

Example: Basic Plan

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8.1. Purpose

8.1.1. Statement

The purpose of the Liberty County Emergency Operations Plan is to develop a comprehensive emergency management program that establishes a systematic, coordinated, and effective delivery of emergency services to respond to and mitigate the effects of an emergency, preserve life and minimize damage, respond during emergencies, provide necessary assistance, and establish a recovery system in order to return the community to a normal state of affairs.

8.1.2. Plan

This plan, along with all references, appendices, and annexes, attempts to define who does what when, where, and how, in order to mitigate, prepare for, respond to, and recover from the effects of natural and technological disasters.

8.2. Situation and Assumptions

8.2.1. Situation

Liberty County is vulnerable to many hazards, each with varying degrees of likelihood, all of which have the potential for disrupting the community, causing damage, and creating casualties. As described in the Liberty County Hazard Vulnerability Assessment, these may be natural or technological/industrial (man-made) events. The former category includes, but is not limited to, meteorological (e.g., hurricanes, floods, tornadoes, forest fires, earthquakes) and agricultural events, as well as naturally-occurring illnesses (e.g., food-borne diseases, pandemic influenza). The County has considered the threat of terrorism-related Chemical Biological Radiological Nuclear Explosive (CBRNE) incidents, in addition to other disasters that could develop from a hazardous materials spill, nuclear power plant accident, major transportation accident, civil disorder, etc.

8.2.2. Assumptions

Liberty County will be exposed to the hazards noted above as well as to others that may develop in the future. The extent of casualties and damage will depend upon factors such as whether the event was anticipated, the amount of warning time, the time of the occurrence, the severity of the impact, weather conditions, population density, the type of infrastructure affected/compromised, and the potential triggering of secondary events.

The preservation of life shall have priority over the preservation of property and the environment. The safety of citizens and personnel from county departments, supporting agencies, and volunteers will be a primary concern. High risks to personnel may be incurred to protect salvageable lives. Minor to moderate risks to personnel may be incurred to protect salvageable property or prevent major impact to the environment. No risks to personnel will be incurred to protect non-salvageable lives or property.

Local government officials recognize their responsibilities with regard to public safety and well being. These same government officials will assume their normal responsibilities in the implementation of the emergency management plan or in other assigned or required duties.

Consistent with the Homeland Security Presidential Directive (HSPD) and the executive order of the governor of the State of Columbia, the National Incident Management System (NIMS) is integrated into this plan, and use of the Incident Command System (ICS) is a basic tenet of the emergency management process. All county agencies will implement a unified ICS structure, as stipulated in the NIMS for on scene activities, during response, recovery, and mitigation operations.

Liberty County and the municipalities and agencies within the county will endeavor to have sufficient capability to operate for at least 72 hours without external aid and will recommend that all citizens have at least a 96 hour capability.

8.3. Concept of Operations

8.3.1. General

It is the responsibility of the Liberty County government to undertake comprehensive emergency management in order to protect life and property from the effects of hazardous events. Local government has the primary responsibility for emergency activities. When the emergency exceeds the local government's capability, supplemented by normal mutual aid, to respond and recover, assistance will be requested from the State government. This aid will be supplied by State resources or out of State mutual aid through the Emergency Management Assistance Compact. The federal government will provide assistance to the State when appropriate and requested by the governor or directed by the President.

This plan is based upon the concept that all local resources will be committed or potentially committed to the emergency before outside aid will respond. It is also based on the philosophy that emergency functions for the various groups involved in emergency management will parallel their normal, day-to-day functions. To the extent possible, the same personnel and resources will be employed in both cases. However, there may be cases where personnel will have to work outside of their normal function.

Day-to-day functions that do not contribute directly to the emergency operation may be suspended or reduced for the duration of the emergency as directed by upper management. This will require addressing those activities with a constitutional mandate. The efforts that would normally be required for those functions will be redirected to accomplish the emergency task by the agency concerned.

A comprehensive emergency management plan is concerned with all types of hazardous situations that may develop in Liberty County; it is more than an operations plan in that it accounts for activities prior to, during, and after emergency operations.

8.3.2. Phases of Management

Mitigation: Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. They also include those long-term activities that lessen the undesirable effects of unavoidable hazards.

Preparedness: Preparedness activities develop the response capabilities needed if an emergency should arise. Planning and training are among the activities conducted under this phase.

Response: Response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage and speed recovery. Response activities include warning, evacuation, rescue, and other similar operations.

Recovery: Recovery is both a short-term and long-term process. Short-term operations restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions would be provision of temporary housing and food, restoration of vital government services, and reconstruction of damaged areas.

Conceptually, pre-disaster intelligence can be used to prevent or prepare for the occurrence of a threat to public safety or order. Post disaster intelligence may be used to manage outcomes of the incident. As such, intelligence gathering activities and intelligence analysis may operate within any of the phases. In some cases, sensitive information may have to be compartmentalized.

8.4. Organization and Assignment of Responsibilities

8.4.1. General

Most of the departments within local government have emergency functions in addition to their normal duties as assigned by charter or legislation. Each department is responsible for developing and maintaining its own emergency management procedures, subject to review and approval of the board after analysis by Liberty County emergency management. Specific responsibilities for major county wide disasters are outlined below under "Task Assignments" as well as in individual annexes (not included in this sample). Responsibilities for certain organizations that are not part of local government are also presented. Not all members of all groups will be represented in all situations.

8.4.2. Organization

The Liberty County Emergency Operations Center (EOC) (located within the Emergency Management Center at the intersection of AA and 39th Streets, Central City) will function as the Multiagency Coordination System (MACS) for all emergencies and disasters within or impacting Liberty County. The EOC will operate under the NIMS definition of MACS. A major responsibility of the EOC is to ensure that capability is maintained to respond to unanticipated emergencies and disasters that have not yet occurred within the county.

8.4.2.1. Emergency Management Policy Group

The Liberty County emergency management policy group is responsible for all policy decisions relating to emergency management, including delegations of authority, and will act as the executive leadership of the joint city/county response. The standing members of this group are:

- **County Representatives**
 - County Manager
 - Chairperson of the Board of Supervisors
 - Board of Supervisors

- Sheriff
- County Attorney
- Public Information Officer (PIO)
- Chief Financial Officer
- County Fire Coordinator
- County Public Health Director
- County Public Works Director
- County School Superintendent
- Emergency Program Manager
- Hospital Representative
- **City Representatives**
 - City Manager
 - Chairperson of City Council (Mayor)
 - Board of City Council members
 - City Attorney
 - Fire Chief
 - City Financial Director
 - City Public Works Director
 - Chamber of Business and Industry Designee

8.4.2.2. Emergency Management Coordination Group

The emergency management coordination group will ensure that emergency policies, support activities, and resources are coordinated among the spectrum of participating organizations. This group will prepare requests for outside aid beyond that of every day mutual aid. They will be organized to fulfill the off incident site responsibilities of Planning, Logistics, and Finance with section chiefs, branch directors, and unit leaders appointed from the membership. Depending on the type and scope of the disasters, liaisons may be required from the other municipalities in Liberty County. The members of the emergency management coordination group are:

- **County Representatives**
 - Assistant Emergency Program Manager/Emergency Planning Director
 - Assistant County Manager
 - Chief Deputy, Sheriff's Department
 - Assistant Public Works Director
 - Emergency Medical Services Director
 - County Planning Director
 - Public Health Representative
 - Deputy School Superintendent

- Planning Board Director
- Power company manager
- County Engineer
- County Coroner
- Information Technology (IT)/Geographic Information System (GIS) Manager
- Municipal Liaisons

- **City Representatives**
 - Assistant City Manager
 - Assistant Fire Chief
 - Assistant Police Chief
 - Assistant City Finance Director
 - City Planning Director
 - City School Superintendent
 - Central City Hospital Liaison
 - City IT/GIS Manager
 - City Tourism Director
 - External Representatives
 - Water Manager
 - Gas Company Manager
 - Telephone Company Manager
 - County Highway Superintendent
 - Red Cross Representative
 - Director, Local Housing Authority
 - Director, Local Public Assistance Office
 - Transit Authority Representative
 - Community Info/Hotline Coordinator
 - Purchasing Manager
 - National Guard Liaison
 - Chamber of Business and Industry Designee

8.4.2.3. Emergency Management Operations Section

The emergency management operations section will ensure that policies and activities are implemented according to the decisions of the policy group and the guidance of the coordination group. The primary responsibility of the operations group is to coordinate the deployment of the appropriate resources to overcome and reduce the impact of major emergencies. They will be organized to provide direct support to Incident Commanders while providing community wide services as directed by the policy group operating from the community EOC. The members of

the emergency management operations section include operations officers, support personnel, and agency liaisons. The membership may include, depending on the nature of the disaster:

- **County Representatives**
 - Assistant County Manager
 - Assistant Homeland Security/Emergency Program Manager
 - Emergency Operations Director
 - Assistant Public Works Director
 - Bioterrorism Coordinator
 - Deputy, Sheriff's Department
 - Assistant County Coroner
 - Assistant County Engineer
 - Emergency Medical Services Coordinator
 - IT/GIS Manager
 - Public Health Liaison
 - Deputy School Superintendent
 - Strategic National Stockpile Coordinator

- **City Representatives**
 - Operations Section Chief
 - Fire Operations Branch Director
 - Fire Dispatcher
 - Law Enforcement Operations Branch Director
 - City Police Operations Officer
 - Police Dispatcher
 - Federal Law Enforcement Liaison

- **Other Representatives**
 - Federal Law Enforcement Liaison
 - Disease Control
 - Health Educator (PIO)
 - Environmental Health Representative
 - Public Health Branch Director
 - Street Superintendent
 - Sewer Superintendent
 - Water Superintendent
 - Community Service Branch Director
 - Assistant Public Health Official

- Building/Code Enforcement Official
- School Official
- Public Works Branch Director
- Public Works Dispatcher
- Red Cross Representative
- Power Company Superintendent
- Gas Company Superintendent
- Telephone Company Superintendent
- Deputy, Sheriff's Department
- Sheriff's Dispatcher
- EMS Operations Branch Director
- Emergency Medical Dispatcher
- State Police Representatives
- PIO
- Local Military Liaison
- State Highways Liaison Officer
- IT/GIS Representatives
- Shelter Operations Unit Leader
- Higher Education Representative
- Hospital Representative

The organization of functions means that the coordination group will fulfill the Logistics, Finance, and Planning Section functions and the operations group will satisfy the Operations section function under ICS. The Intelligence function will be activated in the management organization that is appropriate for the incident. These will be linked to the appropriate section in operation at the incident command post in the field.

8.4.3. Task Assignments (not exhaustive)

- **Emergency Program Management**
 - Coordination of all four phases of emergency management
 - Comprehensive emergency management planning
 - Staff and responder training
 - Radiological Defense (RADEF) Program management and training
 - Resource management (e.g., county and city department oversight, external resource requests including State and federal assistance, mutual aid)
 - Communications and warning
 - Hazardous Materials Training and Response
 - Superfund Amendments and Reauthorization Act (SARA) Title III activities

- Local Emergency Planning Committee (LEPC) support
- Management of Drills and Exercises
- Evaluation of community preparedness
- Development of the Emergency Operations Plan (EOP).
- Distribution of emergency information
- Establishment of interface with federal agencies
- Management of financial ramifications of disaster
- Coordination of the county response activation

- **Law Enforcement**
 - Warning and threat assessment/validation support
 - RADEF monitoring support
 - Maintenance of law and order
 - Traffic control (including aerial and ground traffic flow monitoring, enforcement of travel restrictions)
 - Control of restricted areas (access and egress)
 - Protection of vital installations (physical structures and soft targets)
 - Security of any field operating sites or facilities
 - Damage assessment support
 - Liaison and coordination with other law enforcement
 - Wildland search and rescue
 - Establish Federal Bureau of Investigation (FBI); Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF); Drug Enforcement Administration (DEA); and Customs and Border Protection (CBP) interface as needed
 - Coordination with National Guard on security issues
 - Fatality identification
 - Aerial rescue support
 - Medical rescue support
 - Policy, coordination, and operations group support
 - Advise policy group on cancellation of events, restrictions, etc.
 - Re-entry management
 - Assist Joint Information Center (JIC) with release emergency public information

- **Fire Service**
 - Fire control
 - Fire prevention inspections
 - Operation of fixed and mobile siren units

- Search and rescue operations
- Assistance for traffic control
- RADEF monitoring and decontamination support
- Damage assessment
- Hazardous materials operations
- Wildland fire control
- Mine Rescue
- Communications support
- Urban search and rescue
- Assist JIC with release emergency public info

- **Emergency Medical Services System**
 - Mobilize to handle casualties
 - Triage, treat, and transport casualties
 - Maintain coverage for unaffected areas
 - Coordinate medical helicopter evacuation
 - Manage mass casualty equipment caches
 - Manage inter-facility transfers
 - Support public inoculation sites
 - Deliver additional service as directed by the public health director
 - Assist JIC with release emergency public info

- **Health Department**
 - Investigate sanitation conditions
 - Inspect food and drink supplies (and emergency shelters)
 - Provide public health education and information
 - Advise policy group with emergency public health matters
 - Assist JIC with release emergency public info
 - Oversee delivery of Emergency Medical Service System
 - Serve as liaison to local, State, and federal medical communities, including the Centers for Disease Control and Prevention (CDC), during a major disaster or emergency resulting in casualties
 - Assist with acquisition of medical personnel to staff alternate care facilities
 - Perform surveillance activities and detect biological agents
 - Provide laboratory testing support and epidemiologic investigations
 - Monitor and manage local pharmaceutical caches
 - Request and acquire the Strategic National Stockpile and State/local caches

- Advise on provision of health/medical and treatment protocols for agent/illness
- Advise on quarantine/isolation decisions
- Interface with law enforcement to assist with crime scene measures (e.g., evidence preservation, chain of custody, crime scene investigation)
- Veterinary/zoonotic issues
- Environmental testing and remediation
- Provision of critical incident stress management

- **Hospitals**
 - Advise on issues related to hospitals
 - Coordinate hospital plans
 - Provide mass patient care
 - Manage hospital bed programs
 - Monitor and report on patients
 - Monitor and report on supply issues and staffing needs
 - Track and coordinate patients
 - Coordinate forward movement from facilities

- **Public Works/Utilities**
 - Maintenance of water and sewage system
 - Maintenance of debris and garbage disposal operations
 - Road and bridge repairs
 - RADEF decontamination support
 - Fuel storage
 - Provision of (specialized) personnel, equipment, supplies, and other resources as needed
 - Maintenance of water pressure
 - Damage assessment support
 - Provision of potable water
 - Coordination with Health Department on water tests
 - Policy and coordination groups staff support
 - Search and rescue Support
 - Building Inspection Program, as needed
 - Traffic Control Support (and constructing temporary emergency access routes)
 - Restoration of vital facilities
 - Clearance of debris

- **County Engineering**

- Provision of emergency engineering services and counseling
- Flood control
- Damage assessment support
- **Finance Department**
 - Maintain records
 - Procure supplies
 - Provide staff support for coordination group
 - Prepare of reimbursement applications
 - Process the financial part of damage assessment
 - Provide staff compensation and injury processing
- **Schools**
 - Protection of school children
 - Provision of public shelters
 - Security of school facilities
 - Coordination of student-family reunification
 - Provision of space for mass immunization/prophylaxis (pre-defined Point of Dispensing (POD))
 - Provision for public education regarding emergency management
 - Provision of buses for transportation
 - Mobilization of schools staff to support emergency management/shelter operations
- **Medical Examiner/Coroner's Office**
 - Collection, identification, and committal of the deceased victims
 - Chain of custody and evidence preservation to assist law enforcement operations
 - Coordination with other services, including funeral homes, military, and federal authorities
- **County/City Attorney**
 - Legal advice support
 - Policy group support
 - Preparations of ordinances and orders
- **Community Services Department**
 - Coordination of all personal relief activities
 - Identification of client needs
 - Maintenance of medical drug support to clients
 - Expansion of community crisis intervention programs

- Operation of special needs shelters
- Identification of vulnerable populations
- **Red Cross**
 - Mass Care Shelter Operations
 - Mass Care Feeding (Fixed sites and mobile)
 - Individual/family assistance
 - Public education and information support
 - First aid and nursing support
 - Blood drives
 - Counseling support
- **Telephone Company**
 - Provide advice regarding telephone maintenance and operation
 - Load line control
 - Provide communications assistance to requesting agencies as needed.
 - Coordinate communications planning activities with the EOC
 - Assess damage to cellular telecommunications infrastructure and communicate findings to EOC
 - Coordinate and conduct repairs as needed
- **Department of IT**
 - Coordinate the assessment of telecommunication systems integrity during and after a disaster or emergency
 - Establish emergency communications protocol, including the assignment or reassignment of existing communications equipment
 - Establish telephone and Intra/Internet communications capability between emergency response departments, as able, based upon availability and infrastructure integrity
 - Operate and maintain citywide telecommunication systems
 - Provide support assistance, as available, and within technical capabilities. (Note: The responsibility for all unique telecommunications systems resides with the host department/agency.)
 - Provide necessary GIS capabilities
- **Power Company**
 - Power distribution advice
 - Advice regarding power outages and impact predictions
 - Damage assessment and repairs
- **Gas Company**

- Gas distribution system advice
- Advice regarding natural gas shortages, outages, and impact
- Damage assessment and repairs
- **Transit Authority**
 - Coordinate mass public transportation resources
 - Provide advice regarding public transportation issues
 - Implement emergency functions to include traffic control if requested
 - Identify and supervise emergency vehicle mobilization areas
 - Assist in assessment of impacted transportation routes
 - Identify alternative routes for emergency response vehicles
 - Initiate emergency repairs to allow for response to critical facilities and impacted areas if alternate routes cannot be identified
- **Local Housing Authority**
 - Advice regarding status and condition of housing
 - Provision of short and long term shelters
- **Military Support**
 - Warning support
 - Traffic control support
 - Law and order support
 - Search and rescue support
 - Medical services support
 - Debris clearance support
 - Fire control support
 - Logistics support
 - Engineering support
 - Shelter support
 - Communications support

8.5. Direction and Control

As outlined in the Liberty County/Central City Joint Powers Agreement on Emergency Management and the supporting resolutions and ordinances, the final responsibility for all emergency management belongs to the elected official chairing the policy group. The policy group is responsible for all policy-level decisions. They are also required to be the approving agency for public information releases to the public. During response operations, the elected officials of the policy group will be available to their constituents to handle problems.

The emergency program manager trains and directs the EOC staff. This staff may make routine decisions within the limits of disaster authority. During emergency operations, the emergency program manager ensures that all groups are working in a concerted, supportive effort to overcome the disaster.

Specific people and agencies are responsible for fulfilling their obligations as presented in the basic plan. Each agency will follow its own operating procedures during response operations. All Liberty County/Central City agencies have been notified of the possibility of their staffs being called upon to staff emergency management missions such as rumor control/public information hotlines.

8.6. Continuity of Government

8.6.1. Succession of Command

In order for any organized emergency response effort to be effective and efficient, the individuals with key emergency management responsibilities must not only be familiar with their assignments, they must also be available to execute these duties. Emergencies may arise, however, in which certain critical personnel are either absent (from the community) or are isolated or incapacitated due to the disaster itself. To prepare for this contingency, this section of the plan has predefined lines of succession for critical decision-makers to ensure the continuity of county government in the advent of a disaster.

The line of succession of the county board of supervisors is from the president to the vice president through the members of the board in order of their seniority on the council.

The line of succession of the city council is from the mayor through the members of the council, in order of their seniority on the council.

The line of succession of the county manager is to the sheriff then to the chief deputy sheriff.

The line of succession of the city manager is to the chief of police then to the city fire chief.

The line of succession of the emergency program manager is to the deputy program manager then to the operations officer.

The line of succession to each department head is according to the operating procedures established by each department and filed in writing with the emergency program manager.

8.6.2. Preservation of Records

In order to develop after-action reports, all messages and logs will be maintained and submitted to the emergency program manager immediately after deactivating emergency operations. Consideration must be given to the protection of those records which are critical to the operation of government and those of historical note.

8.7. Administration and Logistics

8.7.1. Emergency Authority

A compendium of existing State and local legislation pertaining to disaster preparedness and response and emergency management is shown in **Sections 4, 5, and 6**.

8.7.2. Declaration Procedures

Any emergency or disaster may tax response and recovery efforts beyond the capabilities of Central City and Liberty County. The Policy Group, acting on behalf of the county and the city, may, upon declaring a local state of emergency, request an emergency declaration from the Governor of Columbia.

If local and State resources are deemed inadequate to effectively manage the event, the governor may request a Presidential Emergency or Major Disaster Declaration. Such procedures are described in the Columbia Emergency Services Act.

In situations where damage is obviously severe and requires immediate support, the governor has the option of making a State Disaster Declaration and immediately dispatching damage assessment teams.

The sample emergency declarations are presented as a suggestive guide to the content and format for resolutions by the Central City and Liberty County authorities. The sample provides an acceptable format for declaring a local emergency or disaster and requesting the governor to declare a State emergency. The content should include a description of the emergency conditions and known damage, a description of actions already taken, and a statement of the extent to which local resources are depleted.

8.7.3. Mutual Aid

Should local government resources prove to be inadequate during an emergency operation, requests will be made for assistance from other local jurisdictions and higher levels of government according to existing or emergency negotiated mutual aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing whenever possible.

8.7.4. Consumer Protection

Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the State attorney general's Consumer Protection Division through the responsible police agency.

8.8. Homeland Security Advisory System (HSAS)

In voluntary compliance with the HSPD, Central City and Liberty County have adopted the National HSAS to trigger certain preparedness activities and disseminate information about the risks of terrorist threats. The system is a color-coded set of graduated threat conditions, with a higher probability of attack associated with each new level:

- Low/Green indicates a low threat of terrorist attack;
- Guarded/Blue indicates a general risk condition;
- Elevated/Yellow indicates a significant risk;
- High/Orange indicates a high risk; and
- Severe/Red indicates a severe risk of terrorist attack.

Risk includes both the probability of the occurrence of an attack and its potential gravity. The local law enforcement community has the primary responsibility for conducting continuous risk assessments. However, other entities such as public health and health care organizations are crucial in anticipating and detecting potential biological threats. Threat condition levels may be set for the entire nation or specific geographical regions based upon the available intelligence information.

The assignment of threat levels prompts the implementation of various operational conditions in order to reduce vulnerabilities and increase response capabilities of public safety and support agencies. The county also posts the current threat condition level on its emergency information website in order to keep the public informed of existing conditions and to provide an opportunity for citizens to better prepare for potential emergencies.

8.9. Evacuation Operations

Evacuation of citizens from their homes during an emergency requires a coordinated effort among several public safety agencies. A determination must be made to either physically evacuate people to a safe location or in-place shelter.

The decision to evacuate may be made by the Incident Commander when a clear and immediate danger to human life or health is identified (e.g., a toxic chemical spill). When the threat to life or health slowly increases over time (e.g., dangerous strengthening of a hurricane with a projected track to impact the county and increasing chances of heavy flood damage), the decision to evacuate may be made after the declaration of an emergency and shall be so ordered by the declaring authority (refer to Emergency Evacuation Order).

The Liberty County Sheriff and Central City Police Departments shall have the primary responsibility and authority to conduct an evacuation once they are directed to do so by an Incident Commander or by the authority declaring a disaster. Assistance may be provided by the Fire Service, Parks and Recreation, Public Works, the Columbia National Guard, and other allied agencies.

Evacuation of persons in imminent danger is considered mandatory when ordered by the authority. Persons disobeying a legitimate order to evacuate may be arrested in accordance with State and local authorities. Evacuations conducted as a precautionary measure are considered to be voluntary in nature and persons who refuse to be evacuated may be left in their premises at their own risk and peril.

Upon receipt of a directive to evacuate a defined area, officers of the municipal police department or sheriff's department will first establish a perimeter to prevent entry into the area to be evacuated and will then establish clear and mandatory avenues of egress from the designated area.

8.10. Joint Information Center

The city/county EOC will establish a JIC and media center to provide timely and accurate press releases to inform the public about the disaster or emergency using a Joint Information System (JIS). The primary JIC is located in the EOC building but not within the EOC itself.

The county's PIO (or designee) will serve as the official spokesperson issuing press releases on behalf of the mayor/chairman of the County Board of Supervisors and City Council and the City/County Manager. Such press releases will serve as the official statements of Central City and Liberty County. The mayor and City Council members, Chairman and County Board members, and City/County Manager may also elect to issue statements coordinated by the PIO.

Intelligence information about the disaster or emergency will be routed from the EOC to the JIC for collection, validation, and public dissemination. PIO personnel from various departments and supporting agencies will staff the JIC operations. Information relative to law enforcement matters will be reviewed with the appropriate law enforcement agency or agencies prior to public release to ensure operational security and investigation integrity. The same holds true for subject matter expertise of the various disciplines staffing the JIC (e.g., public health).

The Liberty County JIC will coordinate with the PIO/JIC for activities in surrounding jurisdictions and at the State and federal government levels. The key strategy is that each component will address issues only within its area or responsibility.

8.11. Multiagency Coordination System

For extraordinarily large, complex incidents occurring in the city or county involving numerous agencies and/or jurisdictions, a MACS will be established for coordinating and supporting incident management activities. A combination of government and/or allied agency facilities, equipment, personnel, and communications will be integrated to coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies. MACS may contain one or more EOC, Department Operations Centers (DOCs), a multi-agency coordination entity, group, or center.

This entity will consist of representative(s) from each involved agency/jurisdiction and, in some instances, may operate within the EOC. In other instances, it may be fulfilled by the activated EOC. Principal functions and responsibilities of a MACS include ensuring that each agency involved is providing appropriate situational awareness and resource status information, establishing priorities between multiple incidents and/or Area Commands in concert with the unified command, acquiring and allocating resources in concert with the unified command, anticipating and identifying future resource requirements, coordinating and resolving policy issues arising from the incident(s), and providing strategic coordination as required.

8.12. Termination of Disaster or Emergency

Once the field forces have determined that emergency response is no longer necessary to save lives or protect property, and when recovery is the primary concern necessary to repair infrastructures and restore normalcy in the community, the disaster or emergency will be terminated or modified through a joint city/county proclamation (see Termination Declaration). The termination declaration will be transmitted to the Governor and concurrently routed through the county. It will be presented to the City Council and County Board for ratification during the next regularly scheduled meeting.

Upon declaring a local emergency for which the governor proclaims a state of emergency, the Liberty County Policy Group shall complete and transmit an after-action report to the Governor's Office after closure of the incident period as determined by the State. The after-action report shall, at a minimum, be a review of response actions, suggested modifications to plans and procedures, identified training needs, and recovery activities to date.

8.13. Plan Development and Maintenance

If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The emergency program manager and involved department heads will brief appropriate public/private sector officials in emergency management and this plan in particular. There will be training for all involved staff once each quarter.

The plan shall be updated at least once a year and tested by a simulated emergency, regardless of actual events, in order to provide practical, controlled, operational experience to those individuals who have emergency responsibilities.

Departments will be assigned prime responsibility for their component of the plan. Telephone and contact lists are to be updated every three months with a full plan review every year.

8.14. Liberty County/Central City Emergency Operations Center Organization

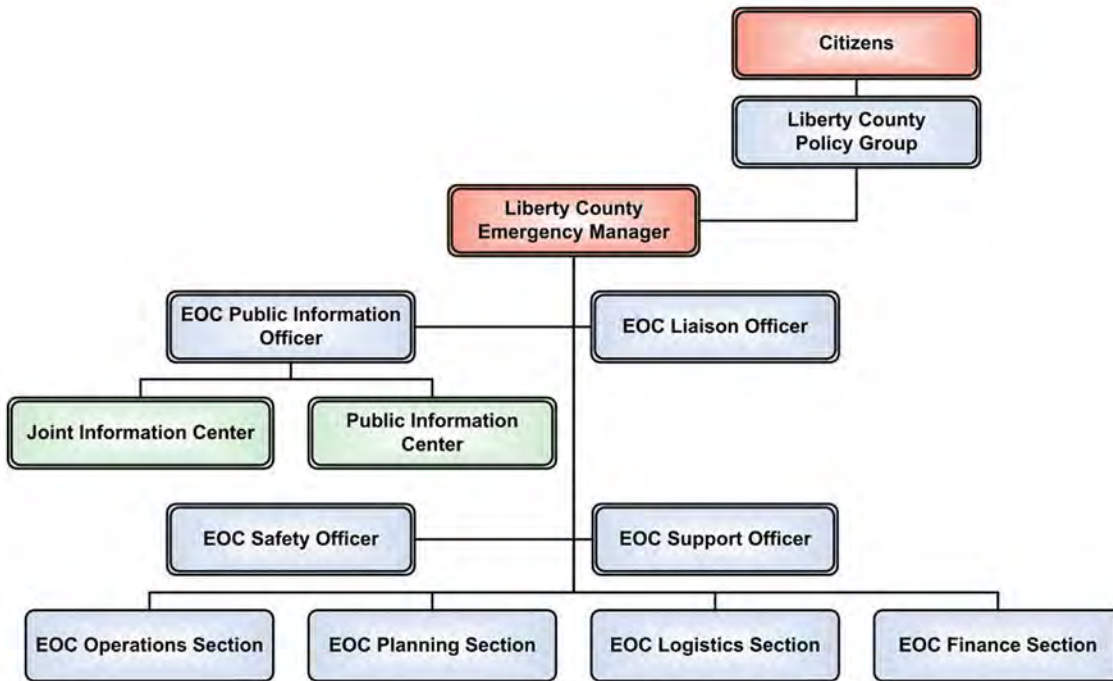


Figure 40. Liberty County/Central City Emergency Operations Center Organization

8.15. Liberty County/Central City Emergency Operations Center Organization – Joint Information Center

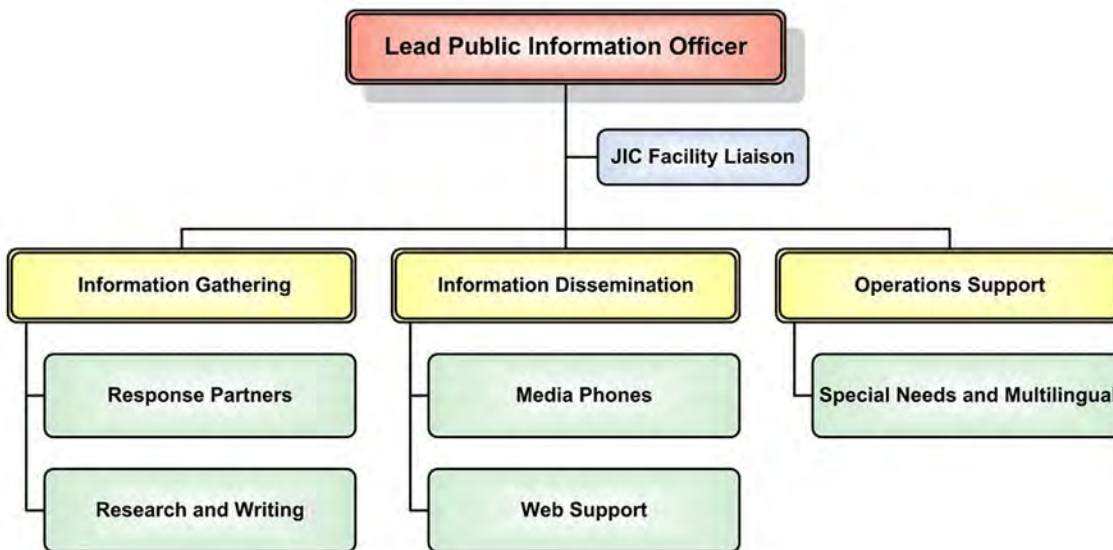


Figure 41. Initial Response or Local Incident



Figure 42. Escalating Incidents

Note: VIP = Very Important Person

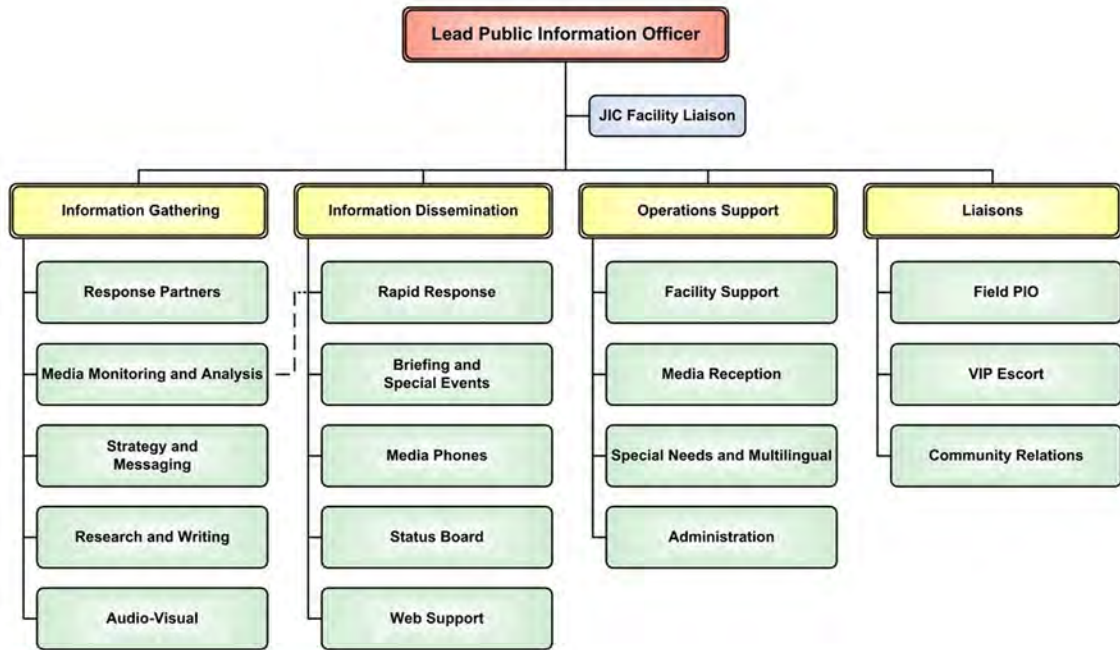


Figure 43. Large-Scale Incidents

8.16. Liberty County/Central City Emergency Operations Center Organization – Emergency Operations Center Support Team

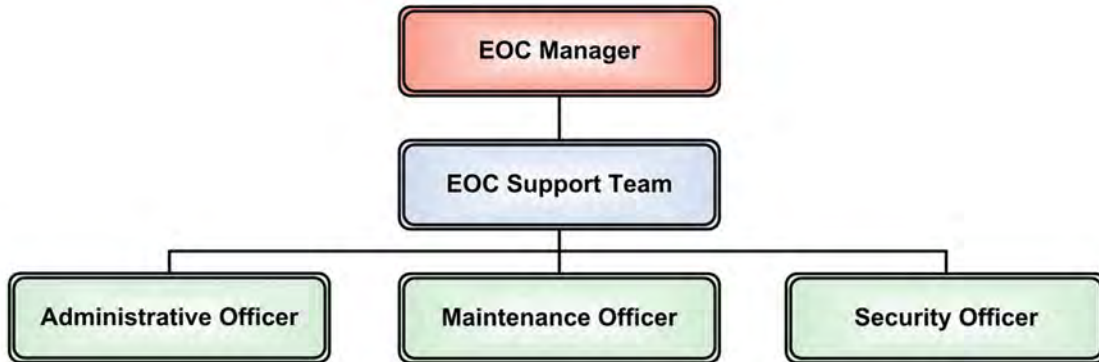


Figure 44. Liberty County/Central City Emergency Operations Center Organization – Emergency Operations Center Support Team

8.17. Liberty County/Central City Emergency Operations Center Organization – Operations Section

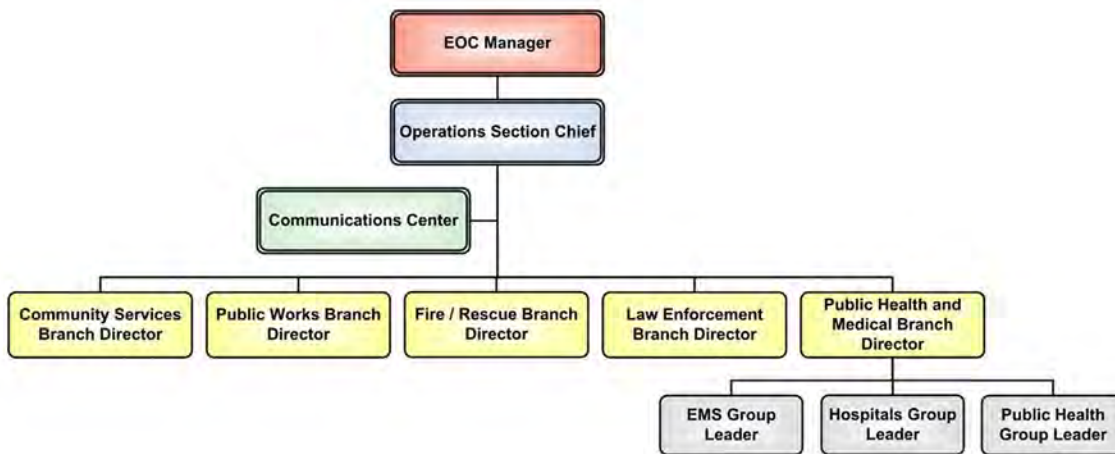


Figure 45. Liberty County/Central City Emergency Operations Center Organization – Operations Section

Note: EMS = Emergency Medical Service

8.18. Liberty County/Central City Emergency Operations Center Organization – Communications

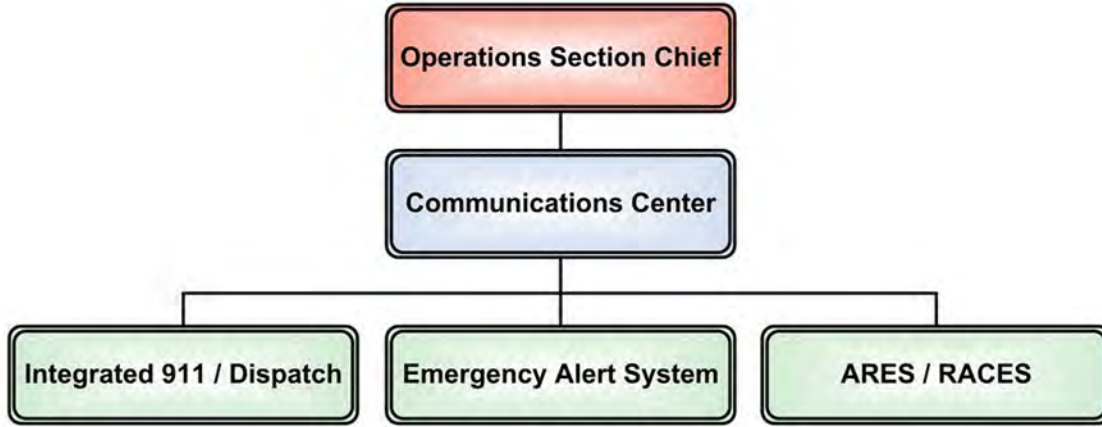


Figure 46. Liberty County/Central City Emergency Operations Center Organization – Communications

Note: ARES = Amateur Radio Emergency Services, RACES = Radio Amateur Civil Emergency Service