

EMERGENCY OPERATIONS PLAN

For

Charles City County, Virginia



January 2015 Update

Charles City County Emergency Operations Basic Plan

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BOARD OF SUPERVISORS' RESOLUTION

RESOLUTION ADOPTING THE CHARLES CITY COUNTY EMERGENCY OPERATIONS PLAN

WHEREAS, the safety and protection of Charles City County citizens and property are of foremost concern to the Board of Supervisors; and,

WHEREAS, there exists dangers of many types, including man-made and natural disasters, that the County needs to prepare for and be able to respond to; and,

WHEREAS, the adoption of the Emergency Operations Plan will keep the County in compliance with the *Emergency Services and Disaster Law of 2000* as well as other Federal Emergency Management Agency and Virginia Department of Emergency Management requirements; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Charles City County hereby adopts the Charles City County Emergency Operations Basic Plan.

Adopted the 27th day of January, 2015 by a unanimous vote of the Board, the votes being recorded in the minutes as below:

William G. Coad	Aye
Gilbert A. Smith	Aye
Floyd H. Miles, Sr.	Aye

Zach Trogdon
Clerk to the Board

Approval and Implementation

The Emergency Operations Plan is an essential document for Charles City County to aid in an effective and efficient disaster response and recovery. This plan provides an overview of response and recovery by establishing the foundation in the Basic Plan, providing a departmental overview in the Emergency Support Functions, and finally hazard specific annexes that are specific to Charles City County.

The Basic Plan is the foundation upon which all other county-wide emergency response plans are built. In addition, this document provides a framework for each County department to create a departmental specific emergency plan. Those departments that are specifically listed in this plan should participate in planning efforts for county-wide disasters as well.

The Basic Plan has been approved by the Board of Supervisors and by County Administration. As County Administrator and Emergency Management Director, I cannot place enough emphasis on the importance of this document. Implementation of this plan by all County departments and agencies is not only strongly encouraged, it is expected.

Record of Changes

Change Number	Date of Change	Page or Section Changed	Summary of Change	Person Authorizing Change
1				
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Purpose

The purpose of this Basic Plan is to establish the legal and organizational basis for emergency operations that include preparedness, response, and recovery from all hazards and emergencies in Charles City County. It assigns broad responsibilities to County departments and partners for disaster mitigation, preparedness, response, and recovery. These responsibilities are intended to be extensions of normal, day-to-day functions involving the same human, physical and financial resources.

Supporting plans for all-hazards set forth the concepts and procedures whereby the County can effectively apply available resources to insure that casualties and property damage will be minimized and that essential services will be restored as soon as possible.

The Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended, provides that emergency services organizations and operations will be structured around existing constitutional government. Nothing in this plan is intended to limit the scope, authority, or responsibility of the County or its agents.

Scope

The **Charles City County Emergency Operations Plan** (the Plan) identifies a wide range of disasters that could possibly occur in or near the County. The EOP consists of the Basic Plan, Emergency Support Functions and Hazard-Specific Annexes.

Due to the range of disasters that are possible, the EOP provides guidance across the County departments, agencies and organizations by describing an overall emergency response system, to include:

- Organization of County departments/agencies during response to an event, including command authorities;
- Critical actions and interfaces during response and recovery;
- Management of the interaction between the County and both public and private sector partners;
- Management of needs with available resources.

The EOP is applicable to all County departments and agencies and therefore, all County departments and agencies may be requested to share in response during a disaster. All personnel or partners that have a role in emergency response will have access to and knowledge of this EOP.

Situation Overview

Charles City County is located in east central Virginia about halfway between the population centers of Richmond and Hampton Roads. The County is rural and sparsely populated with an average of 37.8 persons per square mile.

The population of Charles City County is 7, 217 with the following demographics, according to 2010 US Census data:

Persons under 18	18.3%
Persons over 65	18.2%
Disabled persons over age 5	23% (2000 census data)
Persons below poverty level	11.2%

The County is about 70 miles from the Atlantic Ocean and 100 miles east of the Blue Ridge Mountains. The County is bordered by the James River on the south and the Chickahominy River on the north and east.

The County is located at approximately 37.35 degrees N latitude, 77.06 degrees W longitude. The County has elevations that average less than 80 feet with the lowest elevations being at sea level along portions of the James and Chickahominy Rivers.

The major transportation routes through the County are State Routes 5 (east-west), 106, 155, and 156 (all north-south). CSX operates a rail line that runs for a short distance through the northwest section of the County. There are no airfields in the County, but Richmond International Airport and Newport News/Williamsburg Airport both lay within a 30-minute drive from the western and eastern ends of the County respectively.

The Colonial Pipeline runs the entire length of the County from east to west with a main petroleum line.

Hazard Assessment

Virginia is continuously threatened by emergency and disaster situations such as flash flooding, hurricanes, tornados, hazardous materials incidents, and resource shortages. The following hazard and vulnerability assessment was developed as part of the Richmond-Crater Regional Hazard Mitigation Plan. The assessment summarizes the extent to which buildings in the County are at risk from a particular hazard.

Hazard	Threat Level
Hurricane/Tropical Storm	Significant
Tornado/Windstorm/Severe Thunderstorm	Significant
Flash Flood	Significant
Winter Storm	Significant
Drought/Excessive Heat	Significant
Hazardous Materials	Significant
Railroad Derailment	Moderate
Nuclear Attack	Moderate
WMD/Terrorism	Moderate

Riverine Flood	Moderate
Airplane Accident	Moderate
Major Fire	Moderate
Water Supply Shortage/Contamination	Moderate
Wildfire	Limited
Earthquake	Limited
Dam Failure	Limited
Civil Disturbance	Limited
Nuclear Power Plant Incident	Limited
Biological Incident	Limited
Structure Collapse	Limited

Capability Assessment

The County completes the Local Community Assessment for Readiness (LCAR) annually as required. The LCAR provides a snapshot of Charles City County's preparedness capabilities. This process is used to determine community capabilities and limits in order to prepare for and respond to the defined hazards. The LCAR can identify resources and also identify areas where mutual aid agreement can be developed. A copy of the LCAR is maintained by Charles City County Emergency Management Office.

Assumptions

- A. Emergencies of various types, size, intensity, and duration may occur within or near the jurisdictional boundaries of the County with or without warning. These emergencies can develop into disasters that affect the safety, health, and welfare of the population and cause damage or destruction to private and public property.
- B. Based on a hazards analysis of the area, the primary hazards in Charles City County are hurricanes, windstorms or tornados, flash flooding, severe winter weather, drought/excessive heat and hazardous materials incidents
- C. Charles City County is responsible for maintaining an Emergency Operations Plan and response capability to protect the lives and property of its citizens and to allow County government to continue effective functioning throughout a disaster or emergency situation.
- D. The Virginia Emergency Service and Disaster Law of 2000, as amended, requires that each County keep a current Emergency Operations Plan. The Coordinator of Emergency Management will maintain the Plan. The Plan will be

reviewed and updated as necessary. The Coordinator shall ensure that the Plan is updated and adopted every four years as required by law.

- F. In the event of an emergency situation that exceeds local emergency response capabilities and outside assistance is available either through mutual aid support agreements with nearby jurisdictions and volunteer emergency organizations or, through the Virginia Emergency Operations Center (VEOC).
- G. Citizens of the County will be prepared to be independent for 72-96 hours after the onset of disaster.

Organization and Assignment of Responsibilities

Organization

- A. Normal, day-to-day emergencies are those capable of being handled by:
 - 1. Coordinator of Emergency Management
 - 2. Local Law Enforcement
 - 3. Fire and Rescue Units
 - 4. Virginia Department of Transportation
 - 5. State Police
- B. Actual or threatened large-scale emergency situations, will necessitate supplementing the above organizations with some of the following departments or agencies:
 - 1. County Administrator
 - 2. Management Services - Finance
 - 3. Charles City County School System
 - 4. Charles City County Social Services
 - 5. Charles City County Public Works
 - 6. Charles City County Health Department
 - 7. Non-Governmental Organizations
 - 8. Radio Amateur Civil Emergency Services (RACES)
 - 9. VPI & SU Extension Agent
 - 10. Building Inspector
 - 11. Local Hospital
 - 12. County Attorney
 - 13. Charles City County Animal Control

Responsibilities

- A. Elected Officials
 - Adopt and promulgate the EOP
 - Consent to appointment of Coordinator of Emergency Management

- Consent to a declared local disaster at the next regularly scheduled meeting or at a special meeting with fourteen (14) days of the declaration, whichever occurs first;
- Take appropriate action to end a declared emergency when all emergency actions have been satisfactorily completed.

B. Director of Emergency Management

- Provide for Continuity of Government;
- Appoint a Coordinator of Emergency Management with the consent of the governing body;
- Serve as liaison between the Coordinator of Emergency Management and the Board of Supervisors;
- Declare a local emergency with the consent of the governing body.

C. Coordinator of Emergency Management

1. Direction and control of emergency operations
2. Supervision of day-to-day emergency management operations
3. Submission of State-required reports and records
4. Develop mutual aid agreements to support the response to an incident;
5. Conduct exercises to test and improve plans and systems;
6. Coordinate resources to provide emergency public information
7. Coordinate damage assessment
8. Coordination of disaster assistance and recovery

D. Charles City County Sheriff's Office/Virginia State Police

1. Law enforcement
2. Communications
3. Warning
4. Security of the emergency site, vital facilities and supplies
5. Security of emergency shelter(s)
6. Traffic control
7. Search and rescue
8. Evacuation and access control of threatened and damaged areas
9. Assist Health Department with identification of the dead
10. Evacuation and control of prisoners

E. Charles City County Fire Department

1. Fire prevention and suppression
2. Communications
3. Assist with emergency medical treatment
4. Hazardous materials incident response and training
5. Radiological monitoring and decontamination
6. Assist with evacuation

7. Assist with search and rescue
 8. Temporary shelter for evacuees at each fire station
 9. Assist with warning
- F. Charles City County Rescue Squads
1. Emergency medical transportation and first aid
 2. Assist with search and rescue
 3. Assist with evacuation of endangered areas
 4. Assist with warning
 5. Assist with radiological monitoring
- G. Virginia Department of Transportation
1. Assist with traffic control
 2. Assist with transportation
- H. Management Services - Finance
1. Maintain records of financial transactions
- I. Commissioner of Revenue
1. Assist with damage assessment
- J. Charles City County Schools/Superintendent of Schools
1. Provide facilities for reception and care of displaced persons
 2. Provide facilities and resources for mass feeding
 3. Evacuation transportation
- K. Charles City County Social Services & Non-Governmental Organizations
1. Reception and care of displaced persons
 2. Mass feeding
 3. Provide emergency welfare services for displaced persons
 4. Make arrangements for crisis counseling, as required
 5. Coordinate the services of quasi-public and volunteer relief organizations
 6. Provide special assistance for the handicapped and elderly as required
- L. Charles City County Public Works
1. Debris management
- M. Charles City County Health Department
1. Coordinate hazardous waste management and enforcement
 2. Epidemic control measures
 3. Medical support to persons in shelters
 4. Issue health advisories
 5. Establish emergency medical care centers

6. Assist with radiological monitoring
7. Emergency mortuary and interment coordination
8. Insect and rodent control
9. Inspection of food, milk, and water supply
10. Coordination and control of biological and radiological materials
11. Identification of the dead, assisted by the local and State Police
12. Coordination with local hospitals

N. RACES

1. Provide communication support

O. VPI & SU Extension Service

1. Assist with damage assessment
2. Assist with the preparation of required reports and records

P. Charles City County Building Inspector

1. Debris removal
2. Assist with damage assessment

Q. Local Hospital

1. Emergency medical services
2. Assist in expanding medical and mortuary services to other facilities

R. County Attorney

1. Advise the County concerning legal responsibilities, powers, and liabilities regarding emergency operations and post-disaster assistance
2. Assist County Administrator and Board of Supervisors with maintaining continuity of government

S. Charles City County Animal Control

1. Establish animal care and control plans
2. Provide information on animal sheltering options
3. Assist with organizing search and rescue of animals
4. Assist Health Department in event of severe animal disease outbreak

Emergency Support Functions (ESF)

An Emergency Support Function (ESF) is a grouping of government and certain private-sector capabilities into an organizational structure to provide support, resources, program implementation, and emergency services that are most likely to be needed during emergencies.

Due to Homeland Security Directive Eight and the updated Presidential Policy Directive Eight, the ESF structure is used extensively for response at the state and federal level

through the Commonwealth of Virginia Emergency Operations Plan and the National Response Framework.

Localities in the Commonwealth of Virginia are required to report issues and provide situational awareness to the VDEM using the ESF structure. A chart listing the ESF and the lead department for the County can be found in Appendix ? to this plan.

Note that not all incidents result in the activation of ESFs. It is possible that an incident may be addressed without activating the ESFs or only a few.

The ESFs for Charles City County include:

- | | |
|------------------------------|---------------------------|
| 1. Transportation | 10. Hazardous Materials |
| 2. Communications | 11. Agriculture |
| 3. Infrastructure Assessment | 12. Energy |
| 4. Firefighting | 13. Public Safety |
| 5. Direction & Control | 14. Recovery |
| 6. Mass Care | 15. External Affairs |
| 7. Resources | 16. Military Affairs |
| 8. Public Health | 17. Volunteer & Donations |
| 9. Search and Rescue | |

Community Emergency Response Team (CERT)

Charles City County has an active CERT available to assist with emergency preparedness and recovery activities. Emergency Management maintains a list of trained CERT volunteers.

The CERT has the following functions but not limited to:

- Participate in periodic training exercises / classes;
- Assist in safely conducting initial windshield assessments in their area during a natural or man-made disaster affecting that area;
- Assist with County events by providing volunteers to serve in any capacity needed by the event coordinators;
- Assist the Office of Emergency Management with sharing preparedness information with neighbors and citizen groups; and
- Assist in additional activities as requested by the CERT Coordinator.

Nongovernmental and Volunteer Organizations Active in Disaster

Nongovernmental organizations collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, a local American Red Cross chapter provides relief at the local level and also provides staffing of ESF #6 – Mass Care.

The Virginia Voluntary Organizations Active in Disaster (VVOAD) is a group of recognized local, state and national organizations that provide disaster relief. VVOAD provides significant capabilities to incident management and response efforts. A Local Disaster Recovery Task Force may also provide for individuals, families, and businesses who have applied for available state and federal assistance but who may still have unmet needs.

There are several volunteer organizations operating in Charles City County that assist in disaster response and recovery. The following list is not intended to be comprehensive, but is intended to provide an idea of potential resources available after a disaster.

Salvation Army

- Establishes “around the clock” feeding sites;
- Available to deploy a team of grief counselors to assist families;
- Organizes canteens throughout the affected area to serve emergency service personnel (i.e., Police, Fire, Public Utilities, Public Works, etc.);
- Assists with feeding and finding lodging for stranded travelers.

American Red Cross

The local chapter will assist Charles City County in preparing for, responding to and recovery from disasters affecting the Charles City County;

- Assists ESF #6 Mass Care to provide shelter supplies (Sheltering, Food Preparation, Mobile Feeding and bulk distribution of supplies) to victims of the disaster;
- Provides family services to augment county, state and federal programs, in order to meet the basic needs of disaster victims;
- Provides disaster welfare inquiry services in accordance with the Federal Response Plan and ARC 3003;
- Works closely with other Voluntary organizations in order to use the combined resources in a most efficient manor;
- Provides a Government Liaison Officer to Charles City County EOC, when requested.
- Provides blood and blood products on an as needed basis;
- Provides emergency first aid as required.

Voluntary Organizations Active in Disaster

Voluntary Organizations Active in Disaster (VOAD) consists of voluntary and civic government organizations with disaster relief roles. VOAD members come together to provide resources for disaster assistance in the following areas. The list below is not intended to be comprehensive, but to serve as a guide.

- Animal Control • Disaster Welfare Inquiry

- Building Repair • Financial Assistance
- Bulk Distribution • Food (feeding and storage)
- Child Care • Human Relations
- Clean up • Mass Care
- Clothing • Sheltering
- Communications • Transportation
- Counseling • Volunteer Staffing
- Damage Assessment • Warehousing
- Chainsaw Crews • Debris Removal

Private Sector

The private sector may take on many different roles, which could include:

- Private owners of critical infrastructure;
- Response organizations (e.g. private ambulance, environmental clean-up);
- Regulated or responsible parties: owner operators of certain regulated facilities may have responsibility under law to prepare for and prevent incidents from occurring; or
- A local emergency organization member.

The private sector has the responsibility to:

- Plan for personal and business disaster preparedness, mitigation, response and recovery;
- Have knowledge of local emergency response plans and procedures;
- Implement protective actions as requested or required by the Emergency Management Coordinator; and
- Participate in local planning and exercises as available.

The overall roles, responsibilities and participation of the private sector during disasters vary based on the nature of the organization and the impact of the disaster, as discussed below.

TYPE OF ORGANIZATION AND ROLES

Impacted Organization or Infrastructure

Private sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private sector organizations that are significant to local economic recovery. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

Response Resources

Private sector organizations provide response resources (donated or compensated) during an incident—including specialized teams, equipment, and advanced technologies—through local public-private emergency plans, mutual aid agreements, or incident specific requests from local government and private sector volunteered initiatives.

Regulated and/or Responsible Party

Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for incidents, preventing incidents from occurring, and responding to an incident once it occurs.

Local Emergency Organization Member

Private sector organizations may serve as an active partner in local emergency preparedness and response organizations and activities.

Concept of Operations

General

This section describes the local coordinating structures, processes, and protocols employed to manage incidents. These coordinating structures and processes are designed to enable execution of the responsibilities of local government through the appropriate departments and agencies, and to integrate state, federal, nongovernmental organizations and private sector efforts into a comprehensive approach to incident management.

Emergency Management in Charles City County strives to cover all four phases of emergency management in its day-to-day and disaster activities. These four cyclical phases – Mitigation, Preparedness, Response, and Recovery - are ongoing and may overlap. A brief summary of these phases follows, the remainder of this section focuses on the Response Phase.

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. This is achieved through risk analysis, which results in information that can be applied to activities that reduce risk pre or post disaster.

Preparedness is a continuous cycle of planning, organizing, training, equipping, exercising, evaluating and taking corrective action in an effort to ensure effective coordination during incident response.

The Response Phase is the action phase. Response begins as the disaster occurs. Preparedness plans are put into action in this phase and actions are taken to save lives and prevent further damage. All disasters begin locally. In the event an incident exceeds local emergency response capabilities, outside assistance is available, either through mutual support agreements with nearby jurisdictions and volunteer emergency organizations or, through the Virginia Emergency Operations Center (VEOC). A local emergency must be declared and local resources must be fully committed before state and federal assistance is requested.

The Recovery Phase begins as the response phase comes to an end. Recovery actions are taken to restore the community back to normal day-to-day-activities. The state and federal emergency management agencies play a role in recovery as well.

Organization

When the local emergency operations center (EOC) is activated, the County Administrator serves as the Director of Emergency Management. He/she ensures a consistent response and that the EOC follows the Incident Command Structure (ICS) structure. ICS is both a strategy and a method of organization to direct and control field operations. ICS is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand.

Charles City County uses ICS and the National Incident Management System (NIMS) in the Emergency Operations Center (EOC), as detailed below.

Incident Command System (ICS) ensures:

Manageable span of control (3 to 7 staff; optimum is 5);

Personnel accountability (each person reports to only one person in the chain of command); and

Emergency Support Functions are staffed only when needed (responsibilities for any positions that are not staffed remain with the next higher filled position.)

Charles City County utilizes the structures from NIMS and ICS guidelines, including but not limited to:

Incident Commander is responsible for field operations including:

- Isolate the scene;
- Direct and control on-scene operations;
- Manage on-scene resources;
- Request additional resources from the EOC
- Incident Command Posts;
- Area Command (if needed);

Emergency Operations Center is responsible for:

- Providing an operating picture for the County;
- Providing resource support to field operations;
- Organizing and implementing mass care operations, as requested by incident command;
- Tracking cost for both equipment and personnel; and
- Requesting assistance from state and other external sources.

Joint Field Office is responsible for

- Coordinating federal assistance, and;
- Supporting incident management activities locally.

Declaration of a Local Emergency

1. The Board of Supervisors, by resolution, should declare an emergency to exist whenever the threat or actual occurrence of a disaster is, or threatens to be, of sufficient severity and magnitude to require significant expenditures and a coordinated response in order to prevent or alleviate damage, loss, hardship, or suffering.

2. A declaration of a local emergency activates the response and recovery programs of all applicable local and inter-jurisdictional Emergency Operations Plans and authorizes the furnishing of aid and assistance in accordance with those plans. In the event the Board of Supervisors cannot convene due to the disaster, the Director of Emergency Services, or any other Emergency Services staff in his absence, may declare a local emergency to exist subject to confirmation of the entire Board of Supervisors, within five days. The Director of Emergency Services or, in his absence, the Coordinator will advise VEOC immediately following the declaration of a local emergency.

Activation of the Emergency Operations Center (EOC)

The Emergency Operations Center may be opened and the Charles City County Emergency Operations Plan and/or the appropriate ESF and/or Annex activated in the event that a local emergency stresses or exceeds the capabilities or resources of the County, or if such an emergency threatens. The Director of Emergency Management, Coordinator of Emergency Management, or their designee will make this decision.

The primary EOC is currently located in the Sheriff's Office. The alternate location is the Government and School Board Administrative Building. The EOC will follow the command structure as enumerated by the Incident Command System (ICS), whereby each person reports to only one person in the chain of command and a manageable span of control is maintained.

The Director or Coordinator of Emergency Services may activate the EOC if the following conditions exist:

1. There is an imminent threat to public safety or health on a large scale.
2. An extensive multiagency/jurisdiction response and coordination will be required to resolve or recover from the emergency or disaster event.
3. The disaster affects multiple jurisdictions within a region that rely on the same resources to resolve major emergency events.
4. The local emergency ordinances are implemented to control the major emergency or disaster event.

Levels of Operational Response

Non-Emergency/Daily Operations

These are actions that are implemented during non-emergency or disaster periods that will prepare the locality for potential emergency response if necessary.

1. Public information and educational materials will be provided to the public via municipal newsletters, brochures, publications in telephone directories, municipal web-sites and other media.
2. Develop, review and exercise emergency operations plans and standard operating procedures.
3. Training and exercises will be conducted periodically as required to maintain readiness.
4. Assure the viability and accuracy of emergency contact lists, resource lists and emergency contracts.
5. Update, review, and maintain the Emergency Operations Plan (EOP).

Pre-Incident Actions

These are actions that are implemented if the Emergency Manager receives notice of a potential emergency from the federal Homeland Security Advisory System, National Weather Service watches and warnings or other reliable sources.

Actions:

1. Communication alert & warning;
2. Public health and safety;
3. Responder health and safety;
4. Property protection; and
5. Possible partial activation of the EOC.

All agencies having responsibilities will take action as called for in their respective ESF.

Coordinator of Emergency Management and agency directors will determine any protective action measures that need to be implemented in preparation for the situation.

Response Actions

Full-scale operations and a total commitment of staff and resources are required to mobilize and respond in time of an emergency. The local EOC must direct and control all emergency operations. A local emergency should be declared. Damage assessment begins. There are two phases of emergency operations:

1. Conditions worsen requiring full-scale mitigation and preparedness activities. (Example: flash flood warning.)
2. Disaster strikes. An emergency response is required to protect lives and property.

Examples of actions taken to preserve life, property, the environment, and the social, economic, and political structure of the community

1. Law enforcement
2. Protection of responder health and safety
3. Fire suppression
4. Emergency medical services
5. Evacuations
6. Dissemination of public information
7. Actions to minimize additional damage
8. Search and rescue
9. Public health and medical services
10. Distribution of emergency supplies
11. Debris clearance
12. Protection and restoration of critical infrastructure

Some actions that may be necessary at this point in the incident are:

1. Suspension of daily functions of the government that do not contribute directly to the emergency operation.
2. Efforts and resources may be redirected to accomplish an emergency task.
3. Implement evacuation orders as needed.
4. Open and staff emergency shelters as needed.

Once immediate response missions and life-saving activities conclude, the emphasis shifts from response to recovery. Brief the local Board of Supervisors on the impending situation.

Recovery Actions

Recovery is both a short-term and a long-term process. Short-term operations restore vital services to the community and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal, or to an improved, state of affairs. Examples of recovery actions are:

1. Preliminary damage assessment
2. Provision of temporary housing and food
3. Restoration of non-vital government services
4. Cleanup and reconstruction of public facilities, businesses, and residences;
5. Protection of cultural or archeological sites during other recovery operations.

Contact the Virginia Department of Criminal Justice Services and the Virginia Criminal Injury Compensation Fund in the event of an emergency when there are victims as defined in Code of Virginia §19.2-11.01.

If the event is declared a Federal Disaster, a Joint Field Office (JFO) will be opened to assist those impacted by the disaster to serve as the central coordination point among Federal, State and Local agencies and voluntary organizations for delivering recovery assistance programs.

1. An initial damage assessment must be completed and submitted to the VEOC within 72 hours of impact.
2. Assess local infrastructure and determine viability for re-entry of residents.

Administration, Finance and Logistics

During a disaster, all assets of the County (human resources, as well as facility and equipment resources) fall under the purview of the Director of Emergency Management or his designee to utilize in any way for response to an emergency

Activation of the EOC or a local emergency declaration indicates that all departments involved in response to the emergency should immediately begin tracking event related costs. In many cases, normal procurement and financial policies will remain in effect, but in extraordinary events, additional provisions must be followed to increase the speed of which these actions can take place.

The County Administrator must notify the Director of or Management Services that a local emergency or disaster has been declared in accordance with the provisions set forth in Section 44-146.21 of the Virginia Emergency Services and Disaster Law of 2000, as amended.

In an emergency situation, as defined by the Emergency Operations Plan (EOP), the Purchasing Director, or designee, will be responsible for expediting the process of purchasing necessary emergency equipment, supplies and contracted support personnel.

The Budget Director or designee would permit over-spending in particular line items (e.g. overtime, materials, and supplies) under emergency circumstances as defined in the EOP. A year-end adjustment can be made if required.

A designee of the Purchasing Agent will staff the Emergency Operations Center's Finance and Administration Section during emergency operations. This section will work with the Emergency Support Functions (ESF) to facilitate needed purchases.

The Director of Emergency Management, or designee, must define disaster related expenditures for the Finance Section and the appropriate length of time these disaster related expenditures will be incurred. All disaster related expenditures must be documented in order to be eligible for post-disaster reimbursement from the Commonwealth of Virginia or Federal government.

The EOC's Finance and Administration Section will work within the EOC's Logistics Section to track resource needs, purchases, equipment and personnel utilizing electronic means to the extent possible.

Employees must complete normal time accounting procedures, to include overtime hours worked, during disaster response and recovery operations. Copies of employee time sheets must be signed by their immediate supervisor or the EOC Manager, as appropriate.

The County Administrator may re-assign local government employees, as needed, to maintain continuity of government during disaster response and recovery operations.

Charles City County has mutual aid agreements in place with local volunteer and nongovernmental agencies for use of facilities, food, equipment, etc. during disaster response and recovery operations. Charles City County also participates in the Statewide Mutual Aid (SMA) Agreement, which provides for requesting goods, services, personnel, and equipment through the Virginia Emergency Operations Center. Mutual Aid Agreements are referenced in the Continuity of Operations Plan (COOP).

Mitigation Activities

Mitigation actions are completed to reduce or eliminate long-term risk to people and property from hazards and their side effects. During the mitigation process, these issues may need to be addressed:

Review the Richmond Regional Hazard Mitigation Plan and update, as necessary, any mitigation actions that could be of assistance in preventing similar impacts for a future disaster;

Coordinate Federal Flood Insurance operations and integrate mitigation with other program efforts;

Work with the Virginia Department of Emergency Management Mitigation Program to develop mitigation grant projects to assist in areas most at risk;

Implement mitigation measures in the rebuilding of infrastructure damaged in the event;

Document losses avoided due to previous hazard mitigation measures; and

Community education and outreach necessary to foster loss reduction.

Track cost directly related to mitigation activities for possible reimbursement.

Communications

The Coordinator of Emergency Management, housed in the County Administrator's office, is the point of contact for receipt of all warnings and notification of actual or impending emergencies or disaster. The CEM notifies key personnel and department heads as required by the type of report and standard operating procedures (SOP).

The CEM is most often the first point of contact for the general public. The CEM receives weather emergency information through the National Weather Service, gathers the information and delivers warnings to the public through text, phone calls and emails, if necessary.

Should an evacuation become necessary, warning and evacuation instructions will be put out via media outlets that include radio and television. As outlined in ESF #15,

Public Affairs shall develop and provide public information announcements and publications regarding evacuation procedures to include recommended primary and alternate evacuation routes, designated assembly points for those without transportation, rest areas and service facilities along evacuation routes, if appropriate, as well as potential health hazards associated with the risk.

In an emergency or disaster it is important to provide timely and accurate information to the public and to the media outlets. Public Affairs will work with the EOC to determine which information should be shared with the public. During an emergency, Public Affairs will disseminate information by appropriate means, to include any media outlets, internet, cable channel, the Emergency Alert System, NOAA All-hazards radio, and the locality's radio station and its website. Public Affairs will clear any news releases with the EOC Manager before releasing them to the media. Public Affairs will ensure information is accurate and released in a timely manner.

Plan Development and Maintenance

The Director of Emergency Management, assisted by the Coordinator of Emergency Management, has overall responsibility for maintaining and updating this plan. It should be updated based on lessons learned, and republished following an actual or threatened emergency situation.

The Coordinator will conduct a comprehensive review and revision of the Plan every four years to ensure the relevance of the Plan. Guidance and assistance is provided by the Virginia Department of Emergency Management. The Basic Plan will be formally adopted on at least this four-year cycle by the Board of Supervisors.

The Coordinator will seek input from a range of stakeholders to potentially be incorporated into the Plan. Responsible individuals and officials should recommend appropriate improvements and changes as needed based on experiences in emergencies, deficiencies identified through drills and exercises, and changes in government structure.

Exercise and Training

Trained and knowledgeable personnel are essential for the prompt and proper execution of the Charles City County Emergency Operations Plan and Annexes. The Coordinator of Emergency Management will ensure that all response personnel have a thorough understanding of their assigned responsibilities in a disaster or emergency situation, as well as how their role and responsibilities interface with the other response components of the Charles City County Emergency Operations Plan. All personnel will be provided with the necessary training to execute those responsibilities in an effective and responsible manner.

The Emergency Services Coordinator is responsible for the development, administration, and maintenance of a comprehensive training and exercise program customized to the needs of Charles City County. This program will be comprised of table top, functional and/or full-scale exercises.

Training will be based on federal and state guidance. All training and exercises conducted in Charles City County will be documented according to the Homeland Security Exercise and Evaluation Program (HSEEP). Training needs will be identified and records maintained for all personnel assigned emergency response duties in a disaster.

Deficiencies identified during training will be addressed immediately and incorporated into plans moving forward.

Authorities and References

Federal

1. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended
2. The Homeland Security Act of 2002
3. National Response Framework, January 2008, as amended
4. Local and Tribal NIMS Integration: Integrating the National Incident Management System into Local and Tribal Emergency Operations Plans and Standard Operating Procedures, V. 1, Department of Homeland Security
5. Emergency Management Assistance, Code of Federal Regulations, Title 44, as amended.
6. Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide, CPG 101, FEMA, November 2010

State

1. Commonwealth of Virginia Emergency Services and Disaster Law of 2000.
2. The Commonwealth of Virginia Emergency Operations Plan, December 2012

Local

1. Richmond-Crater Multi-Regional Hazard Mitigation Plan, 2011
2. Charles City County Comprehensive Plan
3. Local Capability Assessment Report

Appendix 1 – Glossary of Key Terms

Amateur Radio Emergency Services

A public service organization of licensed amateur radio operators who have voluntarily registered their qualifications and equipment to provide emergency communications for public service events as needed.

American Red Cross

A humanitarian organization led by volunteers, that provides relief to victims of disasters and helps prevent, prepare for, and respond to emergencies. It does this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

Command Section

One of the five functional areas of the Incident Command System. The function of command is to direct, control, or order resources, including people and equipment, to the best possible advantage.

Command Post

That location at which primary Command functions are executed; usually collocated with the Incident Base, also referred to as the Incident Command Post.

Comprehensive Resource Management

Maximizes the use of available resources, consolidates like resources and reduces the communications load on the Incident Command Operation.

Coordination

The process of systemically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Decontamination

The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the Hazardous Materials/HAZMAT.

Emergency

Any occurrence, or threat, whether natural or man-made, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property or natural resources and may involve governmental action beyond that authorized or contemplated by existing law because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens or the environment of the Commonwealth or clearly defined portion or portions thereof.

Emergency/Disaster/Incident

An event that demands a crisis response beyond the scope of any single line agency or service and that presents a threat to a community or larger area. An emergency is usually an event that can be controlled within the scope of local capabilities; a major emergency or disaster usually requires resources beyond what is available locally.

Emergency Alert System

A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

Emergency Operations Center

A facility from which government directs and controls its emergency operations; where information about the status of the emergency situation is officially collected, assimilated, and reported on; where coordination among response agencies takes place; and from which outside assistance is officially requested.

Emergency Operations Plan

A document which provides for a preplanned and coordinated response in the event of an emergency or disaster situation.

Emergency Management

The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize, and repair injury and damage resulting from natural or manmade disasters. These functions include fire-fighting, police, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.

Emergency Support Function

A functional area of response activity established to facilitate the delivery of Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health and maintain public safety.

Exercise

An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three specific types of exercises: tabletop, functional, and full scale.

Evacuation

Assisting people to move from the path or threat of a disaster to an area of relative safety.

Federal Disaster Assistance

Aid to disaster victims and/or state and local governments by federal agencies under provisions of the Robert T. Stafford Relief and Emergency Assistance Act of (PL 93-288).

Geographic Information System

A computer system capable of assembling, storing, manipulating, and displaying geographically referenced information, i.e.-data identified according to their locations.

Hazardous Materials

Substances or materials which may pose unreasonable risks to health, safety, property, or the environment when used, transported, stored or disposed of, which may include materials which are solid, liquid, or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, or corrosive materials, and radioactive materials.

Hazardous Materials Emergency Response Plan

The plan was developed in response to the requirements of Section 303 (a) of the Emergency Planning and Community Right-to-Know Act (Title III) of Superfund Amendments and Reauthorization Act of 1986. It is intended to be a tool for our community's use in recognizing the risks of a hazardous materials release, in evaluating our preparedness for such an event, and in planning our response and recovery actions. This plan is separate from the county's Emergency Operations Plan.

Incident Command System

A model for disaster response that uses common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span or control, pre-designed facilities, and comprehensive resource management. In ICS there are five functional elements: Command, Operations, Logistics, Planning and Finance/Administration.

Incident Commander

The individual responsible for the management of all incident operations.

Initial Damage Assessment Report

A report that provides information regarding overall damage to public and private property, thereby providing a basis for emergency declaration and/or disaster assistance.

Integrated Communications Plan

This plan coordinates the use of available communications means and establishes frequency assignments for certain functions.

Local Emergency

The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent, or alleviate loss of life, property damage, or hardship. Only the Governor, upon petition of a local governing body, may declare a local emergency arising wholly or substantially out of a resource shortage when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

Local Emergency Planning Committee

Appointed representatives of local government, private industry, business, environmental groups, and emergency response organizations responsible for ensuring that the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) are complied with.

Mitigation

Activities that actually eliminate or reduce the chance occurrence or the effects of a disaster. Examples of mitigation measures include, but are not limited to, the development of zoning laws and land use ordinances, State building code provisions, regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such ordinances, codes and regulations.

Mobile Crisis Unit

A field response team staffed and operated by mental health professionals specially trained in crisis intervention. The Mobile Crisis Unit is available to provide on-scene crisis intervention to incident victims and to follow up work with victims and formal Critical Incident Stress Debriefings for service providers after the incident has been brought under control.

Mutual Aid Agreement

A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency situation.

National Response Framework

Is a guide to how the Nation conducts all-hazard response. It is built upon scalable, flexible and adaptable coordinating structures to align key roles and responsibilities across the nation.

National Weather Service

The federal agency which provides localized weather information to the population, and during a weather-related emergency, to state and local emergency management officials.

Preparedness

The development of plans to ensure the most effective, efficient response to a disaster or emergency. Preparedness activities are designed to help save lives and minimize damage by preparing people to respond appropriately when an emergency is imminent. Preparedness also includes establishing training, exercises and resources necessary to achieve readiness for all hazards, including Weapons of Mass destruction incidents.

Presidential Declaration

A presidential declaration frees up various sources of assistance from the Federal government based on the nature of the request from the governor.

Primary Agency

While several County departments will be performing varied and critical tasks during a disaster, in most cases only one agency will be considered the 'primary agency.' The

primary agency shall be responsible for detailed planning, testing, and evaluation of their respective emergency support function. The Department Director of the primary agency shall serve as the principle advisor to the County Executive during the response and recovery phase. In addition, the Department Director or the primary agency must assure that essential operations of his/her agency will continue, unless otherwise directed by the County Executive or his/her designee.

Regional Information Coordination Center

The center facilitates communications and coordination among local, state, and federal government authorities to ensure an effective and timely response to regional emergencies and incidents, including coordination of decision-making regarding events such as closings, early release of employees, evacuation, transportation decisions, health response, etc.

Situation Report

A form which, when completed at the end of each day of local Emergency Operations Center operations, will provide the County with an official daily summary of the status of an emergency and of the local emergency response. A copy should be submitted to the State EOC via fax or submitted through the Virginia Department of Emergency Management website.

Span of Control

As defined in the Incident Command System, Span of Control is the number of subordinates one supervisor can manage effectively. Guidelines for the desirable span of control recommend three to seven persons. The optimal number of subordinates is five for one supervisor.

State of Emergency

The condition declared by the Governor when, in his judgment, a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and property damage.

Superfund Amendments and Reauthorization Act of 1986

Established Federal regulations for the handling of hazardous materials.

Unified Command

Shared responsibility for overall incident management as a result of a multi-jurisdictional or multi-agency incident. In the event of conflicting priorities or goals, or where resources are scarce, there must be a clear line of authority for decision-making. Agencies contribute to unified command by determining overall goals and objectives, jointly planning for tactical activities, conducting integrated tactical operations and maximizing the use of all assigned resources.

Weapons of Mass Destruction

Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or mine or device similar to the above; poison gas; weapon involving a disease organism; or weapon that is designed to release radiation or

radioactivity at a level dangerous to human life. (Source: 18 USC 2332a as referenced in 18 USC 921).

Appendix 2 – List of Acronyms

APHIS	Animal and Plant Health Inspection Service
CERT	Community Emergency Response Team
CFO	Chief Financial Officer
CR	Community Relations
DSCO	Deputy State Coordinating Officer
DHS	Department of Homeland Security
DRC	Disaster Recovery Center
DMME	Department of Mines, Minerals, and Energy
DRM	Disaster Recovery Manager
EAS	Emergency Alert System
EOC	Emergency Operations Center
ESF	Emergency Support Function
EPA	Environmental Protection Agency
ERT-A	Emergency Response Team – Advance Element
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
ICS	Incident Command System
JIC	Joint Information Center
JFO	Joint Field Office
MACC	Multi-agency Command Center
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NAWAS	National Warning System
NCR	National Capital Region
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRP	National Response Plan

NWS	National Weather Service
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POC	Point of Contact
RACES	Radio Amateur Civil Emergency Services
SAR	Search and Rescue
SCC	State Corporation Commission
SOP	Standard Operating Procedures
USACE	U.S. Army Corps of Engineers
USCG	U.S. Coast Guard
USDA	U.S. Department of Agriculture
VOAD	Voluntary Organizations Active in Disaster
WAWAS	Washington Area Warning System
WMD	Weapons of Mass Destruction

Appendix 3 – Sample Declaration of Local Emergency

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF CHARLES CITY COUNTY, VIRGINIA, HELD AT _____, ON _____, _____, 2____.

RESOLUTION _____ - _____ DECLARING A LOCAL EMERGENCY TO EXIST IN CHARLES CITY COUNTY, VIRGINIA

WHEREAS, the Board of Supervisors of Charles City County, Virginia, does hereby find as follows:

1. That due to the occurrence of _____, Charles City County is facing a condition of extreme peril to the lives, safety and property of the residents of Charles City County;
2. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of Charles City County, Virginia, that a local emergency now exists throughout Charles City County; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Management organization and functions of Charles City County shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of Charles City County in order to mitigate the effects of said emergency.

In order to carry out the effect of this resolution, a sum of money, not to exceed \$_____, is hereby appropriated from the County's unappropriated fund balance (from the Board's Special Account fund) to cover the reasonable operational costs of emergency services pending further report to this Board and such additional appropriations as shall be deemed necessary to cover the expected scope of this emergency.

Dated: _____ Board of Supervisors, Charles City County, VA

Attest: _____
Clerk, Board of Supervisors

Appendix 4 – Succession of Authority

Continuity of Government is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each organization or service function is listed below by position in decreasing order.

<u>Organization/Service Function</u>	<u>Authority in Line of Succession</u>
County Board of Supervisors	<ol style="list-style-type: none">1. Chairman2. Vice-Chair3. Member
Emergency Management Organization	<ol style="list-style-type: none">1. Director of Emergency Management2. Coordinator of Emergency Management3. Deputy Coordinator
Emergency Public Information	<ol style="list-style-type: none">1. Director of Development2. Director of Administrative Services
Law Enforcement	<ol style="list-style-type: none">1. Sheriff2. Captain3. Chief Deputy
Fire Department	<ol style="list-style-type: none">1. Chief2. Assistant Chief3. Captain
Rescue Squad	<ol style="list-style-type: none">1. Captain2. Lieutenant
School System	<ol style="list-style-type: none">1. Superintendent2. Director of Instruction3. Director of Maintenance & Operations
Public Works/Utilities	<ol style="list-style-type: none">1. Director2. Operations Manager
Health Department	<ol style="list-style-type: none">1. Director2. Nursing Supervisor3. Public Health Nurse
Social Services	<ol style="list-style-type: none">1. Director2. Office Manager3. Eligibility Supervisor

Appendix 5 – Essential Records

Court Records

The preservation of essential records for the locality is the responsibility of the Clerk of the Circuit Court. All essential records are to be stored in the records vault located in the Office of the Clerk of the Circuit Court. These records include the following:

- Real Estate Records*
- Criminal Records
- Wills
- Civil Records
- Chancery Records
- Marriage Licenses

The evacuation of records in the event of an emergency will be accomplished only by approval of the Clerk of the Circuit Court.

The loading and transportation of these records is the responsibility of the Sheriff's Department.

*** A microfilm copy of all real estate records for the locality is stored in the Archives, State Library, Richmond, Virginia.**

Agencies/Organizations

Each agency/organization within the structure of local government should establish its own records protection program. Those records deemed essential for continuing government functions should be identified and procedures should be established for their protection, such as duplicate copies in a separate location and/or the use of safe and secure storage facilities. Provisions should be made for the continued operations of automated data processing systems and records.

Appendix 6 – Emergency Support Functions

ESF Name & Coordinating Agency State Local

ESF # 01 TRANSPORTATION

Coordinate, develop and implement traffic control measures that will enhance traffic flow, evacuation and re-entry to affected areas.

Federal: DHS State: VDOT Local: Transportation

ESF # 02 COMMUNICATIONS

To maintain continuity of information and telecommunications equipment.

Federal: NCS State: VITA Local: Info Systems Tech

ESF # 03 INFRASTRUCTURE ASSESSMENT

Coordinate and organize capabilities and resources to facilitate the delivery of essential services, technical assistance, engineering expertise, construction management and other support to prepare, respond, or recover from an incident.

Federal: USACE State: DCR Local: Utilities, Building Inspections

ESF # 04 FIRE FIGHTING

Directs and controls operations regarding fire suppression, technical rescue, hazardous material and emergency medical services.

Federal: USFA State: VFP Local: Fire & EMS

ESF # 05 Direction and Control (Federal and State: EMERGENCY MANAGEMENT)

Provide centralized direction and coordination during an event. Collect and process information and assure the implementation of emergency actions, disseminate information and act as a liaison to other agencies.

Federal: FEMA State: VDEM Local: Emergency Management

ESF # 06 MASS CARE, HOUSING, AND HUMAN SERVICES

Receives and cares for persons who have been evacuated, either from a high-risk area in anticipation of an emergency or response to an actual emergency. Includes provision for sheltering, emergency assistance and other human services.

Federal: FEMA State: DSS Local: Social Services

ESF # 07 LOGISTICS AND RESOURCE SUPPORT

Minimize the effect that disasters or emergency situations may have on the County to include property, personnel and citizens. Provides support for requirements not specifically identified in other Emergency Support Functions.

Federal: GSA State: VDEM Local: Management Services

ESF # 08 HEALTH AND MEDICAL SERVICES

Provides for coordinated medical, public health, mental health and emergency medical services to save lives in the time of an emergency.

Federal: USPHS State: VDH Local: Public Health, Fire and EMS

ESF # 09 SEARCH AND RESCUE

Provides for the coordination and effective use of available resources for search and rescue activities.

Federal: FEMA State: VDEM Local: Police

ESF # 10 HAZARDOUS MATERIALS

Response to hazardous material incidents, preventing or minimizing the loss of life and property and to assist with rescue, warning and other operations required.

Federal: USEPA State: VDEM Local: Fire & EMS, Envir. Engineering

ESF # 11 AGRICULTURE AND NATURAL RESOURCES

Coordinate response to agriculture loss and emergencies

Federal: USDA State: VDACS Local: Agriculture Planning

ESF # 12 ENERGY

Describe procedures to restore utilities critical to saving lives, protecting health, safety and property; to enable other support functions to respond.

Federal: USDOE State: SCC Local: General Services, Utilities

ESF # 13 PUBLIC SAFETY AND SECURITY

Maintain law and order and assist with evacuation of threatened areas or re-entry

Federal: DHS State: VDMA/VNG Local: Police, Sheriff

ESF # 14 RECOVERY

Provides a framework to facilitate short term recovery and begin the process of long term recovery which includes resources, financial reimbursement and community needs.

Federal: DHS State: VDEM Local: Risk Management

ESF # 15 EXTERNAL AFFAIRS

Keep the public and County employees informed in regards to emergency situations.

Federal: DHS State: VDEM Local: Public Affairs

ESF # 16 MILITARY AFFAIRS

Coordinate response with military partners in the Region.

Federal: DHS State: VNG Local: Emergency Management

ESF # 17 VOLUNTEER AND DONATIONS MANAGEMENT

Coordinating process for the most efficient and effective utilization of unaffiliated volunteers and unsolicited donated good during a disaster.

Federal: DHS State: VDEM Local: Social Services

Appendix – EOC Organization



