with the library to provide this service.

21. Southwest Ohio Regional Transit Authority (SORTA) will:

- a. Provide transportation assets to support medical emergencies within capabilities.

22. U.S. Environmental Protection Agency (U.S. EPA) and Ohio EPA will:

- a. Coordinate drinking water, waste disposal and environmental safety information with local, county and state health departments.
- b. Provide a listing of laboratories offering microbiological, organic and inorganic analysis of environmental samples.
- c. Collect multi-media samples (air, soil and water) to assess environmental impacts to the community.
- d. U.S. EPA to provide chemical and radiological screening and air monitoring
- e. U.S. EPA to conduct decontamination of facilities or areas contaminated with radiation, chemical or biological agents.

23. Veterinary Medical Assistance Team (VMAT), if activated by the State, will:

- a. Assess medical needs of animals.
- b. Conduct medical treatment and stabilization of animals.
- c. Conduct animal disease surveillance.
- d. Provide zoonotic disease surveillance and public health assessments.
- e. Provide technical assistance to assure food and water quality.
- f. Conduct animal decontamination.

## **RESOURCE REQUIREMENTS FOR ESF-8 — HEALTH and MEDICAL**

- D. ESF-8 organizations will be responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County EOC to *ESF #7 — Resource Support*.



# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX I - EMERGENCY SUPPORT FUNCTION #9 — SEARCH AND RESCUE**

**COORDINATING AGENCY:** Hamilton County Task Force 1 (Provides SAR Coordinator)

**SUPPORT AGENCIES:** Local Fire/Rescue Departments  
Ohio Region 6 USAR Team  
Hamilton County Engineer's Office  
Hamilton County Sheriff's Office  
Hamilton County Emergency Management/Homeland Security  
Ohio State Highway Patrol  
Ohio Civil Air Patrol (CAP)  
Ohio Department of Natural Resources (DNR)  
Ohio Task Force One (OHTF-1)

### **I. INTRODUCTION**

#### **A. Purpose**

ESF-9 provides for the guidance and organization of county agencies that may be employed during Search and Rescue (SAR) operations. SAR operations include, but are not limited to, the location, recovery, and extrication of victims who become lost or entrapped as the result of a major disaster or life-threatening emergency. The goal of search and rescue operations is to save the lives of victims who are unable to ensure their own survival without assistance.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the ROC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

### **II. SITUATION**

- A. Hamilton County agencies and/or departments may be tasked to initiate a SAR mission that may require the utilization of air, ground, and water rescue operations to preserve life.
- B. Agencies that conduct preplanning for SAR mission(s) must consider hazards such as fire, confined space rescue, high-rise structures, urban or rural areas, trench, subsurface, recreational areas/facilities, waterways, chemical/biological/radiological/nuclear/explosive locations.
- C. Responders may face added difficulties or hindrances after a disaster because of extensive damage to the local infrastructure. Such damage then may create environmental safety and health hazards such as downed power lines, unstable foundations or structures, rapidly rising waters, exposure to biohazards, toxins, blood-borne pathogens and explosive environments.
- D. Responders must also take into consideration when their safety and the safety of the victims are being impacted by severe weather conditions such as temperature extremes, snow, rain, high winds, and by civil unrest.

#### E. Assumptions

1. Every community may experience the need for search and rescue operations.
2. Many of these search and rescue operations only necessitate the need for local resources or responders.
3. Especially in the case of a localized incident, community volunteers often freely want to offer assistance with the mission. These well-meaning volunteers must be directed to volunteer reception centers to prevent either their personal injury, contamination of the search area and to provide accountability.
4. Access to the areas impacted by the disaster may be limited or restricted. Initially some areas may only be accessible to aviation, maritime assets or by foot.
5. Support such as helicopters, tracking dogs, and outside search and rescue groups may be required from adjoining political subdivisions or from state resources to ensure maximum search and rescue effectiveness.
6. A survival window for many victims occurs within the first 48 hours of the incident. A concentration of efforts should be directed then towards locations where the greatest potential for survivors exists.
7. The availability of personnel with foreign language and /or special needs communications skills maybe necessary.

### III. CONCEPT OF OPERATIONS

#### A. General

1. The Hamilton County SAR Coordinator will be the Commissioner of the Hamilton County Urban Search and Rescue Task Force or his/her designee.
2. The Hamilton County SAR Coordinator is the point of contact for Search and Rescue operations in the Hamilton County ROC. All requests for additional resources will be channeled through the ROC and the County SAR Coordinator.
3. When it is determined that the scope of the incident will or has overwhelmed local, county and state resources, the ROC will contact Ohio EMA and request appropriate assets to fit the needs of the emergency.
4. For the overall efficiency of the SAR mission(s), where there exists the overlapping of jurisdictional authority, responders will utilize a unified command system following the guidelines established in the National Incident Management System (NIMS).
5. The Ohio National Guard is a state asset that, if activated, can:
  - a. Provide general and unique engineering services such as debris hauling, emergency road repairs, and emergency erosion control and demolitions.
  - b. Augment civilian law enforcement agencies to prevent looting, prevention of unauthorized scene access, or maintaining the continuance of routine services to the communities.

- c. Provide emergency medical services to civilians and emergency transportation to medical providers.
  - d. Provide air assets, including fixed wing and rotary aircraft.
6. Local jurisdictions should develop their own SOPs and annexes to their EOPs for SAR incidents.

#### B. Overview

- 1. A staging area for all incoming agencies to be involved in the SAR mission(s) should be established.
- 2. If the need exists, additional communications resources or redundant systems should be established and coordinated through ESF #3 — Engineering and Public Works, ESF #2 — Communications, or ESF #7 — Resource Support.
- 3. Begin to acquire the resources necessary to sustain the mission(s) and to meet the needs of the responders. Examples of such resources may include shelter, food supplies, fuel, and sanitation facilities.
- 4. In search mission(s) the media can be a valuable resource. In coordination with the Authority Having Jurisdiction, determine the best location for the media to set up their operations. The Hamilton County Public Information Officer will coordinate PIO functions for county level emergencies, establish the Joint Information Center and establish a media briefing schedule.
- 5. The Hamilton County SAR Coordinator will go to the Hamilton County ROC when requested by the HCEM/HS. He/she will brief Hamilton County ROC representatives and coordinate between all local, county, state and federal resources involved in search and rescue operations
- 6. Each agency involved in the SAR mission(s) will maintain authority with its jurisdictional assets and relay “Situation Status Reports” to the County SAR Coordinator.
- 7. All requests for mutual-aid support will be submitted through established channels.
- 8. Ensure the completion of all recommended reports occurs in a timely manner.
- 9. Account for all equipment utilized during the mission(s). Assure the repair or replacement of any equipment damaged or destroyed during rescue operations.
- 10. All reports and documentation, including but not limited to after action reports and situation status reports, shall be maintained by each agency with copies being provided both to the Hamilton County SAR Coordinator and HCEM/HS for inclusion in possible reimbursement requests.

#### C. Relationships between Levels of Government

- 1. Federal
  - a. Coordination with federal ESF #9 may occur in the Regional Operations Center, Ohio ROC, at the site of the emergency and/or in the Disaster Field Office (DFO).

- c. The state ESF #9 will interface with the federal ESF #9 during assessment, response, and recovery operations in order to ensure coordinated activities.
- 2. State
  - a. The state ESF #9 will maintain communications with Search and Rescue related organizations throughout the state of Ohio.
  - b. The State of Ohio is a participant in the Emergency Management Assistance Compact, so other State's USAR assets could be requested in the event that the emergency exceeds Ohio's capabilities within the State.
- 3. Local
  - a. The Hamilton County ROC will direct local-level requests related to ESF #9 for action.

#### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

All ESF #9 — Search and Rescue organizations are responsible for development of internal SOPs that support ESF #9 — Search and Rescue operations.

- A. When an incident occurs, local public-safety organizations are usually the first responders on the scene. If their resources are inadequate, they will activate mutual-aid agreements. When all local resources have been activated and assistance is still required, they may obtain assistance from the organizations appearing in the following table pending appropriate emergency declarations.
- B. The lead agency for ESF #9 is the Hamilton County Search and Rescue Coordinator. The lead agency acts as the spokesperson for the ESF on search and rescue issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern
- C. Assignment of Responsibility
  - 1. Hamilton County SAR Coordinator will:
    - a. Report to the Hamilton County ROC upon its activation.
    - b. Receive "situation status reports" during emergency operations. Each fire and rescue organization will maintain authority within its own jurisdiction and will relay these reports to the ROC during an emergency.
    - c. Provide, as required, information on the availability of rescue equipment on a countywide or area specific basis.
    - d. Coordinate rescue activities with the Hamilton County ROC.
    - e. Brief other ESF representatives on the status of search and rescue related activities.
  - 2. Local Fire/Rescue Agencies will:

- a. Assist in SAR operations within capabilities.
3. Hamilton County Engineer's Office will:
- a. Assist in SAR operations within capabilities.
  - b. Provide vehicles and crews to assist in debris removal and access to SAR mission(s) area(s).
  - c. Provide for the transportation of supplies and equipment to the affected area(s).
4. Hamilton County Sheriff's Office will:
- a. Assist in SAR operations within capabilities.
  - b. Provide site security and access restrictions to areas upon request.
  - c. Assist in establishing communications webs and command centers.
  - d. Ensure evidence collection is provided once a deceased person(s) is found.
5. Hamilton County Emergency Management/Homeland Security will:
- a. Activate the Regional Operations Center and it will be the central coordinating location for all county, state and federal agencies/resources involved in the SAR mission(s).
  - b. Coordinate Rapid Needs Assessments (RNA's) to prioritize communities for SAR operations.
  - c. Serve as the liaison between all levels of government to support operations.
  - d. Assist in prioritizing debris removal operations to provide access to SAR mission area(s).
  - e. Establish periodic ROC briefing sessions
  - f. Coordinate with the Ohio EMA in forwarding a disaster declaration to the Governor of Ohio, if the situation warrants, with the hope of obtaining a gubernatorial declaration. The Governor then may decide to request a federal declaration through FEMA.
6. Ohio Region 6 USAR Team will:
- a. Function as an all hazards search and rescue team capable of providing resources for the first operational period.
7. Ohio State Highway Patrol can:
- a. Provide additional Law Enforcement personnel.
  - b. Provide air assets, including fixed wing and rotary aircraft.
8. Ohio Task Force One (OHTF1) if activated, can:

- a. Ohio Task Force One is a FEMA recognized, all hazards search and rescue team capable of fulfilling subsequent operational periods.
  - b. OHTF-1 is a State of Ohio asset
  - c. Estimated Time of Arrival from Activation is 5-6 hours
  - d. For the first 72 hours after deployment, the team is totally self-sufficient, including but not limited to, food, fuel, repair/replacement equipment, and communications resources.
9. Ohio Civil Air Patrol can:
- a. Provide ground support crews for S & R missions
  - b. Provide air reconnaissance
  - c. Provide communications capabilities
10. Ohio Department of Natural Resources can:
- a. Provide heavy equipment (bulldozers, dump trucks, graders), fire-fighting equipment.
  - b. Provide additional Law Enforcement personnel.
  - c. Provide air assets, including fixed wing and rotary aircraft.
  - d. Provide trained personnel and watercraft resources for missions involving SAR in aquatic environments.
  - e. Provide assistance with swift water rescues, side-scan sonar, underwater video capabilities, night vision and thermal imaging equipment.
  - f. Provide a wide range of vehicles, including 4 wheel drive and All-Terrain Vehicles.
  - g. Provide K-9 units for assistance in searches.

## **V. RESOURCE REQUIREMENTS FOR ESF #9 — SEARCH and RESCUE**

- A. ESF #9 — Search and Rescue organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7, Resource Support.
- B. Agencies involved in SAR missions will be expected to provide the initial necessary support for their own personnel (food, water, lodging, fuel, and equipment) for the first few hours until ESF-7 can be established to provide resources for additional operational periods.

# **Hamilton County Emergency Operations Plan**

## **ANNEX J - Emergency Support Function #10**

### **Hazardous Materials**

**Coordinating Agencies:** Hamilton County Department of Environmental Services

**Support Agencies:** Greater Cincinnati Hazardous Material Unit  
Cincinnati Fire Hazmat Units  
Hamilton County Emergency Management & Homeland Security Agency  
Hamilton County Local Emergency Planning Committee  
Jurisdiction Fire Departments  
Facility Owner/Operators  
Hamilton County Health Department  
Metropolitan Sewer District  
Hamilton County Engineers Office  
Jurisdiction Health Departments  
Ohio Environmental Protection Agency  
US Environmental Protection Agency  
Ohio Department of Transportation

## **I. Introduction**

### **A. Purpose**

Provide hazardous materials coordination and support services in support of emergency events in Hamilton County. The goal is to assist local responders in saving lives and protecting property from a hazardous materials release by developing the following plan to help mitigate the effects of, prepare for, respond to and recover from, an emergency caused by a hazardous materials or extremely hazardous materials release within Hamilton County.

## **II. Situation and Assumptions**

### **A. Situations**

#### **1. Fixed Site Risks**

According to the most up-to-date data, there are 465 hazardous substance sites and 267 extremely hazardous substances sites within the county.

#### **2. Transportation Risks**

- a) There are multiple state routes, 7 U.S. routes, and 5 Interstates that run through the county.
- b) There are 4 railways that operate within the county
  - 1) CSX railway

- 2) Norfolk Southern railway
- 3) Indiana & Erie
- 4) Amtrak

3. Pipeline Risks

- a) There are 5 pipeline operators within the county.

B. Assumptions

1. The existence of hazardous materials provides the potential for a release of a substance into the air, land, or water at any given time in the County. The release hazard may impact the citizens located in the vulnerable zone of each fixed site facility.
2. This county has the capability to make protective responses in the event of an incident involving the transport, storage, usage, or manufacture of hazardous materials. In fact,, the majority of hazardous material releases within Hamilton County are handled at the local level.
3. Protective action recommendations during an incident may include:
  - Shelter in place, which consists of:
    - Go indoors (home, school, office)
    - Shut off all outside air sources (doors, windows, furnace, A/C)
    - Tune in to radio and/or local television stations and follow instructions.
  - Evacuation
    - Evacuation to another jurisdiction
    - Evacuation locally, outside of the hot zone
  - Notification of contaminated foodstuffs or water supplies.
4. The amount of lead-time available to determine the scope and magnitude of the incident will impact the protective action recommended.
5. In the event of a serious incident, many residents in the vulnerable zone may choose to evacuate spontaneously without official recommendation. Many may leave by way of routes not designated as main evacuation routes. Some may not evacuate at all from the hazard area.
6. A transportation incident may require the evacuation of residents at any location within the county.
7. Extremely Hazardous Substances (EHS) entering the sewage or drainage systems may necessitate the shutdown of sewage plants, which may result in the release of untreated sewage.
8. Wind shifts may occur that result in designating protective action measures.
9. The resources of the county may need to be augmented by the State and/or Federal government, either separately or in combination, to cope with the situation. They will act under the Incident Commander.



### **III. Concept of Operations**

#### **A. Mitigation**

1. Support and plan for mitigation measures pertaining to hazardous materials.
2. Identify deficiencies or areas to be improved and/or enhance protective measures to lessen the impact on vulnerable populations and/or minimize damage to critical facilities
3. Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

#### **B. Preparedness**

1. Actions and activities that develop hazardous materials response capabilities may include planning, training, orientation sessions, and exercises for ESF-10 personnel (i.e., Local, State, Regional, and Federal) and other emergency support functions that will respond with ESF-10. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis
2. The Hamilton County LEPC will prepare an inventory of existing threats using SARA Title III, Tier II information. This information will be available on Raven 911 to all emergency agencies in Hamilton County.
3. Coordinate planning with ESF-10 support agencies and other emergency support functions to develop hazardous materials response operations.
4. Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
5. Train the public in protective measures such as evacuation and shelter in place.

#### **C. Response**

1. Coordinate operations at the ESF-10 desk in the Regional Operations Center and/or at other locations as required.
2. Establish and maintain a system to support on-scene direction, control and coordination with the local incident commander, the county EOC, State EOC, and / or other coordination entities as appropriate
3. Participate in EOC briefings, Incident Action Plans, Situation Reports and meetings

4. Coordinate with support agencies, as needed, to support emergency activities
5. Coordinate with other County ESFs to obtain resources and to facilitate an effective emergency response among all participating agencies
6. Once all local resources have been utilized and expended, coordinate with the logistics section to assist in locating additional support resource

#### C. Recovery

1. Continue to provide support as required to the recovery phase of the incident through the appropriate incident commander.
2. Cost Recovery: The Emergency Management Agency will follow ORC Chapter 3745.13 in recovering costs. If this is not applicable, the EMA may request reimbursement from the USEPA under the Superfund legislation for cost recovery, (40 CFR 310-Reimbursement to local Governments for Emergency Response to Hazardous Substances Releases).

### IV. Organization and Assignment of Responsibilities

#### A. General

Proper response to an incident involving the release of hazardous materials requires the coordinated actions of numerous city, township, and village departments or agencies under a unified command system. Rapid communications must be utilized to inform responsible officials of the situation, in order to facilitate decision-making. The following tasks are not intended to be all-inclusive or exclusive nor are they presented in order of execution priority. They represent a guide for actions to be taken when a hazardous materials incident occurs.

#### B. Responsibilities

1. Hamilton County Department of Environmental Services
  - a. The Department of Environmental Services will staff the ESF 10 desk at the Emergency Operations Center during large scale emergency events, in order to coordinate the response to large scale or multiple hazardous material release events.
  - b. Coordinate with other County ESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
  - c. Once local resources have been utilized and expended, coordinate with the ESF7 Resource Support Desk to assist in locating additional resources.

2. Greater Cincinnati Hazardous Materials Team or Cincinnati Fire Hazmat Teams

- a. Provide leadership in directing, coordinating and integrating overall efforts to provide hazardous materials assistance to affected areas and populations
- b. Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission
- c. Assist in determining the identity of the hazardous material and establish the type and degree of the hazard involved.
- d. Determine the proper method for neutralizing, containing, or removing the hazardous material
- e. Hazardous Materials Team Leaders will:
  - 1) Upon notification of a release, coordinate the response and recovery efforts to hazardous materials incidents. Team Leaders will ensure that coordination and cooperation is maintained in identifying the material. Then they will secure, remove and properly dispose of the hazardous material and mitigate the release.
  - 2) Evaluate the emergency situation, make strategic decisions, and identify resource needs required. Team Leaders will then secure resources required for field operations.

3. Jurisdiction Fire Departments

- a. Jurisdiction Fire Departments are typically the first on the scene, and will provide initial on-scene command, control and coordination.
- b. The on scene incident commander will ensure that an exclusion zone is set up, and will secure the scene until qualified hazardous materials teams arrive.

4. Hamilton County Emergency Management Agency/LEPC

- a. The senior Emergency Management official notified will, based upon the response level and the Incident Commander's input, or based on advice from the LEPC administrator, initiate EOC activation (See Emergency Support Function-5).
- b. The LEPC will provide administrative support at the Emergency Operations Center by providing information that was submitted by facilities which report under SARA, Title III, and by obtaining safety data on hazardous materials which are released during

transportation incidents, and by maintaining the Hamilton County Hazardous Materials Plan.

5. Jurisdiction Public Works/Metropolitan Sewer District

The senior department official at the scene will report to the on-scene command post and perform the following in addition to the responsibilities and procedures outlined in Emergency Support Function-3 (Public Works/Engineering):

- 1) Provide material for building dikes to contain liquids and absorbing hazardous materials, in order to prevent their movement into waterways.
- 2) Cooperate with police to establish an efficient detour with the appropriate signs, arrows, and police officers to expedite movement of traffic.

6. County/Jurisdiction Health Departments

A representative from the Health Department, when requested, will report to the on-scene command post and will perform the following in addition to the responsibilities and procedures outlined in Emergency Support Function-8 (Health and Medical Services):

- 1) Make a medical estimate of the situation, based on the materials involved, and recommend appropriate actions.
- 2) Provide assistance or advice on public protective actions required.

7. Facility Owners and Operators

- a. Designate Facility Emergency Coordinator (FEC) to participate in the LEPCs planning efforts.
- b. Develop on-site contingency plan in accordance with OSHA 1910.120, which specifies notification and emergency response procedures. Plans will be coordinated with the local Fire Department and the County's LEPC coordinator.
- c. Provide technical support when the LEPC conducts its hazard analysis of the Facility.
- d. Initiate emergency notification and written follow-up as outlined in ORC 3750.06.
- e. During a release, provide an emergency response liaison to the Command Post or the EOC, as requested.

- f. Provide a public information representative to work with the incident's PIO for the accurate release of public information.

### C. State Government Role

These State agencies provide personnel, equipment and advice to the IC/County EOC/LEPC as needed. Below are those agencies most likely to be used by this County. State roles are further defined in the State of Ohio's Hazardous Materials Emergency Management Plan.

1. State Emergency Response Commission (SERC)

Oversees the implementation of ORC 3750 in the State of Ohio. The Commission has no responsibility. It is a planning body only. It coordinates the preparedness efforts of the State and LEPC.

2. Ohio Emergency Management Agency (OEMA)

- a. Develops and implements the State's Hazardous Materials Emergency Management Plan which includes State roles for mitigation preparedness, response, and recovery.
- b. Coordinates requests for the State/Federal assistance from local political subdivisions.
- c. Activates and maintains the State EOC, as needed.
- d. Co-Chairs and acts as the SERC's Plan/Exercise Review Team by providing planning and exercise guidance and training to LEPCs.

3. Ohio Environmental Protection Agency (OEPA)

- a. Provides an On-Scene Coordinator to assist the IC in response and recovery decision-making. Will act as coordinator between the Federal On-Scene Coordinator (OSC) and the IC. OEPA will be the lead State agency on- scene when the primary threat is to the environment.
- b. Monitors contamination and pollution, advises on acceptable cleanup operations, and provides guidance on disposal procedures. May investigate spills, if necessary.
- c. Co-Chairs the SERC, and acts as the State's Information Coordinator by maintaining facility and spill reports, distributing Grant monies, and providing advice to LEPCs

4. State Fire Marshal (SFM)

- a. Provide trained personnel and dedicated equipment from regional offices to assist the IC in response and recovery decision-making regarding materials with fire/explosive hazards.

- b. The Fire Marshal will be the lead State agency on- scene when the primary threat is fire or explosion.
- c. Provide hazardous materials training through the Ohio Fire Academy and the SFM's Outreach Program.

5. Ohio Department of Health (ODH)

Assist local departments in ensuring the restoration of public health and sanitation. Investigate potential health problems stemming from releases. Assist in ensuring the safety of private water supply sources. Coordinate the safety and health of shelters used during a response.

6. Ohio State Highway Patrol (OSHP)

Will close and divert traffic from State Highways when requested by the IC, will support local Law Enforcement operations, and can provide communication and weather data as needed.

7. Public Utilities Commission of Ohio (PUCO)

- a. The Transportation Department's Hazmat Section can provide on-scene accident assessment of transportation railroad hazardous material spills.
- b. They can cite the spiller for improper handling, storage, or transport of materials.
- c. The Consumer Service's Pipeline Safety Section can provide field and technical assistance should a release occur along a pipeline in the County.

8. Ohio Department of Transportation (ODOT)

Local offices may supply personnel and equipment to support Cold Zone operations. Primarily, ODOT will coordinate with local entities to designate alternate traffic routes. Will support traffic control and provide technical assistance regarding road conditions.

9. Ohio Department of Natural Resources (ODNR)

The Department is responsible for maintaining the State lands. They can provide damage assessment teams (field inspectors or geologists), provide watercraft for related operations, and assist in sheltering.

D. Federal Government Roles

Federal operations will be coordinated with the IC and fall under his/her ICS. Requests for Federal assistance shall be requested

through the Ohio EMA. If the National Response Center (NRC) was notified by the spiller or IC, the National/Regional Contingency Plan may already be in effect. Federal roles are defined in the State of Ohio's Hazardous Materials Emergency Management Plan.

## **V. Direction and Control**

### **A. Direction and Control**

1. The senior Fire Official(s) of the jurisdiction Fire Department shall have overall responsibility for the direction and control of the scene as per ORC 3737.80.
2. The incident or unified command post (CP) will be established at a safe distance from the scene consistent with the hazards, accessibility and response personnel safety. It will coordinate on- scene activities and support to deployed emergency service response elements.
  - a. The CP is supported by a representative of the local jurisdiction(s) who can monitor and transmit on all County emergency service channels. This group will coordinate action between on-scene and off-scene agencies.
  - b. The jurisdictional Fire Department is in charge of the operation, maintenance and deployment of the CP.

### **B. Logistical Support**

1. When the incident requires activation of the Emergency Operations Center (EOC), logistical support will be through the EOC. The exchange of critical information between stakeholders such as requests for support and key decisions will enable first response efforts and support operations to be synchronized.
2. The activated EOC is the Focal point for coordinating resource requirements in support of on-scene activities and off-site protective action decisions. EOC procedures are detailed in Emergency Support Function -5 (Emergency Management).

## **VI. Continuity of Government.**

- A. Lines of succession for each department are according to the standing operating procedures established in each department.
- B. On-Scene succession is the Incident Commander, followed by his/her designee.

## **VII. Administration and Logistics**

### **A. Administration**

## 1. Information Requests

- a. The LEPC Information Coordinator is responsible for maintaining the files containing MSDSs, reports generated under 3750.07 and .08, emergency reports and follow-up notices, and the Hazardous Materials Annex.
- b. As required by ORC 3750.10, the County makes available the information during normal working hours at the Regional Operations Center. Trade secret and chemical location materials are not available to the public in accordance with the law. Any request to review information must be made in writing to the Information Coordinator. If information is not on file with the County, the Information Coordinator will contact the Facility for the required information to fulfill the request. Copies of material will be in accordance with the Public Documents Act.

## B. Logistics

### 1. Resource Management

- a. When a situation exceeds the capability of local government, requests for County/State/Federal assistance will be initiated by the IC, and made by the Chief Elected Official or by another official duly authorized.
- b. Requests for assistance from local, private, and public sector groups will be made as appropriate by contacting agencies listed in the County Resource Manual (future document). . It identifies agencies or groups that can provide assistance along with the telephone number and contact person. Resources to be used in an EHS response are listed in ESF -7.

### 2. Relationships to Other Plans

#### a. Hamilton County Emergency Operations Plan

The County's all-hazard Emergency Operations Plan (EOP) creates an umbrella for protecting the health, safety, and property of the public from transportation or fixed site hazardous material incidents. This Emergency Support Function is supported by standard operating procedures (SOPs) that address specific situations and operational concepts in each jurisdiction.

#### b. Fixed Facility Plans

- 1) Fixed Facility Contingency Plans are required under OSHA 1910.120. Each Facility plan specifies notification, emergency response organization and responsibilities, emergency response organization procedures and coordination procedures for interfacing with off-site authorities and response organizations. If the Facility will not respond to a release at their



site they will then have a plan which will define basic fire and evacuation procedures to be followed by the Facility's employees.

- 2) EHS Facilities within the County, are required to have a spill response plan, as well as a fire and evacuation plan.
- c. The State of Ohio's Hazardous Materials Emergency Management Plan.

The plan describes the procedures, methods, and roles by which the State of Ohio will respond to hazardous materials emergencies. This plan provides for the support of many State agencies in large scale hazardous materials emergencies by establishing clear methods for interfacing with local government. The plan is activated by the Ohio EMA in consultation with the primary agencies in the plan.

## **VIII. Plan Development and Maintenance**

### **A. LEPC Hazardous Materials Annex Annual Plan Review**

1. The LEPC will review their plan. The plan shall also be reviewed following each exercise or actual incident, Critique comments made from either event will be discussed by the LEPC regarding changes needed to the plan.
2. All agencies assigned responsibilities in this ESF are responsible for developing or updating internal procedures that will assure a continuing acceptable degree of operational readiness to carry out their responsibilities.

## **IX. Authorities and References**

### **A. Authorities**

1. State Laws
  - a. Ohio Revised Code (ORC) Chapter 3750: Emergency Planning (as amended and the rules adopted under it). This is Ohio's version of the Federal EPCRA, and establishes the framework for EHS planning and response in Ohio.
  - b. ORC Chapter 5502: Effects of SARA Title III on Emergency Management. This states that the EMA Director may serve on and even Chair an LEPC, and must incorporate the LEPCs plan into the County's planning and preparedness activities.
  - c. ORC Chapter 3745.13: Recovery of Costs from Persons Causing Environmental Emergencies. This defines how costs incurred by a District's EMA office from the spiller in conjunction with the appropriate legal counsel support.

- d. ORC Chapter 3737.80: Hazardous Materials Emergencies. This defines that the Fire Chief will be responsible for primary coordination of on-scene activities of all agencies.
- e. ORC Chapter 2305.232: Civil Immunity for Persons Assisting in Cleanup of Hazardous Material. This is Ohio's "Good Samaritan" law and defines the steps necessary for receiving civil immunity when providing assistance at a hazardous material release or cleanup.
- f. Ohio Administrative Code (OAC) 3750 et al. This lists and defines the rules adopted by the SERC under ORC Chapter 3750.
- g. Ohio Fire Code 1301:7-1-03 Section F-102.8 Authority at Fires and Emergencies. This complements ORC 3737.90 by stating that the Fire Chief is in charge at the scene of a fire or other emergency involving the protection of life or property.
- h. Ohio Attorney General (OAG) Opinion, No. 91-014. This discusses the liability of SERC and LEPC members when acting under Chapter 3750.

## 2. Federal Laws

- a. Superfund Amendments and Reauthorization Act (SARA), Title III: Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (Public Law 99-499). This sets the framework for EHS planning in the U.S.
- b. Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund) (Public Law 96- 510). This provides Federal funds for response to releases of Hazardous Substances and requires notification to the National Response Center (NRC) of accidental releases.
- c. Occupational Safety and Health Administration (OSHA), Standard 29 CFR 1910.120(q): Emergency Response. This section of the HAZWOPER Standard describes the training and planning required of those who will take part in an emergency response to a release of hazardous materials. It also prescribes the use of an Incident Command System during a response.
- d. SARA, Title I; Section 126: Worker Protection Standards. This directed OSHA to develop training standards for persons responding to hazardous emergencies who may be exposed to toxic substances. OSHA established the HAZWOPER standards. These standards were adopted by the USEPA for non-OSHA states such as Ohio.

- e. Oil Spill Pollution Act of 1990 (OPA 90) (Public Law 101-380). This defines that Facilities with Hazardous Substances or Oil under the Clean Water Act must have a Facility plan for accidental releases.
- f. Clean Water Act of 1977 (CWA) (Public Law 95-217). This amends the Federal Water Pollution Act regulating discharges of toxic pollutants into waterways.
- g. Hazardous Materials Transportation Uniform Safety Act of 1977(HMTUSA) (Public Law 101-615). This amends the Hazardous Materials Transportation Act of 1977 and establishes uniform licensing of hazardous materials transporters. It also established a training grant fund to supplement State-training programs for LEPCs and Fire Departments.
- h. Resource Conservation and Recovery Act of 1976 (RCRA) (Public Law 94-580). This provides for the safe treatment and disposal of hazardous wastes from cradle to grave, and defines that underground storage tank owners are financially responsible for cleaning up leaks.
- i. Toxic Substance Control Act of 1976 (TSCA) (Public Law 94- 469). It defines the testing and screening of chemicals produced/imported into the US.
- j. Clean Air Act : The Clean Air Act (CAA) is the comprehensive federal law that regulates air emissions from stationary and mobile sources. Among other things, this law authorizes EPA to establish National Ambient Air Quality Standards (NAAQS) to protect public health and public welfare and to regulate emissions of hazardous air pollutants.

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX K - EMERGENCY SUPPORT FUNCTION #11 —**

### **AGRICULTURE AND ANIMALS**

**COORDINATING:** Ohio State University Extension Service

**SUPPORT:** Hamilton County SPCA  
Hamilton County Emergency Management/Homeland Security  
Hamilton County Public Health  
Local Veterinarians  
Ohio Department of Natural Resources (ODNR)  
Ohio Environmental Protection Agency (OEPA)  
Private Boarding Kennels, Dog Clubs, Stables, and 4-H Clubs  
Cincinnati Veterinary Medical Association  
Hamilton County Animal Shelter

#### **INTRODUCTION**

##### **A. PURPOSE**

1. The purpose of Emergency Support Function (ESF) #11 — Agriculture and Animals, is to provide for the coordination of services to animals and the agricultural community. The primary and support organizations of ESF #11 coordinate with animal service agencies, agricultural service agencies and related governmental, non-governmental, and private organizations to provide information and support for county-level assessment, response and recovery operations that may impact the animal or agricultural communities in Hamilton County during disasters.
2. To protect domesticated and wild animal resources, the public health, the public food supply, the environment and to ensure the humane care and treatment of animals in case of a large scale emergency.
3. To protect and/or preserve the agricultural resources, the public health, the public food supply, and the environment in case of a large scale emergency.
4. ESF #11 addresses the following concerns for Hamilton County during a disaster:
  - a. Animals lost, strayed, incapable of being cared for by their owners, or a danger to themselves or the public.
  - b. Livestock that is lost, strayed, incapable of being cared for by their owners, or a danger to themselves or the public.
  - c. Crops that are destroyed by the disaster.
  - d. Environmental issues relating to runoff from agricultural fields.
  - f. Assessment of agriculture needs of affected areas.
  - g. Agriculture surveillance of the affected areas throughout the disaster.
  - h. Provision of agriculture related services and supplies.
  - i. Testing of food products for public consumption.
  - j. Agriculture recommendations and related releases to the public.
  - k. Identification and application of appropriate agriculture assistance programs.
  - l. Livestock disease and assistance programs.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the Hamilton County Regional

Operations Center (ROC). This information sharing contributes to the response and recovery during an emergency/disaster of any type.

## **II. SITUATION**

### **A. The Ohio State University Extension Office will:**

1. The Ohio State University Extension Office will notify the Hamilton County Emergency Management Agency concerning the status of any agricultural emergency which affects Hamilton County

### **B. The Hamilton County SPCA is responsible for domestic and non-domestic animals, including livestock that are lost, strayed, and incapable of being cared for by their owners, or a danger to themselves or the public.**

1. These animals will be sheltered, fed, and returned to their owner if possible.
2. If the animal cannot be returned to its owner they will be processed in accordance with established HAMILTON COUNTY SPCA procedures.
3. Wild animals out of their natural habitats that are a danger either to themselves or the public will be the responsibility of the Ohio Department of Natural Resources, Division of Wildlife in cooperation with Hamilton County SPCA.
4. Livestock loose or in need of assistance will be referred to the Hamilton County SPCA.
5. Exotic wildlife, not natural to this region, would be referred to the Hamilton County SPCA.

### **B. Assumptions**

1. Disasters occurring have the potential to affect crops, livestock, food supplies, domestic and non-domestic animals.
2. The owners of pets or livestock, when notified of an upcoming emergency, will take reasonable steps to shelter and provide for animals under their care and/or control.
3. The sheltering and protection of domestic and non-domestic animals (including livestock) is the responsibility of the owner.
4. Area hospitals maintain pet cages for patients who cannot leave their pet at home.
5. Veterinarian hospitals in the immediate and surrounding areas will serve as primary medical facilities.
6. Each animal shelter will identify resources for potable water, food, medical, cleaning, and shelter supplies in advance of an emergency.

## **III. CONCEPT OF OPERATIONS**

### **B. Overview**

1. The Hamilton County Emergency Management/Homeland Security will activate ESF #11 as needed for operation in the Regional Operations Center.

2. ESF #11 personnel will begin communications with the support agencies and the agricultural community for situation monitoring and staging of resources and personnel.
3. Each agency will assist ESF #15 — Public Information with providing public advisories in reference to locations where domestic and non-domestic animals may be accepted during emergency situations, emergency veterinary care, and animal welfare issues.
4. ESF #11 primary and support agencies will communicate through telephone, facsimile, email, 800 MHz radio, and cellular telephone capabilities.
5. Evacuated citizens will be responsible for the transportation of and should shelter their domesticated animals at private kennels or veterinarian hospitals as close to the evacuation shelter as possible.
6. Pets with significant injuries or illnesses will be transported to an animal hospital by the responsible owner.
7. The Hamilton County SPCA will be responsible for ensuring that a tracking system is in place to unite sheltered pets with their rightful owners.
8. Stranded or isolated livestock that cannot be sheltered in place may require outside resources for feeding operations. These will be handled on a case by case basis.
9. In the event that established shelters are destroyed or incapable of functioning, private boarding kennels, veterinarian hospitals, or other support agencies can be requested to open as boarding and/or medical facilities.
10. The Hamilton County SPCA may elect to open temporary shelters as needed.

#### B. Relationships between Levels of Government

3. Federal
  - a. Coordination with federal ESF #11 may occur in the Regional Operations Center, Ohio ROC, at the site of the emergency and/or in the Disaster Field Office (DFO).
  - d. The state ESF #11 will interface with the federal ESF #11 during assessment, response, and recovery operations in order to ensure coordinated activities.
4. State
  - c. The state ESF #11 will maintain communications with animal and agriculture suppliers, associations, and related organizations throughout the state of Ohio.
4. Local
  - b. The Hamilton County ROC will direct local-level requests related to ESF #11 for action.

### IV. ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITIES

All ESF #11 organizations are responsible for development of internal Standard Operation Guidelines (SOG) that support ESF #11 and ROC operations.

- D. The lead agency for ESF #11 is the Ohio State University Extension. The lead agency acts as the spokesperson for the ESF on animal and agriculture issues and maintains an overview of countywide operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.

E. Assignment of Responsibility

24. Ohio State Extension Office will:

- a. Be the point of contact for agricultural aspects of the disaster.
- b. Conduct agriculture assessments at the site of the disaster to determine agriculture needs and priorities.
- c. Provide logistical support for farm bureau personnel in the field.
- d. Provide agriculture advisories and related information as required.
- e. Maintain ongoing agriculture surveillance of affected communities in order to rapidly identify and address agriculture-related problems.
- f. Coordinate requests from the National Veterinary Stockpile.

2. Hamilton County SPCA will:

- a. Coordinate support agencies to manage animal protection.
- b. Provide and coordinate personnel, equipment, and shelters as required for domestic animals.
- c. Provide and coordinate personnel, equipment, and shelters as required for sick and/or injured non-domestic animals.
- d. Coordinate with Hamilton County Public Health for the disposal of deceased animals that may impact the public health.
- e. Provide services to control injuries, bites, and diseases related to the protection of animals.
- f. Provide animal tracking capabilities.
- g. Provide Dog License database for identification purposes.
- h. Provide a list of volunteers to aid in the protection of animals.

3. Hamilton County Emergency Management/Homeland Security will:

- a. Request activation of FEMA programs for pet sheltering and needs.
- b. Assist with the coordination of ESF #11 agencies.

4. Hamilton County Public Health will:

Consult with the appropriate state agencies in order to:

- a. Coordinate food inspections, investigations, and advisories.
  - b. Test and/or coordinate disposal of contaminated food, livestock, and agricultural products.
- 5. Jurisdiction Public Works Agencies will:
 

Coordinate removal of animal carcasses from public areas
- 6. Local Veterinarians and the Cincinnati Veterinary Medical Association may:
  - a. Provide staff to support ESF #11.
  - b. Provide Mobile Surgical Unit for animals.
  - c. Provide a list of volunteers to aid in the protection of animals.
  - d. Provide animal tracking capabilities.
  - e. Provide equipment as needed.
  - f. Shelter and care for pets of evacuated citizens, as needed.
  - g. Assist with non-companion animal species (live stock, wildlife, and exotic animals).
- 7. Ohio Department of Natural Resources, Division of Wildlife will:
  - a. Provide personnel and equipment as required to protect wildlife.
  - b. Provide information on the care or handling of wild animals affected by disasters.
- 8. Ohio Environmental Protection Agency will:
  - a. Work to identify potentially hazardous material impacts on food supplies.
  - b. Monitor environmental issues relating to runoff from fields.
- 9. Private Boarding Kennels, Dog Clubs, Stables, and 4-H Clubs may:
 

Provide personnel, equipment, shelter, and care for pets of evacuated citizens, when possible.
- 11. Hamilton County Animal Shelters will:
  - a. Provide personnel, equipment, shelter, rescue, and care for domestic and non-domestic animals.

## **V. RESOURCE REQUIREMENTS OF ESF #11 — ANIMALS and AGRICULTURE**

- A. ESF #11 organizations will be responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs, and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7 — Resource Support.



## **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN ANNEX L - EMERGENCY SUPPORT FUNCTION #12 — ENERGY**

**COORDINATING:** Hamilton County Engineer's Office

**SUPPORT:** Duke Energy/Local Public Utility Companies  
Hamilton County Facilities Management  
Hamilton County Sheriff's Office  
Hamilton County Environmental Services

### **PURPOSE**

- A. The purpose of Emergency Support Function (ESF) #12 — Energy, is to provide for the coordination of emergency utility services. The primary and support organizations of ESF #12 coordinate with energy utilities and related governmental and private organizations to provide information for county-level assessment, response and recovery operations related to fuel shortages, power outages, transmission /distribution problems, and capacity shortages that may impact Hamilton County citizens during disasters.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the ROC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

- B. ESF #12 also provides information available on the transportation of fuel, sources for the provision of emergency power to support immediate response operations and the restoration of normal energy supplies to energy-affected communities.
- C. ESF #12 coordinates and supports county wide utility resources in response and recovery efforts of local governments and other ESFs. ESF #12 helps utility suppliers coordinate resources and supplies public information.
- D. ESF #12 collects, evaluates, and shares information on energy system damage and estimations on the impact of energy system outages within affected areas. Additionally, ESF #12 provides information concerning the energy restoration process such as projected schedules, percent completion of restoration, and geographic information on the restoration.
- E. Depending upon the requirements of the disaster, ESF #12 may also address the following:
1. Liaison with councils and associations representing energy providers. Assessing energy system damage, energy supply, energy demand and restoration needs of investor-owned energy systems.
  2. Assisting local, county, and state emergency organizations in identifying energy needed for emergency operations with businesses that provide/offer such products.
  3. Recommending actions to save energy.
  4. Coordination with local, county, state, and federal ESF #12 in providing energy information and conservation guidance.
  5. Acting as the point of contact for energy information for Hamilton County during disasters.
  6. Relaying energy industry policies for energy restoration priorities.

7. Documenting energy assistance requests received from local Emergency Operations Center (ROC), incident commanders, emergency responders, and other ESFs processed through the Hamilton County ROC.

## **V. SITUATION AND ASSUMPTIONS**

### **A. Situation:**

Energy shortages may be the result of the following conditions:

6. Generation capacity shortfalls, which can be the result of extreme weather conditions, such as tornadoes, floods, blizzards, and severe storms.
7. Generation capacity shortfalls due to unusually high demand or unplanned generating outages.
8. Interruptions in the supply of natural gas, petroleum fuels, propane, heating oil, and coal may result from natural hazards, strikes, explosions, terrorism or international embargoes.

### **B. Assumptions**

7. During disasters, generating capacity may fall below customer demand.
8. Hazardous conditions may delay energy system restorations.
9. Communications and traffic signals may be affected by power failures, affecting public health and safety services, logistics and overall response to the disaster site.
10. There may be hoarding of fuel if the public perceives prolonged energy scarcities.
11. Water pressure systems may be low or zero, affecting facilities essential to health and safety.
12. Damaged areas may not be readily accessible.
13. All major utilities will have service outages.
14. In the first hours after a disaster, all available portable generators will be committed and additional resources will be needed. These additional resources will need to be prioritized and possibly shared between agencies.

## **VI. CONCEPT OF OPERATIONS**

### **C. Overview**

1. The Hamilton County Engineer Office is responsible for activating ESF #12 and will be the Coordinating Agency. Primary and Support Agencies for ESF #12 will coordinate with each other in the Hamilton County ROC and/or the Disaster Field Office (DFO) to ensure the most effective use of personnel and equipment.
2. ESF #12 personnel will coordinate communication between Duke Energy and the jurisdictions, following the procedures outlined in the HCOEM's Emergency SOG - "Emergency Power Outage Notification and Communication" SOG.(Future)
3. ESF #12 personnel will begin communications with the local utilities and notification of additional personnel for situation monitoring and staging of resources and personnel.

4. Each agency will assist ESF #15 — Public Information with providing public advisories to conserve energy, energy outages and other issues will be provided for dissemination utilizing all available means.
  5. In the ROC, ESF #12 will establish contact, when necessary, and maintain on-going communications with energy generators, suppliers, transporters, and related organizations in order to obtain information about damage assessment, repair problems, repair schedules and response activities with respect to energy in the disaster area.
    - a. ESF #12 will identify, when necessary, energy-related programs, logistical support, resource support, and coordination that could be provided by the county, state or by the federal ESF #12 agencies to facilitate recovery.
    - b. ESF #12 will identify, to the extent available, unmet energy needs of disaster victims and coordinate with ROC organizations and other county and state ESFs to address these needs.
    - c. ESF #12 will liaison with industry personnel at the disaster site as needed to conduct damage assessment, to coordinate with the state and/or federal ESF #12 agencies, to document needs of victims and provide intelligence from the disaster site in energy-related matters.
    - d. ESF #12 will document and inform ROC personnel of energy-related problems and requests for aid that have been received from energy suppliers and distributors and from county, state and local organizations in the disaster area.
    - e. ESF #12 will coordinate energy-related disaster information with the Hamilton County Public Information Officer (PIO) before release to the media.
    - f. Forecast energy needs based on current and future recovery activities.
  6. HCEM/HS will maintain a Critical Facilities master list for Hamilton County (Currently maintained by Fusion Center)
- D. Relationships between Levels of Government
5. Federal
    - a. Coordination with federal ESF #12 may occur in the Hamilton County ROC, Ohio EOC, at the site of the emergency and/or in the Disaster Field Office (DFO).
    - e. The state ESF #12 will interface with the federal ESF #12 during assessment, response and recovery operations in order to ensure coordinated activities between the state and federal teams with energy-related missions.
  6. State
    - d. The state ESF #12 will maintain communications with energy utilities, suppliers, associations and related organizations throughout the state of Ohio.
  5. Local
    - c. The Regional Operations Center will direct local-level requests related to energy to ESF #12 for action.

- d. ESF #12 will document energy-related requests made by local response organizations and coordinate within the ROC, with local utilities, and with the state and federal ESF #12 to coordinate unmet energy needs.

## **VII. ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITIES**

All ESF #12 organizations are responsible for development of internal Standard Operation Guidelines (SOG) that support ESF #12 and ROC operations.

- F. The lead agency for ESF #12 is the Hamilton County Engineer's Office. The lead agency acts as the spokesperson for the team on energy issues and maintains an overview of countywide energy operations during emergencies. The lead agency may defer to support organizations for briefings and information releases related to support agency's specific programs or areas of concern.

### **G. Assignment of Responsibility**

#### **3. Hamilton County Engineer's Office will:**

- a. All assistance by the County Engineer will be within the stated authority of Ohio Statutes.
- b. Provide a coordinated overview of countywide energy issues, emergency activities, energy needs, and repair status during county emergency response and recovery operations.
- c. Assist in collecting energy-specific information through the use of ESF #5 during county-level assessment, response, and recovery activities.
- d. Assist in allocating emergency power generation equipment, as needed.
- e. Coordinate communication between Duke Energy and county and local government officials, following the procedures outlined in the HCOEM's Emergency SOG - "Emergency Power Outage Notification and Communication" SOG.(Future)
- f. Maintain a list of portable generators.
- g. Interface with state and federal ESF #12 as required during emergencies.
- h. Maintain an internal Standard Operating Guidelines (SOG) that addresses the following:
  - 1) 24-hour notification procedure for staff.
  - 2) Internal COOP/COG energy response procedures and strategies as coordinated with local utilities.
  - 3) Management assignments during county assessment, response, and recovery operations.
  - 4) Guidelines and forms necessary for implementation of ESF #12 energy response plan.
- h. Maintain a Critical Facilities master list for Hamilton County and provide a copy of the most current version to Duke Energy as outlined in the HCOEM's Emergency SOG - "Emergency Power Outage Notification and Communication" SOG.(Future)

#### **4. Duke Energy/Public Utilities Companies should:**

- a. Work in conjunction with ESF #12 to restore utilities services.

- b. Provide outage and repair information to the Hamilton County ROC through ESF #12.
- 5. Hamilton County Facilities Management will:
  - a. Monitor the operational status of buildings within the Hamilton County
  - b. Provide information to the Hamilton County ROC on the status of such buildings
- 6. Hamilton County Sheriff's Office will:
  - a. Assist in providing security at energy utility sites as requested.
  - b. Provide site security and access restrictions to areas upon request.
  - c. Provide Traffic Control.
- 7. Hamilton County Environmental Services will:
  - a. Monitor operational status of water related systems essential to health and safety.
  - b. Provide maintenance crews to assist Engineer's office with clearing debris from roads, traffic control devices and traffic control while roads are being cleared.
- 8. Hamilton County Engineer's Office will:
  - a. Coordinate the clearance/repair of roadways in support of energy restoration efforts.
  - b. Assist in the transportation of fuel sources for the provision of emergency power.

## **VI. RESOURCE REQUIREMENTS OF ESF #12 — ENERGY**

- A. ESF #12 — Energy organizations are responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7, Resource Support.

## **VII. TECHNICAL RESOURCES**

- A. Hamilton County Office of Emergency Management - Emergency SOG - "Emergency Power Outage Notification and Communication" SOG (Future)

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX M - EMERGENCY SUPPORT FUNCTION #13 — LAW ENFORCEMENT**

**COORDINATING AGENCY:** Hamilton County Sheriff's Office (HCSO)

**SUPPORT AGENCIES:** Hamilton County Prosecutor's Office  
Hamilton County Coroner's Office  
Hamilton County Coroner's Crime Lab  
Ohio State Highway Patrol (OSHP)  
Jurisdiction Law Enforcement Agencies

### ***I. INTRODUCTION***

- A. Emergency Support Function #13 — Law Enforcement, will provide support to other ESFs consisting of law enforcement, public safety and security capabilities, and resources during potential or actual incidents.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the ROC. This information sharing contributes to the response and recovery during an emergency/disaster of any type.

- B. The primary and support organizations for ESF #13 coordinate law enforcement activities for county, local and state law enforcement agencies in Hamilton County during emergencies.
- C. ESF #13 capabilities support incident management requirements including, but not limited to, critical infrastructure protection, security planning and technical assistance, technology support and general law enforcement assistance in both pre-incident and post-incident situations.

### ***II. SITUATION***

- A. The Hamilton County Sheriff's Office (HCSO) is the primary law enforcement agent within the county, and has jurisdiction throughout the county. The County Sheriff, or his designated representative, will act as the senior law enforcement coordinator in the Hamilton County Regional Operations Center (ROC) for the duration of a given situation, or as required for the completion of a law enforcement mission.
- B. The Line of Command/Succession of the Hamilton County ROC Law Enforcement Coordinator shall be the following:
  - 1. Hamilton County Sheriff (or his/her designee).
  - 2. Chief Deputy Sheriff (or his/her designee).
  - 3. Other Officer/s, as assigned by the county sheriff.
- C. The HCSO is the primary law enforcement agent within the county, and has jurisdiction throughout the county. Internally, a chain of command has been established for integration and coordination of HCSO units. Requests by a local jurisdiction for HCSO support will be coordinated and prioritized through the Hamilton County ROC.

D. The Hamilton County Prosecuting Attorney's Office is to oversee and ensure that the enforcement of the laws of the state of Ohio is adhered to.

E. Assumptions

1. Within their own jurisdictions, law enforcement agencies shall provide security for, and limit access to, the local EOCs or Incident Command Posts (ICPs), key governmental facilities and locations of the emergency. For HCSO, this will occur at the Hamilton County ROC and other applicable locations. All law enforcement jurisdictions, will operate in accordance with their own Emergency Operations Plans (EOPs), Standard Operating Procedures (SOPs) and/or Standard Operating Guidelines (SOGs).
2. Activities of county, local and state law enforcement agencies will increase significantly during emergency operations.
3. Large scale or countywide disasters will necessitate the coordination of all law-enforcement agencies in order to expedite assistance to agencies and departments of government in affected areas.
4. Even in cases of large-scale disasters, local law enforcement agencies will have the primary authority and responsibility for law enforcement activities in their particular jurisdiction. Unless requested by the local authorities and approved by the governor, the Ohio National Guard (ONG) will not aid civil authorities.
5. Each federal, state, county and local law enforcement organization will utilize the process, guides, protocols and procedures prescribed in the National Incident Management System (NIMS).
6. For information and resource management purposes, requests for outside agency law-enforcement assistance by local officials shall be coordinated through the Hamilton County Regional Operations Center.
7. Additional law enforcement support will be needed for the maintenance, control and support of evacuation traffic control patterns, community reception and care facilities and for institutions such as hospitals, prisons and mental institutions.
8. In large scale incidents, additional resources should first be obtained through the activation of mutual aid and assistance agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.

### **III. CONCEPT OF OPERATIONS**

A. Overview

1. The Hamilton County Emergency Management/Homeland Security Agency is responsible for activating and notifying ESF #13 for assessment, response, and recovery activities during emergencies.
2. The Hamilton County Sheriff's Office is the lead coordinating agency for ESF #13. In an emergency response, HCSO will effect primary coordination from the Hamilton County ROC.

3. Law enforcement agencies involved in any emergency response will be responsible for the employment of internal communications equipment and facilities to the greatest extent possible. These agencies will also be responsible for the maintenance of command structures, tracking of deployed personnel and resources and list of available personnel and resources that maybe activated. Any auxiliary forces that are activated for service will work directly under the supervisory authority of their parent agency.
4. The Ohio National Guard is a state asset that, if activated, can:
  - a. Deploy a Liaison Officer to the County Regional Operations Center.
  - b. Aid local civil authorities in disasters as requested by local authorities through HCEM/HS & Ohio EMA, after local resources have been exhausted, and then only after authorized by the Governor, in the applicable proclamation.
  - c. Coordinate with local Ohio National Guard Liaison Officers (LNO).
  - d. Specific aid actions to civil authorities include, but are not limited to:
    - 1) Security of critical facilities to guard against criminal activity.
    - 2) Road blocks and traffic control
    - 3) Mobile security/station security
    - 4) Search and Rescue actions
    - 5) Evacuation assistance
    - 6) Limited construction support, debris clearance and removal actions
    - 7) In a prison riot situation, ONG may serve as a secondary response team for local, county and/or state law enforcement officers should the situation worsen and warrant intervention. ONG may also provide guards at the prison entrances and inmate intake entrances (sally ports) and at designated sites within the cellblocks if needed.
    - 8) Provide street-mission-capable units for riot control.

#### B. Relationship Between Levels of Government

##### 1. Federal

ESF #13 in the National Response Framework is referred to as the Public Safety and Security Annex. ESF #13 integrates Federal public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual incidents requiring a coordinated Federal response.

##### 2. State

- A. Some Ohio agencies' duties and responsibilities are limited to a very specific jurisdiction. For example, officers from the Ohio Department of Natural Resources (ODNR) enforce laws within and upon state park properties. However, ODNR officers do not enforce the laws of the political jurisdiction in which the park facility is located. Investigative Unit Agents may



initiate an arrest in a liquor establishment, but they will not enforce speed limits on county streets. The exception to these examples is as follows:

- B. A state resource that is available to local law enforcement agencies are officers (OPOTA Trained) from the Ohio Department of Rehabilitation and Corrections (ODRC). An MOU exists between HCSO and ODRC in an emergency. ODRC officers may be able to transport county jail inmates from one facility to another.
- C. In the event of a riot, or other civil disorder, and upon the request of a sheriff, or the chief executive of the municipal corporation, the Governor may order the OSHP to enforce criminal laws in the area affected by the riot/disturbance, when conditions indicate that local authorities are unable to contain the situation. The Governor may designate such support until the termination of the emergency (ORC 5503.02)

#### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

All ESF #13 organizations are responsible for development of internal SOGs that support ESF #13 and ROC operations.

- A. General Responsibilities for all Law Enforcement Organizations
  - 1. Maintain law and order within legal authority.
  - 2. Assist in the dissemination of alerts, warnings and notifications.
  - 3. Coordinate law enforcement activities from the Hamilton County ROC, command center and/or incident command facilities as needed to manage resources and personnel. For HCSO, this coordination may occur in the Hamilton County ROC.
  - 4. Prepare to staff roadblocks, traffic control points and other sites when required. This includes both evacuation/relocation support and logistical efforts.
  - 5. Provide communications to support agencies when necessary.
  - 6. Support the relocation and temporary detention of persons confined to institutions.
  - 7. Furnish status reports on casualty and damage observations to the Hamilton County ROC on a timely basis.
  - 8. Maintain and protect logs, records, digests, and reports essential to government and emergency operations.
  - 9. Continue all law enforcement activities consistent with legal authority.
  - 10. Assist in the provision of law enforcement support in a phased return to evacuated areas.
  - 11. Phase down operations to include a return to normal shifts and hours.
  - 12. Prepare after-action reports to include cost and expense reports (as required).
  - 13. Repair, replace, and maintain equipment as conditions permit.

14. Release personnel and equipment acquired under mutual aid agreements.
15. Support recovery operations at the site of the disaster.
16. Maintain routine law enforcement functions, including protection of life and property, enforcement of laws, conducting criminal investigations, and related tasks throughout the duration of the emergency. Priorities for emergency response will be coordinated from the Hamilton County ROC.
17. Provide traffic control, including evacuation/relocation assistance and the movement of essential supplies.
18. Ensure security for key governmental facilities and coordinate with agencies responsible for the protection of vital private sector sites, as directed.
19. Report the following information to the ROC as required: personnel and resource needs, damage assessments, exposure reports, casualty reports, evacuation status, and traffic control reports.
20. Support the following actions based upon the availability of resources and training.
  - a. Search and rescue operations
  - b. Forensic laboratory support
  - c. Victim identification

B. Assignment of Responsibility

1. The Hamilton County Sheriff's Office (HCSO) will:
  - a. Act as lead agency for ESF #13.
  - b. Operate the Emergency Alert System (EAS), Law Enforcement Automated Data System (LEADS) warning systems for alerting local government, county departments, agencies and the population in cases of emergency.
  - c. Support communications services for and with the Hamilton County ROC.
  - d. Request, maintain and deploy the Buckeye State Sheriff's Association (BSSA) interoperable communications vehicle, if available.
  - e. Provide liaison support to local ICPs/EOCs as needed.
  - f. Coordinate the determination of routes and control points for evacuation actions.
  - g. Provide law enforcement support (to include security) for county facilities, institutions, services, officials, and resources during a declared emergency.
2. The Hamilton County Prosecuting Attorney's Office will:

Advise and assist the Board of County Commissioners and other county agencies with regard to legal questions arising from emergency response and recovery operations. These include, but are not limited to:

- a. Drafting and dissemination of emergency declarations and related legal documents from the County Commission in support of emergency response and recovery operations.
  - b. Providing interpretations of law as needed during emergencies.
  - c. Review results of investigations with regard to potential criminal allegations related to emergency response and recovery activities, and then decide whether to prosecute.
  - d. Take appropriate legal action against public and/or private entities on behalf of Hamilton County for damages or claims, which might arise from emergency response and recovery activities.
3. The Hamilton County Coroner's Office will:
- a. Provide laboratory support to the local law enforcement agencies.
  - b. Conduct victim identification processes and procedures.
  - c. Work in conjunction with Hamilton County Public Health
4. Local Law Enforcement will:
- Coordinate with other law enforcement agencies or functions to ensure success of the regional comprehensive law enforcement effort.
5. The Ohio Highway Patrol will:
- Investigate and report all motor vehicle accidents on all roads and highways outside of municipal corporations.

## **V. RESOURCE REQUIREMENTS OF ESF #13 — LAW ENFORCEMENT**

- A. ESF #13 organizations will be responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7 — Resource Support.
- B. Each Law Enforcement organization will maintain internal personnel notification and recall rosters, including communications, to implement call down of personnel assigned to the ROC, dispatch centers and response teams.

# **HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**

## **ANNEX N ESF #14 — DISASTER RECOVERY**

**COORDINATING AGENCY:** Hamilton County Administrator

**SUPPORT AGENCIES:** Hamilton County Emergency Management/Homeland Security  
American Red Cross, Cincinnati Area Chapter  
Hamilton County Mental Health and Recovery Services Board  
Hamilton County Public Health  
Hamilton County Educational Service Center  
Hamilton County Department of Job and Family Services  
Hamilton County Engineer's Office  
Hamilton County Facilities Management  
Hamilton County Developmental Disabilities Services (DDS)  
Hamilton County Historical Society  
Hamilton County Prosecuting Attorney's Office  
Hamilton County Solid Waste District  
Tri-State Community Organizations Active in Disasters (COAD)  
Ohio Environmental Protection Agency (OEPA)

### **I. INTRODUCTION**

The recovery function supports local government restoration of communities damaged by disasters. This support may involve coordination of local, county, state and/or federal disaster assistance. These efforts include coordination with county and state field personnel, ESF #5, and the Federal Emergency Management Agency (FEMA) for needs assessments, damage assessments, and information gathering in order to develop disaster-specific recovery plans and direct interaction with state and local officials for state recovery efforts.

Although recovery efforts frequently overlap with the response phase, depending on the situation on the ground, specific recovery operations may include; emergency debris removal, delivery of potable water, support for aging and institutionalized populations, emergency temporary housing beyond basic sheltering, medical assistance programs, heating assistance programs, and disaster related mental health assistance.

### **II. SITUATION**

- A. Recovery activities begin in Hamilton County Regional Operations Center when the immediate threats to life and property have been addressed and restoration activities that have been identified by damage assessment begin.
- B. ESF #14 — Disaster Recovery personnel work closely with county, state, and federal support organizations to address the long-term unmet needs of affected communities.
- C. ESF #14 — Disaster Recovery will coordinate with ESF #6 — Mass Care in order to continue to consider and refine as necessary short and long-term priorities with all appropriate agencies and nongovernmental organizations, such as the American Red Cross and Tri-State COAD.
- D. During federal disaster declarations; county, state, and federal recovery personnel may co-locate in a Disaster Field Office (DFO) that is usually located at a site as close as possible to the affected area but removed from the immediate disaster site. The DFO serves as the hub for local/county/state/federal recovery assistance.

#### E. Assumptions

1. Disasters will occur which will exceed insurance coverage, voluntary, and county capabilities. Supplemental state and/or federal disaster assistance will be necessary for short and long-term recovery.
2. Disaster assistance is supplemental and does not supplant insurance or existing capabilities.
3. Recovery activities of local organizations that are not part of ESF #14 may be addressed under Organization and Assignments found in other ESFs, in the Hamilton County EOP, and may not be repeated in ESF #14 — Disaster Recovery to avoid redundancy.
4. Local jurisdictions will document response and recovery costs for possible reimbursement.
5. Recovery activities are dependent upon rapid, thorough, and accurate damage assessments conducted in coordination with HCEM/HS and officials in affected areas.
6. Short and long-term recovery priorities will be ever-changing as the event progresses.
7. Each jurisdiction will form a Long Term Recovery Committee in order to formulate strategies to fulfill community unmet needs during the lengthy recovery process.

### III. CONCEPT OF OPERATIONS

#### A. Overview

1. ESF #14 assists in the processing of damage assessment information, debris removal operations, requests for state and federal assistance, and administers individual and public assistance programs and hazard mitigation projects.
2. ESF #14 will ensure that “initial assessment” information is provided to Ohio EMA within 12 hours of the event. (See Tab C – Initial Assessment Form)
3. ESF #14 will coordinate Preliminary Damage Assessment (PDA) activities. Initial PDAs identify the extent of damage to homes, businesses, public facilities, and the extent to which immediate emergency needs of the public are being met.
4. ESF #14 will as soon as practical, and within 36 hours, provide to Ohio EMA a Damage Assessment and Needs form. (See Tab D – Damage and Needs Assessment Form)
5. ESF #14 will coordinate, during the recovery process, the “Kick-Off Meeting” where damages are discussed, needs assessed, and a plan of action put in place which details what to do and how to do it.
6. ESF #14 will coordinate, during the recovery process, the Applicants Briefing. This briefing, conducted by Ohio EMA, is for potential public assistance applicants. This meeting occurs after a disaster has been declared. The briefing addresses application procedures, administrative requirements, funding, and program eligibility.

#### B. County Damage Assessment

1. County damage assessment is a response operation conducted from the Regional Operations Center and by on-scene personnel.
2. The need for county damage assessment will be made in coordination with officials from the affected jurisdictions.
3. County damage assessments will focus on the verification and collection of information.
4. County damage assessments can be adjusted based upon the following local conditions:
  - a. If local officials have Damage Assessment Teams that conduct assessments, then, the role of the county will be to assimilate and verify the information collected. This information will be placed on the Damage and Needs Assessment form. (See Tab C – Damage and Needs Assessment Form)
  - b. If no local damage assessment has been conducted, the county may tour the area with local officials to determine the locations and severity of damage. County assessment personnel will be provided with the resources necessary to safely and expeditiously complete assessments.
  - c. In a catastrophic event where damage is extensive, a Presidential Disaster Declaration may be justified based on flyovers and reports from the site. Damage assessments will be conducted later to serve as tools to guide the recovery effort but initial damage assessments will be waived.
6. The Director of HCEM/HS will receive analyzed data from the local/county damage assessment teams and determine if damages warrant a request by the Board of County Commissioners for state assistance. If so, HCEM/HS will prepare the appropriate request for the Commissioners' signatures. If state assistance is granted by the Governor, the State may ask for a Federal declaration. If this is the case, county, state, and federal officials may complete a joint preliminary damage assessment.

#### C. Joint Damage Assessments

When the Governor requests federal disaster assistance from FEMA, a variety of federal damage assessment personnel, to include FEMA and the Small Business Administration (SBA), may be sent to the site of the emergency. County/state & local personnel accompany these agencies in order to conduct Individual Assistance Assessments (IA), Public Assistance Assessments (PA), and Hazard Mitigation Assessments. The state and SBA personnel will conduct SBA-only declarations. The Joint Damage Assessment Teams generally conduct the assessments in one of three ways.

1. Flyovers
  - a. Flyovers are conducted for the following three reasons.
    - 1) There are no other expeditious ways to survey the area
    - 2) The damaged area is so large that this method provides the best opportunity to identify specific areas to be surveyed by Joint Teams
    - 3) The damage is so extensive and catastrophic that the need for detailed damage assessment may not be considered necessary.
2. Windshield Survey

- a. This technique is used to assess a large area in a relatively short period of time. It may also be utilized when areas are inaccessible on foot and a general overview of the area is all that is required. Such assessments are usually conducted from four-wheel drive vehicles. This process allows those assigned to do them the ability to quickly record the numbers of homes and businesses that are destroyed, damaged and uninsured. Hamilton County EM/HS, local and county engineering departments as well as, local and county public works departments in the affected area usually do these assessments. Raw figures acquired by this method can be extrapolated to give a good overview of the impact and extent of the disaster. A windshield survey provides the opportunity for team members to discuss disaster impact and other related issues.

### 3. Walk-Through Assessments

- a. This is the most thorough and time-consuming damage assessment technique. This method is often used when the assessment must be very detailed and specific. In a marginal situation, detailed information must be gathered in order to assess the extent to which the jurisdiction is eligible for federal disaster assistance.

## D. Debris Removal Operations

1. Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to, such things as trees, sand, gravel, building/construction materials, vehicles, and personal property. The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity.

Private contractors play a significant role in the debris removal, collection, reduction, and disposal process.

2. The management of debris will be based on the waste management approach of recycling, reduction, reuse, reclamation, resources recovery, incineration, and land filling.
3. For specific instructions on Debris Removal Operations, refer to the Hamilton County Debris Management Annex- Functional Annex C-1.

## E. Requesting Direct Federal Assistance

### 1. Requesting a Presidential Disaster Declaration

The Governor will review information collected by the Ohio EMA to determine if a state emergency should be declared and if a presidential disaster declaration should be requested. The Governor must submit a request for assistance to the President within 5 days of determining the need for emergency assistance and within 30 days of the event for a major declaration. The state will prepare a letter to the President for the Governor's signature to request federal assistance. The Governor's letter must be submitted within 30 days of the occurrence of the disaster and must:

- a. Demonstrate that the situation is of such severity and magnitude that effective response is beyond the capability of the state and affected local governments.
- b. Demonstrate that supplemental federal assistance is necessary to save lives and to protect property, public health and safety, or to lessen or avert the threat of a disaster.

- c. Furnish information on the extent and nature of state and local resources which have been or will be used to alleviate the results of the disaster.
- d. Certify that the state and local governments will bear their required share of the costs to implement federal disaster assistance programs.
- e. Include an estimate of the extent and nature of federal assistance required for each of the impacted counties and the state.
- f. Confirm that appropriate actions have been taken under state law.

In the event of a catastrophic incident, where the magnitude and severity of damage are expected to be extreme and there is an immediate need for supplemental federal assistance, the Governor may make an expedited request for a Presidential Disaster Declaration. This request will not include specific estimates of damage and the amount of federal assistance necessary. This request will, however, outline the anticipated impacts of the disaster.

## 2. Notification

When the President declares an area or areas to be disaster areas, FEMA will immediately notify the Governor and appropriate federal agencies. The Executive Director of Ohio EMA will be responsible for ensuring that Hamilton County is notified through the Director of HCEM/HS. The designated County PIO will notify the media and public through media briefings and press releases.

## 3. Federal/State Agreement

After the President's declaration, the Governor and the FEMA Regional Director enter into a federal/state agreement that describes how federal disaster assistance will be made available. The agreement:

- a. Identifies those areas that are eligible for assistance.
- b. Stipulates the program(s) made available and the division of costs among the federal, state, and local governments.
- c. Specifies the time period in which assistance will be made available.
- d. Identifies any other conditions for receiving assistance.
- e. Describes the incident.

## 4. Disaster Field Office (DFO)

- a. The State Recovery Team will be located in the DFO during the recovery phase and will work closely with federal personnel.
- b. The Disaster Recovery Branch Chief will direct the activities of the State Recovery Team in close coordination with the Federal Coordinating Officer (FCO), the SCO, and the County Coordinating Officer (CCO).
- c. Termination of DFO-centered recovery efforts will be a joint determination of the FCO and SCO based upon the recovery status of the declared jurisdictions.



- d. The Disaster Recovery Branch Chief will coordinate long-term state recovery activities with the Hamilton County ROC following the closure of the DFO.

#### F. Individual Assistance Information

##### 1. Disaster Recovery Centers

These are federally established temporary locations generally established in or near communities directly impacted by the presidentially declared disaster. The centers provide a single location where people who have already applied for disaster assistance via FEMA's toll-free application telephone number (1-800-621-FEMA) are able to talk face-to-face with recovery specialists. Representatives from state and federal agencies, and some local volunteer organizations, will staff the Disaster Recovery Centers.

Information may be provided regarding the use of disaster assistance funds, hazard mitigation information and SBA information. Access will also be provided to various state, county, local and voluntary agencies that may be able to provide additional disaster assistance. Use of Service Centers are agreed upon by FEMA, state, and local officials.

##### 2. Community Relations

Community outreach efforts will be made cooperatively by federal and state recovery personnel and county officials in order to ensure that all disaster victims are aware of assistance programs. The efforts may include but are not limited to providing flyers and press releases to local community leaders, school officials, and religious organizations about federal state individual assistance that may be available to disaster victims. Community relations also report to the FCO, SCO, and CCO about the effectiveness of the response effort in the communities and any other issues that may impact the recovery process.

#### G. Public Assistance Process

1. The State Public Assistance Officer (PAO) is part of the Recovery Team and is responsible for working with the federal PAO to coordinate all activities related to the reimbursement of state and local governments and private not-for-profit organizations for eligible costs incurred as a result of the disaster.
2. The PAO will administer all public assistance grants, agreements and contracts and will provide technical assistance to eligible applicants and subgrantees and maintain and submit documentation necessary to obligate and disperse public assistance funds.
3. The PAO will work with the Disaster Recovery Branch Chief to identify support staff that will assist in the coordination of the following activities:
  - a. Federal reimbursement
  - b. Conducting applicant's briefings
  - c. Grant management
  - d. Use of state engineers and inspectors to provide technical support with the preparation of Requests for Assistance forms, etc.
  - e. Preparing with FEMA the scope of work and cost estimates for large and small projects
  - f. Serve as Special Consideration Liaison and Applicant's Liaisons
  - g. Management of subgrants
  - h. Maintenance of accurate correspondence and financial records
  - i. Legal review to ensure compliance with local, state, and federal regulations

## H. Hazard Mitigation

The hazard mitigation program is designed to permanently reduce or eliminate the long-term risk to human life and property from natural hazards. Federal, state, and local hazard mitigation responsibilities are prescribed by the Stafford Act and may be available following the declaration of a major disaster or emergency.

### 1. Federal

The FEMA Regional Director appoints a Federal Hazard Mitigation Officer to manage hazard mitigation programs and activities that include assisting the state and local governments in identifying appropriate mitigation projects that will measurably reduce the impact of specific hazards. In addition, the Federal Hazard Mitigation Officer follows-up with state and local governments to ensure mitigation commitments are fulfilled.

### 2. State

- a. The Governor appoints a State Hazard Mitigation Officer who reports to the Governor's Authorized Representative (GAR) and is responsible for the following activities:
  - 1) Acting as the point of contact for all matters related to hazard mitigation planning.
  - 2) Preparing and submitting a hazard mitigation plan(s) or updates to existing plans that include an evaluation of the natural hazards in the declared area and identification of appropriate actions to mitigate those hazards.
  - 3) Participating on the Hazard Mitigation Survey Team with other state, federal, and local personnel as appropriate.
  - 4) Assessing that state and local governments are taking appropriate hazard mitigation actions.
  - 5) Coordinating the hazard mitigation activities of state agencies to ensure they are contributing to the overall lessening of vulnerability to natural hazards.

(Refer to the State of Ohio Hazard Mitigation Plan for additional information.)

### 3. County/Local

- a. The rising costs of damages resulting from the impact of natural hazards on communities compelled the Federal Government to amend the Robert T. Stafford Act (PL 93-288). This amendment, called the Disaster Mitigation Act of 2000 requires the development of a natural hazards mitigation plan for communities to be eligible for future pre-disaster and post-disaster mitigation program funds.
- b. In response to this amendment, the County developed the Hamilton County Multi Hazard Mitigation Plan 2013.
- c. The purpose of this plan is to ensure that the community has established goals, objectives, and a process for mitigating future damages.

- d. Local governments will coordinate and monitor implementation of local hazard mitigation measures in coordination with the County, State and Federal Hazard Mitigation Officers.

(Refer to the Hamilton County Multi Hazard Mitigation Plan for additional information.)

#### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

All organizations involved in disaster recovery are responsible for development of internal SOP/SOGs that support ESF #14 and ROC operations.

The following organizations have these specific emergency responsibilities with respect to recovery efforts.

##### A. Assignment of Responsibility

###### 1. Hamilton County Administrator will:

- a. Coordinate with all support agencies of ESF 14 to provide accurate overviews of Long Term Recovery activities within all affected jurisdictions in the county.

###### 2. Hamilton County Emergency Management/Homeland Security will:

- a. Coordinate countywide damage assessment and recovery efforts.
- b. Coordinate Preliminary Damage Assessment.
- c. Ensure all documentation is completed and submitted to the State in the time limits prescribed.
- d. Coordinate the Applicants Briefing.
- e. Coordinate the “Kick-Off Meeting”.
- f. Provide guidance before, during and after disasters on short and long term recovery activities involving:
  - 1) Individual assistance - The State Individual Assistance Program
  - 2) Public assistance – The State Disaster Relief Program
  - 3) Federal disaster assistance programs available through FEMA and the Stafford Act as well as the Small Business Administration (SBA) disaster loan program.
- g. Coordinate with state disaster recovery branch, to facilitate timely disbursement of disaster assistance funds.
- h. Assist with acquiring buildings in which state and federal emergency management agencies can establish a disaster recovery center or an emergency operations center.
- i. Make recommendations to the Hamilton County Board of County Commissioners concerning requests for state disaster declarations and prepare Commissioners’ letter requesting state assistance.

- j. Coordinate the dissemination of information on state and federal emergency assistance available to public and private agencies, organizations, individuals, and families with ESF #5 —Emergency Management, ESF #15 — Public Information, and the Joint Information Center (JIC).
  - k. Assist with grant and loan programs in cooperation with state organizations.
  - l. Review and verify damage assessment and assistance information.
  - m. Task county level organizations to provide personnel to serve on damage assessment or mitigation teams based upon the nature of the disaster.
  - n. Provide damage assessment/recovery training to participating county organizations including HCEM/HS personnel.
  - o. Coordinate closely with state and federal personnel in the DFO and at the site of the disaster for assessment/recovery activities.
  - p. Provide regular updates of information to ESF #5 — Emergency Management, ESF #15 — Public Information, and the Joint Information Center (JIC) for use in the development of information packets, briefing information, displays, news releases, etc.
  - q. Coordinate with the State Coordinating Officer (SCO) and the Governor's Authorized Representative (GAR).
3. American Red Cross, Cincinnati Area Chapter will:
- a. Provide Family Welfare Information (FWI) services when requested.
  - b. Disseminate assistance information to Hamilton County EM/HS as appropriate.
  - c. Assist with damage assessment of homes.
  - d. Provide assistance to disaster victims to include needed, accurate recovery information, listings, referrals, items, and financial assistance.
4. Hamilton County Mental Health and Recovery Services Board will:
- a. Coordinate with statewide county and multi-county boards for assistance to victims following emergencies.
  - b. Notify local service providers as needed to support assistance efforts for drug and alcohol abuse problems following emergencies.
  - c. Coordinate request for and receipt of funds from the Substance Abuse and Mental Health Services Administration (SAMHSA) available for disaster relief.
  - d. Coordinate the activities necessary to provide the staff, supplies and facilities to treat victims suffering from disaster-related mental disorders, with particular emphasis on Section 416, Public Law 93-288.
5. Hamilton County Public Health will:
- Coordinate the testing of private water sources, as needed.

6. Hamilton County Educational Service Center will:
  - a. Assist HCEM/HS in the dissemination of information to public and private educational institutions adversely affected by disasters.
  - b. Provide listing to HCEM/HS of educational institutions located in the affected jurisdiction that are eligible for assistance under the Public Law 93-288 as amended.
  - c. Assist school districts, in coordination with the Ohio Department of Education, in filing applications for disaster assistance from the U.S. Secretary of Education.
  - d. Develop and implement policy for reopening or temporarily relocating schools after an emergency.
  - e. Promote disaster preparedness planning and training in educational institutions.
  - f. Refer officials to foreign language departments at institutions of higher education to assist in locating interpreters for non-English speaking disaster victims as needed.
7. Hamilton County Engineer's Office will:
  - a. Provide damage assessment teams to inspect roadways and bridges in public right of way.
  - b. Assist in the coordination of debris removal in public right of way.
  - c. Coordinate the clearance of roadways in public right of way
  - d. Assist in the restoration of roadways and bridges in public right of way.
8. Hamilton County Department of Facilities Management will:
  - a. Provide damage assessment personnel to inspect county property.
  - b. Assist in the coordination of debris removal and disposal operations on county property.
9. Hamilton County Department of Job and Family Services will:
  - a. Coordinate with local human services departments for the implementation of a comprehensive program of emergency assistance to families following a disaster to include:
    - 1) Temporary Assistance to Needy Families (TANF)
    - 2) Food Assistance Program (SNAP)
    - 3) Inter-county welfare operations
    - 4) Non-deferrable grants
    - 5) Public Assistance inquiries
    - 6) Medical assistance programs

- b. Maintain liaison with private relief organizations and public agencies during the operation of mass care centers.
- c. Provide representatives as needed to give advice and assistance to disaster-affected individuals.
- d. Assist private relief organizations and/or public agencies in distributing emergency supplies.
- e. Process requests, assist in reuniting families, and provide missing person information as required.
- f. Provide coordination between governmental and non-governmental relief organizations.
- g. Maintain and update procedures for federal/state/county human services programs utilized during emergencies.
- h. Provide representatives as needed to give advice and assistance to disaster victims.
- i. Assist employees in solving special employment problems that may arise as the result of a disaster.

10. Hamilton County Developmental Disabilities Services (DDS) will:

Provide personnel, training and services to assist local organizations in providing for the emergency needs of developmentally disabled disaster victims.

11. Hamilton County Historical Society will:

- a. Provide technical advice to affected jurisdictions concerning historical property/artifacts destroyed or harmed during emergencies.
- b. Provide personnel to serve on Damage Assessment teams with respect to losses and repairs for public historical sites and artifacts.

12. Hamilton County Prosecuting Attorney's Office will:

- a. Review results of investigations of potential/reported fraud associated with disaster assistance.
- b. Take necessary legal action where appropriate to provide consumer protection during emergency response and recovery.

13. Hamilton County Solid Waste District will:

Provide guidance and assistance with vegetative debris management

14. Tri-State Community Organizations Active in Disasters (COAD) may:

Provide services and material support to disaster victims.

15. Ohio Environmental Protection Agency will:

Assist county agencies to address drinking water and wastewater treatment plant issues.

## **V. RESOURCE REQUIREMENTS FOR ESF #14 — DISASTER RECOVERY**

- A. ESF #14 organizations maintain organizational SOPs, SOGs, MOUs, and Resource Listings that document equipment, supplies and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7 — Resource Support.

## **VI. TECHNICAL RESOURCES**

- A. Disaster Assistance – A Guide to Recovery Programs - FEMA Guide 229(4) Sept 2005
- B. Public Assistance – Public Assistance Guide – FEMA Guide 322/June 2007
- C. Tab A to ESF #14 Disaster Recovery – Assistance Programs
- D. Tab B to ESF #14 Disaster Recovery – Public/Individual Assistance Timeline
- E. Tab C to ESF #14 Disaster Recovery – Initial Assessment Form
- F. Tab D to ESF #14 Disaster Recovery – Damage and Needs Assessment
- G. Hamilton County Debris Management Annex
- H. Hamilton County Multi Hazard Mitigation Plan – 2013
- I. National Disaster Recovery Framework (NDRF) – September 2011
- J. Catalog of Federal Domestic Assistance: <https://www.cfda.gov/>

### **ANNEX N ESF #14 DISASTER RECOVERY TAB A**

# ASSISTANCE PROGRAMS

## I. Federal Disaster Assistance Programs

The following are the principle programs offered by the federal government in assisting counties and local governments affected by disasters.

### A. Individual Assistance (IA)

1. Individual Assistance is supplementary federal assistance provided under the Stafford Act to individuals, families and businesses affected by a major disaster or an emergency. Such assistance may be provided directly by the federal government or through state, county or local governments or disaster relief organizations. The following information is used to determine the level of damage for IA declarations.

- a. Damage to homes

- 1.) Primary versus secondary residence damage
- 2.) Homeowner or rental property damage
- 3.) Degree or percentage of damage to structure
- 4.) Insured versus uninsured damage

- b. Damage to businesses

- 1.) Estimated days out of operation
- 2.) Tenant versus owner considerations
- 3.) Number of employees
- 4.) Replacement costs
- 5.) Percentage of damage to businesses
- 6.) Insured versus uninsured damage.

2. Types of Federal Individual Assistance

- a. Disaster Housing

This program is administered by FEMA and designed to help victims whose residences have been rendered uninhabitable by a disaster. For those who are eligible, the federal government will pay for 100 percent of the cost of victims' lodging at hotels; motels or other housing for a period of up to 18 months dependent upon continued eligibility. Where no disaster housing is available, FEMA or the state may supply mobile homes for housing as a last resort. In cases where homes are minimally damaged and still habitable, funds may be available to homeowners for repairs. Assistance will not duplicate insurance benefits.

- b. Small Business Administration (SBA)

This program provides disaster loans designed to supply low interest loans to owners of homes or businesses who have experienced uninsured physical or financial losses as a result of a disaster. SBA can also provide loans for the replacement of personal property for homeowners and renters. One of the primary criteria for SBA assistance is the applicant's basic ability to repay the loan.

- c. Farmers Home Administration (FmHA)



This program provides low interest disaster loans to farmers, ranchers and agricultural operators for physical or production losses. Loans may be made to either the tenant or owner of the agricultural business.

d. Disaster Unemployment Assistance

This program aids those individuals who have become unemployed as a result of a disaster. Unemployment assistance of up to 26 weeks may be paid to victims who have lost their jobs due to the disaster. The Ohio Bureau of Employment Services administers the program. Benefits paid to victims cannot be in addition to regular unemployment compensation, and the amount cannot exceed that which is ordinarily paid under state law in non-disaster situations.

e. Individual and Households Program (IHP)

The Individuals and Households Program (IHP) is used to provide financial and/or direct assistance to applicants who have disaster related necessary expenses and/or serious needs that are not addressed through other means. Under IHP applicants may be eligible to receive Housing Assistance and/or Other needs Assistance not to exceed the program limits and/or the \$25,000 cap established for local assistance provided for disaster (as adjusted each year).

f. Income Tax Service

The Internal Revenue Service will help victims identify ways in which the disaster affects their federal income tax. Casualty loss credits, early tax refunds and information on loss documentation are some services available to disaster victims.

g. Food Coupons

These may be made available to victims whose nutritional needs are affected because of a disaster. The U.S. Department of Agriculture administers this program at the federal level and Department of Human Services at the state level. County Departments of Human Services will interview food stamp applicants and issue food stamp benefits to qualified recipients. The President will determine the length of eligibility for receiving emergency food coupons.

h. Crisis Counseling Program

The President is authorized to provide professional counseling services for disaster victims. These services include financial assistance to state or local agencies or private mental health organizations to provide services for victims of major disaster in order to relieve mental health problems caused or aggravated by the disaster or its aftermath. The Hamilton County Department of Mental Health primarily provides services directly to individuals and families that focus on mental wellness and mechanisms to deal with the incident and subsequent recovery. Through effective public information, education, and outreach activities, basic mental health needs are provided and prevention of long-term mental health problems is achieved.

3. Individual Assistance Information

- a. FEMA offers two ways to register and apply for FEMA disaster assistance. An individual can apply online through the Online Individual Assistance Center – Register for Assistance, at [www.fema.gov](http://www.fema.gov).

The traditional way is to call FEMA at 1-800-621-FEMA (3362) and register over the phone (or TTY 1-800-462-7585 for people with speech and hearing impairments).

b. Toll-free telephone assistance.

FEMA maintains a permanent facility which houses a national toll-free telephone center to answer questions from disaster victims. In conjunction with the permanent FEMA center, the state provides a toll-free information number to address questions from disaster victims relative to the State Individual and Family Grant (IFG) Program. Additionally, other federal and state agencies may operate similar information sources for disaster victims. The toll-free numbers are widely publicized by state and federal recovery personnel.

**B. Public Assistance (PA)**

Supplementary federal assistance provided under the Stafford Act to state and local governments or certain, private, non-profit organizations, other than assistance for the direct benefit of individuals and families. The PA Program is administered by the state. There is a federal/state match, with the federal share no less than 75%. Assistance provided will not duplicate insurance benefits. The PA State Administrative Plan is maintained and annually updated by the Disaster Response and Recovery Branch. The following are the types of assistance covered by this program.

1. Emergency work

a. Cost to clear debris

Costs of personnel, material, and equipment used for emergency response activities.

b. Permanent work

- 1) Damage to roads, streets, and bridges
- 2) Damage to water-control facilities
- 3) Damage to public buildings and equipment
- 4) Damage to public utilities
- 5) Damage to park and recreational sites

**The state will serve as the grant administrator for all federal funds provided to eligible applicants under the PA Program.**

II. *State Disaster Assistance*

A. The following state organizations offer assistance programs that jurisdictions may apply for in order to recover from emergencies. These organizations include but are not limited to the following:

1. Water and Sewer Works Commission - Long-term, interest-free loans to localities for sewer and water line repair.
2. Ohio Public Works Commission - Up to 90% grants to repair/replace locality roads, bridges, waste facilities, and sewers.

3. Ohio Department of Development - Loans and grants to repair/replace water, sewer lines, roads, bridges, etc. to localities.
4. Ohio Water Development Authority - Long-term market interest rate loans to localities for drinking water, wastewater, and construction projects.
5. Ohio Environmental Protection Agency - Below market rate loans to localities for publicly owned wastewater treatment facilities and non-point source water pollution control projects.
6. Ohio Controlling Board - Emergency Purposes Fund money to assist localities in recovery efforts.

(Contact Ohio EMA Disaster Response and Recovery Branch for detailed information on state disaster assistance programs)

#### **B. State Individual Assistance**

##### **1. Temporary Assistance for Needy Families Program (TANF)**

TANF provides disaster assistance to eligible families. The Hamilton County Jobs and Family Services coordinate the application process for this program.

##### **2. Non-TANF**

Non-TANF funds are available to eligible individuals that are not eligible for TANF funds.

**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB B  
PUBLIC/INDIVIDUAL ASSISTANCE TIMELINE**

Once a disaster occurs, the primary responsibilities are; search and rescue, emergency aid, and debris removal to allow response crews access to homes, businesses, victims, and hospitals.

HCEM/HS assesses damage, declares locally, and requests State assistance, if needed.

Damage assessment will need to be accomplished early and information submitted to OEMA, within 12 hours. This information can be submitted verbally but it is recommended that the Initial Assessment/Overview form be submitted via fax or email.

Within 36 hours, a detailed damage assessment is submitted on Damage and Needs Assessment Form (Tab C - form AGN-0035).

Ohio EMA requests Governor's declaration, if warranted, assists with local damage assessment, prepares request for Small Business Administration (SBA) Home/Personal Property/Business Loan Program, and prepares to initiate State of Ohio Individual Assistance Program (St IA)

Once a Governor's Proclamation is received, a Joint Preliminary Damage Assessment will be accomplished. An OEMA representative will contact the County EMA Director regarding the time and location of the PDA.

The Applicant's Briefing is conducted within a few days after the disaster declaration, by Ohio EMA and is designed to detail all aspects of the Public Assistance Program.

A Kick-Off Meeting is the initial meeting between a Public Assistance applicant, the Public Assistance Coordinator and Applicant Liaison. At this session, the applicant provides a list of damages caused by the disaster and receives comprehensive information about the Public Assistance Program and detailed guidance for their specific circumstances.

Federal Disaster Assistance for Individuals and Families – 25 homes and/or businesses that have sustained uninsured damages equal to or greater than 40% of the value of the structures.

*This information is provided by the Information Toolbox and the Public Assistance Handbook developed by the Ohio EMA. For more information refer to these documents.*

**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB C  
INITIAL ASSESSMENT FORM**

1. WHAT HAPPENED: (Flood, explosion, tornado, fire, etc.)

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2. WHEN DID IT HAPPEN:

3. WHERE DID IT  
HAPPEN:

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4. EXTENT OF DAMAGE OR  
LOSS:

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5. BEST ESTIMATE OF INJURED, HOMELESS,  
FATALITIES:

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6. TYPE AND EXTENT OF ASSISTANCE REQUIRED, IF  
KNOWN:

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7. ADDITIONAL REMARKS PERTINENT TO  
SITUATION:

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**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB D**

**DAMAGE AND NEEDS ASSESSMENT FORM**

(This form can also be found as an Excel Spreadsheet)

ANNEX N ESF #14 DISASTER RECOVERY TAB D				
DAMAGE AND NEEDS ASSESSMENT				
SUMMARY INFORMATION				
Name of Jurisdiction:		Population:	County:	Report Date:
Type of Disaster:	Disaster Date:	Area Primarily Affected:		
Contact:		Title:		
Address:		Phone:		
<b>PUBLIC DAMAGES</b>				
<b>A. Debris Clearance</b>		<b>E. Public Buildings, Facilities, Equipment</b>		
Public Roads and Streets		Public Buildings Destroyed		
		Public Buildings Damaged		
Public Property		Building Contents		
Other		Vehicles / Equipment		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>B. Protective Measures</b>		<b>F. Public Utilities (Publicly Owned)</b>		
Emergency Temporary Repairs		Water Systems		
Flood Protection / Sandbagging		Water Treatment Plants		
Barricades, Signs		Sewage Treatment Plants		
Security / Search and Rescue		Sewers - Length in Feet		
Other		Other		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>C. Road Systems</b>		<b>G. Parks and Recreational</b>		
Roads (miles 2 lane paved)		Parks		
Roads (miles 2+lane paved)				
Roads (other)				
Bridges Destroyed		Recreational		
Bridges Damaged				
Culverts Destroyed		Other		
Culverts Damaged		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>D. Water Control Facilities</b>		<b>H. Schools and Private Non-Profit Facilities</b>		
Dikes		Public Schools Destroyed		
		Public Schools Damaged		
Levees		Other Schools Destroyed		
		Other Schools Damaged		
Dams		Private Utility		
Drainage Channels				
Other		Other		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
		<b>GRAND TOTAL</b>		
		<b>\$0</b>		

<b>I. Current Jurisdiction Budget Information</b>			
Annual Budget		Road Budget	
Public Works Budget		Date Fiscal Year Begins	
<b>PRIVATE DAMAGES</b>			
<b>J. Individual</b>		<b>K. Business / Industry</b>	
Residences Destroyed - Single Family		Businesses Destroyed	
Residences Destroyed - Multi-Family		Businesses - Major Damage	
Residences Destroyed - Mobile Home		Businesses - Minor Damage	
Residences Damaged - Single Family		Businesses - Affected	
Residences Damaged - Multi-Family		Insurance Coverage	
Residences Damaged - Mobile Home		Number of Employees	
Residences - Minor Damage		Days of Unemployment	
Residences - Affected			
Insurance			
<b>Total</b>		<b>0</b>	<b>Total 0</b>
<b>L. Agriculture</b>			
Farm Buildings Destroyed		Crops - Acres Destroyed	
Farm Buildings Damaged		Crops - Acres Damaged	
Machinery / Equipment Destroyed		Livestock Destroyed	
Machinery / Equipment Damaged		Livestock Injured	
<b>M. Other Information</b>		<b>N. Additional Disaster Information</b>	
Deaths		If a FLOOD or WINTER STORM:	Quantity - inches
Injuries			Hours Duration?
Hospitalized		If FLOOD, Type:	
Evacuated		Stream Overflow?	
Sheltered		Sheet Flow?	
Missing		Sewer Backup?	
		Other?	
		How long under water?	
		Chemical Contamination?	
		What Chemicals?	
<b>O. Additional Comments:</b>			
<b>Alternate Contact:</b>		<b>Title:</b>	
<b>Address:</b>		<b>Phone:</b>	

**HAMILTON COUNTY EMERGENCY OPERATIONS PLAN**  
**ANNEX O - EMERGENCY SUPPORT FUNCTION #15 — PUBLIC INFORMATION**

**COORDINATING AGENCY:** Hamilton County PIO (Named For Each Event)

**SUPPORT AGENCIES:** Hamilton County PIO's (EMA, JFS, DOES)  
Hamilton County Board of County Commissioners  
Hamilton County Emergency Management/Homeland Security

## **I. PURPOSE**

Emergency Support Function (ESF) #15 — Public Information, addresses the organization necessary for the development, distribution and coordination of information to the public in the event of an emergency that requires county assessment, response, and recovery activities.

Each ESF representative is responsible for the dissemination of information that may be of value to other ESF representatives located in the Emergency Operations Center (Sometimes referred to as the Regional Operations Center, or ROC). This information sharing contributes to the response and recovery during an emergency/disaster of any type.

## **II. SITUATION**

- A. During a disaster the means of dispersing public information to victims at the site may be severely affected by overwhelming demand and/or damage to local media caused by the disaster. County and/or State assistance may be required to supply critical information to victims, responders, recovery personnel and members of the media. In addition, following a disaster, information may often be vague, erroneous or contradictory.
- B. In order to establish coordination and cooperation a Joint Information System (JIS) is formed. Local, county, state, and federal public information personnel will work within the JIS to establish cooperation and coordination with one another to ensure that consistent, accurate, timely and verified emergency public information (EPI) is released to the public and representatives of media to ensure public confidence and reduce public concern.

### **C. Assumptions**

- 1. The Hamilton County Emergency Management Agency Public Information Officer (EMA PIO) maintains the support systems and information needs of ESF 15 during non-emergency times, in order to retain relevant contact information and documentation of emergency response events.
- 2. The PIO for each emergency event is named by the County Coordinating Officer. The Hamilton County Public Information Officer (PIO) heads the Joint Information System (JIS) during county emergencies at the direction of the Executive Group in the Hamilton County Regional Operations Center. The County Coordinating Officer is the person from the County Administration who is working as part of the Executive Committee at the ROC.
- 3. All county-level emergency information will be coordinated by the Hamilton County PIO, and approved by the County Coordinating Officer before release.
- 4. To the maximum extent possible, local, and county organizations involved in emergency response and recovery operations, coordinate EPI and related information with the Hamilton County PIO or designee before release.



5. The Hamilton County EMA PIO maintains listings of media contacts and relies on those contacts for the dissemination of EPI.
6. The Hamilton County EMA PIO maintains a list of additional personnel that can serve as a back up PIO or additional resources for information collection.
7. The Hamilton County JIS has identified resource and personnel requirements for emergencies and is prepared to operate in the Hamilton County ROC, or near the site of the disaster as needed.
8. The Hamilton County EMA PIO develops and maintains Standard Operating Guidelines that detail specific actions, required resources and responsibilities during emergencies

### **III. CONCEPT OF OPERATIONS**

#### **A. Overview**

1. HCEM/HS is responsible for activating ESF #15 for assessment, response, and recovery activities during emergencies.
2. The Hamilton County PIO will act as the lead agent for ESF #15. Depending upon the severity of the emergency, PIO personnel from local, state and/or other agencies may also be requested to provide support during county-level emergency operations.
3. The Hamilton County PIO is responsible for ensuring that coordinated public information services are provided throughout a county-level emergency from assessment through response and recovery and that these services are provided in a cooperative manner with local, state, and federal PIOs as applicable.
4. The Hamilton County Board of Commissioners or their appointed representatives operating out of the Executive Group during county-level emergencies have ultimate control over the release of county EPI. Coordination is maintained between the County Commissioners, the County Coordinating Officer (CCO), and the Hamilton County PIO through ongoing Executive Group operations in the Hamilton County ROC and submission of all EPI and related news releases to the Executive Group for approval. When the Hamilton County PIO is operating out of the Disaster Field Office (DFO) or the Joint Information Center (JIC), EPI and related releases will be submitted to the CCO and the Hamilton County Board of Commissioners or their designee before release.
5. After EPI and media releases have been approved, copies will be given to ESF #5 for distribution to county personnel in the ROC, at the DFO, and at the site as needed.
6. The Joint Information Center (JIC)
  - a. The JIC is a physical location designed to support the gathering, verification, coordination and dissemination of accurate, accessible and timely information.
  - b. A single location for the JIC is preferable, but the system is flexible enough to accommodate virtual or multiple JIC locations. The Hamilton County PIO maintains a virtual JIC for use in a disaster.
  - c. Multiple agencies or jurisdiction may have their own PIOs present in the JIC.

- d. Press briefings should not be held in the JIC but at another location, such as the Cincinnati Police Academy at 800 Evans Street.
  - e. The Hamilton County PIO working within the JIS will obtain Executive Group approval for releases of EPI.
  - f. The Hamilton County PIO will also provide regular updates to ESF #5 Information and Planning on federal, state, county and local information.
6. County and local PIOs, following the JIS, will work in close coordination with each other for the development and release of information to the public. This information will also be posted in the Media Section of WebEOC.

#### B. Relationships between Levels of Government

Partnership and teamwork, at all levels of government, are critical during disasters. The most important PIO activity is to disseminate clear, correct and factual information to the public in a timely manner. All levels of government must provide readily available emergency public information that will support emergency response and recovery.

During local emergencies requiring county, state and/or federal assistance, Federal, state, county and local PIOs will work cooperatively and in coordination with one another to ensure that timely, accurate, and consistent information is released. The Department of Homeland Security/Federal Emergency Management Agency DHS/FEMA encourages all agency PIOs co-locating with the local JIC.

##### 1. Federal

- a. The DHS/FEMA lead PIO and staff are responsible for communicating information about what the federal government and FEMA are doing in response to the disaster, and how FEMA programs can help individuals and/or businesses recover.

##### 2. State

- a. The state lead PIO, usually the Ohio EMA PIO, reports directly to the State Coordinating Officer (SCO) and serves as the primary point of contact for the state.

##### 3. County

- a. The County PIO serves as the primary county point of contact for all media during disasters.
- b. The County PIO is responsible for ensuring all media are kept informed about emergency public information, particularly evacuation or shelter information.
- c. As the County media representative, the County PIO should be prepared to disseminate information about all phases of the emergency.
- d. News media often prefer to talk to County representatives and the County PIO should be prepared for such requests. If this occurs, the County PIO will prepare the County representative for media contact.
- e. The County PIO works at the direction of the Board of County Commissioners.

##### 4. Local

- a. The local PIO serves as the primary local government point of contact for all media.
- b. News media often prefer to talk to local representatives and the local PIO should be prepared for such requests.
- c. The local PIO works at the direction of the local Chief Elected Official.

#### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY**

All ESF #15 organizations are responsible for development of internal SOGs that support ESF #15 and ROC operations.

A. The Joint Information Center may be made up of the following personnel based on the incident:

- 1. Hamilton County PIO (Team Leader)
- 2. Public Information Field Team Member(s) (PIFTM)

B. Assignment of Responsibility

1. Hamilton County PIO will:

- a. Continuously staff and manage PIO activities during county assessment, response and recovery operations for the length of the emergency, including notification and activation of PIFTM(s), as needed.
- b. Provide coordinated briefings for media representatives.
- c. Release EPI as directed by the Executive Group and in coordination with other county, state, federal, and local PIOs.
- d. Ensure validation and approval of county news releases and related information by the Executive Group (through the County Coordinating Officer) before issuing to media representatives.
- e. Ensure coordination of all news releases through the JIS.
- f. Provide required reports of activities to ESF #5 team for inclusion in Situation Reports.
- g. Provide hazard specific EPI for preparedness, response, and recovery initiatives as needed.
- h. Be prepared to accompany personnel going to the site of the disaster if needed.
- i. Ensure cooperative Federal/State/County/Local JIC operations when activated.
- j. Coordinate visual documentation of the incident or event.
- k. Provide After-Action Reports as requested.

2. Public Information Field Team Member(s) will:

- a. Fulfill duties as assigned by County PIO.
  - b. Monitor, post, and communicate to other PIOs through the virtual JIC.
  - c. Write EPI for approval by County PIO.
  - d. Research background information as needed.
  - e. Oversee on-site media management.
  - f. Communicate media needs to County PIO.
  - g. Coordinate with local PIOs as needed.
3. Hamilton County Emergency Management/Homeland Security will:
- a. Assist in providing updated information from ESF #5 to the PIO for inclusion in media releases.
  - b. Establish a Rumor Control/information Line to reduce E911 traffic, if requested by 911, the PIO, or the Executive Committee.
4. Other Available PIO Officers in County Agencies will:
- a. Provide County PIO or designee with support during emergencies as requested by HCEM/HS.
  - b. During County-level emergencies, submit for approval news releases, interviews with media, etc. to the County PIO.
  - c. As of the adoption of this plan, the following agencies have personnel that can fulfill the requirements of a Public Information Field Team Member.
    - 1) Hamilton County Emergency Management
    - 2) Hamilton County Department of Job & Family Services
    - 3) Hamilton County Department of Environmental Services

## **V. RESOURCE REQUIREMENTS**

- B. ESF #15 organizations will be responsible for the maintenance of their own agreements, SOPs, SOGs, MOUs and Resource Listings that document the equipment, supplies, and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7 — Resource Support. Emergency Alert System Message Templates will be available in the Resource Support List.