

Baldwin County Emergency Management Agency Emergency Operations Plan

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Baldwin County
EMERGENCY OPERATIONS PLAN

Local Resolution

Record of Revisions

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PREFACE

This Emergency Operations Plan (EOP) describes the management and coordination of resources and personnel during periods of major emergency. This comprehensive local emergency operations plan is developed to ensure mitigation and preparedness, appropriate response and timely recovery from natural and man made hazards which may affect residents of Baldwin County.

This plan supersedes the Emergency Operations Plan dated from old eLEOP. It incorporates guidance from the Georgia Emergency Management Agency (GEMA) as well as lessons learned from disasters and emergencies that have threatened Baldwin County. The Plan will be updated at the latest, every four years. The plan:

- Defines emergency response in compliance with the State-mandated Emergency Operations Plan process.
- Establishes emergency response policies that provide Departments and Agencies with guidance for the coordination and direction of municipal plans and procedures.
- Provides a basis for unified training and response exercises.

The plan consists of the following components:

- The Basic Plan describes the structure and processes comprising a county approach to incident management designed to integrate the efforts of municipal governments, the private sector, and non-governmental organizations. The Basic Plan includes the: purpose, situation, assumptions, concept of operations, organization, assignment of responsibilities, administration, logistics, planning and operational activities.
- Appendices provide other relevant supporting information, including terms, definitions, and authorities.
- Emergency Support Function Annexes detail the missions, policies, structures, and responsibilities of County agencies for coordinating resource and programmatic support to municipalities during Incidents of Critical Significance.
- Support Annexes prescribe guidance and describe functional processes and administrative requirements necessary to ensure efficient and effective implementation of incident management objectives.
- Incident Annexes address contingency or hazard situations requiring specialized application of the EOP. The Incident Annexes describe the missions, policies, responsibilities, and coordination processes that govern the interaction of public and private entities engaged in incident management and emergency response operations across a spectrum of potential hazards. Due to security precautions and changing nature of their operational procedures, these Annexes, their supporting plans, and operational supplements are published separately.

The following is a summary of the 15 Emergency Support Functions:

1. *Transportation*: Support and assist municipal, county, private sector, and voluntary organizations requiring transportation for an actual or potential Incident of Critical Significance.
2. *Communications*: Ensures the provision of communications support to municipal, county, and private-sector response efforts during an Incident of Critical Significance.
3. *Public Works and Engineering*: Coordinates and organizes the capabilities and resources of the municipal and county governments to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prevent, prepare for, respond to, and/or recover from an Incident of Critical Significance.
4. *Firefighting*: Enable the detection and suppression of wild-land, rural, and urban fires resulting from, or occurring coincidentally with an Incident of Critical Significance.
5. *Emergency Management Services*: Responsible for supporting overall activities of the County Government for County incident management.
6. *Mass Care, Housing and Human Services*: Supports County-wide, municipal, and non-governmental organization efforts to address non-medical mass care, housing, and human services needs of individuals and/or families impacted by Incidents of Critical Significance.
7. *Resource Support*: Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support before, during, and/or after Incidents of Critical Significance.
8. *Public Health and Medical Services*: Provide the mechanism for coordinated County assistance to supplement municipal resources in response to public health and medical care needs (to include veterinary and/or animal health issues when appropriate) for potential or actual Incidents of Critical Significance and/or during a developing potential health and medical situation.
9. *Search and Rescue*: Rapidly deploy components of the National US Response System to provide specialized life-saving assistance to municipal authorities during an Incident of Critical Significance.
10. *Hazardous Materials*: Coordinate County support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during Incidents of Critical Significance.
11. *Agriculture and Natural Resources*: supports County and authorities and other agency efforts to address: Provision of nutrition assistance; control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic

disease; assurance of food safety and food security and; protection of natural and cultural resources and historic properties.

12. *Energy*: Restore damaged energy systems and components during a potential of actual Incident of Critical Significance.
13. *Public Safety and Security Services*: Integrates County public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual Incidents of Critical Significance.
14. *Long Term Recovery and Mitigation*: Provides a framework for County Government support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of an Incident of Critical Significance.
15. *External Affairs*: Ensures that sufficient County assets are deployed to the field during a potential or actual Incident of Critical Significance to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.

BASIC PLAN

I. INTRODUCTION

Summary

This plan establishes a framework for emergency management planning and response to: prevent emergency situations; reduce vulnerability during disasters; establish capabilities to protect residents from effects of crisis; respond effectively and efficiently to actual emergencies; and provide for rapid recovery from any emergency or disaster affecting the local jurisdiction and Baldwin County.

This Emergency Operations Plan (EOP) is predicated on the National Incident Management System (NIMS) which integrates the capabilities and resources of various municipal jurisdictions, incident management and emergency response disciplines, nongovernmental organizations (NGOs), and the private sector into a cohesive, coordinated, and seamless framework for incident management. The EOP, using the NIMS, is an all-hazards plan that provides the structure and mechanisms for policy and operational coordination for incident management. Consistent with the model provided in the NIMS, the EOP can be partially or fully implemented in the context of a threat, anticipation of a significant event, or the response to a significant event. Selective implementation through the activation of one or more of the systems components allows maximum flexibility in meeting the unique operational and information-sharing requirements of the situation at hand and enabling effective interaction between various entities. The EOP, as the core operational plan for incident management, establishes county-level coordinating structures, processes, and protocols that will be incorporated into certain existing interagency incident- or hazard-specific plans (such as the Hurricane Plan) that is designed to implement specific statutory authorities and responsibilities of various departments and agencies in particular contingency.

Purpose

The purpose of the EOP is to establish a comprehensive, countywide, all-hazards approach to incident management across a spectrum of activities including prevention, preparedness, response, and recovery. The EOP incorporates best practices and procedures from various incident management disciplines - homeland security, emergency management, law enforcement, firefighting, hazardous materials response, public works, public health, emergency medical services, and responder and recovery worker health and safety - and integrates them into a unified coordinating structure. The EOP provides the framework for interaction with municipal governments; the private sector; and NGOs in the context of incident prevention, preparedness, response, and recovery activities. It describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help protect from natural and manmade hazards; save lives; protect public health, safety, property, and the environment; and reduce adverse psychological consequences and disruptions. Finally, the EOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents.

The EOP, using the NIMS, establishes mechanisms to:

- Maximize the integration of incident-related prevention, preparedness, response, and recovery activities;
- Improve coordination and integration of County, municipal, private-sector, and nongovernmental organization partners;
- Maximize efficient utilization of resources needed for effective incident management and Critical Infrastructure/Key Resources protection and restoration;
- Improve incident management communications and increase situational awareness across jurisdictions and between the public and private sectors;
- Facilitate emergency mutual aid and emergency support to municipal governments;
- Provide a proactive and integrated response to catastrophic events; and
- Address linkages to other incident management and emergency response plans developed for specific types of incidents or hazards.

A number of plans are linked to the EOP in the context of disasters or emergencies, but remain as stand-alone documents in that they also provide detailed protocols for responding to routine incidents that normally are managed by County agencies without the need for supplemental coordination. The EOP also incorporates other existing emergency response and incident management plans (with appropriate modifications and revisions) as integrated components, operational supplements, or supporting tactical plans.

This plan consists of the following components:

Scope and Applicability

The EOP covers the full range of complex and constantly changing requirements in anticipation of or in response to threats or acts of terrorism, major disasters, and other emergencies. The EOP also provides the basis to initiate long-term community recovery and mitigation activities.

The EOP establishes interagency and multi-jurisdictional mechanisms for involvement in and coordination of, incident management operations.

This plan distinguishes between incidents that require County coordination, termed disasters or emergencies, and the majority of incidents that are handled by responsible jurisdictions or agencies through other established authorities and existing plans.

In addition, the EOP:

- Recognizes and incorporates the various jurisdictional and functional authorities of departments and agencies; municipal governments; and private-sector organizations in incident management.

- Details the specific incident management roles and responsibilities of the departments and agencies involved in incident management as defined in relevant statutes and directives.
- Establishes the multi-agency organizational structures and processes required to implement the authorities, roles, and responsibilities for incident management.

This plan is applicable to all departments and agencies that may be requested to provide assistance or conduct operations in the context of actual or potential disasters or emergencies.

Disasters or emergencies are high-impact events that require a coordinated and effective response by an appropriate combination of County, municipal, private-sector, and nongovernmental entities in order to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities.

Key Concepts

This section summarizes key concepts that are reflected throughout the EOP.

- Systematic and coordinated incident management, including protocols for:
 - Coordinated action;
 - Alert and notification;
 - Mobilization of County resources to augment existing municipal capabilities;
 - Operating under differing threats or threat levels; and
 - Integration of crisis and consequence management functions.
- Proactive notification and deployment of resources in anticipation of or in response to catastrophic events in coordination and collaboration with municipal governments and private entities when possible.
- Organizing interagency efforts to minimize damage, restore impacted areas to pre-incident conditions if feasible, and/or implement programs to mitigate vulnerability to future events.
- Coordinating worker safety and health, private-sector involvement, and other activities that are common to the majority of incidents (see Support Annexes).
- Organizing ESFs to facilitate the delivery of critical resources, assets, and assistance. Departments and agencies are assigned to lead or support ESFs based on authorities, resources, and capabilities.
- Providing mechanisms for vertical and horizontal coordination, communications, and information sharing in response to threats or incidents. These mechanisms

facilitate coordination among municipal entities and the County Government, as well as between the public and private sectors.

- Facilitating support to County departments and agencies acting under the requesting department or agencies own authorities.
- Developing detailed supplemental operations, tactical, and hazard-specific contingency plans and procedures.
- Providing the basis for coordination of interdepartmental and municipal planning, training, exercising, assessment, coordination, and information exchange.

II. PLANNING ASSUMPTIONS AND CONSIDERATIONS

The EOP is based on the planning assumptions and considerations presented in this section.

- Incidents are typically managed at the lowest possible organizational and jurisdictional level.
- Incident management activities will be initiated and conducted using the principles contained in the NIMS and the ICS.
- The combined expertise and capabilities of government at all levels, the private sector, and nongovernmental organizations will be required to prevent, prepare for, respond to, and recover from disasters and emergencies.
- Disasters and emergencies require the Baldwin County Emergency Management Agency to coordinate operations and/or resources, and may:
 - Occur at any time with little or no warning in the context of a general or specific threat or hazard;
 - Require significant information-sharing at the unclassified and classified levels across multiple jurisdictions and between the public and private sectors;
 - Involve single or multiple jurisdictions;
 - Have significant regional impact and/or require significant regional information sharing, resource coordination, and/or assistance;
 - Span the spectrum of incident management to include prevention, preparedness, response, and recovery;
 - Involve multiple, highly varied hazards or threats on a regional scale;
 - Result in numerous casualties; fatalities; displaced people; property loss; disruption of normal life support systems, essential public services, and basic infrastructure; and significant damage to the environment;
 - Impact critical infrastructures across sectors;
 - Overwhelm capabilities of municipal governments, and private-sector infrastructure owners and operators;
 - Attract a sizeable influx of independent, spontaneous volunteers and supplies;
 - Require extremely short-notice asset coordination and response timelines; and
 - Require prolonged, sustained incident management operations and support activities.

- Top priorities for incident management are to:
 - Save lives and protect the health and safety of the public, responders, and recovery workers;
 - Ensure security of the county;
 - Prevent an imminent incident, including acts of terrorism, from occurring;
 - Protect and restore critical infrastructure and key resources;
 - Conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution and/or attribution;
 - Protect property and mitigate the damage and impact to individuals, communities, and the environment; and
 - Facilitate recovery of individuals, families, businesses, governments, and the environment.

- Deployment of resources and incident management actions during an actual or potential terrorist incident are conducted in coordination with the Federal Bureau of Investigation (FBI).

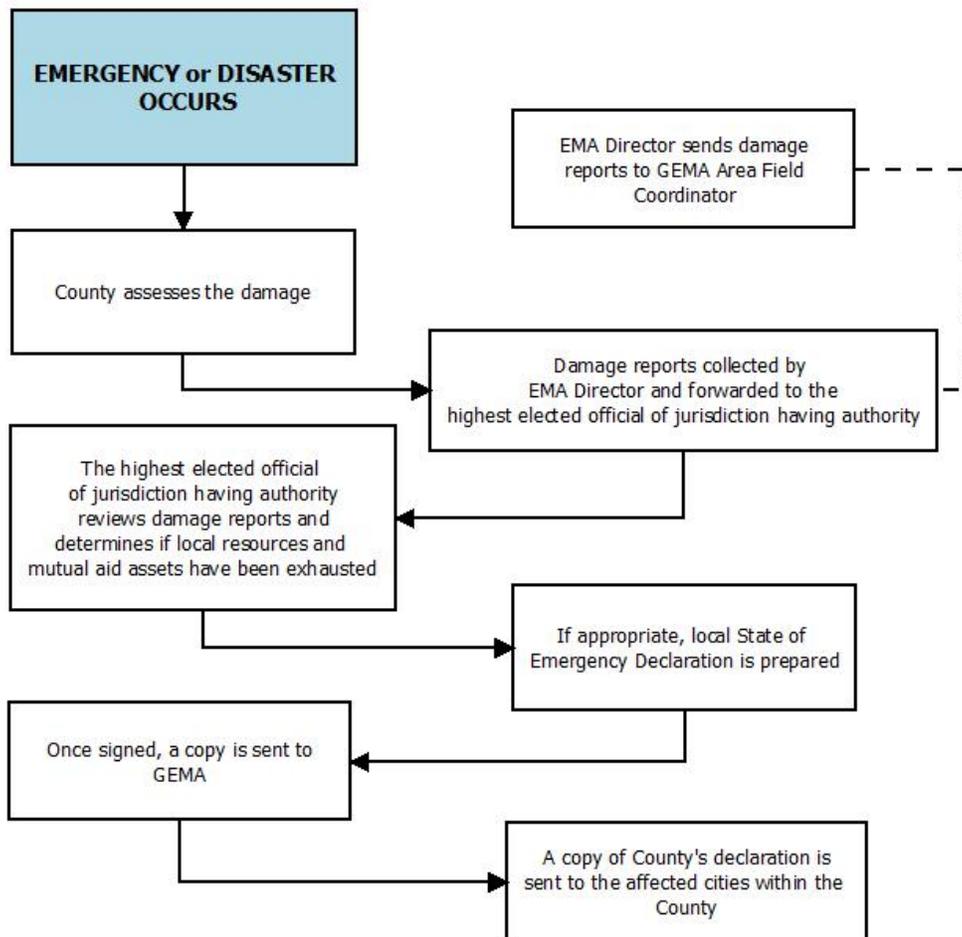
- Departments and agencies at all levels of government and certain NGOs, such as the American Red Cross, may be required to deploy to disaster areas or emergency events on short notice to provide timely and effective mutual aid and/or intergovernmental assistance.

- The degree of County involvement in incident operations depends largely upon the specific authority or jurisdiction. Other factors that may be considered include:
 - The municipal needs and/or requests for external support, or ability to manage the incident;
 - The economic ability of the affected entity to recover from the incident;
 - The type or location of the incident;
 - The severity and magnitude of the incident; and
 - The need to protect the public health or welfare or the environment.

- Departments and agencies support these mission in accordance with authorities and guidance and are expected to provide:
 - Initial and/or ongoing response, when warranted, under their own authorities and funding;

- Alert, notification, pre-positioning, and timely delivery of resources to enable the management of potential and actual disasters or emergencies; and
 - Proactive support for catastrophic or potentially catastrophic incidents using protocols for expedited delivery of resources.
-
- For disasters or emergencies that are Presidentially declared, state and/or Federal support is delivered in accordance with relevant provisions of the Stafford Act. (Note that while all Presidentially declared disasters and emergencies under the Stafford Act are considered incidents of critical significance, not all incidents necessarily result in disaster or emergency declarations under the Stafford Act.)

Emergency Declaration Process



It is anticipated and expected that if the emergency or disaster is obviously widespread and all local resources mutual aid assets have already been exhausted, the highest elected official of jurisdiction having authority can make a declaration without waiting for a report regarding damages.

III. ROLES AND RESPONSIBILITIES

Local Government Responsibilities

Police, fire, public health and medical, emergency management, public works, environmental response, and other personnel are often the first to arrive and the last to leave an incident site. In some instances, a County agency in the area may act as a first responder, and the assets of County agencies may be used to advise or assist municipal officials in accordance with agency authorities and procedures. Mutual aid agreements provide mechanisms to mobilize and employ resources from neighboring jurisdictions to support the incident command. When resources and capabilities are overwhelmed, the County may request State assistance under a Governors disaster or emergency declaration. Summarized below are the responsibilities of the Chief Executive Officer.

A municipal mayor or city or County Chairman or their designee, as a jurisdictions chief executive, is responsible for the public safety and welfare of the people of that jurisdiction. The Chief Executive Officer:

- Is responsible for coordinating resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents involving all hazards including terrorism, natural disasters, accidents, and other contingencies;
- Dependent upon law, has extraordinary powers to suspend laws and ordinances, such as to establish a curfew, direct evacuations, and, in coordination with the health authority, to order a quarantine;
- Provides leadership and plays a key role in communicating to the public, and in helping people, businesses, and organizations cope with the consequences of any type of incident within the jurisdiction;
- Negotiates and enters into mutual aid agreements with other jurisdictions to facilitate resource-sharing; and
- Requests State and, if necessary, Federal assistance through the Governor of the State when the jurisdictions capabilities have been exceeded or exhausted.

Emergency Support Functions

The EOP applies a functional approach that groups the capabilities of municipal and county departments and some volunteer and non-government organizations into ESFs to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during disaster or emergency incidents. The County response to actual or potential disasters or emergencies is typically provided through the full or partial activation of the ESF structure as necessary. The ESFs serve as the coordination mechanism to provide assistance to municipal governments or to County departments and agencies conducting missions of primary County responsibility.

Each ESF is comprised of primary and support agencies. The EOP identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. The resources provided by the ESFs reflect categories identified in the NIMS. ESFs are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on roles and responsibilities of ESF primary agencies, and support agencies can be found in the introduction to the ESF Annexes.

Note that not all disaster or emergency incidents result in the activation of all ESFs. It is possible that an incident can be adequately addressed by agencies through activation of certain EOP elements without the activation of ESFs. Similarly, operational security considerations may dictate that activation of EOP elements be kept to a minimum, particularly in the context of certain terrorism prevention activities.

Nongovernmental and Volunteer Organizations

Nongovernmental and volunteer 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, the American Red Cross is an NGO that provides relief at the local level and also supports the Mass Care element of ESF 6. Community-based organizations receive government funding to provide essential public health services.

The Voluntary Organizations Active in Disaster (VOAD) is a consortium of approximately 30 recognized organizations of volunteers active in disaster relief. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, the wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural resource trustee agencies.

Private Sector

EOP primary and support agencies coordinate with the private sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters and emergencies.

Roles

The roles, responsibilities, and participation of the private sector during a disaster or emergency incident vary based on the nature of the organization and the type and impact of the incident. The roles of private-sector organizations are summarized below.

- **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 regional economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

- **Response Resource**
Private-sector organizations provide response resources (donated or compensated) during an incident - including specialized teams, equipment, and advanced technologies - through public-private emergency plans, mutual aid agreements, or incident specific requests from government and private-sector-volunteer initiatives.
- **Regulated and/or Responsible Party**
Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring, and responding to an incident once it occurs. For example, some activities are required by law or regulation to maintain emergency (incident) preparedness plans, procedures, and facilities and to perform assessments, prompt notifications, and training for a response to an incident.
- **State/Emergency Organization Member**
- Private-sector organizations may serve as active partners in emergency preparedness and response organizations and activities.

Responsibilities

Private-sector organizations support the EOP (voluntarily or to comply with applicable laws and regulations) by sharing information with the government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response to and recovery from an incident.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause. In the case of an Incident of Critical Significance, these private-sector organizations are expected to mobilize and employ the resources necessary and available in accordance with their plans to address the consequences of incidents at their own facilities or incidents for which they are otherwise responsible.

Response Resources

Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies. The County Government maintains ongoing interaction with the critical infrastructure and key resource industries to provide coordination for prevention, preparedness, response, and recovery activities. When practical, or when required under law, private-sector representatives should be included in planning and exercises. In some cases, the government may direct private-sector response resources when they have contractual relationships, using government funds.

Functional Coordination

The primary agency/agencies for each ESF maintain(s) working relations with its associated private-sector counterparts through partnership committees or other means (e.g., ESF 2, Communications - telecommunications industry; ESF 10, Hazardous Materials - oil and hazardous materials industries; etc.).

Citizen Involvement

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

The US Citizen Corps brings these groups together and focuses efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds.

Citizen Corps Councils implement Citizen Corps programs, which include Community Emergency Response Teams (CERTs), Medical Reserve Corps, Neighborhood Watch, Volunteers in Police Service, and the affiliate programs; provide opportunities for special skills and interests; develop targeted outreach for special-needs groups; and organize special projects and community events.

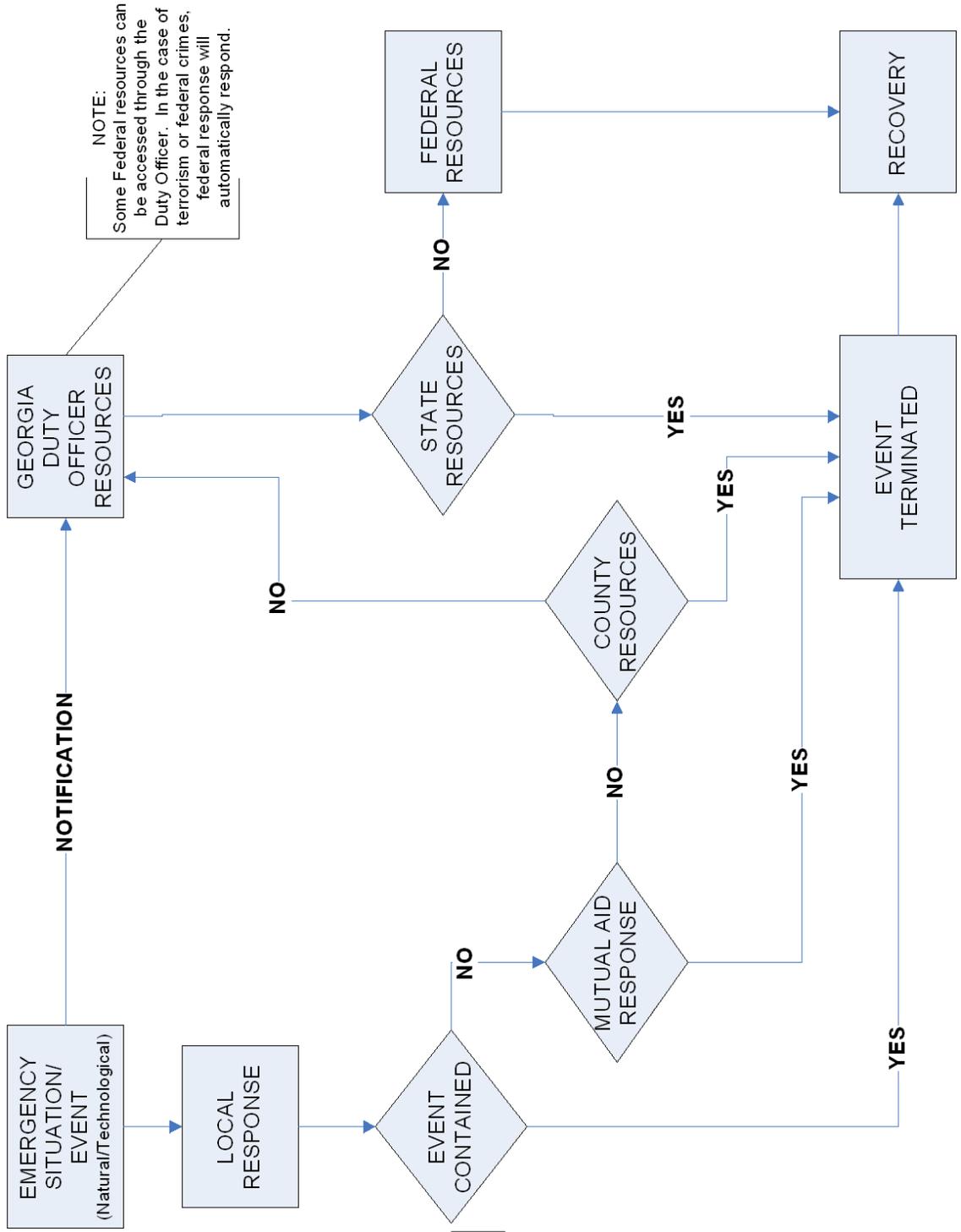
Citizen Corps Affiliate Programs expand the resources and materials available to communities through partnerships with programs and organizations that offer resources for public education, outreach, and training; represent volunteers interested in helping to make their communities safer; or offer volunteer service opportunities to support first responders, disaster relief activities, and community safety efforts.

Other programs unaffiliated with Citizen Corps also provide organized citizen involvement opportunities in support of response to major disasters and events of Critical Significance.

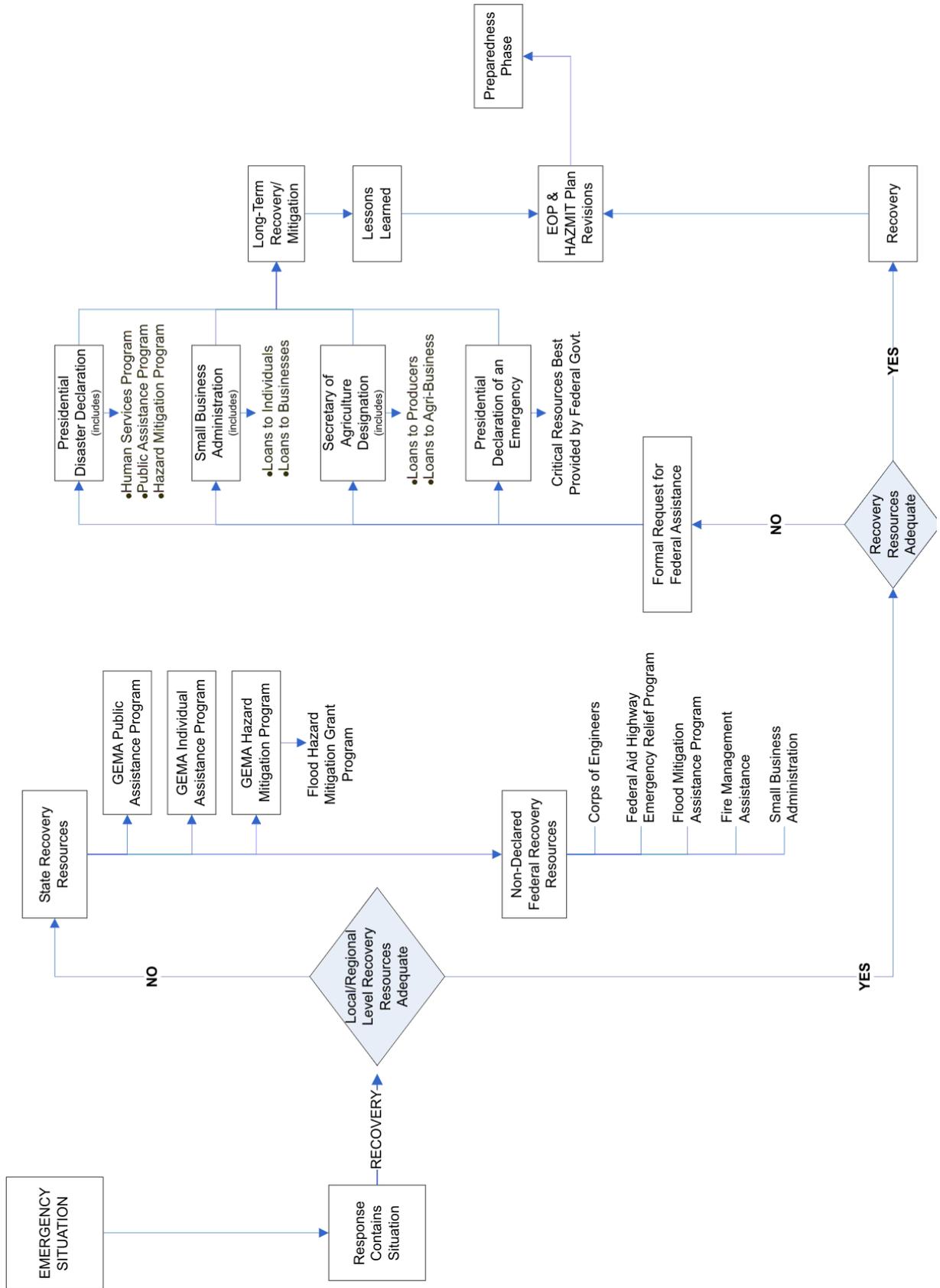
Citizen Corps

The Citizen Corps works through a Citizen Corps Council that brings together leaders from law enforcement, fire, emergency medical and other emergency management, volunteer organizations, elected officials, the private sector, and other community stakeholders.

Response Flow Chart



Recovery Flow Chart



IV. CONCEPT OF OPERATIONS

Phases of Emergency Management

Mitigation

Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures implemented prior to, during, or after an incident are intended to prevent the occurrence of an emergency, reduce the community's vulnerability and/or minimize the adverse impact of disasters or emergencies. A preventable measure, for instance, is the enforcement of building codes to minimize such situations.

Preparedness

Actions taken to avoid an incident or to intervene to stop an incident from occurring. Preparedness involves actions taken prior to an emergency to protect lives and property and to support and enhance disaster response. Planning, training, exercises, community awareness and education are among such activities.

Response

Activities that address the short-term, direct effects of an incident. These activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Also included are direction and coordination, warning, evacuation, and similar operations that help reduce casualties and damage, and speed recovery.

Recovery

The development, coordination, and execution of service- and site-restoration plans and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs. Short-term recovery includes damage assessment and the return of vital functions, such as utilities and emergency services, to minimum operating standards. When rebuilding and re-locating is due to damaged property, long-term recovery activities may continue for years.

General

- A basic premise of the EOP is that incidents are generally handled at the lowest jurisdictional level possible. Police, fire, public health, medical, emergency management, and other personnel are responsible for incident management at that level. Accordingly, in order to protect life and property from the effects of emergencies, government is responsible for all emergency management activities. When operating under such conditions, Baldwin County Emergency Management Agency will utilize all available resources from within the County, including voluntary and private assets, before requesting other assistance. After an emergency exceeds local capacity to respond, assistance will be requested from other jurisdictions and the state through GEMA. Upon a Presidential declaration, assistance as requested by the state may be provided through Federal ESFs and/or other resources.

- Consistent with the commitment to comprehensive emergency management, this plan addresses major emergency situations that may develop in the county. It outlines activities that address mitigation, preparedness, response and recovery. The plan emphasizes the capacity of Baldwin County Emergency Management Agency to respond and accomplish short-term recovery.
- In coordination with the county and municipal governments, Baldwin County Emergency Management Agency will implement interagency coordination for emergency operations.
- In coordination with the county and municipal governments and Baldwin County Emergency Management Agency the public information designee will release all emergency information.
- If an agency requests functional support from another agency or organization, assigned personnel and resources will be coordinated by the agency responsible for the ESF.
- All agencies will inform Baldwin County Emergency Management Agency of personnel assigned to work in the Emergency Operations Center (EOC.)

V. DIRECTION AND CONTROL

Continuity of Government/Continuity of Operations (COG/COOP)

Local governments and jurisdictions must be prepared to continue their minimum essential functions throughout the spectrum of possible threats from natural disasters through acts of terrorism. COG/COOP planning facilitates the performance of State and local government and services during an emergency that may disrupt normal operations.

- Government continuity planning facilitates the performance government and services during an emergency that may disrupt normal operations. Contingency plans for the continuity of operations of vital government functions and jurisdictions will allow agencies to continue their minimum essential operations and maintain authority. These plans include the spectrum of possible threats from natural disasters through acts of terrorism.
- Continuity of Government (COG) and Continuity of Operations (COOP) measures will establish lines of personnel succession, ensuring that authority is delegated to appropriate personnel prior to an emergency. Executive office personnel and agency managers will identify, notify, and train the individuals next in line. In addition, personnel will be familiar with alert, notification and deployment procedures to provide for command and control of response and recovery operations.
- Preservation of Records addresses the protection of essential records (e.g., vital statistics, deeds, corporation papers, operational plans, resource data, personnel and payroll records, inventory lists, laws, charters, and financial documents) by the appropriate agency following an emergency or disaster. Governments will plan for preservation of succession and delegation of authority and records necessary for carrying out governments legal and financial functions and the protection of legal and financial rights of citizens.
- The EMA director, under the direction of the local government, is responsible for the following, but not limited to:
 - Determine who is responsible for direction and control at the executive level;
 - Describe the decision process for implementing COG/COOP plans and procedures, including reliable, effective, and timely notification;
 - Establish measures for the protection of vital records;
 - Identify the agencies and personnel (including lines of succession) responsible for providing water, electricity, natural gas, sewer, and sanitation services in affected areas;
 - Identify the location of and contact points for Emergency Management Assistance Compacts (EMACs), Memoranda of Understanding (MOU), and other cooperative agreements

- Standard Operating Procedures (SOPs) for each local agency that provide specific authorities of designated successors to direct their agencies;
- COG/COOP succession of authority plans are outlined in the Baldwin County Emergency Management Agency Emergency Operations Plan Annex.

VI. INCIDENT MANAGEMENT ACTIONS

Services and Resources

An emergency or disaster may place great demands on services and resources. Priority will be based on essential needs, such as food, water, and medical assistance. Other services and resources will be acquired after establishing the need.

Commitment of Services and Resources

- Local governments will commit services and resources in order to save lives and protect property. Response agencies will first utilize services and resources available through their agency or organization. Additional needs may be met from other governments, agencies and/or organizations through mutual-aid or Memorandums of Understanding (MOU). After these sources have been exhausted, additional state resources may be requested from GEMA through the EOC. Baldwin County Emergency Management Agency maintains an extensive service and resource directory that is maintained by ESF 7.
- Detailed records of expenditures are required by all agencies and organizations responding to a disaster for possible reimbursement, such as through an authorized Federal disaster declaration.

Local Involvement

Baldwin County Emergency Management Agency will coordinate the efforts of agencies and organizations responsible for plan development of ESFs and major revisions. It is strongly recommended that the agencies involved in an ESF conduct coordination meetings and develop an ESF plan for their response to each level of activation. The plan will be reviewed annually and major revisions completed, as necessary. An updated plan shall be submitted for approval to GEMA every four years through the eLEOP system. Minor revisions to the plan should be logged in on the designated form at the beginning of this plan and updated on the eLEOP system.

State Involvement

Coordination of emergency management planning and operations and service and resource sharing across jurisdictional boundaries is necessary. Consequently, the state may be able to assist in the planning process (e.g., radiological, hurricane planning). Baldwin County Emergency Management Agency will coordinate the type and level of assistance. Agencies and organizations with ESF responsibilities will be involved in such planning. This assistance should be interpreted as supporting agencies with ESF responsibilities and enhancing emergency capabilities.

Standard Operating Procedures

Most agencies and organizations within Baldwin County and its municipalities have emergency functions to perform in addition to their other duties. Each agency and/or

organization with primary ESF responsibilities, in conjunction with support agencies and organizations, will develop and maintain Standard Operating Procedures (SOPs). These procedures provide detailed direction and coordination of ESF responsibilities and critical emergency tasks.

Emergency Operations

Organizational responsibilities are included in each ESF.

Local Responsibilities

Baldwin County Emergency Management Agency is responsible for the following:

- Assist and advise all agencies and/or organizations in the development and coordination of ESFs to ensure necessary planning;
- Brief and train EOC personnel and volunteers as well as conduct periodic exercises to evaluate support function responsibilities;
- Manage the EOC for operational readiness;
- Coordinate with other emergency management agencies, GEMA, and other emergency response organizations;
- Maintain a list of all agency contacts including telephone, fax, and pager numbers (Refer to Baldwin County Emergency Management Agency EOC Telephone Directory);
- Obtain copies of SOPs for all ESFs;
- Update, maintain and distribute the plan and all major revisions to agencies and organizations contained on the distribution list;
- Advise Baldwin County Emergency Management Agency officials, municipalities and agencies with ESF responsibilities on the nature, magnitude, and effects of an emergency; and
- Coordinate with public information officials to provide emergency information for the public.

Agencies and organizations with ESF responsibilities will:

- Develop and maintain the ESF and SOPs, in conjunction with Baldwin County Emergency Management Agency and other supporting agencies;
- Designate agency and organization personnel with emergency authority to work on planning, mitigation, preparedness and response issues and commit resources. Staff assignments should include personnel who are trained to work in the EOC;

- Maintain an internal emergency management personnel list with telephone, fax and pager numbers;
- Provide for procurement and management of resources for emergency operations and maintain a list of such resources;
- Participate in training and exercises to evaluate and enhance ESF capabilities;
- Negotiate and prepare MOUs that impact the specific ESF, in conjunction with Baldwin County Emergency Management Agency ; and
- Establish procedures for the maintenance of records, including personnel, travel, operations and maintenance expenditures and receipts.

VII. PLAN DEVELOPMENT AND MAINTENANCE

Plan Maintenance

Baldwin County Emergency Management Agency is the executive agent for EOP management and maintenance. The EOP will be updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the EOP.

• Types of Changes

Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans contained in statute, order, or regulation.

• Coordination and Approval

Any department or agency with assigned responsibilities under the EOP may propose a change to the plan. Baldwin County Emergency Management Agency is responsible for coordinating all proposed modifications to the EOP with primary and support agencies and other stakeholders, as required. Baldwin County Emergency Management Agency will coordinate review and approval for proposed modifications as required.

• Notice of Change

After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, Baldwin County Emergency Management Agency will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the EOP in addition to manually logged record of changes on the form at the beginning of this plan titled: Record of Revisions. Once published, the modifications will be considered part of the EOP for operational purposes pending a formal revision and redistribution of the entire document. Interim changes can be further modified or updated using the above process and through eLEOP system tools.

• Distribution

Baldwin County Emergency Management Agency will distribute Notices of Change to all participating agencies. Notices of Change to other organizations will be provided upon request.

• Redistribution of the EOP

Working toward continuous improvement, Baldwin County Emergency Management Agency is responsible for an annual review and updates of the EOP and a complete revision every four years, or more frequently if the County Commission or the Georgia Emergency Management Agency deems necessary. The review and update will consider lessons learned and best practices identified during exercises and responses to actual events, and incorporate new information technologies. Baldwin County Emergency Management Agency will distribute revised EOP documents for the purpose of interagency review and concurrence.

EOP-Supporting Documents and Standards for Other Emergency Plans

As the core plan for domestic incident management, the EOP provides the structures and processes for coordinating incident management activities for terrorist attacks, natural disasters, and other emergencies. Following the guidance provided, the EOP incorporates existing emergency and incident management plans (with appropriate modifications and revisions) as integrated components of the EOP, as supplements, or as supporting operational plans. Accordingly, departments and agencies must incorporate key EOP concepts and procedures for working with EOP organizational elements when developing or updating incident management and emergency response plans. When an agency develops an interagency plan that involves events within the scope of disaster and emergency incidents, these plans are coordinated with Baldwin County Emergency Management Agency to ensure consistency with the EOP, and are incorporated into the EOP, either by reference or as a whole. Baldwin County Emergency Management Agency will maintain a complete set of current local interagency plans. Incident management and emergency response plans must include, to the extent authorized by law:

- Principles and terminology of the NIMS;
- Reporting requirements of the EOP;
- Linkages to key EOP organizational elements such as the EOC; and
- Procedures for transitioning from localized incidents to incidents that require state or federal assistance. The broader range of EOP-supporting documents includes strategic, operational, tactical, and incident specific or hazard-specific contingency plans and procedures. Strategic plans are developed based on long-range goals, objectives, and priorities. Operational-level plans merge the on-scene tactical concerns with overall strategic objectives. Tactical plans include detailed, specific actions and descriptions of resources required to manage an actual or potential incident. Contingency plans are based on specific scenarios and planning assumptions related to a geographic area or the projected impacts of an individual hazard. The following is a brief description of EOP-related documents.

National Incident Management System

The NIMS provides a core set of doctrine, concepts, terminology, and organizational processes to enable effective, efficient, and collaborative incident management at all

levels.

State and Local Emergency Operations Plans

State and local emergency operations plans are created to address a variety of hazards. Examples include:

- State emergency operations plans designed to support State emergency management functions.
- Emergency operations plans created at the municipal level to complement State emergency operations plans.

Hazard Mitigation Plans

Hazard mitigation plans are developed by States and communities to provide a framework for understanding vulnerability to and risk from hazards, and identifying the pre-disaster and post-disaster mitigation measures to reduce the risk from those hazards. Multihazard mitigation planning requirements were established by Congress through the Stafford Act, as amended by the Disaster Mitigation Act of 2000.

Private Sector Plans

Private sector plans are developed by privately owned companies/corporations. Some planning efforts are mandated by statute (e.g., nuclear power plant operations), while others are developed to ensure business continuity.

Nongovernmental and Volunteer Organization Plans

Volunteer and nongovernmental organization plans are plans created to support State and Federal emergency preparedness, response, and recovery operations. Plans include a continuous process of assessment, evaluation, and preparation to ensure that the necessary authorities, organization, resources, coordination, and operation procedures exist to provide effective delivery of services to disaster clients as well as provide integration into planning efforts at all government levels.

Planning and Operations Procedures

Procedures provide operational guidance for use by emergency teams and other personnel involved in conducting or supporting incident management operations.

These documents fall into five basic categories:

- Overviews that provide a brief concept summary of an incident management function, team, or capability;
- Standard operating procedures (SOPs) or operations manuals that provide a complete reference document, detailing the procedures for performing a single function (i.e., SOP) or a number of interdependent functions (i.e., operations

manual);

- Field operations guides or handbooks that are produced as a durable pocket or desk guide, containing essential tactical information needed to perform specific assignments or functions;
- Point of contact lists; and
- Job aids such as checklists or other tools for job performance or job training.

EMERGENCY SUPPORT FUNCTION 1 TRANSPORTATION

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| <p>Primary Agency Baldwin County Board of Education - Transportation</p> <p>Support Agencies Baldwin County Public Works City of Milledgeville Public Works and Utilities</p> |
|---|

I. INTRODUCTION

The emergency support function of transportation services involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

1. To support and assist municipal, county, private sector, and voluntary organizations requiring transportation for an actual or potential disaster or emergency.
2. To assist city and county agencies and other ESFs with the emergency efforts to transport people. The priorities for allocation of these assets will be:
 - a. Evacuating persons from immediate peril.
 - b. Transporting personnel for the support of emergency activities.
 - c. Transporting relief personnel necessary for recovery from the emergency.

B. Scope

The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness
 - a. Maintain current inventories of local government transportation facilities, supplies, and equipment by mode.
 - b. Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies within the County, to include maintaining points of contact, their geographic locations, territories, and operating areas.
 - c. Establish and maintain liaison with the state and adjacent county transportation officials.

- d. Plan for supporting all types of evacuation(s) to include lock down of draw bridges, suspension of highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.
- e. Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
- f. Participate in exercises and training to validate this annex and supporting SOPs.
- g. Ensure all ESF 1 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Identify transportation needs required to respond to the emergency.
- b. Coordinate with GEMA for use of state transportation assets.
- c. Identify, obtain, prioritize and allocate available transportation resources.
- d. Report the locations of damage to transportation infrastructure, degree of damage, and other available information to ESF 5.
- e. Assist local governments in determining the most viable, available transportation networks to, from, and within the disaster area, and regulate the use of such networks as appropriate.
- f. Coordinate emergency information for public release through ESF 15.
- g. Plan for transportation support of mobilization sites, staging areas, and distribution points.

3. Recovery

- a. Continue to render transportation support when and where required as long as emergency conditions exist.
- b. Coordinate the repair and restoration of transportation infrastructure with the assistance of ESF 3.
- c. Evaluate and task the transportation support requests for impacted areas.
- d. Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
- e. Anticipate, plan for, and ready the necessary notification systems to support the deployment of mutual aid teams, and work teams and activities in the impacted area.
- f. Ensure that ESF 1 team members or their agencies maintain appropriate records of costs incurred during the event.

4. Mitigation

- a. Support and plan for mitigation measures.

- b. Support requests and directives resulting from the County Commission concerning mitigation and/or redevelopment activities.
- c. Document matters that may be needed for inclusion in briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The emergency transportation function is the primary responsibility of Baldwin County Board of Education - Transportation and support for this function is the responsibility of Baldwin County Public Works and City of Milledgeville Public Works and Utilities.

B. Actions

1. Mitigation/Preparedness

- a. Plan and coordinate with support agencies and organizations.
- b. Maintain a current inventory of transportation resources.
- c. Establish policies, procedures, plans, and programs to effectively address transportation needs.
- d. Recruit, designate, and maintain a list of emergency personnel.
- e. Participate in drills and exercises to evaluate transportation capabilities.

2. Response/Recovery

- a. Staff the EOC when notified by the EMA director.
- b. Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
- c. Provide transportation resources, equipment, and vehicles, upon request.
- d. Channel transportation information for public release, through the EOC and continue providing information and support upon re-entry.
- e. Maintain records of expenditures and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Board of Education - Transportation

- fuel
- personnel
- vehicles

B. Baldwin County Public Works

- Fuel
- personnel
- vehicles

C. City of Milledgeville Public Works and Utilities

- Fuel
- personnel
- vehicles

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 2 COMMUNICATIONS

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| <p>Primary Agency Baldwin County E-911</p> <p>Support Agencies Baldwin County Sheriff Department Milledgeville Police Department</p> |
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I. INTRODUCTION

The emergency support function of communications and warning involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF has been established to assure the provision of communications support to municipal, county, and private-sector response efforts during a disaster or emergency.

1. ESF 2 will identify communications facilities, equipment and personnel that could be made available to support disaster recovery efforts.
2. ESF 2 will identify planned actions of telecommunications companies to restore services.
3. ESF 2 will coordinate the acquisition and deployment of communications equipment, personnel and resources to establish temporary communications capabilities following a disaster.

B. Scope

1. Communications is information transfer and involves the technology associated with the representation, transfer, interpretation, and processing of data among persons, places, and machines. It includes transmission, emission, or reception of signs, signals, writing, images, and sounds or intelligence of any nature by wire, radio, optical, or other electromagnetic systems.
2. ESF 2 plans, coordinates and assists with the provision of communications support to county disaster response elements. This ESF will coordinate emergency warnings and communications equipment and services from local, county and state agencies, voluntary groups, the telecommunications industry and the military.
3. ESF 2 will serve as the focal point of contingency response communications activity in Baldwin County before, during and after activation of the EOC.

4. Operations necessary for the performance of this function include but are not limited to:

a. Preparedness

- i. Identify public and private communications facilities, equipment, and personnel located throughout Baldwin County including emergency communications vehicles or mobile command posts.
- ii. Identify actual and planned actions of commercial telecommunications companies to restore services.
- iii. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
- iv. Develop and coordinate frequency management plans, including talk groups and trunked radio for use in disaster areas.
- v. Develop a long distance communications strategy for implementation during disasters.
- vi. Assess pre-event needs and develop plans to pre-stage assets for rapid deployment into disaster areas.
- vii. Develop plans to prioritize the deployment of services based on available resources and critical needs.
- viii. Plan for operations involving coordination with the state to coordinate communications assets beyond County capability.
- ix. Provide reliable links and maintain available support services for disaster communications with local, county, and state, agencies.
- x. Ensure all ESF 2 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
- xi. Participate in tests and exercises to evaluate the county emergency response capability.

b. Response

- i. Conduct communications needs assessments (to include determining status of all communications systems), prioritize requirements, and make recommendations to deploy equipment and personnel to affected area, as required.
- ii. Identify actual actions of commercial telecommunications companies to restore services.
- iii. Maintain constant two-way communication with all appropriate emergency-operating services of county and local governments.
- iv. Implement frequency management plan in the disaster area, including talk groups and trunked radio, as required.
- v. Provide capability for responsible officials to receive emergency information and communicate decisions.
- vi. Establish communications with GEMA SOC to coordinate communications assets, personnel, and resources and mobile command vehicles as needed.

c. Recovery

- i. Arrange for alternate communication systems to replace systems that are inoperative due to damage from disasters.
- ii. Maintain or restore contact with the other EOCs (state, cities, and county emergency management/preparedness organizations), as capabilities allow.
- iii. Make communications channels available to provide appropriate information to the public concerning safety and resources required for disaster recovery.
- iv. Maintain or restore contact with all appropriate emergency operations services of county government.
- v. Gather communications damage assessment information from public and private organizations (including telephone outages) and report to ESF 5.
- vi. Assess the need for and obtain telecommunications industry support as needed.
- vii. Prioritize the deployment of services based on available resources and critical needs.
- viii. Anticipate and plan for arrival of, and coordination with, GEMA ESF 2 personnel in the SOC and other established facilities.
- ix. Ensure ESF 2 team members or their agencies, maintain appropriate records of costs incurred during the event.

d. Mitigation

- i. Support and plan for mitigation measures.
- ii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The emergency communications and warning function is the primary responsibility of Baldwin County E-911 and support for this function is the responsibility of Baldwin County Sheriff Department and Milledgeville Police Department.

B. Actions

1. Mitigation/Preparedness

- a. Establish methods of communications and warning for probable situations including type of emergency, projected time, area to be affected, anticipate severity, forthcoming warnings, and actions necessary.
- b. Ensure that primary and alternate communications systems are operational.
- c. Recruit, train, and designate communications and warning operators for the EOC.
- d. Establish warning systems for critical facilities;
- e. Provide communications systems for the affected emergency or disaster area.
- f. Develop maintenance and protection arrangements for disabled communications equipment.
- g. Participate in drills and exercises to evaluate local communications and warning response capabilities.

2. Response/Recovery

- a. Verify information with proper officials.
- b. Establish communication capability, between and among EOC, agencies and organizations with ESF responsibilities, other jurisdictions, and SOC.
- c. Coordinate communications with response operations, shelters, lodging, and food facilities.
- d. Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
- e. Warn critical facilities.
- f. Continue coordinated communications to achieve rapid recovery and contact with the SOC.
- g. Maintain records of expenditures and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County E-911

Coordinates and manages county disaster communications

B. Baldwin County Sheriff Department

- personnel
- equipment

C. Milledgeville Police Department

- personnel
- equipment
-

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 3 PUBLIC WORKS AND ENGINEERING

Primary Agency

Baldwin County Public Works

Support Agencies

City of Milledgeville Public Works and Utilities

I. INTRODUCTION

The emergency support function of public works and engineering involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in public works and engineering services. The mission of this ESF is to remove debris from streets, eliminate hazards, manage storm damage, provide rapid restoration of water/sewer services, repair essential services, immediately provide damage assessment information and cooperate with other emergency agencies.

B. Scope

This ESF is structured to provide public works and engineering related support for the changing requirements of incident management to include preparedness, prevention, response, recovery, and mitigation actions. Functions include but are not limited to:

1. Preparedness

a. General

- i. Participate in exercises and training to validate this annex and supporting SOPs.
- ii. Ensure all ESF 3 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Public Works and Engineering

- i. Assist with the provision of water (potable and nonpotable) and ice into the disaster area if local supplies become inadequate.
- ii. In coordination with local emergency management officials, develop policy for conservation, distribution and use of potable and firefighting water.

- iii. Identify and locate chemicals to maintain a potable water supply.
- iv. Include in ESF 3 Standard Operating Procedures an alerting list, to include points-of-contact and telephone numbers, of agencies, counties, municipalities and organizations supporting public works and engineering functions.
- v. Maintain a current inventory of equipment and supplies, to include points-of-contact and telephone numbers, required to sustain emergency operations, including emergency power generators.
- vi. Establish operational needs for restoration of public works service during the emergency.
- vii. Develop and maintain listings of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.
- viii. Plan engineering, contracting, and procurement assistance for emergency debris, snow or ice clearance, demolition, public works repair, and water supply, and sewer missions.
- ix. In conjunction with GEMA, plan for use of state resources to support ESF 3 operations.

c. Damage Assessment: Coordinate the deployment of state damage assessment teams and other engineer teams into any area of the state.

2. Response

a. Public Works and Engineering

- i. Identify water and sewer service restoration, debris management, potable water supply, and engineering requirements as soon as possible.
- ii. Evaluate status of current resources to support ESF 3 operations.
- iii. Establish priorities to clear roads, repair damaged water/sewer systems and coordinate the provision of temporary, alternate or interim sources of emergency power and water/sewer services.
- iv. As needed, recommend priorities for water and other resource allocations.
- v. Procure equipment, specialized labor, and transportation to repair or restore public works systems.
- vi. Coordinate with GEMA for use of state assets.
- vii. Coordinate with ESF 6 for shelter support requirements.
- viii. Coordinate with ESF 8 and ESF 11 for advice and assistance regarding disposal of debris containing or consisting of animal carcasses.
- ix. Coordinate with ESF 10 for advice and assistance regarding disposal of hazardous materials.
- x. Coordinate with ESF 4 for advice and assistance regarding

firefighting water supply.

b. Damage Assessment

- i. At the onset of an emergency or disaster, notify department/agency heads and local governments and volunteer organizations to have damage assessment and safety evaluation personnel available to deploy to affected area(s) and pre-position as appropriate.
- ii. Provide damage assessment coordinators and support for joint state/federal teams into the affected area, as required.
- iii. Coordinate with ESF 12 for public utility damage assessment information.
- iv. Collect, evaluate, and send damage assessment reports to ESF 5 and other appropriate agencies.
- v. Coordinate state and local damage assessment operations with related state and federal activities.
- vi. Prepare damage assessment documents in conjunction with GEMA where appropriate for a presidential emergency or major disaster declaration when necessary.

3. Recovery

a. General

- i. Anticipate and plan for arrival of and coordination with state and federal ESF 3 personnel in the EOC and/or the Joint Field Office (JFO).
- ii. Ensure that ESF 3 team members, their agencies, or other tasked organizations, maintain appropriate records of time and costs incurred during the event.

b. Public Works and Engineering

- i. Maintain coordination with all supporting agencies and organizations on operational priorities for emergency repair and restoration. Coordinate, as needed, for debris management operations on public and private property.
- ii. Continue to monitor restoration operations when and where needed as long as necessary and until all services have been restored.

c. Damage Assessment: In conjunction with GEMA, develop disaster project worksheets as required.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

Public works and engineering services is the primary responsibility of Baldwin County Public Works and support for this function is the responsibility of City of Milledgeville Public Works and Utilities.

1. Actions

a. Mitigation/Preparedness

- i. Recruit, train, and designate public works and engineering personnel to serve in the EOC.
- ii. Develop and maintain an inventory of equipment, supplies, and suppliers required to sustain emergency operations.
- iii. Prioritize service restoration for emergencies.
- iv. Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
- v. Participate in drills and exercises to evaluate public works and engineering response capability.

b. Response/Recovery

- i. Alert emergency personnel of the situation and obtain necessary resources.
- ii. Establish response operations and support personnel working in the EOC.
- iii. Maintain coordination and support among applicable agencies and organizations and the private sector.
- iv. Channel all pertinent emergency information through the EOC.
- v. Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
- vi. Conduct restoration and maintenance operations until completion of repair services.
- vii. Maintain records of expenditures and document resources

utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Public Works

provide technical and specialty support and coordination

- fuel
- personnel
- equipment

B. City of Milledgeville Public Works and Utilities

provide technical and specialty support and coordination

- fuel
- personnel
- equipment

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 4 FIREFIGHTING

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| <p>Primary Agency Baldwin County Fire Rescue</p> <p>Support Agencies Milledgeville Fire Department</p> |
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I. INTRODUCTION

The emergency support function of firefighting services involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides a comprehensive mechanism to ensure appropriate utilization of local fire resources before and after the impact of a disaster. This will include but is not limited to the detection and suppression of urban, rural, and wildland fires resulting from, or occurring coincidentally with a significant natural or man-made disaster.

B. Scope

ESF 4 involves the management and coordination of firefighting resources in the detection and suppression of fires, during rescue situations, and when mobilizing and coordinating personnel, equipment, and supplies in support of local entities.

ESF 9, Search and Rescue and ESF10, Hazardous Materials, will be collocated with ESF 4 and are integral components of the function of ESF 4 support agencies. In preparation for and execution of its fire protection mission, ESF 4 will:

1. Preparedness

- a. Maintain current inventories of fire service facilities, equipment, and personnel throughout the County.
- b. Organize and train fire service emergency teams to rapidly respond to requests for assistance.
- c. Monitor weather and hazardous conditions that contribute to increased fire danger.
- d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
- e. Based on hazardous conditions, conduct fire prevention and education activities for the public.

- f. Participate in exercises and training to validate this annex and supporting SOPs.
- g. Ensure all ESF 4 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Support local fire departments and the Forestry Commission with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.
- b. Coordinate with GEMA for use of state assets to support firefighting operations.
- c. Monitor status of firefighting resources committed to an incident.
- d. Maintain staging area locations.
- e. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
- f. Support fire investigations, as requested.
- g. Obtain and submit fire situation and damage assessment reports and provide information to EOC.
- h. Establish communications with the State Regional Fire Coordinator, when activated, to coordinate fire service response beyond the capability of County.
- i. When the situation dictates, coordinate with GEMA and/or SOC to invoke mutual aid agreements.
- j. Once resources are requested, provide for direct liaison with fire chiefs in affected areas to coordinate requests for specific assistance.
- k. Require supporting agencies maintain appropriate records of cost incurred during an event.
- l. Document any lost or damaged equipment, any personnel or equipment accidents.

3. Recovery

- a. Maintain adequate resources to support local operations and plan for a reduction of resources.
- b. Conduct reviews of incident actions with teams involved to improve future operations.
- c. Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.
- d. Anticipate and plan for arrival of and coordination with state ESF 4 personnel in the EOC and the Joint Field Office (JFO).
- e. Inform agencies that provided resources where to send records for costs incurred during an event.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from the state concerning mitigation and/or re-development activities.

- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Fire Fighting Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The firefighting services function is the primary responsibility of Baldwin County Fire Rescue and support for this function is the responsibility of Milledgeville Fire Department.

2. Actions

a. Mitigation/Preparedness

- i. Keep abreast of fire and weather forecasting information and maintain a state of readiness.
- ii. Implement efficient and effective MOUs among local fire agencies.
- iii. Establish reliable communications and incident command systems between support agencies, for an emergency site and EOC.
- iv. Recruit, train, and designate fire service personnel to serve in the EOC.
- v. Participate in drills and exercises to evaluate fire service response capability.

b. Response/Recovery

- i. Maintain a list of current fire service agencies and resource capabilities.
- ii. Coordinate fire services support among and between the EOC, functional support agencies, organizations, and SOC.
- iii. Obtain, maintain, and provide fire situation and damage assessment information.
- iv. Channel fire service information for public release through EOC.
- v. Conduct fire fighting operations.
- vi. Provide technical assistance and advice in the event of fires that involve hazardous materials.
- vii. Continue fire service operations through reentry.

viii. Maintain records of expenditures and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Fire Rescue

- communications
- equipment
- vehicles
- personnel

B. Milledgeville Fire Department

- communications
- equipment
- vehicles
- personnel

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 5 EMERGENCY MANAGEMENT SERVICES

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| <p>Primary Agency Milledgeville/Baldwin County EMA</p> <p>Support Agencies Baldwin County Board of Commissioners Baldwin County Public Works Baldwin County Sheriff Department City of Milledgeville City of Milledgeville Public Works and Utilities Milledgeville Police Department</p> |
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I. INTRODUCTION

The emergency support function of emergency management services involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to collect, process, and disseminate information about an actual or potential disaster situation, and facilitate the overall activities of response and recovery. It also is used to make appropriate notifications and interface with other local and state entities.

1. Provide technical information on plans, SOPs, research and support.
2. Collect, process and disseminate essential information to the EOC staff.
3. Develop briefings, displays, and plans.
4. Consolidate key information into reports and other materials; describe and document overall response activities and inform appropriate authorities of the status of the overall response operations.
5. Maintain displays of key information such as maps, charts and status boards, and computer bulletin boards or electronic mail, as available.
6. Establish a pattern of information flow and support of the action planning process initiated by the Command Staff.
7. Provide logistical support for EOC staffing and facility needs.
8. Establish historical records collection process and event reconstruction.
9. Generate various reports and releases to support operations.
10. Coordinate Incident Action Planning to support operations.
11. Support the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.
12. Maintain an on-call workforce of trained and skilled reserve employees to

provide the capability to perform essential emergency management functions on short notice and for varied duration.

13. May follow established protocol to request additional state or federal assistance under the Stafford Act; communication made through the county emergency manager and GEMA based on need and scope of the emergency.

B. Scope

1. This ESF is structured to coordinate overall information and planning activities from the EOC in support of response and recovery operations. The ESF assimilates incident information when the EOC is activated from municipal representatives and activated ESFs.

2. Activities within the scope of this function include:

- a. Supporting ESFs across the spectrum of incident management from prevention to response and recovery.
- b. Facilitating information flow in the preparedness phase in order to place assets on alert or to preposition assets for quick response.
- c. Coordinating those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual disasters and emergencies.
- d. Utilizing alert and notification measures to assist in incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for State assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities management, financial management, and other support as required.

3. Preparedness

- a. Develop procedures and formats for information gathering and reporting to include procedures for SITREP format and submission.
- b. Train support agencies on roles and responsibilities.
- c. Develop information displays within the EOC.
- d. Ensure weather products are up to date and available for use in the SITREP.
- e. Participate in exercises and training to ensure planning functions are carried out to support this ESF and related SOPs.
- f. Ensure all ESF 5 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

4. Response

- a. Notify all ESF 5 supporting agencies upon activation.
- b. Assign duties to support agency personnel and provide training as required.
- c. Coordinate EOC effort in collecting, processing, reporting and displaying essential information to include development of the

SITREP.

- d. Conduct planning to identify priorities, develop approaches, and devise recommended solutions for future response operations.
- e. Provide weather information and briefings to the EOC and others as required.
- f. Plan for support of mobilization sites, staging areas, and distribution points.
- g. Coordinate the reception of state personnel.
- h. Plan for transition to JFO and recovery operations.

5. Recovery

- a. Continue information gathering and processing.
- b. Collect and process information concerning recovery activities to include anticipating types of recovery information the EOC and other government agencies will require.
- c. Assist in the transition of direction and control from the EOC to the JFO.
- d. Anticipate and plan for the support and establishment of staging areas, distribution sites in coordination with ESF 7, and other local, state and/or federal emergency work teams and activities in the impacted area.
- e. Operate ESF 5 cells in both the EOC and JFO, as required.
- f. Perform ESF 14 planning functions in the EOC until ESF 14 is established at the JFO.
- g. Ensure that ESF 5 team members or their agencies maintain appropriate records of costs incurred during the event.

6. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

EMA will coordinate with appropriate agencies and organizations to ensure operational readiness and will develop and maintain Standard Operating Procedures (SOPs).

B. Actions

1. Mitigation/Preparedness

- a. Monitor potential or developing incidents and support the efforts of operations.
- b. Support the implementation of mutual aid agreements.
- c. Maintains schedule for staffing and operating the Emergency Operations Center (EOC) from activation to stand-down.
- d. Coordinate with agencies to establish evacuation procedures, to include personnel and resources needed.
- e. Coordinate damage assessment teams; collect, record, and report information to the SOC.
- f. Plan for and coordinate the basic needs of emergency medical and social services required during and after evacuation.
- g. Identify a staging area for personnel and equipment in conjunction with ESF 6 and ESF 8.
- h. Establish, organize, train, equip and provide for the deployment of damage assessment teams into affected area.
 - i. Establish procedures for agencies, organizations and local governments to maintain expenditures.
 - j. Plan and/or attend meetings to ensure planning functions are carried out to support this ESF.
- k. Participate in and/or conduct exercises and tests to evaluate local capability.
 - l. Identify Points of Distribution (POD) locations in the county to serve the public; coordinate designation of these areas with GEMA.

2. Response/Recovery

- a. Alert support agencies and other jurisdictions regarding potential emergency or disaster.
- b. Activate and staff EOC according to event magnitude.
- c. Coordinate operations and situational reporting to the State Operations Center.
- d. Request logistical assistance from supporting agencies and MOUs partners, as necessary.
- e. Anticipate and plan for the support of staging areas, distribution sites, opening of shelters (to include neighboring jurisdictions), in conjunction with ESF 6 and ESF 8.
- f. Work with ESF 6 and ESF 8 to provide support for movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
- g. Assign Damage Assessment Teams to survey impact to county.
- h. Compile initial damage assessments reports and forward to the SOC.
 - i. Assist in coordination of state damage assessment activities.
 - j. Maintain records of expenditures and document resources utilized during recovery.
- k. Collect and process information regarding recovery activities to include anticipating types of recovery information the EOC and other state agencies will require.
 - l. Coordinate and/or participate in briefings, conference calls, etc. to maintain and provide situational awareness.
- m. Provide updated information for ESF 15 to distribute to the public and

- media.
- n. Resume day-to-day operations.

III. RESPONSIBILITIES

A. Milledgeville/Baldwin County EMA

- coordinates overall plans, assists all agencies for equipment, personnel and vehicle request, handles paperwork and documentation during an actual emergency
- obtains mutual aid in the event of a disaster

B. Baldwin County Board of Commissioners

- provides direction and support for response
- personnel
- equipment
- funds
- vehicles

C. Baldwin County Public Works

- personnel
- equipment
- vehicles

D. Baldwin County Sheriff Department

- personnel
- equipment
- vehicles

E. City of Milledgeville

- personnel
- equipment
- vehicles

F. City of Milledgeville Public Works and Utilities

- personnel

- equipment
- vehicles

G. Milledgeville Police Department

- personnel
- equipment
- vehicles

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 6
MASS CARE, HOUSING, AND HUMAN SERVICES**

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| <p>Primary Agency Baldwin County Dept. of Family / Children Services</p> <p>Support Agencies Baldwin County Board of Education - Maintenance Baldwin County Health Department</p> |
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I. INTRODUCTION

The emergency support function of mass care, housing and human services involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to coordinate activities involved with the emergency provision of temporary non-medical shelters, housing, and human services to include emergency mass feeding and disaster welfare information of individuals and/or families impacted by a disaster or emergency.

1. Coordinate the tasking of all sheltering activities during a disaster.
2. Coordinate with ESF 8 to establish and operate of mass feeding facilities in areas affected by disasters.
3. Coordinate with relief efforts provided by volunteer organizations performing mass care functions.
4. Coordinate the establishment of a system to provide shelter registration data to appropriate authorities.
5. Work with ESF 8 to coordinate provision of emergency first aid in shelters and fixed feeding sites.
6. Coordinate provision of medical support exceeding that required for standard first aid, for the prevention of communicable diseases, to include epidemiological and environmental health activities, as related to sheltering and feeding disaster victims.
7. Coordinate with ESF 12 to ensure each shelter has power generation capabilities.

B. Scope

1. This ESF is structured to promote the delivery of services and the implementation of programs to assist individuals, households and families impacted by potential or actual disaster or emergency. This includes

economic assistance and other services for individuals impacted by the incident.

2. Activities within the scope of this function include:

a. Preparedness

- i. The primary agency will prepare for disasters by coordinating with support agencies for their participation in exercises.
- ii. ESF 8 will provide ESF 6 with regularly updated lists of planned special needs shelters or other special needs units in existence in each county.
- iii. ESF 6 will maintain a roster of primary contact ESF personnel.
- iv. ESF 6 will coordinate with the American Red Cross (ARC), Baldwin County Emergency Management Agency, and GEMA to ensure an up-to-date shelter list is available.
- v. ESF 6 will procure and regularly update a list of all agencies (public and private) that have a mission and capability to provide mass feeding in times of disaster.
- vi. ESF 6 agencies will participate in exercises and training to validate this annex and supporting SOPs.
- vii. Ensure all ESF 6 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Response

- i. Lead and support agencies will have and maintain appropriate listings of agency staff to notify for response activities.
- ii. ESF 6 will coordinate with ESF 5 and ESF 11 regarding mass feeding sites established by responding emergency management agencies.
- iii. Shelters will be opened and closed in accordance with public need as assessed by the appropriate volunteer organization, state and county emergency management agencies.
- iv. ESF 6 will monitor occupancy levels and ongoing victims needs, and will provide ESF 5 with an updated list of operational shelters.
- v. ESF 6 will coordinate with Baldwin County Emergency Management Agency, ARC, VOAD, and ESF 8 to update lists of available shelters including special needs shelters.
- vi. ESF 6 will coordinate with ESF 8 for the provision of medical services and mental health services in shelters with the appropriate agencies.
- vii. ESF 6 will coordinate with appropriate agencies to ensure that each shelter has a working communications system and has contact with the County EOC and the managing agency. This may include radio, telephone, computer, or cellular telephone communication devices.
- viii. ESF 6 will provide a list of mass care sites requiring restoration of services to EOC Operations.

- ix. ESF 6 will coordinate with ESF 13 regarding additional security resources, if needed, at mass care shelters.

c. Recovery

- i. ESF 6 will coordinate with ESF 5, ESF 11, and ESF 8 to establish or support existing mass feeding sites operated by the American Red Cross, Salvation Army, and other volunteer agencies. The first priority of mass feeding activities will be disaster victims. Emergency workers will be encouraged to utilize established mass feeding sites in lieu of individual site distribution.
- ii. ESF 6 will coordinate mass feeding locations to ensure optimal access for public service based on emergency needs.
- iii. ESF 6 will coordinate with ESF 3 for garbage removal and ESF 8 for sanitation requirements and inspections at mass feeding sites in conjunction with county agencies.
- iv. ESF 6 will coordinate with ESF 11 and other responsible agencies for the provision of food and water to mass feeding sites, if needed. Liaison will be established with ESF 11 and 8 to ensure continued coordination for mass feeding.
- v. Anticipate and plan for arrival of and coordination with state ESF 6 personnel in the EOC and Joint Field Office (JFO).

d. Mitigation

- i. ESF 6 agencies will work to educate citizens on disaster preparedness and disaster mitigation activities.
- ii. Support requests and directives resulting from GEMA concerning mitigation and/or re-development activities.
- iii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. CONCEPT OF OPERATIONS

A. Mass Care Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF. This function will be coordinated with and involve other support agencies and organizations.

The mass care function is the primary responsibility of Baldwin County Dept. of Family / Children Services and support for this function is the responsibility of Baldwin County Board of Education - Maintenance and

Baldwin County Health Department.

2. Actions

a. Mitigation/Preparedness

- i. Coordinate MOUs with appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
- ii. Maintain, through the County Department of Family and Children Services, in coordination with the EMA, American Red Cross, Public Health Department, and Rehabilitation Services Office, an updated list of shelters with all relevant information (e.g., location, capacity, health inspection status, accessibility level, pet space, contact telephone numbers, and pager numbers).
- iii. Request that the American Red Cross assume responsibility for securing shelter and feeding arrangements, train shelter workers, provide shelter management, prepare first-aid kits, prepare media releases of shelter locations, operate shelters, and maintain shelter records.
- iv. Coordinate with the American Red Cross and EMA to establish a communication system between the EOC and shelters.
- v. Prepare for evacuation and care of protective service recipients during an emergency or disaster.
- vi. Participate in drills and exercises to evaluate mass care and shelter response capability.

b. Response/Recovery

- i. Support opening and operating American Red Cross shelter(s), at the request of the EMA.
- ii. Assist with the staffing of the American Red Cross shelters, in coordination with ESF 8 and other applicable agencies, as requested upon opening.
- iii. Provide staffing support for American Red Cross Services Centers and local Disaster Recovery Centers (DRCs), upon request.
- iv. Ensure evacuation and care of protective service recipients and arranging for re-entry.
- v. Maintain records of expenditures and document resources utilized during recovery.

B. Food Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility

for this section of the ESF, in cooperation with the EMA. This function will be coordinated with ESF 11 and involve other support agencies and organizations.

Food services is the primary responsibility of Baldwin County Dept. of Family / Children Services and support for this function is the responsibility of Baldwin County Board of Education - Maintenance and Baldwin County Health Department.

2. Actions

a. Mitigation/Preparedness

- i. Identify agencies and organizations with food preparation and distribution capabilities and coordinate MOUs with appropriate entities.
- ii. Maintain procedures and responsibilities for food service, issuance, and distribution, in coordination with the EMA and/or other agencies.
- iii. Establish a system for county implementation of Expedited and/or Emergency Food Stamps.
- iv. Develop a system for mobile and on-site feeding of emergency workers and shelter residents.
- v. Participate in tests and exercises to evaluate food distribution and service response capability.

b. Response/Recovery

- i. Work with the EMA to determine food and water needs.
- ii. Begin plan implementation as expeditiously as possible.
- iii. Coordinate community resources and personnel to assist with food and water services and/or distribution.
- iv. Establish sites for food and water service, distribution, and issuance.
- v. Implement the Expedited and/or Emergency Food Stamp Programs at the request of the local government, in coordination with the EMA director.
- vi. Work with ESF 8 and ESF 11 to monitor food and/or water for contamination and issuance of health-related public service announcements, as necessary.
- vii. Continue the provision of food and/or water throughout reentry and recovery.
- viii. Maintain records, expenditures, and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Dept. of Family / Children Services

Responsible for sheltering services and providing personnel for shelters

B. Baldwin County Board of Education - Maintenance

- shelter site(s)
- personnel
- food

C. Baldwin County Health Department

- personnel
- inspection of shelters and food service

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 7 RESOURCE SUPPORT

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| <p>Primary Agency Milledgeville/Baldwin County EMA</p> <p>Support Agencies Baldwin County Board of Commissioners City of Milledgeville</p> |
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I. INTRODUCTION

The emergency support function of resource support services involves direction and coordination of volunteers, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. This ESF has been established to provide logistical and resource support to local entities in supporting emergency response and recovery efforts during an emergency or disaster.

1. ESF 7 shall plan, coordinate and managing resource support and delivery in response to and recovery from a major disaster or catastrophe.
2. ESF 7 shall provide supplies and equipment from county and municipal stocks, commercial sources and donated goods.
3. ESF 7 support agencies will furnish resources as required.
4. Procurement will be made in accordance with current local, state and federal laws and regulations that include emergency procedures under Georgia Statute and Baldwin County policies and ordinances.

B. Scope

1. Preparedness

- a. Develop methods and procedures for responding to and complying with requests for resources.
- b. Develop procedures for reimbursing private vendors for services rendered.
- c. Develop lists of private vendors and suppliers and their available resources.
- d. Establish pre-planned contracts where necessary to ensure prompt support from vendors during emergencies.
- e. Develop and train ESF 7 personnel on County emergency

- procurement procedures for acquiring supplies, resources, and equipment.
- f. Develop resource inventories based on hazard specific studies and corresponding likely resource requests by ESF.
- g. Participate in exercises and training to validate this annex and supporting SOPs.
- h. Develop a Countywide logistics plan and coordinate with ESF 1 to support logistics operations.
- i. Ensure all ESF 7 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Alert those agencies whose personnel, equipment, or other resources may be used.
- b. Establish a resource tracking and accounting system, including management reports.
- c. Assess initial reports to identify potential resource needs.
- d. Identify procurement resources and potential facility locations in the disaster area of operations.
- e. Provide data to the Public Information Office for dissemination to the public.
- f. Locate, procure, and issue to county agencies the resources necessary to support emergency operations to include coordination with General Services Real Property Management to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
- g. Execute countywide logistics plan and coordinate with ESF 1 to support logistics operations.
- h. Coordinate with the state to develop procedures for deploying state resources and personnel in support of emergency operations at warehousing facilities, staging areas, and other areas where the need exists.
- i. Coordinate with ESF 13 to evaluate warehouse security requirements.

3. Recovery

- a. Continue to conduct procurement activities as long as necessary and until procurement needs have been met.
- b. Anticipate and plan for arrival of and coordination with state ESF 7 personnel in the EOC and the Joint Field Office (JFO).

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or

state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The volunteer services function is the primary responsibility of Milledgeville/Baldwin County EMA and support for this function is the responsibility of Baldwin County Board of Commissioners and City of Milledgeville.

B. Actions

1. Mitigation/Preparedness

- a. Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
- b. Execute MOUs between county EMA and support agencies/organizations.
- c. Notify volunteer organizations when an emergency or disaster is threatening or underway.
- d. Alert and request assistance, as appropriate.
- e. Participate in and/or conduct exercises and tests.

2. Response/Recovery

- a. Support delivery of services to victims.
- b. Coordinate staging areas for volunteers to unload, store, or disperse donated goods.
- c. Assess the continuing volunteer service needs of the disaster victims.
- d. Resume day-to-day operations.

III. RESPONSIBILITIES

A. Milledgeville/Baldwin County EMA

- coordinates logistic planning
- coordinates mutual aid with other counties and state agencies

B. Baldwin County Board of Commissioners

- personnel
- funding
- equipment
- vehicles

C. City of Milledgeville

- personnel
- funding
- equipment
- vehicles

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 8 PUBLIC HEALTH AND MEDICAL SERVICES

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| <p>Primary Agency Baldwin County Health Department</p> <p>Support Agencies Baldwin County Coroner Oconee Regional EMS/MCCG EMS Oconee Regional Medical Center</p> |
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I. INTRODUCTION

The emergency support function of health and medical services involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to provide the mechanism for coordinated County assistance to supplement municipal resources in response to public health and medical care needs for potential or actual disasters and emergencies and/or during a developing potential health and medical situation. Additionally, to delineate procedures for the identification, recording, transportation, sheltering and care of persons requiring special needs in anticipation of, or during an emergency or disaster.

1. ESF 8 will coordinate all resources related to health and medical issues and shall monitor field deployment of medical personnel and resources.
2. ESF 8 will not release medical information on individual patients to the general public to ensure patient confidentiality protection.
3. ESF 8 will prepare reports on casualties/patients to be provided to the American Red Cross for inclusion in the Disaster Welfare Information System and to ESF 15 for informational releases.
4. ESF 8 will establish clear lines of communication and integration of expectations will be established on a routine basis with the EOC.

B. Scope

This ESF is structured to oversee in identifying and meeting the public health and medical needs, to include emergency medical personnel, facilities, vehicles, equipment and supplies for victims, including people with special needs. The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness

a. General

- i. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during an emergency or disaster.
- ii. Participate in exercises and training to validate this annex and supporting SOPs.
- iii. Ensure all ESF 8 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Medical Care

- i. Coordinate the provision of medical and dental care.
- ii. Identify and coordinate the deployment of doctors, nurses, technicians and other medical personnel to disaster areas.
- iii. Maintain inventory lists of medical supplies, equipment, ambulance services, hospitals, clinics and first aid units.
- iv. Plan for establishment of staging areas for medical personnel, equipment, and supplies.
- v. When emergency facilities are not available, plan for establishment of emergency medical care centers.
- vi. Plan for requesting medical assistance teams and coordinate for their support while operating within the county.
- vii. Assure that health care facilities (i.e. hospitals, nursing homes, youth and adult medical care facilities) develop patient reduction, evacuation, and relocation procedures.

c. Persons with Special Needs

- i. Identify and contact special needs populous and assisted living facilities to coordinate assistance and conduct needs assessments.
- ii. Consider all needs such as persons with physical disabilities, special medical needs, communication disabilities, elderly persons, and non-English speakers in the planning process.
- iii. Develop evacuation and relocation procedures for persons with special needs.
- iv. Develop procedures to monitor health information and records of persons being evacuated or relocated.
- v. Plan for deployment of food services or medical services to persons that may be mobility impaired.
- vi. Establish plans for evacuation and care of special needs in conjunction with state partners.

d. Public Health and Sanitation

- i. Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies

- (including veterinary drugs).
- ii. Develop procedures to monitor public health information.
- iii. Develop sanitation inspection procedures and protocols to control unsanitary conditions.
- iv. Develop procedures for inspection of individual water supplies.
- v. Develop procedures for identification of disease, vector, and epidemic control.
- vi. Develop emergency immunization procedures.
- vii. Identify laboratory testing facilities.

e. Crisis Counseling

- i. Develop procedures for rapidly providing crisis counseling and mental health/substance abuse assistance to individuals and families, to include organizing and training crisis counseling teams.
- ii. Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.

2. Response

a. General

- i. Coordinate information releases to the public with the public information officer in the EOC Public Information Group.
- ii. Coordinate with State and Federal agencies as required.
- iii. Maintain records of expenditures and resources used for possible later reimbursement.

b. Medical Care

- i. Coordinate the delivery of health and medical services.
- ii. Arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies.
- iii. Assist the coordination of patient evacuation and relocation.
- iv. Assist with hazardous materials response.

c. Public Health and Sanitation

- i. Manage public health and sanitation services.
- ii. Determine need for health surveillance programs throughout County.
- iii. Issue Public Health notice for clean-up on private property.
- iv. Arrange for the provision of medical personnel, equipment, and supplies as well as special dietary and housing needs.
- v. Notify state of planning limitations regarding evacuation and core

individuals with special needs.

- d. Crisis Counseling: Coordinate for the provision of mental health and recovery services to individuals, families, and communities.

3. Recovery

a. General

- i. Anticipate and plan for arrival of, and coordination with state ESF 8 personnel in the EOC and the Joint Field Office (JFO).
- ii. Ensure ESF 8 members or their agencies maintain appropriate records of activities and costs incurred during the event.

b. Medical Care

- i. Assist with restoration of essential health and medical care systems.
- ii. Assist with restoration of permanent medical facilities to operational status.
- iii. Assist with restoration of pharmacy services to operational status.
- iv. Assist with emergency pharmacy and laboratory services.

c. Persons with Special Needs

- i. Continue coordination with agencies and organizations caring for people with special needs for return to assisted living facilities or relocation.
- ii. Encourage and assist vulnerable populations to create and keep emergency preparedness and response plans.

d. Public Health and Sanitation

- i. Monitor environmental and epidemiological surveillance.
- ii. Continue long-term emergency environmental activities.

- e. Crisis Counseling: Coordinate the management of continuous mental health and substance abuse assistance to individuals and families.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The health and medical services function is the primary responsibility of Baldwin County Health Department and support for this function is the responsibility of Baldwin County Coroner, Oconee Regional EMS/MCCG EMS and Oconee Regional Medical Center.

B. Actions

1. Mitigation/Preparedness

- a. Coordinate MOUs with all appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
- b. Plan for the continuity of health and medical services, in conjunction with the EMA, American Red Cross, Community Mental Health agency and Rehabilitation Services office.
- c. Establish a directory of health and medical resources.
- d. Work with the American Red Cross on the identification of volunteers and provision of training.
- e. Maintain a coordinated approach with state public health.
- f. Participate in drills and exercises to evaluate health and medical services response capability.

2. Response/Recovery

- a. Assist the EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
- b. Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
- c. Secure, in conjunction with the EMA, American Red Cross, other agencies and organizations, and the private sector, mental health, rehabilitation assistance, and other services, when necessary.
- d. Assist EMA, American Red Cross, other community agencies and organizations, and the private sector with issues affecting people who have special needs.
- e. Provide informational support to emergency medical services;
- f. Channel all relevant health and medical information for public release through the EMA and state public health.
- g. Continue service assistance throughout reentry and until all health and medical issues are resolved.
- h. Maintain records of expenditures and document resources utilized

during recovery.

III. RESPONSIBILITIES

A. Baldwin County Health Department

- personnel
- inspections
- first aid
- volunteers
- supplies

B. Baldwin County Coroner

- personnel
-

C. Oconee Regional EMS/MCCG EMS

- personnel
- first aid
- supplies

D. Oconee Regional Medical Center

- personnel
- site
- first aid
- supplies
-

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 9 SEARCH AND RESCUE

| |
|--|
| <p>Primary Agency Baldwin County Fire Rescue</p> <p>Support Agencies Baldwin County Sheriff Department Milledgeville Fire Department Milledgeville Police Department</p> |
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I. INTRODUCTION

The emergency support function of search and rescue involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose
Rapidly deploy local search and rescue components to provide specialized life-saving assistance to municipal authorities during an emergency or disaster.

1. EMA will assist in coordinating county assets and augment agencies having SAR responsibilities and may request state and Federal SAR assistance.
2. ESF 9 will interface with ESFs 1 and 8 to assist with medical assistance and the transportation of victims beyond initial collection points.

B. Scope
Urban SAR activities include, but are not limited to, locating, extricating, and providing immediate medical assistance to victims trapped in collapsed structures. Non-urban SAR activities include, but are not limited to, emergency incidents that involve locating missing persons, boats which are lost at sea, locating downed aircraft, extrication if necessary, and treating any victims upon their rescue.

The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
 - a. Maintain a current inventory of resources, including trained personnel, which could support search and rescue operations. Maintain records reflecting local capability.
 - b. Participate in exercises and training to validate this annex and supporting SOPs.

- c. Maintain liaison with State urban search and rescue assets and plan for reception of external assets.
- d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
- e. Assist local governments in training of personnel and rescue organizations for search and rescue operations.
- f. Ensure all ESF 9 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
- b. Using the ICS, assume responsibility for coordinating and tracking all resources committed to an incident. This may include placing personnel at a forward command post. Establish staging areas with the requesting group.
- c. Deploy liaison teams to county EOC or incident base of operations, as needed.
- d. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
- e. Coordinate other State and Federal support for search and rescue operations to include planning for reception and deployment to area of operations.
- f. Coordinate with ESF 1 for use of buses to transport rescue teams or rescued victims or persons evacuated from an emergency area to a safe location or emergency shelter.

3. Recovery

- a. Continue to support local operations and plan for a reduction of operations.
- b. Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.
- c. Anticipate and plan for arrival of and coordinate with state ESF 9 personnel in the EOC and the Joint Field Office (JFO).
- d. Require ESF 9 team members and their agencies maintain appropriate records of costs incurred during the event.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in county or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The search and rescue function is the primary responsibility of Baldwin County Fire Rescue and support for this function is the responsibility of Baldwin County Sheriff Department, Milledgeville Fire Department and Milledgeville Police Department.

1. Actions

a. Mitigation/Preparedness

- i. Establish and maintain uniform search and rescue procedures.
- ii. Recruit, train, and certify search and rescue personnel.
- iii. Develop an inventory of resources, equipment, and personnel.
- iv. Enter MOUs for additional assistance and/or logistical support.
- v. Conduct and/or support community education programs on survival.
- vi. Establish a record keeping system.
- vii. Participate in drills and exercises to evaluate search and rescue response capability.

b. Response/Recovery

- i. Respond to requests by the EMA.
- ii. Monitor response efforts.
- iii. Channel emergency search and rescue information to the EMA-EOC.
- iv. Support request from other community agencies and/or jurisdictions.
- v. Maintain records, expenditures, and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Fire Rescue

- personnel
- equipment

- supplies
- vehicles

B. Baldwin County Sheriff Department

- personnel
- equipment
- vehicles

C. Milledgeville Fire Department

- personnel
- equipment
- vehicles
- supplies

D. Milledgeville Police Department

- personnel
- equipment
- vehicles

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 10

HAZARDOUS MATERIALS

Primary Agency

Baldwin County Fire Rescue

Support Agencies

Milledgeville Fire Department

Milledgeville/Baldwin County EMA

I. INTRODUCTION

The emergency support function of hazardous materials involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF coordinates County support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during disasters or emergencies.

B. Scope

This ESF will provide a coordinated response by local resources and initiate requests for state and federal resources when necessary to minimize adverse effects on the population and environment resulting from the release of or exposure to hazardous or radiological materials.

1. The emergency operations necessary for the performance of both radiological and non-radiological components of this function include but are not limited to:

a. Preparedness

- i. Prepare an inventory of existing threats using SARA Title III, Tier II information.
- ii. Plan for response to hazardous materials incidents.
- iii. Develop plans for communications, warning, and public information.
- iv. Develop procedures for identification, control, and clean-up of hazardous materials.
- v. Provide, obtain, or recommend training for response personnel using courses made available by FEMA, Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia Public Safety Training Center, EPA, and manufacturers and transporters of hazardous materials, as well as training based on

- OSHA requirements for each duty position.
- vi. Maintain a listing of private contractors capable of performing emergency and/or remedial actions associated with a hazardous materials incident.
 - vii. Maintain an inventory of local assets capable of responding to a hazardous materials incident.
 - viii. Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states, federal agencies, and private organizations as required.
 - ix. Collect and utilize licensing, permitting, monitoring, and/or transportation information from the appropriate local, county, state, or federal agencies and/or private organizations to facilitate emergency response.
 - x. Participate in exercises and training to validate this annex and supporting SOPs.
 - xi. Ensure all ESF 10 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Response

- i. ESF 10 will coordinate, with the Unified/Incident Command, all hazardous substance response specific efforts and provide information to the EOC for coordination of all other municipal efforts.
- ii. Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
- iii. ESF 10 will assess the situation to include: the nature, amount and location of real or potential releases of hazardous materials; pathways to human and environmental exposure; probable direction and time of travel of the materials; potential impact on human health, welfare, safety, and the environment; types, availability, and location of response resources, technical support, and cleanup services; and priorities for protecting human health, welfare and the environment.
- iv. After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
- v. Provide protective action recommendations, as the incident requires.
- vi. Provide for monitoring to determine the extent of the contaminated area and consult with appropriate support agencies to provide access and egress control to contaminated areas.
- vii. Consult with appropriate local, state, or federal agencies and/or private organizations with regard to the need for decontamination. Coordinate with ESF 8 regarding decontamination of injured or deceased personnel.
- viii. Coordinate decontamination activities with appropriate local, state, and federal agencies.

- ix. Coordinate with appropriate local, state, and federal agencies to ensure the proper disposal of wastes associated with hazardous materials incidents; and assist in monitoring or tracking such shipments to appropriate disposal facilities.
- x. Coordinate with ESF 1 for the use of staging areas and air assets, and technical advice and assistance on regulated rail.
- xi. Coordinate with ESF 3 for technical assistance on water, wastewater, solid waste, and disposal.
- xii. Coordinate with ESF 12 for technical advice and assistance on intra-County pipelines.
- xiii. Coordinate with GEMA for use of state assets.

c. Recovery

- i. Terminate operations when the emergency phase is over and when the area has been stabilized by responsible personnel.
- ii. Request and maintain documented records of all expenditures, money, and physical resources of the various governmental department/agencies involved in emergency operations. Ensure that ESF 10 team members or their agencies maintain appropriate records of costs incurred during the event.
- iii. Anticipate and plan for arrival of, and coordination with, state ESF 10 personnel in the EOC and the Joint Field Office (JFO).

d. Mitigation

- i. Support and plan for mitigation measures.
- ii. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- iii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The hazardous materials services function is the primary responsibility of Baldwin County Fire Rescue and support for this function is the responsibility of Milledgeville Fire Department and Milledgeville/Baldwin County EMA.

B. Actions

1. Mitigation/Preparedness

- a. Prepare a facility profile and inventory of potential hazardous materials.
- b. Identify potential contacts and resources in order to conduct a community vulnerability analysis to determine potential hazardous materials threats and on-site inspections.
- c. Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
- d. Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
- e. Obtain training for response personnel available through GEMA, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
- f. Participate in drills and exercises to evaluate hazardous materials response capabilities.

2. Response/Recovery

- a. Verify incident information and notify the EMA and other applicable agencies.
- b. Establish a command post at a safe distance near the scene or staff the EOC, if the situation becomes excessive.
- c. Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
- d. Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
- e. Ensure availability of expertise and equipment to manage the incident.
- f. Utilize proper procedures for containment to prevent additional dangers.
- g. Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
- h. Establish area security and prohibit all unauthorized personnel from entering the containment area.
 - i. Terminate cleanup operations after dangerous situation subsides.
 - j. Maintain records, expenditures, and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Baldwin County Fire Rescue

- personnel

- equipment
- vehicles

B. Milledgeville Fire Department

- personnel
- equipment
- vehicles

C. Milledgeville/Baldwin County EMA

- personnel
- coordinate mutual aid

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 11

AGRICULTURE AND NATURAL RESOURCES

Primary Agency

Baldwin County Cooperative Extension

Support Agencies

Animal Rescue Foundation Inc.

Baldwin County Animal Control

I. INTRODUCTION

The emergency support function of agriculture and natural resources involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work this ESF. This ESF has been established to support provision of nutrition assistance, management of diseases, food safety, and to protect significant properties.

1. Actions undertaken through ESF 11 are coordinated with and conducted cooperatively with state and local incident management officials and with private entities.
2. Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary agency for the incident.
3. Food Safety and Inspections are activated upon notification of the occurrence of a potential or actual disaster or emergency by the Department of Public Health.
4. Actions undertaken are guided by and coordinated with County and local emergency preparedness and response officials and State and Federal officials and include existing USDA internal policies and procedures.
5. Actions undertaken under ESF 11 to protect, conserve, rehabilitate, recover and restore resources are guided by the existing internal policies and procedures of the primary agency for each incident.
6. The primary agency for each incident coordinates with appropriate ESFs and other annexes to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers.
7. Control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation.

8. Assurance of food safety and food security.
9. Protection of natural and cultural resources and historic property resources before, during, and/or after a disaster or emergency.

B. Scope

To provide for the following functional responsibilities:

Identify, secure and distribute food, bottled beverages, and supplies, and support the provision for sanitary food storage, distribution, and preparation during an emergency or disaster; Provide for mitigation, response and recovery to natural disasters, and/or acts of terrorism affecting animals, agriculture production, and the food sector; Assist agriculture in an outbreak of a highly infectious/contagious or economically devastating animal/zoonotic disease, or a highly ineffective or economically devastating plant pest disease or infestation; Assist with agriculture production, animal industry, and wildlife adversely affected by a disaster, either natural or man-made; and, Conserve, rehabilitate, recover and restore natural, cultural, and historic properties prior to, during, and after a man-made or natural disaster.

1. Preparedness

- a. Maintain an accurate roster of personnel assigned to perform ESF 11 duties during a disaster.
- b. Identify and schedule disaster response training for ESF 11 personnel.
- c. Maintain current food resource directories to include maintaining points of contact.
- d. Identify likely transportation needs and coordinate with ESF 1.
- e. Ensure all ESF 11 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Lead support agencies will maintain a roster of personnel assigned to perform ESF 11 duties during a disaster.
- b. Coordinate with ESF 6 and ESF 5, regarding mass feeding sites established by responding emergency management agencies.
- c. ESF 11 will coordinate with EMA and Public Health to update lists of all available provision of medical services with appropriate agencies.
- d. ESF 6 will provide a list of mass care sites requiring restoration of services to EOC Operations.
- e. ESF 6 will coordinate with ESF 13 regarding additional security resources, if needed, at mass care shelters.

3. Recovery

- a. ESF 11 will coordinate with ESFs 5, 6, and 8 to establish or support existing mass feeding sites operated to ensure optimal access for public service based on emergency needs.

- b. ESF 11 will coordinate with State agencies for the provision of food and water to mass feeding sites, if necessary.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from GEMA and/or other state agencies and federal partners concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency, county, or state/federal briefings, situation reports and action plans.
- d. Work to educate citizens on disaster preparedness and disaster mitigation activities.

II. CONCEPT OF OPERATIONS

A. Natural Disaster and Animals, Animal Industry and Wildlife

1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of ESF 11 will coordinate with the Georgia Department of Agriculture (GDA) and the Georgia Department of Natural Resources (DNR), and the lead state agencies for ESF 11. The GDA will develop and maintain Standard Operating Procedures to include, but not limited to poultry, cattle, swine, dairy, equine, goats, sheep, and companion animal industries for a natural disaster. DNR will develop and maintain Standard Operating Procedures regarding aquaculture, seafood, wildlife, and exotic animals for natural disasters and the preservation of natural, cultural, and historic resources.

2. Actions

a. Mitigation/Preparedness

- i. Develop mutual aid agreements with professional associations and private agencies/organizations.
- ii. Coordinate with ESF 6 in identifying potential pet friendly shelters near approved emergency American Red Cross shelters.
- iii. Participate in and/or conduct exercises or tests regularly, to validate this ESF and related SOPs.
- iv. Prepare, in conjunction with GEMA, public service announcements (PSAs) to increase public awareness regarding pet options and animal directives.
- v. Participate in drills and exercises to evaluate animal and animal

industry response capability.

b. Response/Recovery

- i. Support the EMA-EOC with all available resources.
- ii. Coordinate local emergency response with regional and state systems.
- iii. Request additional personnel and equipment for triage and shelter facilities, when necessary.
- iv. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
- v. Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
- vi. Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF 11 through the SOC.
- vii. Provide information to state ESF 11 on all available animal shelter facilities and confinement areas identified, before, during and after the disaster.
- viii. Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from state ESF 11 as needed.
- ix. Support GA-SART(s) as necessary.
- x. Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
- xi. Restore equipment and supplies to a normal state of operational readiness.
- xii. Maintain financial records on personnel, supplies, and other resources utilized. Report to EMA upon request.
- xiii. Resume day-to-day operations.

B. Nutrition Assistance and Food Safety

1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

2. Actions

a. Mitigation/Preparedness

- i. Identify agencies and organizations responsible for food safety inspections and monitoring and coordinate MOUs with appropriate entities.
- ii. Maintain procedures and responsibilities for food inspection and response to threatened food supplies.
- iii. Establish a system for the notification process of suspected or adulterated food supplies.
- iv. Participate in tests and exercises to evaluate communication with other agencies with food safety and security duties.
- v. Coordinate with ESF 6, the response to mass food distribution from secured sources.
- vi. Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.
- vii. Assess the availability of food supplies and storage facilities capable of storing dry, chilled, or frozen food.
- viii. Assess the availability of handling equipment and personnel for support.
- ix. Develop notification procedures for mobilizing food services, personnel, and resources.

b. Response/Recovery

- i. Coordinate with state and local agencies and authorities for requested support if county agencies are overwhelmed.
- ii. Identify proper state and federal agencies to contact in the event of suspicious activity contributing to adulterated food supplies.
- iii. Provide guidance for immediate local protective actions and reports, and establish communication with GDA and the Department of Human Resources (DHR).
- iv. Work with local EMA to determine critical food needs of the affected population in terms of numbers of people and their location.
- v. Coordinate community resources and personnel to assist with delivery services and/or distribution as necessary for secured food supplies.
- vi. Provide assistance in support of ESF 6 Mass Care, establishing distribution sites and requirements for distribution.
- vii. Establish linkages with volunteer and private agencies/organizations involved in congregate meal services.
- viii. Secure food, transportation, equipment, storage, and distribution facilities.
- ix. Initiate procurement of essential food and supplies not available from existing inventories.
- x. Refer victims needing additional food to volunteer and private agencies/organizations.
- xi. Coordinate with appropriate law enforcement in events where contamination of the food supply with a chemical or biological agent may have been suspicious or intentional.
- xii. Designate certain individuals to serve as expert points of contact

- for law enforcement.
- xiii. Provide for communication, surveillance, and response with all appropriate agencies in response to an act of agro-terrorism.
- xiv. Coordinate public information and provide updates for ESF 15 to distribute to the public and media.
- xv. Maintain financial records on personnel, supplies, and resources utilized, and report expenditures to local EMA and GEMA upon request.
- xvi. Resume day-to-day operations.

C. Animal and Plant Diseases and Pests

1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

2. Actions

a. Mitigation/Preparedness

- i. Develop mutual aid agreements with government agencies, professional associations, and private agencies/organizations.
- ii. Work with GDA and DNR to train first responders, community leaders, and the agricultural industry at the awareness level in agro-security and agro-terrorism.
- iii. Work with GDA and DNR to provide for surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or public health of the state.
- iv. Provide for surveillance of pests which may pose a potential or substantial threat to agriculture, horticulture, the economy, or the public health of the state.
- v. Develop local plans and resources to enhance awareness of surveillance for early detection of animal health emergencies and agro-terrorism.
- vi. Conduct and/or participate in exercises, training sessions, and workshops to assist local communities and support agencies/organizations.
- vii. Encourage support agencies to develop emergency operations plans that detail their support functions for ESF 11.

b. Response/Recovery

- i. Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
- ii. Coordinate the crisis response and the resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agriculture, animal, or food incident.
- iii. Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined necessary.
- iv. Support GDA's efforts to quarantine, stop sale, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
- v. Secure supplies, equipment, personnel and technical assistance from support agencies/organizations, and other resources to carry out the response plans associated with animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
- vi. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
- vii. Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
- viii. Determine need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA for state assistance, or mutual aid assistance through agreements such as the Emergency Management Assistance Compact (EMAC).
- ix. Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
- x. Coordinate operations to assure occupational safety measures are followed.
- xi. Coordinate damage assessment as necessary.
- xii. Restore equipment and supplies to a normal state of operational readiness.
- xiii. Coordinate public information to provide updates to ESF 15.
- xiv. Maintain financial records on personnel, supplies, and other resources utilized and report to local EMA and GEMA upon request.
- xv. Resume day-to-day operations.

D. Resource Protection

1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations. ESF 11 agencies will coordinate with public natural, cultural, and historic properties and state agencies to develop Standard Operating Procedures(SOPs) for disaster prevention, preparedness, and recovery. On the state level, the Georgia Archives will manage, monitor, and assist in or conduct response and recovery actions to minimize damage to natural, cultural, or historic property resources, including essential government and historical records. ESF 11 agencies will request assistance for this resource through the SOC.

2. Actions

a. Mitigation/Preparedness

- i. Participate in mutual aid agreements with government agencies, professional organizations, private agencies, and organizations.
- ii. Develop inventory of natural, cultural, and historic resources that will be covered by this plan.
- iii. Participate in a and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.

b. Response/Recovery

- i. Support the disaster recovery with all available resources.
- ii. If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
- iii. Coordinate public information and provide updates for ESF 15 to distribute to the public and media.
- iv. Provide technical assistance to public natural, historic and cultural properties in damage assessment; request needed technical assistance and damage assessment support from the state or federal government through the SOC.
- v. Work with the state to reopen public natural, historic, and cultural properties as soon as safely possible, to the public.
- vi. Request assistance from the state for preservation, scientific/technical, and records and archival management advice and information for stabilization, security, logistics, and contracting for recovery services of damaged natural, historic or cultural resources pertaining to documentary and archival records and historic documents.
- vii. Maintain financial records on personnel, supplies, and other resources utilized and report to local EMA and GEMA upon request.

viii. Resume day-to-day operations.

III. RESPONSIBILITIES

A. Baldwin County Cooperative Extension

- personnel

B. Animal Rescue Foundation Inc.

- site and personnel
- volunteers
- supplies

C. Baldwin County Animal Control

- personnel
- supplies
- volunteers

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 12

ENERGY

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|---|
| <p>Primary Agency Milledgeville/Baldwin County EMA</p> <p>Support Agencies Atlanta Gas Light Georgia Power Tri County EMC Washington County EMC</p> |
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I. INTRODUCTION

The emergency support function of energy services direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to coordinate response activities of energy and utility organizations in responding to and recovering from fuel shortages, power outages, and capacity shortages which impact or threaten to impact Baldwin County citizens and visitors during and after a potential of actual disaster or emergency.

1. This ESF will coordinate providing sufficient fuel supplies to emergency response organizations and areas along evacuation routes.
2. Coordinate the provision of materials, supplies, and personnel for the support of emergency activities being conducted.
3. Maintain communication with utility representatives to determine emergency response and recovery needs.
4. Coordinate with schools and other critical facilities within the county to identify emergency shelter power generation status/needs; and coordinate with other ESFs with assistance in providing resources for emergency power generation.
5. Maintain lists of energy-centric critical assets and infrastructures, and continuously monitors those resources to identify and correct vulnerabilities to energy facilities.
6. Addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events.

B. Scope

This ESF is structured to coordinate the provision of emergency supply and transportation of fuel and the provision of emergency power to support immediate response operations as well as restoring the normal supply of power to normalize community functioning. This ESF will work closely with local and state agencies, energy offices, energy suppliers and distributors.

The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness

- a. Develop and maintain current directories of suppliers of services and products associated with this function.
- b. Establish liaison with support agencies and energy-related organizations.
- c. In coordination with public and private utilities, ensure plans for restoring and repairing damaged energy systems are updated.
- d. In coordination with public and private utilities, establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supply, petroleum fuels, and electric power.
- e. Promote and assist in developing mutual assistance compacts with the suppliers of all power resources.
- f. Develop energy conservation protocols.
- g. Ensure all ESF 12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Group as required and, when possible, provide data by county.
- b. In coordination with public and private utilities, prioritize rebuilding processes, if necessary, to restore power to affected areas.
- c. Locate fuel for emergency operations.
- d. Administer, as needed, statutory authorities for energy priorities and allocations.
- e. Apply necessary County resources, to include debris removal, in accordance with established priorities in response to an emergency.
- f. Provide energy emergency information, education and conservation guidance to the public in coordination with the EOC Public Information Group.
- g. Coordinate with ESF 1 for information regarding transport of critical energy supplies.
- h. Plan for and coordinate security for vital energy supplies with ESF 13.
- i. Maintain continual status of energy systems and the progress of restoration.
- j. Utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF 3.

k. Recommend energy conservation measures.

3. Recovery

- a. Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
- b. Continue to provide energy emergency information, education and conservation guidance to the public in coordination with ESF15.
- c. Anticipate and plan for arrival of and coordinate with state ESF12 personnel in the EOC and the Joint Field Office.
- d. Continue to conduct restoration operations until all services have been restored.
- e. Ensure that ESF12 team members or their support agencies maintain appropriate records of costs incurred during the event.

4. Mitigation

- a. Anticipate and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

Energy services is the primary responsibility of Milledgeville/Baldwin County EMA and support for this function is the responsibility of Atlanta Gas Light, Georgia Power, Tri County EMC and Washington County EMC.

1. Actions

a. Mitigation/Preparedness

- i. Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
- ii. Identify additional resources and assistance teams;
- iii. Develop emergency response support plans.
- iv. Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
- v. Recommend actions to conserve energy and conservation guidance.

vi. Participate in drills and exercises to evaluate energy response capabilities.

b. Response/Recovery

- i. Determine critical energy supply needs of priority populations (e.g., infants, elderly, and other people with special needs).
- ii. Gather, assess, and share information on energy system damage, as well as estimate repair and restoration time.
- iii. Activate assistance teams and obtain necessary resources to assist in recovery.
- iv. Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
- v. Work with the EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
- vi. Coordinate with other affected areas to maximize resources and information exchange.
- vii. Conduct repair and maintenance operations until restoration of all services.
- viii. Maintain records, expenditures, and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Milledgeville/Baldwin County EMA

- coordinate mutual aid

B. Atlanta Gas Light

- personnel
- equipment
- supplies

C. Georgia Power

- personnel
- equipment
- supplies

D. Tri County EMC

- personnel
- equipment
- supplies

E. Washington County EMC

- personnel
- equipment
- supplies

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 13
PUBLIC SAFETY AND SECURITY SERVICES**

| |
|---|
| <p>Primary Agency Baldwin County Sheriff Department</p> <p>Support Agencies Central State Police Department Georgia College and State University Police Georgia Department of Corrections Milledgeville Police Department</p> |
|---|

I. INTRODUCTION

The emergency support function of public safety and security services involves direction and coordination, operations and follow-through during an emergency or disaster.

A. Purpose

This ESF integrates countywide public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual disaster or emergency.

1. Local, private sector, and specific State and Federal authorities have primary responsibility for public safety and security, and typically are the first line of response and support in these functional areas.
2. In most incident situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the Incident Command System on-scene. In larger-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.
3. Through ESF 13, State and/or Federal resources could supplement County and local resources when requested or required, as appropriate, and are integrated into the incident command structure using NIMS principals and protocols.
4. ESF 13 primary agencies facilitate coordination among supporting agencies to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.
5. When activated, ESF 13 coordinates the implementation of authorities that are appropriated for the situation and may provide protection and security resources, planning assistance, technology support, and other technical assistance to support incident operations, consistent with agency authorities and resource availability.

B. Scope

This ESF is structured to oversee public safety to include law enforcement, victim recovery, and deceased identification and mortuary services. The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness

- a. ESF 13 capabilities support incident management requirements including force and critical infrastructure protection, security, planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations.
- b. ESF 13 is generally activated in situations requiring extensive assistance to provide public safety and security and where local government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions or capabilities unique to the county.
- c. ESF 13 will procure and regularly update a list of all agencies (public and private) that have the capability to provide law enforcement and security services and victim recovery and mortuary services.

2. Response

- a. Provide warning and communications in support of the communications and warning plans.
- b. Staff the EOC as directed.
- c. Provide security to the EOC.
- d. Secure evacuated areas, including safeguarding critical facilities, and controlling entry and exit points to the disaster area as requested.
- e. ESF 13 will coordinate with ESF 5 to request additional resources, if needed.
- f. ESF 13 will activate existing MOUs with appropriate entities.

3. Recovery

- a. Continue those operations necessary to protect people and property.
- b. Assist in return of evacuees.
- c. Assist with reconstitution of law enforcement agencies as necessary.
- d. Require ESF 13 team members or their agencies maintain appropriate records of costs incurred during the event.
- e. Phase down operations as directed by the EOC.

4. Mitigation

- a. ESF 13 agencies will conduct and/or support community education programs on survival and safety.
- b. Support requests and directives resulting from GEMA and/or other state agencies and federal partners concerning mitigation and/or

- redevelopment activities.
- c. Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Law Enforcement and Security

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

2. Actions

a. Mitigation/Preparedness

- i. Analyze hazards and determine law enforcement requirements.
- ii. Identify agencies, organizations and individuals capable of providing support services.
- iii. Develop MOUs with adjacent and support law enforcement agencies.
- iv. Analyze hazards, critical facilities, determine law enforcement requirements, and develop plans to preposition assets.
- v. Train regular and support personnel in emergency duties.
- vi. Develop plans to conduct initial damage assessment.
- vii. Establish and maintain liaison with federal, state and local agencies.
- viii. Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
- ix. Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
- x. Ensure all ESF 13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Response/Recovery

- i. Provide warning and communications assistance in support of ESF 2.
- ii. Staff the EOC as directed.
- iii. Coordinate security for critical facilities, as needed.
- iv. Support evacuation plans with traffic control, communications, area patrols and security for shelters.
- v. Control entry and exit to the emergency or disaster area.
- vi. Control vehicle and individual access to restricted areas.
- vii. Continue operations necessary to protect people and property.

- viii. Coordinate public information and provide updates for ESF 15.
- ix. Assist in return of evacuees.
- x. Maintain records of expenditures and document resources utilized during recovery.
- xi. Resume day-to-day operations.

B. Victim Recovery Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

2. Actions

a. Mitigation/Preparedness

- i. This function will be coordinated with and involve other agencies/organizations.
- ii. Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
- iii. Establish and maintain standards for human remains recovery operations.
- iv. Establish and maintain human remains recovery support and reporting procedures.
- v. Recruit, train, and certify recovery personnel.
- vi. Develop an inventory of resources and establish a record keeping system.
- vii. Conduct or participate in exercises to evaluate recovery response capability.
- viii. Conduct and/or support community education programs on survival.

b. Response/Recovery

- i. Respond to requests by local EMA; monitor response efforts.
- ii. Support requests from neighboring counties and MOU/EMAC agreements.
- iii. Maintain records, expenditures, and document resources utilized during response and recovery.

C. Deceased Identification and Mortuary Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with ESF 5 and involve other support agencies and organizations.

2. Actions

a. Mitigation/Preparedness

- i. Develop plans for location, identification, removal and disposition of the deceased.
- ii. Establish a system for collecting and disseminating information regarding victims and have the operational capability to deliver the information in a field environment in coordination with the EOC Public Information Group.
- iii. Develop protocols and maintain liaison with Disaster Mortuary Operational Response Teams (DMORT).
- iv. Identify agencies, organizations and individuals capable of providing support services for deceased identification including the county coroner.
- v. Maintain a description of capabilities and procedures for alert, assembly and deployment of mortuary assistance assets.
- vi. Identify public and private agencies and organizations capable of providing support to victims families.

b. Response/Recovery

- i. Initiate the notification of deceased identification teams.
- ii. Retain victim identification records.
- iii. Support evacuation plans with traffic control, communications, area patrols and security for shelters.
- iv. Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
- v. Coordinate county assistance for next-of-kin notification.
- vi. Maintain records of expenditures and document resources utilized during response and recovery.

III. RESPONSIBILITIES

A. Baldwin County Sheriff Department

- personnel
- equipment
- supplies

B. Central State Police Department

- personnel
- equipment
- vehicles

C. Georgia College and State University Police

- personnel
- equipment
- vehicles

D. Georgia Department of Corrections

- personnel
- equipment
- vehicles

E. Milledgeville Police Department

- personnel
- equipment
- vehicles

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

EMERGENCY SUPPORT FUNCTION 14 LONG TERM RECOVERY AND MITIGATION

Primary Agency

Milledgeville/Baldwin County EMA

Support Agencies

Baldwin County Board of Commissioners
City of Milledgeville

I. INTRODUCTION

A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to provide a framework for Baldwin County Emergency Management Agency support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of a disaster or emergency.

1. ESF 14 recognizes the primacy of affected governments and the private sector in defining and addressing risk reduction and long-term community recovery priorities.
2. Agencies continue to provide recovery assistance under independent authorities to municipal governments; the private sector; and individuals, while coordinating activities and assessments of need for additional assistance through the ESF 14 coordinator.
3. Support is tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of state and federal resources.
4. Long-term community recovery and mitigation efforts are forward-looking and market-based, focusing on permanent restoration of infrastructure, housing, and the economy, with attention to mitigation of future impacts of a similar nature, when feasible.
5. The Federal Government uses the post-incident environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.
6. ESF 14 facilitates the application of loss reduction building science expertise to the rebuilding of critical infrastructure (e.g., in repairing hospitals or emergency operation centers to mitigate for future risk).

B. Scope

Structure: This ESF will provide coordination during large-scale or catastrophic incidents that require assistance to address significant long-term impacts in

the affected area (e.g., impacts on housing, businesses and employment, community infrastructure, and social services). Activities within the scope of this function include:

1. Preparedness

- a. Develop systems to use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
- b. Review County Hazard Mitigation Plan to identify vulnerable facilities.
- c. Analyze and evaluate long-term damage assessment data.
- d. Ensure all ESF 14 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

Use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.

3. Recovery

- a. Analyze evaluate long-term damage assessment data.
- b. In coordination with the state government, assign staff to identify and document economic impact and losses avoided due to previous mitigation and new priorities for mitigation in affected areas.
- c. Review the County Hazard Mitigation Plan for affected areas to identify potential mitigation projects.

4. Mitigation

- a. Support requests and directives resulting from the state and/or federal government concerning mitigation and/or re-development activities.
- b. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

- A. This ESF will assess the social and economic consequences in the impacted area and coordinate efforts to address long-term community recovery issues resulting from a disaster or emergency.
- B. Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations.
- C. Work with municipal governments; non-governmental organizations; and private-sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive long-term recovery plan for the community.
- D. Identify appropriate State and Federal programs and agencies to support implementation of the long-term community recovery plan, ensure

- coordination, and identify gaps in resources available.
- E. Determine/identify responsibilities for recovery activities, and provide a vehicle to maintain continuity in program delivery among departments and agencies, and with municipal governments and other involved parties, to ensure follow-through of recovery and hazard mitigation efforts.
- F. Develops coordination mechanisms and requirements for post-incident assessments, plans, and activities that can be scaled to incidents of varying types and magnitudes.
- G. Establishes procedures for integration of pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.
- H. Facilitates recovery decision making across ESFs. Also facilitates awareness of post incident digital mapping and pre-incident County and municipal hazard mitigation and recovery planning across ESFs

III. RESPONSIBILITIES

Supporting information and hazard analyses are contained in the appendix section of this plan.

A. Milledgeville/Baldwin County EMA

- *coordinate mitigation plans and projects*

B. Baldwin County Board of Commissioners

- personnel
- funding

C. City of Milledgeville

- personnel
- funding

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 15
EXTERNAL AFFAIRS**

| |
|--|
| <p>Primary Agency Milledgeville/Baldwin County EMA</p> <p>Support Agencies Baldwin County Board of Commissioners City of Milledgeville</p> |
|--|

I. INTRODUCTION

The emergency support function of external affairs includes direction, policies, responsibilities, and procedures for disseminating timely, accurate, and easily understood information to the public before, during, and after a disaster or emergency situation. Hazard-specific appendices to this plan contain additional information for such specific emergencies.

A. Purpose

- 1. Ensures that sufficient County assets are deployed to the field during a potential or actual a disaster or emergency to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.
- 2. This ESF includes a provision for providing information in a clear, concise and accurate manner on actions to be taken by local agencies and governments and actions to be taken by the public. Every effort shall be made to prevent and counter rumors and inaccurate information.

B. Scope

The emergency operations necessary for the performance of this function include, but are not limited to:

- 1. Preparedness
 - a. Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations.
 - b. Develop plans to coordinate with international, national, state and local news media for emergency operations, before, during and after emergency situations.
 - c. Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies and disasters; this includes the establishment of a Joint Information Center (JIC).
 - d. Develop plans and programs to educate news media that ESF 15 is

- the primary information center during emergency situations.
- e. Develop procedures to organize and operate a media briefing area and/or a JIC.
- f. Develop and maintain pre-scripted EAS messages, news releases, and public service announcements, for all hazards to include hurricane and coastal storm, rainwater flooding, storm surge and tornado.
- g. Encourage development of disaster plans and kits for the public.
- h. Provide evacuation information to the affected public.
- i. Participate in exercises and training to validate this annex and supporting SOPs.
- j. Update public information responder listing, as necessary.
- k. Develop and implement training programs for all ESF members.
 - l. Develop and maintain a roster with contact information of all ESF personnel.
- m. Ensure all ESF 15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response

- a. Alert agencies whose personnel, equipment, or other resources may be used.
- b. Provide timely and accurate EAS messages and news releases in common language and terminology to inform the public.
- c. Provide emergency public information to special needs populations.
- d. Coordinate with news media regarding emergency operations.
- e. Provide mass notification to urban and rural populations and provide periodic media updates.
- f. Execute a multi-agency/jurisdiction coordinated public information program.
- g. Organize and operate a press briefing area and a JIC, as appropriate.
- h. Supplement local emergency management public information operations, as necessary, and when resources are available.

3. Recovery

- a. Continue public information activities to include updating the public on recovery efforts.
- b. Anticipate and plan for arrival of and coordinate with state ESF 15 personnel in the EOC, and the Joint Field Office (JFO).
- c. Process and disseminate disaster welfare and family reunification information.

4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or

state/federal briefings, situation reports and action plans.

II. CONCEPT OF OPERATIONS

A. Strategy

EMA will coordinate overall information and planning activities for state agencies and organizations.

EMA will coordinate with appropriate agencies to ensure operational readiness of the Intel Function for the Emergency Operations Center (EOC).

Milledgeville/Baldwin County EMA provides primary responsibility of this ESF and support for this function is the responsibility of Baldwin County Board of Commissioners and City of Milledgeville.

B. Response Actions

1. Mitigation/Preparedness

- a. Develop a briefing and reporting system to include an EOC briefing, situation report, public information and federal request format for the EOC Intel Function;
- b. Share Intel formats with agencies and organizations that have primary functional responsibilities;
- c. Update the information and planning system as required; and
- d. Participate in and/or conduct exercises.

2. Response/Recovery

- a. Begin Intel Function upon activation of the EOC;
- b. Collect and process information from state agencies and organizations with primary Emergency Support Function responsibilities;
- c. Prepare EOC briefings, situation reports and geographic data for mapping to keep state and federal agencies and organizations, officials, local governments and local Emergency Management Agencies (EMAs) abreast of the severity and magnitude and provide updates to Public Affairs for media release;
- d. Provide technical assistance information and analysis to the EMA Director and EOC Chief, upon request;
- e. Coordinate needs and damage assessment of affected areas for dissemination to appropriate agencies and organizations;
- f. Track and record data necessary for federal declaration;
- g. Prepare information for after-action reports; and
- h. Resume day-to-day operations.

C. Public Information Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF. This function will be coordinated with and involve other support agencies and organizations.

The public information services function is the primary responsibility of Milledgeville/Baldwin County EMA and support for this function is the responsibility of Baldwin County Board of Commissioners and City of Milledgeville.

2. Actions

a. Mitigation/Preparedness

- i. Designate an individual to serve as a public information officer or coordinator.
- ii. Develop protocol and designate a liaison for communication with local, state, and federal governments and to handle legislative inquires.
- iii. Assist agencies and organizations with ESF responsibilities in development of uniform procedures for media releases (refer to Appendix I, Public Information Procedures).
- iv. Maintain a media directory (refer to Appendix J, Media Contact List).
- v. Support disaster public awareness initiatives through dissemination of information, news articles, PSAs, and presentation of audio-visual materials.
- vi. Establish communication resources to provide people with sensory disability (e.g., visual and hearing impaired) and non-English speaking persons with emergency management information regarding emergencies or disasters.
- vii. Educate the public on alert messages such as watches and warnings through media such as radio, television, and newspaper.
- viii. Develop protocols for agencies and organizations with functional support responsibilities (e.g., American Red Cross ? opening of shelters, Department of Transportation ? evacuation routing) to inform the media about emergency and/or disaster plans.
- ix. Participate in drills and exercises to evaluate public information capacity.

b. Response/Recovery

- i. Define public notification timeframe regarding an emergency or disaster and disseminate information to the media.
- ii. Maintain a system to ensure accurate dissemination of emergency information such as location, type of hazard, extent of damage, casualties, shelters open, evacuation routes, and

- other protective actions.
- iii. Provide a designated area for media briefings and/or press conferences and conduct briefings in a timely manner.
- iv. Provide updates (e.g., response to inquiries about missing relatives, restricted areas of access and reentry) regarding the emergency or disaster.
- v. Establish media responsibilities and appropriate spokespersons from local government, agencies, and organizations with ESF responsibilities.
- vi. Continue provision of public safety and other necessary assistance information throughout the recovery phase.
- vii. Provide advanced media releases to the GEMA-SOC.
- viii. Coordinate with other jurisdictions that share the media market.
- ix. Maintain records of expenditures and document resources utilized during recovery.

III. RESPONSIBILITIES

A. Milledgeville/Baldwin County EMA

- personnel

B. Baldwin County Board of Commissioners

- personnel
- funding

C. City of Milledgeville

- personnel
- funding

IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

ACRONYMS

| | |
|---------------|--|
| ARC | American Red Cross |
| BOE | Board of Education |
| CERT | Community Emergency Response Team |
| DFACS | Department of Family and Children's Services |
| DFO | Disaster Field Office |
| DRC | Disaster Recovery Center |
| EAS | Emergency Alert System |
| EOC | Emergency Operations Center |
| EOP | Emergency Operations Plan |
| ESF | Emergency Support Function |
| FCO | Federal Coordinating Officer |
| FEMA | Federal Emergency Management Agency |
| GANG | Georgia National Guard |
| GEMA | Georgia Emergency Management Agency |
| IC | Incident Commander |
| ICP | Incident Command Post |
| ICS | Incident Command System |
| JFO | Joint Field Office |
| JIC | Joint Information Center |
| JOC | Joint Operations Center |
| MOU | Memorandum of Understanding |
| NIMS | National Incident Management System |
| NRP | National Response Plan |
| OHS | Office of Homeland Security |
| PDAT | Preliminary Damage Assessment Team |
| PIO | Public Information Officer |
| POC | Point of Contact |
| SA | Salvation Army |
| SAR | Search and Rescue |
| SCO | State Coordinating Officer |
| SITREP | Situation Report |
| SNPS | Special Needs Population Shelters |
| SOC | State Operations Center |
| SOP | Standard Operating Procedure |
| USACE | US Army Corps of Engineers |
| VOAD | Volunteer Organizations Active in Disasters |
| WMD | Weapons of Mass Destruction |

AUTHORITIES AND REFERENCES

- Georgia Emergency Management Act of 1981, as amended.
- Georgia Emergency Operations Plan, revised January 2008.
- Local Resolution for Emergency Management.
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended. (<http://www.fema.gov/library/stafact.shtml>)

EMERGENCY SUPPORT FUNCTION ACTIVATION CHECKLIST

- 1. Receive notification of ESF Activation from Baldwin County Emergency Management Agency.
- 2. Notify all ESF supporting agencies.
- 3. Verify status of Activation of the EOC.
- 4. Send Representative to the EOC at designated times.
- 5. Sign in at EOC Security Station to receive badge and log hours.
- 6. Report arrival to Operations Chief and EOC Manager.
- 7. Obtain situation briefing from EOC staff.
- 8. Ensure adequate staffing for 24-hour coverage. Confirm names and hours of liaison staff with appropriate agencies.
- 9. Inventory go kits and work area. Check supplies, phone, and computer. Report any deficiencies to the EOC Manager.
- 10. Establish filing system (may include, but not limited to, status reports, situation reports, briefing papers, assignments, mission tasking, telephone rosters, daily reports, etc).
- 11. Establish contact with forward deployed teams or other agencies, as required. Exchange point of contact information and establish reporting times for all elements.
- 12. Begin gathering information and provide operational report to Operations Chief.

GLOSSARY

Alternate Emergency Operations Center - A site located away from the primary Emergency Operations Center where officials exercise direction and coordination in an emergency or disaster.

Area Command - An organization established to oversee the management of multiple incidents that are each being handled by an Incident Command System organization or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned.

Catastrophic Incident - A natural or manmade incident, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, and/or government functions

Command Post - A designated location to communicate and exercise direction and coordination over an emergency or disaster.

Continuity of Government - Measures taken to ensure coordination of essential functions of government in the event of an emergency or disaster.

Critical Facilities - Schools, libraries, hospitals, public roads, water and sanitation systems, public safety buildings and other essential infrastructure.

Cyber - Pertaining to computers and their support systems, such as servers, routers, and switches that support critical infrastructure.

Damage Assessment - An appraisal or determination of the number of injuries or deaths, damage to public or private property, status of critical facilities, services, communication networks, public works and utilities, and transportation resulting from a man-made or natural disaster.

Decontamination - Reduction or removal of chemical, biological or radioactive material from a structure, area, object, or person.

Direction and Coordination - Determining and understanding responsibilities so as to respond appropriately and expeditiously at a centralized center and/or on-scene location during emergency operations.

Disaster - A man-made or natural disaster resulting in severe property damage, injuries and/or death within a community or multi-jurisdictional area that requires local, state, and federal assistance to alleviate damage, loss, hardship, or suffering.

Disaster Recovery Center (DRC) - A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

Drill - A practical approach or procedure that involves elements of a preparedness plan or the use of specific equipment to evaluate a plan prepared response.

Emergency - As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

Emergency Alert System (EAS) - A digital voice/text technology communications system consisting of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission to provide public information before, during, and after disasters.

Emergency Management - An organized analysis, planning, direction, and coordination of resources to mitigate, prepare, respond, and assist with recovery from an emergency or disaster.

Emergency Management Agency (EMA) - Local government agency, established by local resolution(s), charged with the responsibility for local emergency management mitigation, preparedness, response, and recovery activities within the jurisdiction.

Emergency Management Agency Director - An individual with primary responsibility for emergency management mitigation, preparedness, response, and recovery within the jurisdiction.

Emergency Operations Center (EOC) - Physical location at which local government officials and designated agencies and/or organization representatives coordinate information and resources to support domestic management activities.

Emergency Operations Plan (EOP) - A document describing mitigation, preparedness, response, and recovery actions necessary by local government and designated and supporting agencies or organizations in preparation of an anticipated emergency or disaster.

Emergency Support Function (ESF) - 15 identified government and private-sector capabilities organized into a structure to facilitate assistance required during mitigation, preparedness, response, and recovery to save lives, protect health and property, and maintain public safety.

Evacuation - Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuees - Persons moving from areas threatened or struck by an emergency or disaster.

Exercise - A simulated occurrence of a man-made or natural emergency or disaster involving planning, preparation, operations, practice and evaluation.

Federal Disaster Assistance - Aid to disaster victims and state and local governments by the Federal Emergency Management Agency and other federal agencies available once a Presidential Declaration has been made.

First Responder - Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment.

Georgia Emergency Management Agency (GEMA) - A state agency established by state law, responsible for statewide emergency management mitigation, preparedness, response and recovery activities within the State of Georgia.

Hazard - A dangerous situation or occurrence that may result in an emergency or disaster.

Hazard Mitigation - Any measure that will reduce potential damage to property, persons or life from a disaster or emergency from a predetermined possible hazard.

Hazardous Material - Substance or material that has been determined to be capable of posing an unreasonable risk to health, safety, and property including pollutants and contaminants when released into the environment.

Hazardous Materials Incident - An occurrence resulting in the uncontrolled release of hazardous materials accident capable of posing a risk to health, safety, and property.

In-Kind Donations - Donations given in the form of goods, commodities, or services rather than money.

Incident - An occurrence or event, natural manmade caused, that requires an emergency response to protect life or property.

Incident Command Post (ICP) - Field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities.

Incident Command System (ICS) - A management tool consisting of procedures for organizing personnel, facilities, equipment and communications at the scene of an emergency.

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

operations at the incident site.

Incident of Critical Significance - An actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of County, local, nongovernmental, and/or private-sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

Infrastructure - The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

Joint Information Center (JIC) - A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Operations Center (JOC) - The JOC is the focal point for all Federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident.

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

Liaison Officer - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government - County, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government; or a rural community, unincorporated town or village, or other public entity.

Major Disaster - As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Memorandum of Understanding (MOU) - A written memorandum of understanding between agencies and organizations to share resources and assistance during an emergency or disaster.

Mitigation - Activities designed to reduce or eliminate risks to persons or property or life, to lessen the actual or potential effects or consequences of an emergency or disaster.

Mobile Command Post (MCP) - A vehicle having the capability to communicate and exercise direction and coordination over an emergency or disaster.

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

National Incident Management System (NIMS) - A system that provides a consistent, nationwide approach for Federal, State, and local governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

Natural Resources - Natural resources include agriculture, biota, fish, livestock, wildlife, domesticated animals, plants, and water.

Nongovernmental Organization - A nonprofit or private-sector entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government.

Occupational Safety and Health Administration (OSHA) - Branch of the U.S. Department of Labor responsible for establishing and enforcing safety and health standards in the workplace.

Operating Condition (OPCON) - Scale with increasing levels of preparedness from five to one requiring performance of predetermined actions in response to a perceived or real threat.

Power Outage - An interruption or loss of electrical service due to disruption of power generation or transmission caused by accident, sabotage, natural hazards, equipment failure, or fuel shortage.

Preparedness - Maintaining emergency management capabilities in readiness, preventing capabilities from failing, and augmenting the jurisdiction's capability including training, developing, conducting and evaluating exercises, identifying, and correcting deficiencies, and planning to safeguard personnel, equipment, facilities, and resources from effects of a hazard.

Presidential Declaration - When disaster exceeds local and state government's capacity to respond, or provide sufficient resources for response, the state's Governor may request federal assistance, which is then approved by the President in the form of a Presidential Declaration which then increases federal aid to the affected areas.

Primary Responsibility - An agency or organization designated leadership and coordination of a specific emergency support function so as to mitigate, prepare, respond, and assist with recovery of an emergency or disaster.

Private Sector - Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

Public Health - Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

Public Information - Dissemination of information in anticipation of an emergency or disaster and timely actions, updates, and instructions regarding an actual occurrence.

Public Information Officer - A designated individual responsible for preparing and coordinating the dissemination of emergency public information.

Public Works - Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

Recovery - Long-term activities beyond damage assessment necessary to satisfy immediate life support needs, maintain logistical support, begin restoration of the infrastructure, identify individuals and communities eligible for disaster assistance, and implement post-disaster mitigation.

Resources - Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an Emergency Operations Center.

Response - Time sensitive actions to save lives and/or protect property, stabilize emergency or disaster situations, and initiate actions to notify emergency management representatives of the crisis, evacuate and/or shelter the population, inform the public about the situation, assess the damage, and request additional assistance, as needed.

SARA - Superfund Amendments and Reauthorization Act of 1986.

Shelter - A designated facility that provides temporary congregate care for individuals and families who have been forced from their homes by an emergency or disaster.

Shelter Management - The internal organization, administration, and operation of a shelter facility by the American Red Cross.

Staging Area - A location pre-selected for emergency management equipment, vehicles, and personnel to begin coordinated operations, deployment of personnel to host jurisdictions and other assistance to affected communities.

Standard Operating Procedures (SOP) - Directions, detailing task assignments, and a step-by-step process of responsibilities relating to each Emergency Support Function or in relation to organizational response.

State Operations Center (SOC) - Permanent facility designated by the State Emergency Management Agency as the central location for information gathering, disaster analysis, and response coordination before, after and during a disaster.

Strategic Plan - A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

Support Agencies - An agency or organization which provides assistance to the primary agency or organization with designated Emergency Support Function responsibility.

Terrorism - The unlawful use or threatened use of force or violence by a person or an organized group against people or property with the intention of intimidating or coercing societies or governments, often for ideological or political reasons.

Unaffiliated Volunteer - An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a "spontaneous" or "emergent" volunteer.

Unified Command - An application of Incident Command System (ICP) used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

Unsolicited Goods - Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

Urban Search and Rescue - Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed or damaged structures.

Volunteer - Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed.

Volunteer and Donations Coordination Center - Facility from which the Volunteer and Donations Coordination Team operates to review and process offers.

Warning - Alerting local government, agencies and organizations with emergency support function responsibilities, and the public regarding the threat of extraordinary danger (e.g., tornado warning, hurricane warning, severe storm warning) and that such occurrence has been sighted or observed specifying related effects that may occur due to this hazard.

Watch - Indications by the National Weather Service that, in a defined area, conditions are possible or favorable for the specific types of severe weather (e.g., flashflood watch, tropical storm watch).

Weapon of Mass Destruction - Any weapon that is designed or intended to cause widespread destruction resulting in serious bodily injury or death through the release, dissemination, or impact of toxic substance at a level dangerous to human life.

ESF MATRIX OF PRIMARY AND SUPPORT AGENCIES

| Baldwin County | ESF | | | | | | | | | | | | | | |
|--|-----|---|---|---|---|---|---|---|---|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| Animal Rescue Foundation Inc. | | | | | | | | | | | S | | | | |
| Atlanta Gas Light | | | | | | | | | | | | S | | | |
| Baldwin County Animal Control | | | | | | | | | | | S | | | | |
| Baldwin County Board of Commissioners | | | | | S | | S | | | | | | | S | S |
| Baldwin County Board of Education | | | | | | | | | | | | | | | |
| Baldwin County Board of Education - Maintenance | | | | | | S | | | | | | | | | |
| Baldwin County Board of Education - Transportation | P | | | | | | | | | | | | | | |
| Baldwin County Cooperative Extension | | | | | | | | | | | P | | | | |
| Baldwin County Coroner | | | | | | | | S | | | | | | | |
| Baldwin County Dept. of Family / Children Services | | | | | | P | | | | | | | | | |
| Baldwin County E-911 | | P | | | | | | | | | | | | | |
| Baldwin County Fire Rescue | | | | P | | | | | P | P | | | | | |
| Baldwin County Health Department | | | | | | S | | P | | | | | | | |
| Baldwin County Public Works | S | | P | | S | | | | | | | | | | |
| Baldwin County Sheriff Department | | S | | | S | | | | S | | | | P | | |
| Central State Hospital | | | | | | | | | | | | | | | |
| Central State Police Department | | | | | | | | | | | | | S | | |
| City of Milledgeville | | | | | S | | S | | | | | | | S | S |
| City of Milledgeville | | | | | | | | | | | | | | | |
| City of Milledgeville Public Works and Utilities | S | | S | | S | | | | | | | | | | |
| Georgia College and State University Police | | | | | | | | | | | | | | S | |
| Georgia Department of Corrections | | | | | | | | | | | | | | S | |
| Georgia Power | | | | | | | | | | | | S | | | |
| Georgia's P.O.R.C.H. | | | | | | | | | | | | | | | |
| Milledgeville Fire Department | | | | S | | | | | S | S | | | | | |
| Milledgeville Police Department | | S | | | S | | | | S | | | | S | | |
| Milledgeville/Baldwin County EMA | | | | | P | | P | | | S | | P | | P | P |
| Oconee Regional EMS/MCCG EMS | | | | | | | | | S | | | | | | |
| Oconee Regional Medical Center | | | | | | | | | S | | | | | | |
| Tri County EMC | | | | | | | | | | | | S | | | |
| Washington County EMC | | | | | | | | | | | | S | | | |

P = PRIMARY AGENCY:

Responsible for Management of the ESF; Devise, coordinate, and implement disaster recovery plans for the ESF.

S = SUPPORT AGENCY:

Responsible to provide expertise, experience, and assts to the ESF as needed or requested by the Primary Agency.

ESF's:

- 1 = TRANSPORTATION
- 2 = COMMUNICATIONS
- 3 = PUBLIC WORKS / ENGINEERING
- 4 = FIREFIGHTING
- 5 = EMERGENCY MANAGEMENT
- 6 = MASS CARE
- 7 = RESOURCE SUPPORT
- 8 = PUBLIC HEALTH / MEDICAL
- 9 = SEARCH AND RESCUE
- 10 = HAZARDOUS MATERIALS
- 11 = AG / NATURAL RESOURCES
- 12 = ENERGY
- 13 = PUBLIC SAFETY
- 14 = LONG TERM RECOVERY
- 15 = EXTERNAL AFFAIRS

ESF SUMMARY OF RESPONSIBILITIES

Animal Rescue Foundation Inc.

ESF 11: Ag / Natural Resources (Support)

- site and personnel
- volunteers
- supplies

Atlanta Gas Light

ESF 12: Energy (Support)

- personnel
- equipment
- supplies

Baldwin County Animal Control

ESF 11: Ag / Natural Resources (Support)

- personnel
- supplies
- volunteers

Baldwin County Board of Commissioners

ESF 5: Emergency Management (Support)

- provides direction and support for response
- personnel
- equipment

- funds
- vehicles

ESF 7: Resource Support (Support)

- personnel
- funding
- equipment
- vehicles

ESF 14: Long Term Recovery (Support)

- personnel
- funding

ESF 15: External Affairs (Support)

- personnel
- funding

Baldwin County Board of Education

No responsibilities have been provided.

Baldwin County Board of Education - Maintenance

ESF 6: Mass Care (Support)

- shelter site(s)
- personnel
- food

Baldwin County Board of Education - Transportation

ESF 1: Transportation (Primary)

- fuel
- personnel
- vehicles

Baldwin County Cooperative Extension

ESF 11: Ag / Natural Resources (Primary)

- personnel

Baldwin County Coroner

ESF 8: Public Health / Medical (Support)

- personnel
-

Baldwin County Dept. of Family / Children Services

ESF 6: Mass Care (Primary)

Responsible for sheltering services and providing personnel for shelters

Baldwin County E-911

ESF 2: Communications (Primary)

Coordinates and manages county disaster communications

Baldwin County Fire Rescue

ESF 4: Firefighting (Primary)

- communications
- equipment
- vehicles
- personnel

ESF 9: Search and Rescue (Primary)

- personnel
- equipment
- supplies
- vehicles

ESF 10: Hazardous Materials (Primary)

- personnel
- equipment
- vehicles

Baldwin County Health Department

ESF 6: Mass Care (Support)

- personnel
- inspection of shelters and food service

ESF 8: Public Health / Medical (Primary)

- personnel

- inspections
- first aid
- volunteers
- supplies

Baldwin County Public Works

ESF 1: Transportation (Support)

- Fuel
- personnel
- vehicles

ESF 3: Public Works / Engineering (Primary)

provide technical and specialty support and coordination

- fuel
- personnel
- equipment

ESF 5: Emergency Management (Support)

- personnel
- equipment
- vehicles

Baldwin County Sheriff Department

ESF 2: Communications (Support)

- personnel

- equipment

ESF 5: Emergency Management (Support)

- personnel
- equipment
- vehicles

ESF 9: Search and Rescue (Support)

- personnel
- equipment
- vehicles

ESF 13: Public Safety (Primary)

- personnel
- equipment
- supplies

Central State Hospital

No responsibilities have been provided.

Central State Police Department

ESF 13: Public Safety (Support)

- personnel
- equipment
- vehicles

City of Milledgeville

No responsibilities have been provided.

City of Milledgeville

ESF 5: Emergency Management (Support)

- personnel
- equipment
- vehicles

ESF 7: Resource Support (Support)

- personnel
- funding
- equipment
- vehicles

ESF 14: Long Term Recovery (Support)

- personnel
- funding

ESF 15: External Affairs (Support)

- personnel
- funding

City of Milledgeville Public Works and Utilities

ESF 1: Transportation (Support)

- Fuel
- personnel
- vehicles

ESF 3: Public Works / Engineering (Support)

provide technical and specialty support and coordination

- fuel
- personnel
- equipment

ESF 5: Emergency Management (Support)

- personnel
- equipment
- vehicles

Georgia College and State University Police

ESF 13: Public Safety (Support)

- personnel
- equipment
- vehicles

Georgia Department of Corrections

ESF 13: Public Safety (Support)

- personnel
- equipment

- vehicles

Georgia Power

ESF 12: Energy (Support)

- personnel
- equipment
- supplies

Georgia's P.O.R.C.H.

No responsibilities have been provided.

Milledgeville Fire Department

ESF 4: Firefighting (Support)

- communications
- equipment
- vehicles
- personnel

ESF 9: Search and Rescue (Support)

- personnel
- equipment
- vehicles
- supplies

ESF 10: Hazardous Materials (Support)

- personnel
- equipment
- vehicles

Milledgeville Police Department

ESF 2: Communications (Support)

- personnel
- equipment
-

ESF 5: Emergency Management (Support)

- personnel
- equipment
- vehicles

ESF 9: Search and Rescue (Support)

- personnel
- equipment
- vehicles

ESF 13: Public Safety (Support)

- personnel
- equipment
- vehicles

Milledgeville/Baldwin County EMA

ESF 5: Emergency Management (Primary)

- coordinates overall plans, assists all agencies for equipment, personnel and vehicle request, handles paperwork and documentation during an actual emergency
- obtains mutual aid in the event of a disaster

ESF 7: Resource Support (Primary)

- coordinates logistic planning
- coordinates mutual aid with other counties and state agencies

ESF 10: Hazardous Materials (Support)

- personnel
- coordinate mutual aid

ESF 12: Energy (Primary)

- coordinate mutual aid

ESF 14: Long Term Recovery (Primary)

- *coordinate mitigation plans and projects*

ESF 15: External Affairs (Primary)

- personnel

Oconee Regional EMS/MCCG EMS

-
ESF 8: Public Health / Medical (Support)

- personnel
- first aid
- supplies

Oconee Regional Medical Center

ESF 8: Public Health / Medical (Support)

- personnel
- site
- first aid
- supplies
-

Tri County EMC

ESF 12: Energy (Support)

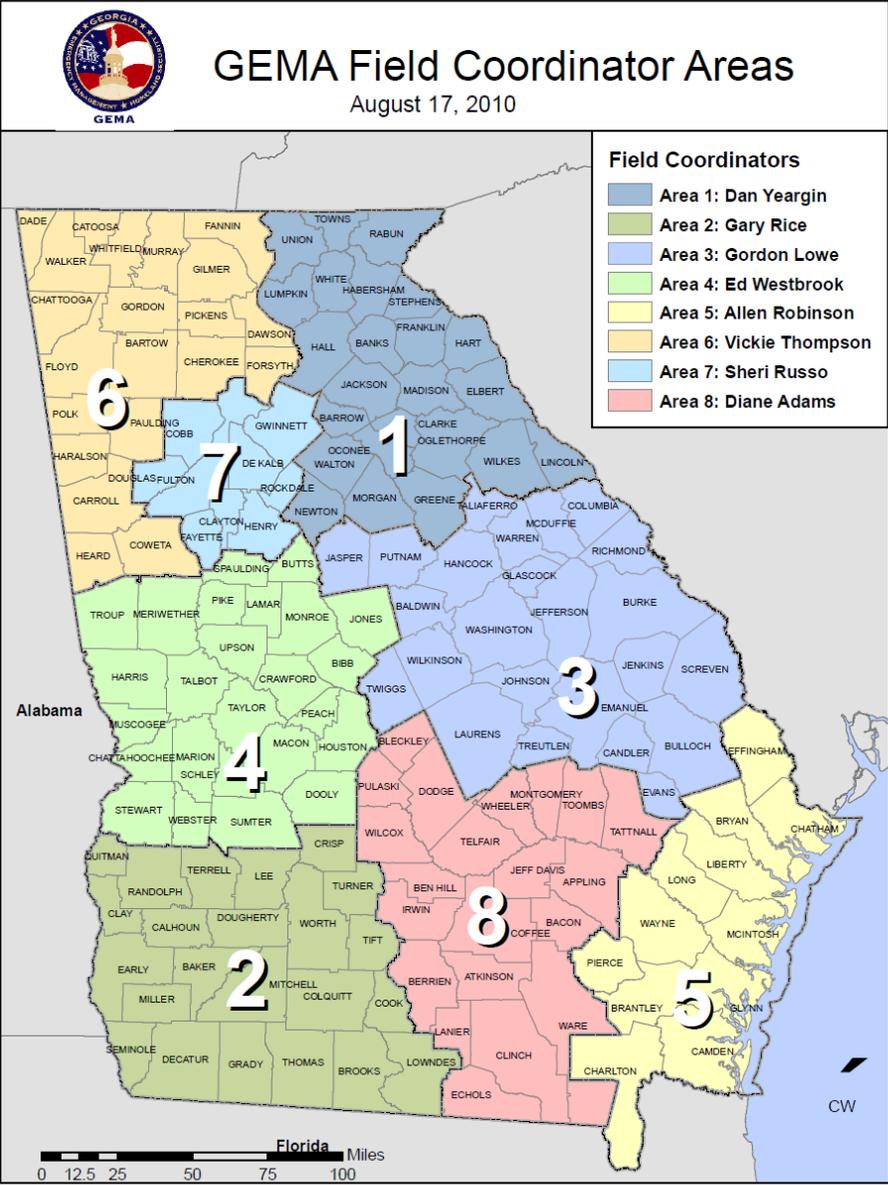
- personnel
- equipment
- supplies

Washington County EMC

ESF 12: Energy (Support)

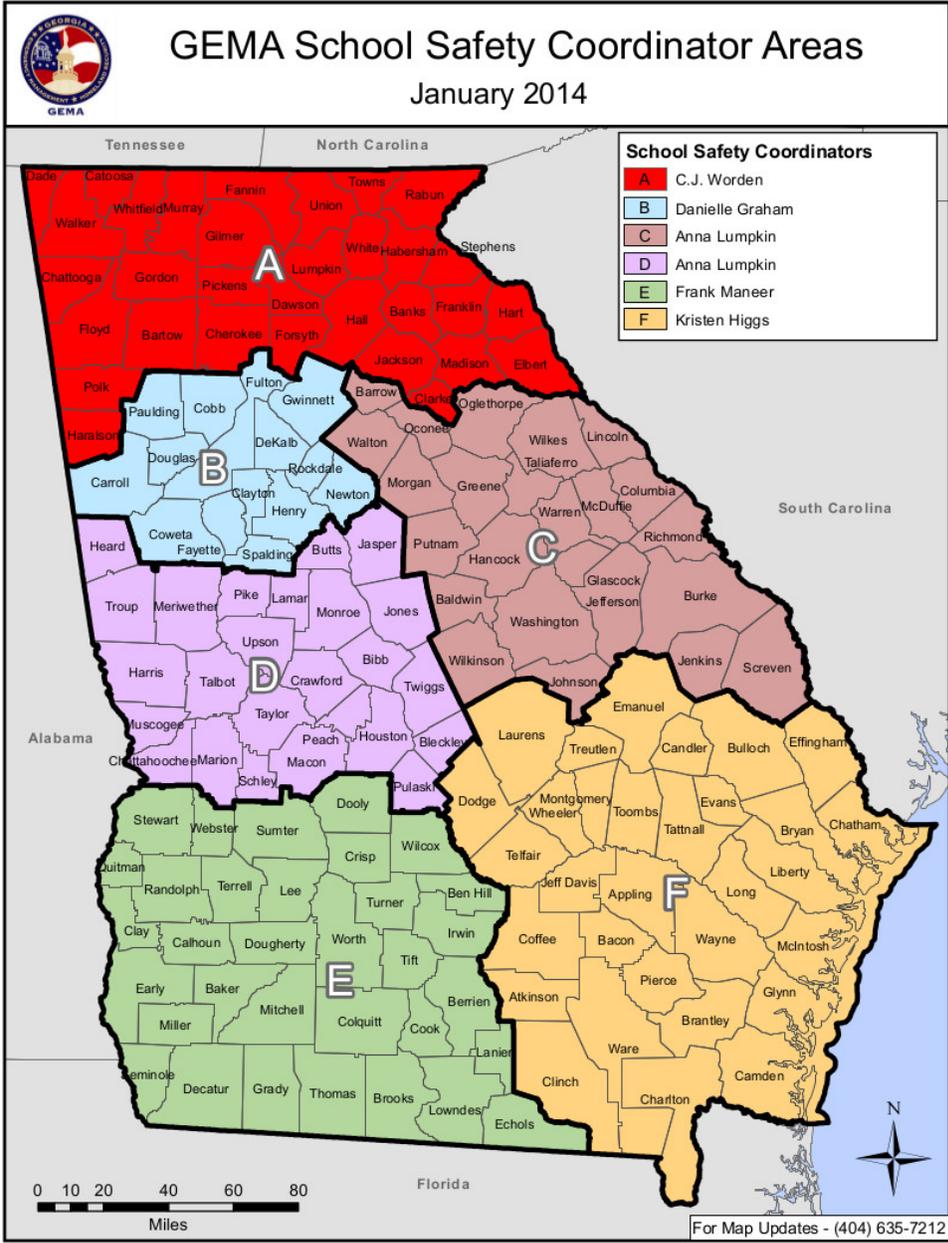
- personnel
- equipment
- supplies

Map of GEMA Areas



8.50 x 11.00 in

Map of School Safety Coordinator Areas



Hazmat Facility Details

Flash Foods # 117

Address: 1200 Vinson Hwy
City: Milledgeville
Zip: 31061
Phone: 0000000000
Fax:

Flash Foods # 118

Address: 600 North Jefferson
City: Milledgeville
Zip: 31061
Phone: 0000000000
Fax:

Flash Foods # 119

Address: 166 GA Hwy 49 South
City: Milledgeville
Zip: 31061
Phone: 0000000000
Fax:

Flash Foods # 192

Address: 3056 North Columba St
City: Milledgeville
Zip: 31061
Phone: 0000000000
Fax:

Flash Foods # 231

Address: 1935 North Jefferson St
City: 1935 North Jefferson
Zip: 31061
Phone: 0000000000
Fax:

FOWLER FLEMISTER CONCRETE, INC

Address: 711 NORTH WILKINSON STREET
City: Milledgeville
Zip: 31061
Phone: 478 452-0541
Fax:

G & S BULK PLANT WALTON ST

Address: WALTON STREET
City: MILLEDGEVILLE
Zip: 31054
Phone: 0000000000
Fax:

G & S GAS BULK PLANT - LAKE LAUREL

Address: LAKE LAUREL ROAD

City: MILLEDGEVILLE

Zip: 31061

Phone: 0000000000

Fax:

Georgia Power Company - Milledgeville Operating He

Address: 800 Garrett Way

City: Milledgeville

Zip: 31061

Phone: 0000000000

Fax:

Mohawk Industries - Milledgeville Plant

Address: 120 Barnet Dr

City: Milledgeville

Zip: 31061

Phone: 0000000000

Fax:

Oxygen Service Company

Address: 3015 Heritage Place

City: Milledgeville

Zip: 31061

Phone: 0000000000

Fax:

PRO AM

Address: 136 S WAYNE ST

City: MILLEDGEVILLE

Zip: 31061

Phone: 0000000000

Fax:

Triumph Aircraft Industries, Inc.

Address: 90 Highway 22 West

City: Milledgeville

Zip: 31061

Phone: 4784544200

Fax:

Windstream

Address: 750 North Jefferson St.

City: Milledgeville

Zip: 31061

Phone: 478 453-3588

Fax:

Emergency Shelter Details

Baldwin County High School

Address: 155 Highway 49 West
City: Milledgeville
Zip: 31061
Contact: Dr. Jessica Swain
Phone: 4784536429
Max Capacity: 608
Size: 12160
Shower: Y
Bathroom: Y
Cook: Y
Handicap: Y
Animals: N
24 Hour:

First United Methodist Church

Address: 366 Log Cabin Road
City: Milledgeville
Zip: 31061
Contact: Keith Barlow
Phone: 4784521000
Max Capacity: 331
Size: 6620
Shower: N
Bathroom: Y
Cook: Y
Handicap: Y
Animals: N
24 Hour:

Baldwin County Recreational Department

Address: 59 Highway 22 West
City: Milledgeville
Zip: 31061
Contact: Bill McNair
Phone: 4784450785
Max Capacity: 174
Size: 3480
Shower: N
Bathroom: Y
Cook: Y
Handicap: Y
Animals: N
24 Hour: Y

Midway Elementary School

Address: 101 Carl Vinson Road
City: Milledgeville
Zip: 31061
Contact: Antonio Ingram
Phone: 4784572440
Max Capacity: 247
Size: 4940

Shower: N
Bathroom: Y
Cook: Y
Handicap: Y
Animals: N
24 Hour: Y

Local Agencies

Animal Rescue Foundation Inc.

Address: 711 South Wilkinson Street
City: Milledgeville
Zip: 31061
Phone: 4784541273
Fax:
Website: <http://animalrescuefoundation.org>

Atlanta Gas Light

Address: 341 North Wayne Street
City: Milledgeville
Zip: 31061
Phone: 8774274321
Fax:
Website:

Baldwin County Animal Control

Address: 1365 Orchard Hill Road
City: Milledgeville
Zip: 31061
Phone: 4784455514
Fax: 4784455591
Website:

Baldwin County Board of Commissioners

Address: 121 North Wilkinson Street, Suite 314
City: Milledgeville
Zip: 31061
Phone: 4784454791
Fax: 4784456320
Website: baldwincountyga.com

Baldwin County Board of Education

Address: 110 North ABC Street
City: Milledgeville
Zip: 31061
Phone: 4784534176
Fax: 4784573327
Website:

Baldwin County Board of Education - Maintenance

Address: 151 South ABC Street
City: Milledgeville
Zip: 31061
Phone: 4784572408
Fax: 4784572410
Website:

Baldwin County Board of Education - Transportation

Address: 151 South ABC Street

City: Milledgeville

Zip: 31061

Phone: 4784572405

Fax: 4784572410

Website:

Baldwin County Cooperative Extension

Address: 435 North Cobb Street, Suite A

City: Milledgeville

Zip: 31061

Phone: 4784454394

Fax: 4784454395

Website: caes.uga.edu/extension/baldwin/index.html

Baldwin County Coroner

Address: 3012 Tomlinson Road

City: Milledgeville

Zip: 31061

Phone: 4782880567

Fax: 4784510104

Website:

Baldwin County Dept. of Family / Children Services

Address: 154 Roberson Mill Road

City: Milledgeville

Zip: 31061

Phone: 4784454135

Fax: 4784456531

Website:

Baldwin County E-911

Address: 127 Old Monticello Road

City: Milledgeville

Zip: 31061

Phone: 4784454891

Fax: 4784455329

Website: baldwinsheriff.com

Baldwin County Fire Rescue

Address: 312 Allen Memorial Drive

City: Milledgeville

Zip: 31061

Phone: 4784454421

Fax: 4784452913

Website:

Baldwin County Health Department

Address: 953 Barrows Ferry Road NE

City: Milledgeville

Zip: 31061

Phone: 4784454274

Fax: 4784452951

Website:

Baldwin County Public Works

Address: 321 Linda Drive

City: Milledgeville

Zip: 31061

Phone: 4784454347

Fax: 4784453117

Website:

Baldwin County Sheriff Department

Address: 119 Old Monticello Road

City: Milledgeville

Zip: 31061

Phone: 4784454891

Fax: 4784454241

Website: www.baldwinsheriff.com

Central State Hospital

Address: Lawrence Building

City: Milledgeville

Zip: 31062

Phone: 4784454291

Fax: 4784456496

Website: centralstatehospital.org

Central State Police Department

Address: 240 Lawrence Road

City: Milledgeville

Zip: 31062

Phone: 4784454168

Fax: 4784455325

Website:

City of Milledgeville

Address: 119 East Hancock Street

City: Milledgeville

Zip: 31061

Phone: 4784144092

Fax:

Website: www.milledgevillega.us

City of Milledgeville

Address: 119 East Hancock Street

City: Milledgeville

Zip: 31061

Phone: 4784144010

Fax: 4784144093

Website:

City of Milledgeville Public Works and Utilities

Address: 119 East Hancock Street

City: Milledgeville

Zip: 31061

Phone: 4784144052

Fax: 4784144054

Website:

Georgia College and State University Police

Address: 300 North Wayne Street

City: Milledgeville

Zip: 31061

Phone: 4784454400

Fax: 4784454404

Website: www.gcsu.edu

Georgia Department of Corrections

Address: 110 Bostick Road

City: Hardwick

Zip: 31034

Phone: 4784456856

Fax: 4784456496

Website:

Georgia Power

Address: 1840 North Columbia Street

City: Milledgeville

Zip: 31061

Phone: 8888910938

Fax:

Website:

Georgia's P.O.R.C.H.

Address: 121 N. Wilkinson Street Suite 305

City: Milledgeville

Zip: 31061

Phone: 4784451783

Fax: 4784452110

Website: gaporch@windstream.net

Milledgeville Fire Department

Address: 201 West Thomas Street

City: Milledgeville

Zip: 31061

Phone: 4784144030

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Address: 125 West McIntosh Street

City: Milledgeville

Zip: 31061

Phone: 4784144000

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Website: milledgevillepd.com

Milledgeville/Baldwin County EMA

Address: 312 Allen Memorial Drive SW

City: Milledgeville

Zip: 31061

Phone: 4784454421

Fax: 4784452913

Website:

Oconee Regional EMS/MCCG EMS

Address: 598 West MLK Jr. Drive

City: Milledgeville

Zip: 31061

Phone: 4784543790

Fax: 4784543793

Website: www.orems.com

Oconee Regional Medical Center

Address: 821 North Cobb Street

City: Milledgeville

Zip: 31061

Phone: 4784543505

Fax: 4784572896

Website: oconeeregional.com

Tri County EMC

Address: P.O. Box 487

City: Gray

Zip: 31032

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Fax:

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Washington County EMC

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Support Annexes

**Baldwin County
Emergency Operations Plan:
Annex A
Strategic National Stockpile
Standard Operating Plan (SOP)**

June 2, 2009

**Baldwin County
Emergency Operations Plan
Annex A
Strategic National Stockpile
Standard Operating Procedures**

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EXECUTIVE SUMMARY

The Baldwin County Strategic National Stockpile Standard Operating Plan (SOP) provides the structure and mechanism for the coordination of the request, receipt and deployment of the Strategic National Stockpile within Baldwin County. The SOP includes how Baldwin County will coordinate with county, State, and Federal agencies and with the North Central Health District. This Standard Operating Plan supports this important public health and homeland security mission of distributing medication, vaccines, and medical supplies in response to terrorist attacks, catastrophic natural and manmade hazards.

The Strategic National Stockpile program (SNS) is managed by the Centers for Disease Control and Prevention (CDC) and contains large quantities of medications, antidotes, and medical supplies needed to respond to a range of possible scenarios, natural or man-made. Such potential scenarios include terrorist attacks using nerve agents (i.e., sarin) and biological agents (i.e., anthrax, plague, and tularemia), major man-made disasters (catastrophic rail or industrial accidents) or natural disasters (hurricanes, earthquakes).

Planning is done at the public health district level and at the county level. Each county health department within the public health district is charged with doing the planning for mass dispensing within the county. Success is defined as assisting as many people as possible in the shortest amount of time following a significant Public Health event, recognizing there may still be overwhelming ill, injured and deceased.

INTRODUCTION

In the event of a terrorist attack or a major natural or man-made disaster, supplies of critical medical items in Baldwin County and throughout the North Central Health District may be rapidly depleted. The Georgia Department of Human Resources (DHR), Division of Public Health (DPH), Office of Preparedness (OEP) is the primary state planning and response element for Emergency Support Function-8 (ESF 8) activities. Each county health department within the North Central Health District is the primary county planning and response element for ESF 8 activities. The county health departments are supported by the North Central Health District, Office of Emergency Preparedness. Therefore, public health has to plan how to integrate local, state, regional and federal resources into our response capabilities in light of a major disaster requiring assistance. A component to this planning is the Centers for Disease Control and Prevention's (CDC) Strategic National Stockpile (SNS) program.

Overview of the North Central Health District

Baldwin County is part of the North Central Health District. The North Central Health District is one of the 18 public health districts in the state of Georgia. It includes 13 counties in middle Georgia: Baldwin, Bibb, Crawford, Hancock, Houston, Jasper, Jones, Monroe, Peach, Putnam, Twiggs, Washington, and Wilkinson. There are two metropolitan counties in the district: Bibb County (Macon) with a population of 154,000 and Houston County (Warner Robins and Perry) with a population of 131,000. Baldwin County is the third largest county with a population of 46,000. The other 10 counties have populations ranging from 9,000 to 27,000 people. The total population in the district is 507,000. Geographically, the majority of the district is rural.

The district office is located in Macon. Each county has a county health department. At the district level, emergency preparedness and response to public health emergencies is coordinated by the District Health Emergency Assistance and Resource Team (DHEART). The DHEART is headed by the District Health Director and coordinated by the District Emergency Preparedness Director. Each county health department has a County Health Emergency Assistance and Resource Team (CHEART) headed by a CHEART Coordinator.

PURPOSE

The objective of this SOP is to describe how the Baldwin County Health Department, in coordination with the North Central Health District, will request, receive, manage, and dispense/administer the SNS to those in need of prophylaxis or treatment medications, vaccines, and/or medical supplies. This SNS SOP is part of the overall Baldwin County Emergency Operations Plan. This SNS SOP will be coordinated with other county agencies and the North Central Health District to ensure the overall SNS response is operationally integrated among various State and local agencies.

The Baldwin County Health Department has developed this SOP for SNS materiel management. At least yearly, the health department will maintain and update this document, providing revisions/updates to the county EMA and the North Central Health District. In accordance with CDC requirements, this guide will be reviewed quarterly to ensure accuracy and updated information.

Included in the plan is the county dispensing plan. Annual updates are provided to the district office.

The county and district plans are subject to change as updated information is received.

SITUATION AND ASSUMPTIONS

SITUATION:

In the event of a terrorist attack, a major natural disaster, or other emergency of public health significance, supplies of critical medical items within Baldwin County may be rapidly depleted. Baldwin County Health Department will be in constant communication with the North Central Health District. As soon as it is clear that all available resources including pharmaceuticals, vaccines, and medical supplies from within the jurisdiction of the North Central Health District are not sufficient to respond to the disaster, the district will request assistance from the Division of Public Health. In such a situation, the Division of Public Health will have to provide assistance. This assistance may be through the acquisition of medications and medical supplies from unaffected or minimally affected Districts or through the CDC Strategic National Stockpile Program.

ASSUMPTIONS:

The following assumptions will be made in executing this plan:

- 1) State regulations will be suspended for dispensing operations such that non-medical personnel may dispense/administer pharmaceuticals and/or vaccines under the supervision of licensed medical professionals.
- 2) Liability resulting from employment of the SNS will be carried by the State under Good Samaritan laws to protect not only individual volunteers, but also those from the private sector who dispense/administer pharmaceuticals and/or vaccines using CDC provided protocols and under the orders of DPH or the affected District Health Director(s) (DHD).
- 3) Volunteers and private entities who work for the local health districts and/or state shall be covered by the State of Georgia's Workers Compensation plan or be reimbursed for any possible injuries obtained while volunteering during the SNS campaign, as long as the appropriate DHR forms are completed as directed by the DPH and/or DHD.
- 4) Assets required that are not available within public health and fall within other Emergency Support Functions (ESF) will be requested and provided through the local Emergency Management Agency (EMA), and Georgia Emergency Management Agency (GEMA) for State resources as required.
- 5) State of Georgia resources will be responsible for all portions of the process up to delivery of materials from the SNS to the Dispensing Sites within the North Central Health District.

ROLES AND RESPONSIBILITIES

This section describes the overall roles and responsibilities for response to a health and medical emergency or disaster requiring deployment of the SNS and coordination of that response with partners. State, district, and county roles and responsibilities will be described. Rules and regulations for which personnel may dispense medication in Georgia are also described.

These roles and responsibilities occur in the three phases identified in the Division of Public Health's Emergency Operations Plan and the North Central Health District's Emergency Operations Plan (NCHD EOP) as Planning and Prevention, Detection and Response, and Recovery and Mitigation. The SNS SOP will follow the template of the public health Emergency Operations Plan, further identifying the actions to occur in each of those phases.

STATE RESPONSIBILITIES:

The Georgia Department of Human Resources, Division of Public Health, Office of Emergency Preparedness (DPH OEP) will be responsible for pre-event management of the SNS Program at the state level. The DPH OEP provides the public health districts with state plan templates, consultation, mutual aid agreements, communications assistance, training, and exercises. The State has primary responsibility for receiving the SNS and deploying it to each local dispensing site.

During deployment of SNS assets, DPH OEP will monitor the receipt of assets into the state and distribution of such to the affected area(s). The Inventory Resource Management System (IRMS) will be used for real-time tracking of the SNS and other assets.

The SNS assets will be stored and transported from the state's Primary RSS Site, a local receiving, storage and staging (RSS) warehouse. The State of Georgia plans to use large working warehouse facilities with loading/unloading capabilities, security, communication access, emergency power, available warehouse staff, and in some locations access to a fleet of trucks to handle transportation as RSS sites. The RSS sites are strategically located throughout the state.

The Division of Public Health will request assistance from the Georgia Emergency Management Agency (GEMA) and Georgia State Patrol (GSP) as these departments would assist in mobilizing state and local law enforcement resources to provide security for the transportation and storage of medical assets.

The Department of Human Resources (DHR) will provide RSS management teams to the selected RSS warehouse to provide oversight and management of SNS assets upon acceptance into the warehouse and arrival of antibiotics to their destination. If the selected RSS site is in the North Central Health District, the district will provide a local liaison to the RSS site. The DHR RSS teams will be trained on incident, warehouse, and inventory management. Primary and back-up warehouse teams will be provided by the primary RSS site to pick and ship materiel to designated locations. These teams were chosen based on these positions being a part of the daily warehouse operations, i.e. forklift driver, picker, dock worker, and distribution manager.

The DHR RSS management team has designated two positions for inventory control whose primary responsibility will be to upload, allocate, and create pick lists within the IRMS system for supplies being shipped from the RSS warehouse to dispensing sites. If the inventory management system for any reason malfunctions, the inventory will be tracked utilizing a paper tracking system. Also, in the event of malfunction, WebEOC may be used by local public health districts to request assets.

DISTRICT RESPONSIBILITIES:

The North Central Health District Office of Emergency Preparedness (NCHD OEP) develops, implements, and maintains the District Strategic National Stockpile Standard Operating Plan (SNS SOP). The North Central Health District is responsible for all local SNS planning as outlined in the Division of Strategic National Stockpile (DSNS) Local Technical Assistance Review (TAR) Form and the Division of Public Health SNS Technical Assistance Guidance for Local SNS Planning.

In addition, the NCHD OEP provides each of the 13 County Health Departments a copy of the district plan, a template for the county dispensing plan, consultation, training and exercises, and other assistance as required for the development, implementation, and operation of the county dispensing plan.

The North Central Health District is responsible for the overall coordination of dispensing medications and supplies to the general public within the district. In a disaster or emergency requiring deployment of the SNS, members of the District Health Emergency Assistance and Resource Team (DHEART) and the County Health Emergency Assistance and Resource Team (CHEART) function to implement plans and manage the event. Upon notification, the District SNS Leadership Team becomes operational at the District Operations Center and coordinates with the Division of Public Health Office of Emergency Preparedness. The District SNS Leadership Team provides oversight of the SNS material from its initial receipt through distribution to dispensing/vaccination/treatment sites and to the final return of unused material to the CDC after an incident is over. The District Operations Center Standard Operating Procedures are found in the NCHD EOP, Support Annex 7.

The district plan is coordinated with other state/county/city government officials and agencies, the state public health office, local volunteer organizations, local health providers/facilities/agencies/businesses, local media, and other local businesses.

COUNTY RESPONSIBILITIES:

Baldwin County Health Department is responsible for the planning, development, and maintenance of the county dispensing plans for the operation of dispensing/vaccination clinics to provide medication to the public. The health department is responsible to identify appropriate dispensing site in the county, coordinate with county partners, and identify adequate numbers of people to staff the dispensing site(s). A Baldwin County SNS Advisory Group comprised of representatives from key partner agencies such as EMA, law enforcement, education, fire, EMS,

business, etc. works with the Baldwin County Health Department in SNS and mass dispensing planning.

To ensure a functional response for ESF 8 (Health and Medical), support for the Baldwin County plan is coordinated with and supported by the local Emergency Management Agency (EMA). EMA will notify appropriate agencies and partners for additional support and to implement plans for SNS security and transportation. EMA will coordinate security for traffic and crowd control and for SNS transport vehicles, facilities, equipment, and personnel.

DISPENSING ROLES AND RESPONSIBILITIES:

There are specific rules and regulations concerning dispensing in the State of Georgia that must be followed. According to the definitions under O.C.G.A. §26-4-5 and O.C.G.A. §43-34-26.1, only licensed physicians, physician assistants, pharmacists, podiatrists, nurse practitioners, nurses under the current Nurse Protocol Law, and veterinarians may dispense medications to humans. Special rules also apply to Public Health nurses under Georgia nursing protocols.

If a nurse is dispensing in such capacity, the nurse must be able to contact the physician for consultation at all times during the dispensing session. In a similar situation, a limited number of pharmacy technicians may prepare medications for dispensing under the supervision of a pharmacist. However, the pharmacist must be in the immediate vicinity of the pharmacy technicians. The Governor has the authority to waive the State dispensing rules and regulations during an emergency, if he/she chooses.

There are also specific rules and regulations concerning the administration of vaccines in the State of Georgia that must be followed. According to the following Georgia Codes only physicians, physician's assistants, registered nurses (licensed practical nurses under the supervision of a practicing physician, dentist, podiatrist or registered nurse practicing under applicable laws), pharmacists, advanced practice nurses, to include certified nurse midwife, certified registered nurse anesthetist, certified nurse practitioners and clinical nurse specialists, medical students, interns or residents, and paramedics may administer vaccinations to humans.

1) Georgia Codes:

- ◆ Pharmacists
O.C.G.A. §26-4-4
O.C.G.A. §26-4-5 (30)(A) & (31)
- ◆ Licensed Practical Nurses (LPN)
O.C.G.A. §43-26-3 (7)
- ◆ Registered Professional Nurse (RN)
O.C.G.A. §43-26-3(6) & (8)
O.C.G.A. §43-34-26.1 (b)(1)(B)
- ◆ Advanced Practice Nurses – Certified Nurse Midwife, Certified Registered Nurse Anesthetist, Certified Nurse Practitioner and Clinical Nurse Specialist
O.C.G.A. §43-26-3 (1), (6) & (8)
O.C.G.A. §43-34-26.1 (b)(1)(B)
- ◆ Physician's Assistant (PA)

- O.C.G.A. §43.34.105
- O.C.G.A. §43-34-26.1 (b)
- ◆ Medical Student, Intern or Resident
 - O.C.G.A. §43-34-26 (b)(1)
- ◆ Paramedics
 - O.C.G.A. §31-11-54
- ◆ Certified Cardiac Technicians
 - O.C.G.A. §31-11-55
- ◆ Emergency Medical Services
 - O.C.G.A. §31-11-53
 - O.C.G.A. §31-11-54
 - O.C.G.A. §31-11-55

The Governor also has the authority to waive the State vaccination rules and regulations during an emergency, if he/she chooses.

In such an event requiring the dispensing of medications to the massive population in Georgia, the public will be encouraged to have the head of each household arrive for receiving medication for all members of the residence.

CONCEPT OF OPERATIONS

Operations will be conducted in three phases that may overlap.

- 1. Phase One is Preparedness and Prevention**
- 2. Phase Two is Detection and Response**
- 3. Phase Three is Recovery and Mitigation**

PHASE ONE – PREPAREDNESS AND PREVENTION

This phase includes preparation for an event of public health significance and prevention of circumstances leading to emergencies.

In preparing for the possible receipt and distribution of SNS assets, the Division of Public Health, Office of Emergency Preparedness has given guidance to the local public health districts.

Legal and Policy Issues

In the State of Georgia, the person picking up medications must be able to provide any required personal or medical information about the individual(s) for whom they are picking up medications. Therefore, if the appropriate information is presented, the number of regimens that can be picked up is unlimited. During a public health emergency, the North Central Health District will allow each head of household to pick up medication for all members of the household provided that the appropriate medical information is available for each individual. Each head of household will be asked to provide an address and a contact phone number. There is no limit to the number of regimens that may be picked up by a head of household.

If an unaccompanied minor presents to a dispensing site and can provide the required medical information, the minor should be permitted to pick up medications. The rules of the Georgia Pharmacy Board does not place age limits on medication pick-up. The North Central Health District policy is that an unaccompanied minor will be permitted to pick up medication unless there are questions raised about the maturity of the minor or the minor's ability to grasp the situation. If there are concerns about the maturity of the minor, the situation will be referred to a representative of the Department of Family and Children's Services (DFCS) at the dispensing site. The DFCS representative will attempt to reach the parent or guardian of the minor to seek verbal permission to dispense medication. This verbal permission will be documented. If the parent or guardian cannot be reached, the DFCS representative and the Dispensing Supervisor will make the final decision about whether or not to dispense medication to the minor. The goal will be to ensure that no harm is done by providing medications to the minor.

In the State of Georgia, the policy of use of force is addressed under Title 17, Criminal Procedures, O.C.G.A. §17-4-20 (b), which states, "Sheriffs and peace officers who are appointed or employed in conformity with Chapter 8 of Title 35 may use deadly force to apprehend a suspected felon only when the officer reasonably believes that the suspect possesses a deadly weapon or any object, device, or instrument which, when used offensively against a person, is likely to or actually does result in serious bodily injury; when the officer reasonably believes that

the suspect poses an immediate threat of physical violence to the officer or others; or when there is probable cause to believe that the suspect has committed a crime involving the infliction or threatened infliction of serious physical harm. Nothing in this Code section shall be construed so as to restrict such sheriffs or peace officers from the use of such reasonable non-deadly force as may be necessary to apprehend and arrest a suspected felon or misdemeanor”.

Due to potential security risks to the RSS site and dispensing sites, all workers must present at least one form of identification upon entering the facility. Any form of picture identification will be accepted, i.e. driver’s license (from any state or country), work identification, passport, etc. If a picture ID is unobtainable, local security procedures shall be followed for dispensing sites and no admittance will be allowed to the primary RSS site.

The North Central Health District Health Director has the authority to issue standing orders and protocols for dispensing sites. However, the State of Georgia, Office of Emergency Preparedness will follow the *Protocol Manual for Biological and Chemical Agents* dated June 2004.

If the procurement of private property is necessary in the event of an emergency, according to O.C.G.A. §38-3-51(c)(2) the governor has the authority “to seize, take for temporary use, or condemn property for the protection of the public in accordance with condemnation proceedings as provided by law.” which would apply to privately owned property. Another subpart of that section (d)(2) allows him "to utilize all available resources of the state government and of each political subdivision of the state as reasonably necessary to cope with the emergency or disaster.”

According to the Interagency Agreement between the Department of Health and Human Services (DHHS) and the Department of Defense (DoD), Section 4.1.1 indicates that DoD will coordinate and integrate their Chemical, Biological, Radiological, Nuclear and high-yield explosive (CBRNE) response plans with state and local emergency response plans as necessary with state and local jurisdictions. This will result in military installations receiving SNS assets through local and/or state distribution plans. The North Central Health District will coordinate with Robins Air Force Base, located in Houston County, to include the base in the local SNS plans for receipt of SNS assets if necessary.

The North Central Health District will ensure that Department of Human Resources Form 5298, Volunteer Registration and Liability Insurance Coverage Application, is completed on all volunteers before the volunteer embarks on their specified volunteer duties, (**Attachment 3 in Dispensing Site Operations Manual**). This will cover all volunteers under the State of Georgia DHR liability insurance. All forms must be signed by the volunteer and the District Health Director (or designee) of the North Central Health District and submitted to the DHR Emergency Operations Center, Chief of Administration/Finance desk.

Each local agency contributing staff to the SNS emergency response will follow local agency policies on worker and staff compensation during an emergency.

Risk Communication

The Georgia Department of Human Resources (DHR) and Division of Public Health collaborate closely with the OHS-GEMA concerning any emergency preparedness or event situation. The DHR has an Office of Communications with a Public Information Officer (PIO) designated to the Division. The North Central Health District has a PIO/Risk Communicator (RC) who coordinates with the Division of Public Health PIO and who is responsible for public health public information and risk communication at the local level. The North Central Health District has a SNS Risk Communication Plan modeled after the State SNS Risk Communication Plan. The District Risk Communication Plan includes the contact information for all media outlets within the District, templates for public service announcements, and the established plan for the informational and language needs at each dispensing site within the district, based on the resident population characteristics. In the case of an event in Baldwin County, the North Central Health District PIO will work with Baldwin County Public Information Officers in releasing information to the public.

Education, Training and Exercises

Education, training and exercises are an integral part in achieving success of the Baldwin County SNS plans. Increasing awareness and providing education facilitates an effective response when an event occurs. The North Central Health District Emergency Preparedness Training Coordinator will provide support to Baldwin County in SNS training and exercises. The training coordinator creates the SNS training schedule, coordinates training with local and state partners, provides training materials, and plans and implements SNS exercises in coordination with county agencies. Training and exercises involve partner agencies, in addition to public health staff, to encompass an all-hazards approach to the SNS Program. Training and exercising includes managing SNS supplies and the dispensing/administration of medications/vaccines. The district Emergency Preparedness Training Coordinator is supported by the Division of Public Health, Office of Training and Workforce Development (OTWD), and the Office of Emergency Preparedness, State Exercise Coordinator. These entities advise, facilitate, and assist the North Central Health District with any aspect of education, training and exercises. Exercises and drills are incorporated into local plans, documented and forwarded to the appropriate State program office.

At times, a small portion of the Baldwin County SNS plan or the North Central Health District plan is exercised. Other exercises may include many aspects of the plan. Each type of exercise assesses the amount of training and understanding that has occurred at each level. Each exercise is evaluated, an after action review/lessons learned report is written, and corrective action plan is created. All North Central Health District exercises are reported to the Division of Public Health.

PHASE TWO – DETECTION AND RESPONSE

This phase includes the detection of and response to an event of public health significance.

SNS Request

A. Overview

This section describes the process the North Central Health District would follow to request the Strategic National Stockpile (SNS) from the Centers for Disease Control and Prevention (CDC). The process begins with the identification of a possible health problem by the District Health Director of the NCHD resulting from a man-made or natural disaster event. Efforts to identify the cause of the problem will typically involve the epidemiological capabilities and surveillance of the North Central Health District.

B. Responsibilities

The following local, District, and State officials have responsibilities associated with requesting the SNS:

1. For the North Central Health District, the request process for the federal SNS assets is outlined below:
 - i) The North Central Health District will identify a potential biologic event through syndromic surveillance; OR there will be an overt event involving a chemical, biological, radiological, nuclear exposure, or explosive event (CBRNE), or natural disaster. Baldwin County Health Department will immediately inform the North Central Health District of any event of this nature that occurs in the county.
 - ii) Justification of a request for the SNS will be determined using criteria listed in the CDC SNS Planning Guide, Version 10.02 or any later version published. The NCHD District Health Director or alternate will consult with State Public Health officials in reviewing the justification process. The following local individuals, if readily available, will participate in a conference call to discuss the request of the SNS:
 - District Health Director
 - Affected local EMA Director
 - Affected local mayor(s); county commissioners; county managers
 - Other local offices as appropriate (i.e. Public Information Officer)
 - iii) When information is conveyed to the Division of Public Health of the event magnitude and the information is verified, the Department of Human Resources Emergency Operations Center (DHR EOC) will be activated, and Unified Incident Command will be utilized to mobilize essential personnel.
 - iv) The NCHD District Operations Center will be activated. The District Health Director and staff will communicate with local agencies and treatment centers for coordination of response activities.

- v) The North Central Health District will coordinate with the affected local County Health Departments and Emergency Management Agencies. The Division of Public Health will coordinate with the Georgia Emergency Management Agency at the State level.
 - vi) In the North Central Health District, the District Health Director is responsible for requesting additional resources from the Division of Public Health. The District Health Director, or designee, will be responsible for the receipt of state or federal resources to support the North Central Health District.
2. The Georgia Division of Public Health Director, in consultation with the Director of GEMA and the Director of the Georgia Office of Homeland Security (OHS), is responsible for making recommendations to the Governor regarding a request to the CDC for the SNS.
 3. The Governor, or designee, has the authority to request the SNS from the CDC.

C. Request Justification

The following are events that can provide justification for SNS Asset Deployment:

- A chemical, biological, radiological, nuclear, or explosive (CBRNE) event;
- Medical emergency caused by a natural disaster;
- Claim of release by intelligence or law enforcement;
- Indication from intelligence or law enforcement of a likely attack;
- Clinical or epidemiological indications:
 - Large number of ill persons with similar disease, syndrome, or deaths
 - Unusual illness in a population – single case of disease from uncommon agent, and/or a disease with unusual geographical or seasonal distribution, and/or an endemic disease or unexplained increase in incidence
 - Higher than normal morbidity and mortality from a common disease or syndrome
 - Failure of a common disease to respond to usual therapy
 - Multiple unusual or unexplained disease entities in the same client
 - Multiple atypical presentations of disease agents
 - Similar genetic type in agents isolated from temporally or spatially distinct sources
 - Unusual, genetically engineered, or antiquated strain of the agent
 - Simultaneous clusters of similar illness in non-contiguous areas
 - Atypical aerosol, food, water transmission
 - Several individuals presenting the same symptoms near the same time
 - Deaths or illness among animals that precede or accompany human death
- Unexplained increase in emergency medical service requests;
- Unexplained increase in antibiotic prescriptions or over-the-counter medication use.

The following are district and local resource considerations for deploying SNS assets:

- A number of current casualties exceeding the local response capabilities available
- The projected needs of the population of the area (including transients)
- The hospital surge capacity at the time of the event
- The availability of state resources including pharmaceutical distributors, oxygen distributor availability, nearby hospitals, and transportation services
- Local resources (e.g. pharmacy distribution, oxygen availability, and transport capacity).

D. Request Procedure

After the North Central Health District Health Director makes a formal request to the Director, Division of Public Health, the rest of the request procedure is handled by the Division of Public Health. The basic state procedure for requesting the SNS is described below. The process, based on CDC SNS Guidance for Planners, Version 10.02, on the following page shows the steps to be taken for the request, as well as the CDC process for the decision to deploy the SNS.

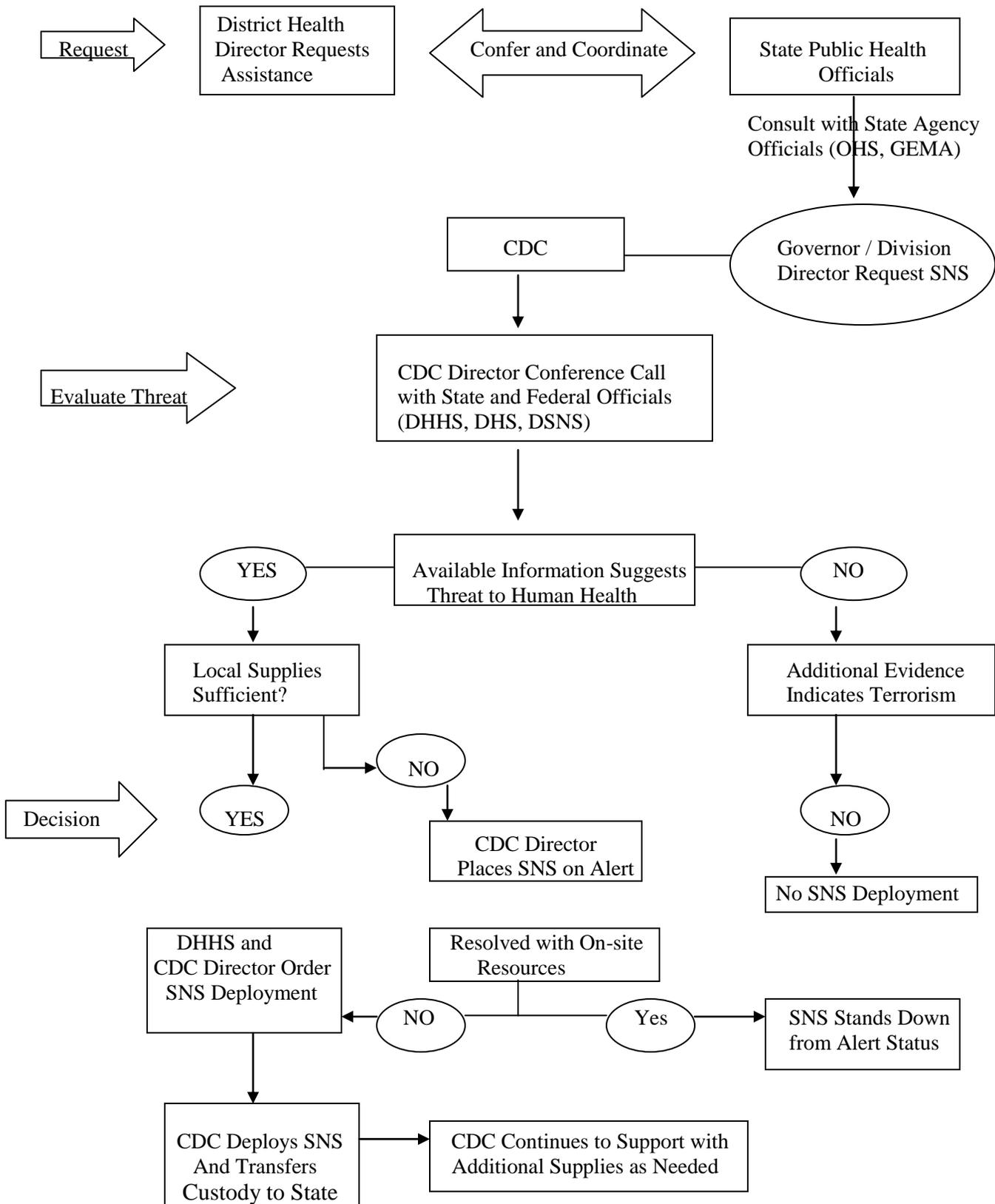
Based on recommendations from the Georgia Division of Public Health, Georgia Office of Homeland Security, and Georgia Emergency Management officials, the Governor, as well as CDC and the Department of Health and Human Services (HHS), the Governor will request the SNS.

The Director of CDC will discuss the possibility of deploying the SNS to the State with the Governor, the State Public Health, Office of Homeland Security, Emergency Management Agency officials, and the Department of Health and Human Services (DHHS). If such consultations indicate the need for the SNS, the Director of CDC will issue the deployment order after receiving an official request from the Governor.

Note: Public Health is responsible for the rapid notification of local and state officials of an event that may require the SNS through a telephone notification with a redundancy plan. The North Central Health District has developed alert and notification procedures to be used during a major emergency (See NCHD EOP, Support Annex 1).

Once the SNS is deployed, a communications procedure will occur to activate the transport and dispensing procedures described in this plan.

Process for Requesting SNS Assets



When additional SNS resources are needed in Baldwin County, a request should be sent to the North Central Health District DOC. The North Central Health District Health Director or Emergency Preparedness Director will continue coordinate with the Division of Public Health to discuss the needs of the District, using telephone or radio contact and the virtual emergency management tool WebEOC. The Division of Public Health will consider the availability of resources in other Districts that may be shifted to the North Central Health District. The Division will arrange for resources from other Districts to be transferred to the North Central Health District; coordinating the requests through GEMA. If the resource need is pharmaceuticals, the Division of Public Health, Office of Pharmacy will work with Districts in other areas of the state for additional resources to be transported to the NCHD.

When resources throughout the state are becoming exhausted, the Division of Public Health will discuss the needs with the Office of Homeland Security (OHS), Georgia Emergency Management Agency (GEMA), and the Governor, and suggest requesting the SNS from the CDC. The Governor, or designee, will initiate the request to CDC for materiel from the Strategic National Stockpile. The request will include a conference call with the Division Director and the other State agencies mentioned.

Assets that are delivered to Georgia from the SNS will be delivered to a location designated by the Division of Public Health, Office of Emergency Preparedness (DPH/OEP). Once SNS assets are received at the RSS site, the CDC data file is loaded into the Inventory Resource Management System (IRMS). Once loaded the stockpile may be apportioned among the local public health districts that have been designated to open dispensing sites and also to the regional coordinating hospitals (RCH) in the affected area. The North Central Health District will be able to request SNS supplies through the IRMS system, a paper system if IRMS is unavailable, or through WebEOC to the DHR EOC.

The trigger point for the state to request a re-supply from the CDC will be set at no less than a 24-hour supply of medication; i.e. when the RSS does not have enough medication to continue dispensing at the defined client per hour (PPH) rate for greater than 24 hours, re-supply will need to be requested. A CDC Technical Assistance Response Unit (TARU) liaison sit in the DHR EOC with the State SNS Program Coordinator to assist with re-supply requests. Once a re-supply is determined to be needed the State Public Health Director in conjunction with the Governor will request additional assets from the CDC.

The North Central Health District trigger point for re-supply from the RSS site to each dispensing site is 12 hours. When the dispensing site does not have enough medication to continue dispensing at the defined person per hour rate for greater than 12 hours, re-supply will need to be requested from the North Central Health District DOC. The NCHD DOC will request re-supply through the IRMS system, paper system, or WebEOC. Each dispensing site should update the IRMS system each time materiel is sent to the dispensing stations. If the IRMS system is being used, real-time data will be available to the district Operations Section Chief and the State SNS Program Coordinator. However, if a paper system is used, an hourly report should be given to the Operations Section Chief at the NCHD DOC. At which time this position will request re-supply to the State SNS Program Coordinator.

Command and Control

A. Overview

A Public Health emergency in Baldwin County that requires use of the SNS will be managed through the infrastructure used for all emergencies, with adaptations for the seamless integration of SNS resources and management into overall operations. This section of the plan summarizes Georgia's emergency management system, describes the command and control components specific to the utilization of the SNS, and describes the integration of SNS management into the emergency management system.

B. District and State Operations Concept and NIMS Compliance

The Georgia Emergency Operations Plan (GEOP) spans the local, state, and federal levels of government. All local and state operations, including the Baldwin County Emergency Management Agency and the North Central Health District, are in compliance with the National Response Framework (NRF) and the National Incident Management System (NIMS).

Initial emergency response is managed by the Baldwin County Emergency Management Agency (EMA) through implementation of the Local Emergency Operations Plan (LEOP). Local EMAs utilize all available assets, including public, private, and those available through mutual aid agreements with neighboring jurisdictions, before requesting State assistance. In Baldwin County, the Local Emergency Operations Plan names the Baldwin County Health Department as the primary support agency for ESF 8 (Public Health and Medical Services). During an emergency, the North Central Health District will activate its District Operations Center to support the county health departments in their ESF 8 response activities.

When the Baldwin County Health Department realizes assistance is needed to fulfill its ESF 8 responsibilities, it can request assistance from the North Central Health District DOC and/or the Baldwin County EOC. If the emergency exceeds the capacity of the NCHD, the NCHD DOC will request assistance from the Division of Public Health through the DHR EOC.

Emergencies which exceed local capacity result in a request for assistance from GEMA. GEMA responds through its designated areas to provide assistance. State services and resources are identified in the Emergency Support Function (ESF) portion of the GEOP. The GEMA response is managed at the State Operations Center (SOC). During full activation, each State agency and several non-government support agencies are represented.

Most agencies represented in the SOC maintain an agency specific EOC. The Department of Human Resources (DHR) EOC includes Public Health, Mental Health, Family and Child Services, Information Technology, Office of Regulatory Services, Aging and many others as required by the situation. The Division of Public Health invites specific representatives from Environmental Health, Epidemiology, Nursing, and Pharmacy into the DHR EOC. The DHR EOC also provides support to District Public Health EOCs, which may be activated as part of the local emergency response.

The North Central Health District Operations Center (NCHD DOC) serves as the public health command center for the thirteen counties that comprise the district, including Baldwin County

The Governor may declare a state of emergency to activate state resources. Resources may be obtained through the Emergency Management Assistance Compact (EMAC) with other states. The Governor may also request assistance from the President via a Presidential Disaster Declaration, which results in assistance through federal ESFs.

The SNS command structure will be in place at two levels, one at the State level for management of the RSS function and the second at the North Central Health District level for management of Dispensing Sites. Baldwin County EMA will coordinate response to the emergency by notifying the appropriate agencies, coordinating resources and including other jurisdictions as necessary. The lines of communications along with movement of SNS material is depicted in Figure 2.

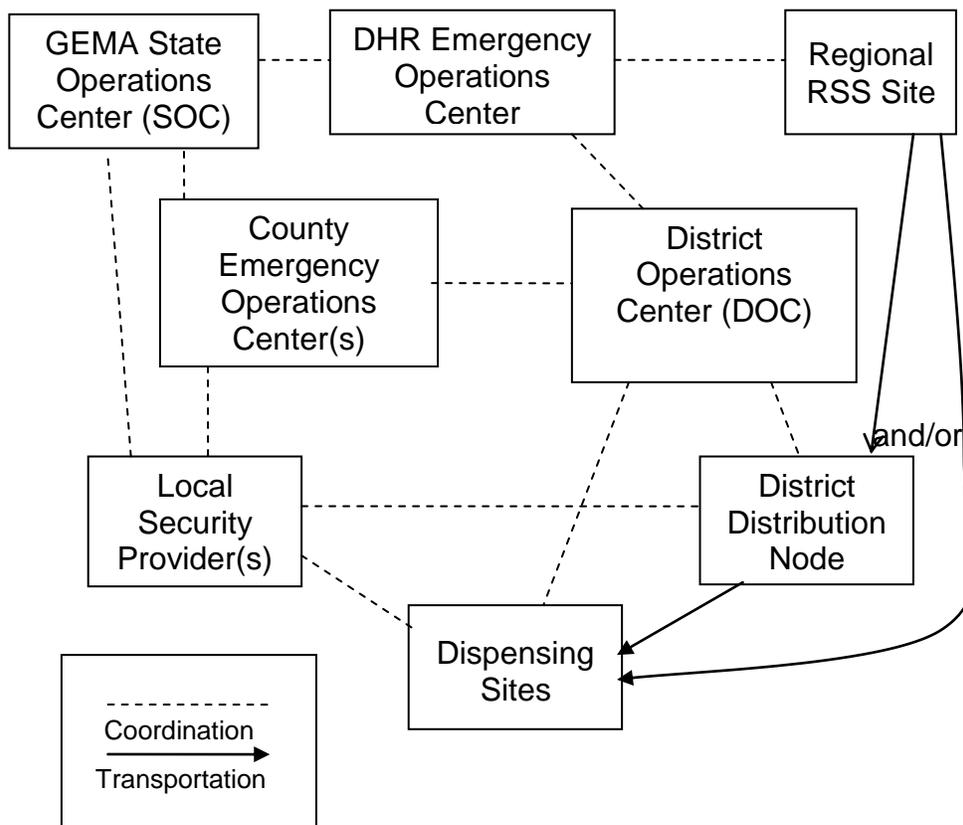


Figure 2 – Flow and coordination of SNS supplies and communication

C. Command and Control Communications

Communication among and between local, and state resources is designed to be a redundant system that maximizes the ability to maintain the flow of information in an emergency. Baldwin County will follow existing plans and protocols for communications. For public health communications, land line telephone service is supplemented by an extensive network of Southern Linc radios. Key North Central Health District leadership staff also has Verizon Blackberry units with cell phones.

As part of the NCHD DOC and the DHR EOC operations, issue-specific communication is supplemented by conference calls that include state and local staff, along with private partners or those who have pertinent information that should be shared. These calls facilitate the management of known issues and the identification of emerging needs and issues. The frequency of the conference calls is determined by the event type.

Public health also uses electronic communication in the form of emergency management software, currently WebEOC. This system allows for posting of staffing and operations information, needs, resources, and standardized requests and Situation Reports.

D. Technical Advisory and Response Unit (TARU) Integration into Command and Control

Once the SNS request is acknowledged, the Division of Public Health (Incident/Unified Command) will order the District Operations Center (DEOC) associated with the designated Receipt, Storage, and Staging (RSS) Site to contact the facility to prepare the Site for receipt of the SNS, including the TARU Operations Center work space. The DHR EOC will also begin to contact the RSS Site go-team for activation and deployment. The DHR EOC will exchange information between the RSS Site, GEMA, and the Local DEOC to assure that current information is shared between these sites.

The CDC Technical Advisory Response Unit (TARU) will arrive with or just prior to the arrival of the SNS. The TARU will work with State leaders to coordinate SNS activities, make apportionment decisions, identify resources needed by dispensing sites, Treatment Centers, and other designated locations.

E. State Support for the TARU

The GEMA SOC Command will receive information about TARU Team needs from the DHR EOC, and will assure that appropriate resources are in place. These include providing a minimum of a 15 passenger van, secure transportation of the team and their equipment from the point of arrival to the RSS, transport of up to two TARU liaisons to the DHR EOC, along with lodging, rental vehicles or other local transportation.

Public Health Tactical Communications

Currently the Baldwin Health Department and the North Central Health District utilize several communications devices and services. The voice communications consist of a mixture of landline telephones, cellular phones, Southern LINC radios and satellite phones. Data communications are accomplished through pagers, desktop computers and laptop/portable computers.

The preferred mobile communications devices are Southern LINC radios. Southern LINC units are the most widely deployed. In addition, the majority of government and public safety agencies within Georgia also utilize Southern LINC. All Southern LINC users, internal or external to public health are able to communicate through the use of Private IDs. Southern LINC utilizes Motorola iDEN technology. This technology provides users the ability to communicate privately to one specific person and also allows 'group' communications. There is a North Central Health District Southern LINC talkgroup which allows the district to transmit messages as a group to key district and county health department staff. The digital technology employed inherently provides a fairly secure method of voice communication.

A. Incident Response

Should a situation arise, Baldwin County Health Department personnel will notify the North Central Health District and the Baldwin County EMA. North Central Health District Emergency Preparedness staff will alert and/or notify the DPH OEP on-call staff member and will initiate a calldown of key North Central Health staff. The following is the sequence redundancy communication devices by which this staff is contacted:

- ◆ Southern LINC
- ◆ Cellular telephone
- ◆ Pagers
- ◆ Personal cellular telephone
- ◆ Home telephone
- ◆ Email

The information transmitted may include a brief synopsis of the issue and a discussion of steps to be taken. Typically the DHR EOC and NCHD DOC have been activated and Public Health emergency preparedness staff log on to WebEOC for more detailed response communication.

B. DOC to EOC Communication

Once the District Operations Center (DOC) has been activated; communications to and from the DOC are conducted by a combination of landline, email, Southern LINC and cellular telephones. WebEOC will be used as the primary information collection and incident management system. All communications will be used to support the staff manning the DOC.

C. District and State Coordination

A Tactical Communications Lead is part of the state RSS Management Team. The North Central Health District Tactical Communications Lead will report to the DOC. That person will be responsible for coordinating with the Tactical Communications Lead at the RSS site to ascertain communication needs, evaluate radio frequency coverage for radio/phone service and ensure that enough equipment is available. The North Central Health District Tactical Communications Lead is familiar with the communications devices and platforms used throughout the district.

The State Tactical Communications Officer will collaborate with all the North Central Health District Tactical Communications Lead to ensure that all staff utilize a common methodology. The State Lead will arrange training or site visits to various State and local agencies to ensure that all response staff becomes familiar with the multitude of communications platforms being used by those same agencies. The State Lead will collaborate with the District Leads to create a common communications protocol and user guide for various communications devices.

Security

A state security plan has been developed between several local law enforcement agencies and the Georgia State Patrol to ensure the safety and security of the RSS Site, provide security escort for the CDC Technical Advisory Response Unit (TARU) that accompanies the SNS, provide security escort for transport vehicles from the RSS Site to dispensing sites, and gives guidance in developing and implementing security plans for each dispensing during operation. See **Appendix E, SNS Security Plan documents.**

Upon arrival, one member of the TARU will be transported to the DHR Emergency Operations Center (EOC) with security escort. The other members of the TARU will remain at the RSS Site to assist in local operations of managing the SNS. There will be constant communication of activities and needs from the field, the RSS Site, and the DOC to the Division through the Department of Human Resources (DHR) EOC and the State Operations Center (SOC) at OHS-GEMA.

The district security plan provides guidance to local law enforcement agencies throughout the district in creating a security plan for the local security responsibilities including 1) security escort for transport vehicles from the RSS site from the county line to the dispensing site(s), 2) developing and implementing a security plan for each dispensing site. Each dispensing site will have an identified lead law enforcement agency for overall security. The lead law enforcement agency will develop and implement the dispensing site security plan during dispensing site operations. The lead law enforcement agency in Baldwin County is the Baldwin County Sheriff's Department.

Receipt, Storage and Staging (RSS) Sites

The SNS shipments will be sent to the RSS Site chosen by the Division of Public Health where State and local staff will receive, store, and stage the contents for transport to the dispensing sites and other designated sites. Once the assets have been received and the local District Health Director has signed the transfer form, the assets are controlled by the State. The State has the responsibility to maintain accurate tracking and controlling of the inventory throughout all management activities.

The state currently has an identified primary RSS site that has been approved by CDC and the U.S. Marshals. Security assessments have been performed on the primary RSS site. The primary RSS site is not located in the North Central Health District.

Additional RSS sites have been identified in the state but await approval by CDC and the U.S. Marshal's Office. Once the additional sites have been approved by the CDC the state will have several alternatives to choose based upon the scenario. For instance, if the southern portion of the state is affected then an RSS site closer to the affected area can be utilized to receive assets.

Since the state has decided to use working warehouses for its RSS sites, warehouse personnel have been identified to perform warehouse functions since this is their daily job. DHR has developed RSS Site Management Teams that can be deployed to any of the identified RSS sites anywhere in the state. In the event that the RSS site located within the North Central Health District is the RSS site chosen by the state to be used during the event, the district will provide a District RSS Liaison to work at the RSS site with the DHR RSS Management Team.

Inventory Control

Once the Push Package or Managed Inventory is received at the RSS site, the materiel will be stored, broken down, and staged to facilitate distribution to the dispensing sites and other designated sites. As stated previously the Inventory Resource Management System (IRMS) will be the primary mode for inventory control with a paper system as back up.

A. RSS Inventory Control

The Division of Public Health continues to define and implement the Inventory Resource Management System (IRMS) for the control of SNS inventory. When fully implemented, this system will include the following capabilities:

- Generated electronic maps of all anticipated RSS Sites, dispensing sites, Treatment Centers and other delivery sites
- Importing of SNS shipment contents into electronic inventory records
- Automated requests for materiel from the DHR EOC to the RSS
- Automated generation of Pick Lists for the RSS Site
- Automated maintenance of inventory depletion from shipments
- Centralized visibility of all transactions and inventory to facilitate leadership decisions

The manual process for the RSS Site will be as follows:

- RSS Site Management Team will ensure that appropriate staff is translating dispensing site supply requests to Pick Lists that are tailored to the needs of the dispensing site.
- SNS Assets will be signed for, and all invoices or electronic inventory listings will be delivered to the RSS Site Inventory Manager.
- Pick Lists will be distributed to the RSS Site staff that will be staging the dispensing site pallets in the assigned areas of the RSS Site.
- RSS Site staff will maintain the identifying information and quantity of each item that is added to the staged dispensing site contents, including lot information as appropriate.
- Once a shipment has been staged, the Pick List for that shipment will be copied as an invoice to be included in the shipment.
- The original Pick List will be used to update the inventory records to ensure that current inventory levels are accurately maintained.
- Quality control will inspect the pallet prior to shipping to verify the inventory on the pallet.
- Copies of the pick list will also be sent with the driver. Once the driver arrives at the dispensing site, the receiver at the dispensing site will sign for the assets, a copy will be given to them for their records and a copy will be brought back to the RSS site for record of delivery and receipt.

B. Dispensing Site Inventory Control

SNS shipments will be sent to the specified dispensing site where staff will receive and organize the contents for dispensing. The IRMS system has the capability of performing the following functions:

- Electronic receipt of medications and supplies
- Automated maintenance of inventory depletion from shipments
- Electronic means of tracking client information at the dispensing sites
- Electronic recording of drugs that are dispensed to the clients
- Bar-coding capability to assist with client intake and tracking

The manual process for the dispensing site will be as follows:

- Dispensing Site staff will verify contents, sign for the shipment, and ensure that all documents that define the contents and quantities of the shipment are retained.
- Dispensing site records of current quantities will be updated with the shipment including specific lot information as appropriate.
- Dispensing site staff will ensure that dispensing stations record the receipt of all items including the lot information as appropriate.
- ◆ Dispensing records as well as current quantities will be accumulated by dispensing staff and made available to the District Operations Center and/or the DHR EOC/SOC upon request.

Chain of Custody

Chain of custody requires that once SNS assets are signed for by the State Health Director, or designee, tracking of the assets will be maintained from receipt at the warehouse, to delivery of assets at dispensing sites.

The Chain of Custody procedures requires that the State Health Director, or designee, sign the Transfer of Custody Form provided by the CDC upon arrival of the Push Package or any type of Managed Inventory product.

After the assets are inventoried and entered into the inventory system, pick lists are generated for orders, pallets created, and the pick lists are then initialed by the pickers. Quality control reviews the pick lists and initials them to indicate that the correct items have been retrieved. A copy is then sent to the RSS Inventory Control Manager for filing.

When the items are placed on the trucks for delivery, the driver will verify the assets being delivered and locations, initial the shipping order, and proceed with delivering the assets to designated sites. Once the driver arrives at the dispensing site locations either the Logistics Section Chief, Supply Unit Team Leader, or designated point of contact, will verify and sign for the assets being received at that location. A copy will be given to the person signing for the shipment and a copy will be maintained by the driver. Once the driver returns to the warehouse all copies will be given to the Inventory Control Manager for filing.

At the dispensing sites, a record of all lot numbers dispensed to clients will be maintained by retrieving the tabs off the bottle(s) being dispensed, which indicates lot number, expiration date and other pertinent information, and placing one tab from each bottle on the Head of Household (HoH) Form and the second tab on the dispensing sheet maintained by the dispenser at the dispensing station. These forms will be given to the Supply Unit Team Leader for filing and will be maintained according to State statutes.

Repackaging

If bulk drugs are deployed in the SNS, repackaging equipment will not accompany the medications. The State is responsible for repackaging as one of the RSS functions. Bulk drugs that are received at the RSS Site will be repackaged into unit-of-use. Dispensing sites will only receive unit-of-use regimens.

Distribution

Distribution from the RSS site to each dispensing site is a state responsibility. It is the requirement of the State of Georgia, SNS Program Coordinator that each identified RSS site be a functioning warehouse that provides transportation and distribution assets to include personnel, if at all possible. However, if unavailable, transportation will be coordinated through the Georgia Emergency Management Agency (GEMA) State Operations Center (SOC) according to the Georgia Emergency Operations Plan, ESF 1-Transportation.

The primary method of transporting SNS will be by truck. Law enforcement vehicles and helicopter transport will be alternate methods in the event that traffic or other situations prohibit the use of trucks. All trucks and/or drivers will be equipped with Southern Linc radios or some form of radio communication between the RSS site and the driver.

The identified distribution manager at the RSS in conjunction with the RSS team lead will coordinate distribution and transportation to individual dispensing sites as deemed necessary by the event. Security will be handled by the Law Enforcement Liaison at the DHR EOC or GEMA SOC.

Dispensing

A. Overview

In the State of Georgia dispensing is primarily a function planned and performed at the local level. Baldwin County Health Department is the lead agency in Baldwin County leading the planning for mass dispensing. The Division of Public Health has given guidance to health districts to assist with policy and legal issues. However, some issues may need to be addressed at the local level.

Dispensing in Baldwin County will consist of various modalities to include but may not be limited to facility-based dispensing sites, drive-thru dispensing sites, private businesses and other closed dispensing sites such as jails, nursing homes, hospitals, etc.

Currently, the Baldwin County Health Department and the North Central Health District are seeking alternative dispensing modalities in terms of pushing prophylaxis to any agency or business that has medical oversight and the capacity to dispense to their patients, employees, and employee families. Examples are hospitals, nursing homes, jails, prisons, businesses, colleges, and universities. Baldwin County Health Department has Memoranda of Understanding with these agencies. They will be considered to be “closed dispensing sites” and the district will dispense medication in bulk to them. Each “closed dispensing site” will be responsible to dispense the medication appropriately to their patients, employees, and employee families.

When oral medication is being dispensed, a head of household strategy will be used in Baldwin County. All public information messages will stress that only one adult per household should come to the dispensing site to pick up medication. Each head of household will be allowed to pick up medication for everyone living in their house and for elderly or disabled family members even if they do not live in the same house.

B. Dispensing Sites

The dispensing sites in Baldwin County are listed in **Appendix B**. This list is updated on a continual basis as dispensing sites are added or deleted. An annual review is conducted of each dispensing site MOU. At this time, contact information is updated for each site. Use of the primary and alternate sites will depend on site availability, current threat, anticipated numbers to be served, transportation and parking accessibility, and proximity to medical treatment facilities.

C. Dispensing Procedure

This section includes a general dispensing procedure for a non-contagious scenario. Procedures for contagious scenarios will be developed. Detailed information on Dispensing Procedure is found in the Baldwin County Dispensing Site Operations Manual found in **Appendix C**.

The dispensing procedure is based on the process directed by Georgia Division of Public Health to local Public Health Districts and guidance from the CDC. There are four main stations in the dispensing process:

- ◆ Intake (Triage, Education & Head of Household Form)
- ◆ Forms Review (Screening and sorting of clients)
- ◆ Dispensing (More education)
- ◆ Exit Education

An initial triage will be performed as people arrive in their cars. Anyone who is found to be symptomatic will be referred to the nearest treatment center. They will not even get out of their cars.

Upon entering the dispensing site, clients will be triaged, educated, either in writing or orally, and given a Head of Household (HoH) form. Once inside the dispensing site, clients will be educated again via signage, video or line management staff. Clients should be asked if they are in need of special services i.e. Limited English or physical disabilities, if not they will be moved through the line. If they are in need they should be sorted to a special needs line/area. If a client is found to be symptomatic at the initial triage, they will be referred to the nearest treatment center. If they are found to be symptomatic later in the dispensing site process, they will be evaluated in the Medical Evaluation area.

Once the client gets to Forms Review they may be sorted based upon their HoH form and moved to the appropriate dispensing line i.e. express, complicated or family. At dispensing, the forms will be collected reviewed by the dispenser, the correct medication and dosage documented, form initialed by the dispenser and dispensed to the client. If additional education is needed the client will be directed to the exit area.

In the exit area, staff will be available if clients have any additional questions, verify the correct medication has been given and the client will then be shown to the exit door.

The number of above staff required at each site per 12-hour shift is determined at the local level and dependent upon size of the dispensing area. Dispensing site operations are scalable to size of the facility.

Total security staffing requirements for each dispensing site will be determined by local law enforcement. Each dispensing site is evaluated by local law enforcement and a security plan is created for each. These security plans are maintained with the local lead law enforcement agency, and are not included in the County, District, or State SNS Plans.

Hospital Coordination

Baldwin County has one hospital, Oconee Regional Medical Center (ORMC) which is the regional coordinating hospital for GHA Region H. At the North Central Health District level, coordination exists between the District Office of Emergency Preparedness and the Hospital Emergency Coordinators of the 11 hospitals in the health district. Much of the coordination is done through the Regional Coordinating Hospitals (RCHs). There are two RCHs located in the North Central Health District. The Medical Center of Central Georgia is the RCH for GHA Region F which includes 7 hospitals in the North Central Health District and 5 hospitals in District 4. Oconee Regional Medical Center is the RCH for GHA Region H which includes 4 hospitals in the North Central Health District and all of the hospitals (5) in the South Central Health District (District 5-1).

Under the current plan hospitals will inform their Regional Coordinating Hospitals of their need for medical materiel. If assets cannot be obtained from the Regional Coordinating Hospital (RCH), the Hospital Emergency Coordinator of the requesting RCH will inform the District and GHA through their emergency communication system, LiveProcess, of the need.

In the DHR EOC LiveProcess is monitored by DHR/DPH/OEP staff to process the request through WebEOC. Once the request is received at the RSS site a pick list will be created and assets will be transported to the RCH for distribution.

PHASE THREE – RECOVERY AND MITIGATION

Recovery

Demobilization will take place as the situation begins to resolve itself. Dispensing sites will be closed as the residents of Baldwin County have been fully served.

Once the decision has been made to begin demobilization, the Division of Public Health will coordinate with the RSS Management Team and the districts to begin retrieval of unused assets and/or containers delivered to the dispensing sites. All assets must be returned in the original packing and/or container.

Medications will be retrieved in the same manner they were dispensed. Dispensing sites will have to re-package unused supplies, prepare a Pick List, and schedule a pick up time with the DOC, DHR EOC and/or RSS site. A Pick List should be generated from existing inventory records and approved by the Inventory Control Team Leader for processing. The Pick List will then be used by RSS Site staff to accumulate the items similarly to the staging of items.

The RSS Site Management Team will verify the staged shipment contents with the Division of Public Health/SOC and only release items from the RSS Site with final confirmation from the Division of Public Health/SOC that these items are no longer needed by the state's response.

Once the shipment contents have been verified by the Division of Public Health/SOC, the shipment contents are then removed from the current inventory lists.

Mitigation

Mitigation minimizes the adverse impact of an emergency and reduces vulnerability to future emergencies. Mitigation measures may be implemented at any time.

Baldwin County will use drills (such as call downs incorporating radios, email, phones, pagers, etc), tabletops, functional and/or full-scale exercises to test the ability to implement this plan in order to rapidly respond to a significant event or public health incident. The District Emergency Preparedness Training Coordinator is the district lead for planning and implementing SNS exercises and will work closely with Baldwin County Health Department in planning exercises. The Training Coordinator receives assistance from the DPH Office of Emergency Preparedness Exercise Coordinator. After action reviews will be conducted after events and exercises to determine the strengths and weaknesses of this plan. These reviews will help to shape this SOP, drive what training and exercises need to be conducted, and focus on those areas that need improvement.

Members of the Baldwin County SNS Advisory Group will participate in the yearly review, editing and updating of county level plans as requested. Members will participate in the writing of new plans or guidance as required or requested.

GLOSSARY OF TERMS AND ACRONYMS

| | |
|-------------|---|
| CBRNE | Chemical, Biological, Radiological, Nuclear, Explosives |
| CDC | Centers for Disease Control and Prevention |
| CHD | County Health Department |
| CHEART | County Health Emergency Assistance and Resource Team |
| DEA | Drug Enforcement Agency |
| DHD | District Health Director |
| DHHS | Department of Health and Human Services |
| DHR | Department of Human Resources |
| DHS | Department of Homeland Security |
| District | Georgia Public Health District |
| DivHEART | Division Health Emergency Assistance Resource Team |
| Division | Georgia Division of Public Health |
| DOC | District Operations Center |
| DoD | Department of Defense |
| DPH | Georgia Division of Public Health |
| DSNS | Division of Strategic National Stockpile |
| EC | Emergency Coordinator |
| EMA | Emergency Management Agency (LOCAL) |
| EMAC | Emergency Management Assistance Compact |
| EOC | Emergency Operations Center |
| EOP | Emergency Operations Plan |
| ESF | Emergency Support Function |
| GEMA | Georgia Emergency Management Agency |
| ID | Identification |
| IRMS | Inventory Resource Management System |
| LEOP | Local Emergency Operations Plan |
| LiveProcess | Web-based application to assist hospitals with managing disasters |
| LPN | Licensed Practical Nurse |
| MOA | Memorandum of Agreement |
| MOU | Memorandum of Understanding |
| NCHD | North Central Health District |
| NIMS | National Incident Management System |
| NRF | National Response Framework |
| OC | Office of Communications |
| OEP | Office of Emergency Preparedness |
| OHS | Office of Homeland Security |
| OTWD | Office of Training and Workforce Development |
| PIO | Public Information Officer |
| POD | Point of Dispensing |
| Push | The portion of the SNS consisting of medical material that can arrive anywhere in |
| Package | the Continental United States within 12 hours. |
| Prophylaxis | Measures designed to preserve health and prevent the spread of disease |
| RC | Risk Communicator |
| RCH | Regional Coordinating Hospital |

| | |
|----------|---|
| RN | Registered Nurse |
| RSS Site | Receipt, Storage, and Staging Site |
| SNS | Strategic National Stockpile Consists of medical supplies pre-positioned to aid state/local emergency response to acts of chemical or biological terrorism OER Office of Emergency Response |
| SOC | State Operations Center |
| SOG | Standard Operating Guide |
| SOP | Standard Operating Plan |
| Staging | Positioning the SNS at the designated receiving facility in such a way that it can be easily broken down to support shipment to dispensing sites |
| TAR | Technical Assistance Review Form |
| TARU | Technical Advisory Response Unit (CDC advisors accompanying the SNS) |
| WebEOC | Web-based emergency operations center |