Comprehensive Emergency Management Plan (CEMP)

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EMERGENCY MANAGEMENT

ESCAMBIA COUNTY

FLORIDA

Escambia County
Comprehensive Emergency Management Plan (CEMP)

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Escambia County
Comprehensive Emergency Management Plan (CEMP)

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I. Introduction

A. Purpose

The purpose of the Comprehensive Emergency Management Plan (CEMP) is:

- To address minimum legal requirements. Within Chapter 252, Florida Statute, emergency management authorities and responsibilities for political subdivisions in the State of Florida are identified. One of the primary responsibilities is provided by section 252.38(1)(a) "…each county must establish and maintain such an emergency management agency and shall develop a County emergency management plan and program that is coordinated and consistent with the state comprehensive emergency management plan and program." Furthermore, Homeland Security Presidential Policy Directives (PPD) 5 (2004) and 8 (March 30, 2011), requires that states and local governments adopt the fundamental principles, language, and operational concepts embedded within the National Incident Management System (NIMS) as a condition for receiving certain categories of federal support. PPD-8 identifies five preparedness mission areas; Prevention, Protection, Response, Recovery, and Mitigation.

- To identify and establish uniform policies and procedures consistent with the National Planning Frameworks that are comprised of the National Prevention Framework (NPF), National Protection framework (NPF), National Response Framework (NRF), National Mitigation Framework (NMF), and National Disaster Recovery Framework (NRF).

- To identify and establish uniform policies and procedures that are consistent with the National Incident Management System (NIMS), Incident Command System (ICS), and the Emergency Support Function (ESF) System of operations, creating a local operational system that is consistent with the national operational system.

- To identify and establish uniform policies and procedures to guide local Emergency Operations Center (EOC) operations in support of the five preparedness mission areas; Prevention, Protection, Mitigation, Response, and Recovery that will pursue activities;

  - To safeguard against acts of terrorism, natural disasters, and other threats or hazards.
  - To identify hazards and vulnerable populations so that sound preparedness measures can be implemented to minimize the effects of the emergency.
  - To reduce the vulnerability of people and their communities.
  - To establish a multi-organizational, multi-jurisdictional, all-inclusive, and coordinated disaster management structure.
  - To identify coordinated roles, responsibilities, and relationships for EOC positions, operations, and organizations functioning and operating within the parameters of the CEMP.
  - To provide a coordinated response to emergencies and disasters that will protect lives and property and expedite recovery activities.
  - To provide immediate relief from quality of life hardships imposed by a disaster, with a priority on relief from physical suffering or injury.
  - To mitigate against the loss of life or injury to people and against the potential damage and loss of property.
  - To identify contingencies for limited resources during times of significant disaster impacts.
  - To evaluate existing hazard mitigation plans for shortfalls in existing measures; update and refine mitigation plans based upon lessons learned.

B. Scope

The CEMP, as authorized by and identified by section 252.38(1)(a), whereby "…each local emergency management agency (county) shall have jurisdiction over and serve an entire county."

As such the CEMP is an all-hazards plan that sets to identify a multi-organizational and multi-jurisdictional plan with the intent to:

- Be inclusive and in consideration of all levels of government allowing for the efficient coordination of local, state, and federal agencies and resources.
- Be inclusive and in consideration of all local government jurisdictions to include cities, towns, districts, authorities, and others.
- Be inclusive and in consideration of for profit- and non-profit organizations.
- Be inclusive and in consideration of citizens and visitors, with an emphasis on vulnerable populations.
- Be inclusive and in consideration for access needs for people classified under the Americans with Disabilities Act (ADA).

C. Methodology

In Accordance with the provisions of Chapter 252, Fla. Stat., Volume I, Article II, *Emergency Management,* Section 37 of the Escambia County Code of Ordinances establishes that the Department of Public Safety, Division of Emergency Management will be responsible for the development and maintenance of the County CEMP.

The Division of Emergency Management's Planning Coordinator is responsible for the development and maintenance of the CEMP and will ensure that the necessary revisions are prepared, coordinated, approved by the Board of County Commissioners, and distributed to the relevant EOC stakeholders and EOC Disaster Committee.

The Escambia County CEMP is the product of an on-going, detailed, and focused planning process that:

- Is consistent with state and federal disaster response plans;

- Fully incorporates the NIMS, Incident Command System (ICS), and Emergency Support Function (ESF) principles, practices, and language into the disaster management structure the County EOC utilizes to manage emergency and disaster activities;

- Includes all five phases of disasters, prevention, protection, response, recovery, and mitigation;

- Capitalizes on the lessons learned from real-time incidents and events and exercises;

- Incorporates plans, programs and policies that have emerged since the last revision of the CEMP and from all participating agencies and organizations.

- Includes all the EOC disaster committee members where possible, practical, necessary, and appropriate.

- Is an all-hazards approach.

- Is designed to be flexible, adaptable, and scalable.

In 1989 the Public Safety Department established a multi-jurisdictional, multi-organizational "disaster committee" that meets throughout each year, for training, planning, and exercise activities. This committee consists of representatives from local agencies, departments, boards, associations, and organizations, (i.e., military, public, private for-profit and non-profit) which have direct involvement in the County EOC and disaster incidents affecting Escambia County and all of its jurisdictions. A list of the disaster committee members can be found in Appendix D.

The Division of Emergency Management utilizes several methods and tools for maintaining a strong level of participation and involvement in planning for disasters and the maintenance of the CEMP throughout the year. Those may include;

- Participation in the statewide annual exercise and the lessons learned from the after-action report and improvement plan process.

- Participation in comprehensive annual planning meeting that engage ESFs, Branch Directors, and EOC command staff in operational groupings to enhance cross-training and the understanding of other partner ESF functions, responsibilities, and issues for improved resource leveraging.

- Participation in other community or regional exercises and application of any appropriate lessons learned from after action report and improvement plan processes. These may include:

  o Annual airport exercises
  o Annual hospital exercises
  o Regional communication exercises
  o Regional Incident Management Team exercises
  o University exercises
  o And many others

- Participation in real events or disaster incidents and the subsequent identification of lessons learned from after action report and improvement review process.

- Regular sharing of "best practices," study data and reports, and other relevant information and data between EOC partner organizations for the development, enhancement, and implementation of operational plans that support the CEMP.

- Numerous planning and operational meetings throughout the year with federal, state, regional, or local partners that identify and appropriately apply "best practices" and "lessons learned" to existing local programs, plans, and operations, or to initiate, develop, and plan new programs and operations in support of the EOC.

- Application of the "catastrophic" approach to event and incident planning.

At a minimum, the County CEMP is required to go through a state review and approval process every four years but is considered a "living document" and can be updated at any point and any time there is a need.

With each formal state CEMP review, the CEMP is thoroughly reviewed and updated with an opportunity for all disaster committee organizations to review and contribute to the plan to enhance and refine the plan, but also is an effort to allow the committee to take ownership of the document.

Every four years, when the state approves the CEMP, the Board of County Commissioners (BCC) will also be required to formally review, approve, and adopt the plan in a public forum. Once the

CEMP has gone through the complete review and approval process, the Division of Emergency Management will provide notification to the disaster committee of such approval and post the CEMP on the County website for disaster committee and public access. For any changes to the CEMP during the time between formal state reviews, updates will be reviewed, approved, and adopted by the BCC in a public forum and noticed to all the disaster committee representatives, and posted in the EOC disaster management software.

To ensure that the CEMP is strictly aligned with the state and national preparedness guidance, the Florida Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

Federal

- United States. Department of Homeland Security. (2008), <u>National Incident Management System (NIMS)</u>. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (June 2016), <u>National Prevention Framework.</u> Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (June 2016), <u>National Protection Framework.</u> Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (June 2016), <u>National Mitigation Framework.</u> Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (June 2016), <u>National Response Framework</u>. Washington D.C. Government Printing Office.
- United States. Department of Homeland Security. (June 2016), <u>National Disaster Recovery Framework.</u> Washington D.C. Government Printing Office
- United States. Department of Homeland Security. (November 2011), <u>National Preparedness System</u>. Washington D.C. Government Printing Office.

State

- State of Florida. Division of Emergency Management. (updated 2012), <u>Local Comprehensive Emergency Management Plan Compliance Crosswalk</u>.
- State of Florida. Division of Emergency Management. (2018), <u>State Comprehensive Emergency Management Plan.</u>

II. Situation

A. Hazard Identification

Escambia County is vulnerable to a wide range of natural and man-made hazards that threaten its communities, businesses, citizens, and environment. In coordination with the County Local Mitigation Strategy (LMS) Committee, numerous hazards that pose the greatest risks to the County were identified and assessed based upon the risks and potential impacts from those hazards. The following pages identify the various hazards that threaten the community with a broad vulnerability and risk assessment. A more detailed risk and vulnerability assessment can be found in the County LMS plan which is located on the County website at *www.myescambia.com*.

Hurricanes

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Hurricane is believed to be derived from the Native American storm god, HURIKAN or UrCane, and with Florida coastline vulnerable to both to the Atlantic Ocean and the Gulf of Mexico, both areas are potential origination points for tropical activity. With this geographic location, it is understandable as to why Florida experiences more hurricanes than any other part of the Country.

Tropical Storms and Hurricanes are categorized by its maximum sustained winds utilizing the Saffir-Simpson Scale as identified in table 1:

Saffir-Simpson Scale

Category	*Wind Speeds*
Tropical Storm	39-73 mph
Category 1	74-95 mph
Category 2	96-110 mph
Category 3	111-129 mph
Category 4	130-156 mph
Category 5	157+ mph

Table 1

Though hurricanes are categorized by their maximum sustained winds, they bring additional hazard threats to include flying debris, storm surge, tornadoes, and heavy rainfall that can cause inland and riverine flooding in low lying areas.

Escambia County has a long history of tropical storm and hurricane impacts that are recorded as far back as 1559 when the Spanish tried to make its first settlement here in Pensacola. And because of our geographical location, the probability of being impacted by the next hurricane to threaten our area is 1 in 8, see figure 3. Between 1900 and 2010, Escambia County has been struck directly by 14 hurricanes, 8 of them being major, see figure 1 and 2. And that statistically, the County is brushed or hit every 2.28 years by a hurricane or tropical storm[1].

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[1] (SOURCE: HurricaneCity.com. http://www.hurricanecity.com/city/pensacola.htm. November 1, 2018)
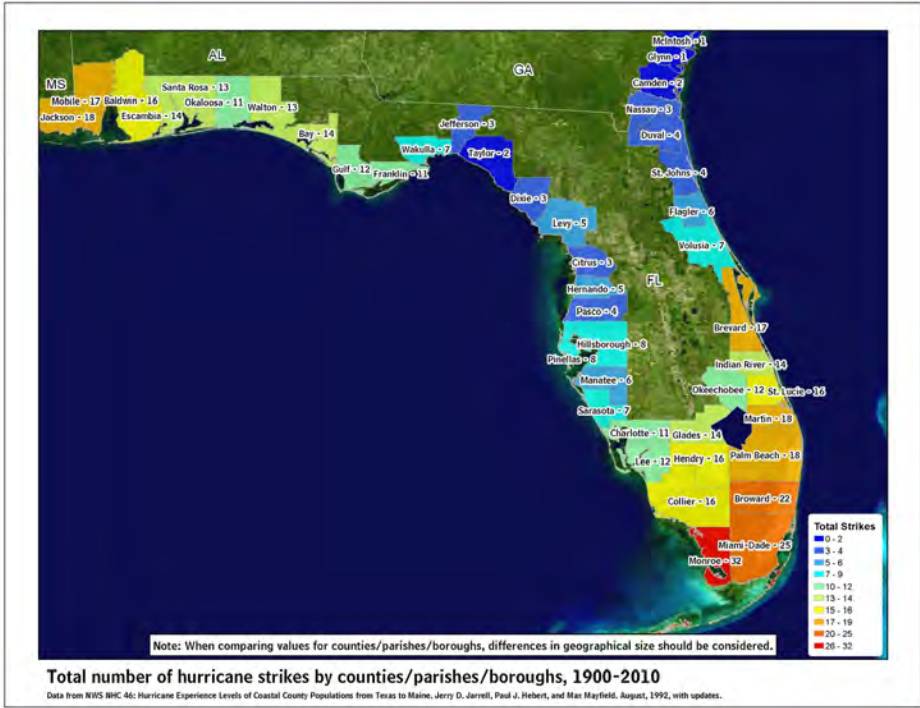
(SOURCE: National Hurricane Center. www.nhc.noaa.gov/climo/ November 1, 2018)

Figure 1
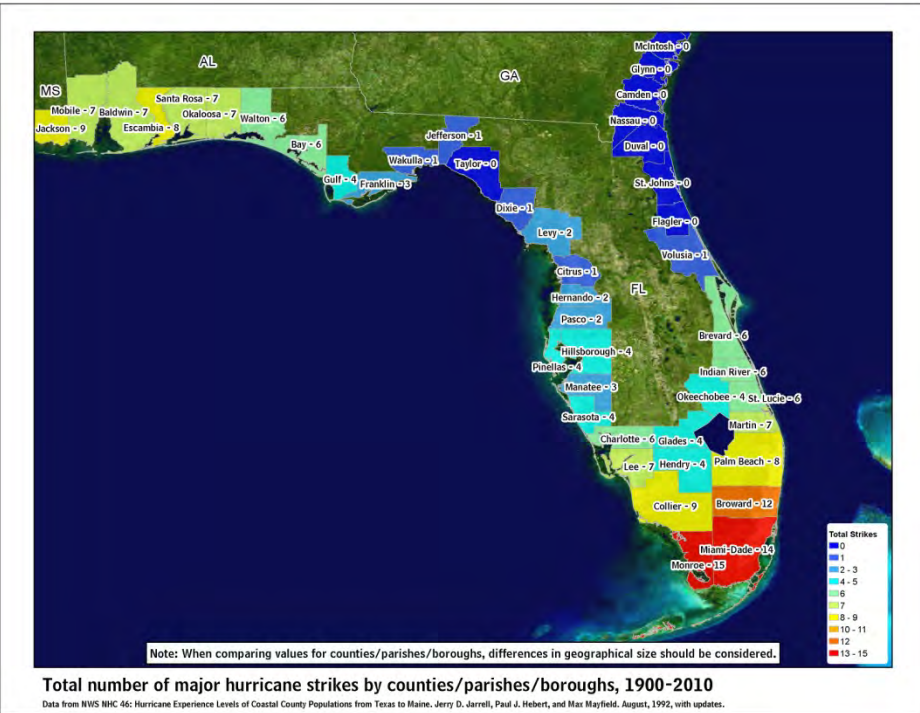
(SOURCE: National Hurricane Center. www.nhc.noaa.gov/climo/ November 1, 2018)

Figure 2

Florida Hurricane Strike Probability Statistics

(SOURCE: Florida Hurricane Strike Probability Statistics. Adapted from www.floridahurricane.net. November 1, 2018)
Figure 3

It is difficult to create a risk map that differentiates risk levels at the local level for hurricanes, but for regional and national risks, which is the level from which hurricanes typically impact communities, figure 4 identifies the County in a high-risk zone for hurricane.

(SOURCE: http://alertsystemsgroup.com/earthquake-early-warning/informative-maps/. November 1, 2018)
Figure 4

Recent History of Hurricanes
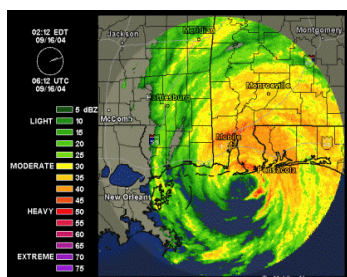
September 16, 2004, Hurricane Ivan made landfall just west of Gulf Shores, Alabama as a Category 3 hurricane, putting Escambia County in the worst part of the storm. In general, rainfall amounts were 3-7", with one report of 15.75" at the WEAR TV station. Storm surge was estimated to be 10-15' with wave action on top of the surge in many areas. This storm caused significant damage to the community, most severely in the Category 3 storm surge area of the County with homes being completely stripped from their foundations. The I-10 Bridge over Escambia Bay between Santa Rosa and Escambia County had numerous sections of the bridge damaged or destroyed as a result of the storm surge. There were approximately 1,020 homes and businesses destroyed, another 1,346 with major damage, and 292 with minor damage.
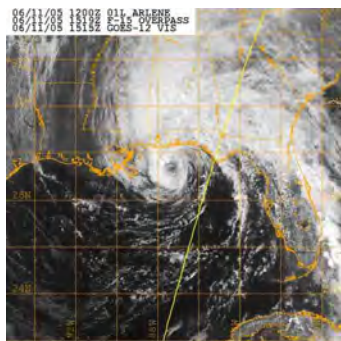
June 11, 2005, Tropical Storm Arlene made landfall just west of Pensacola dropping approximately 3-4" inches of rain with approximately 60 mph winds, causing little damage.
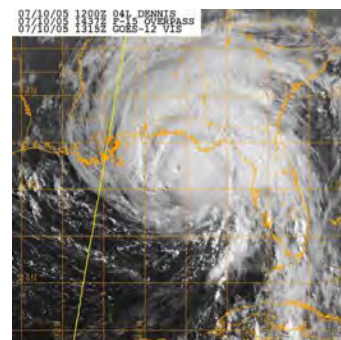
July 10, 2005, Hurricane Dennis made landfall on Santa Rosa Island, between Navarre Beach and Gulf Breeze as a Category 3 storm. Dennis brought 6-7' storm surge and produced approximately 3-5" of rainfall. The storm caused moderate damage to the community.
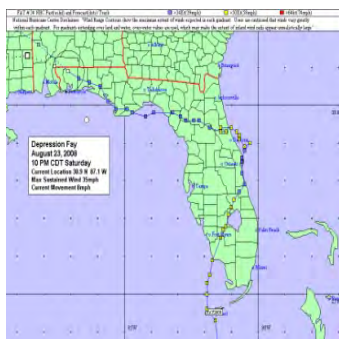
August 23, 2008, Tropical Storm Fay weakened into a tropical depression as it came across Escambia County. Though several other locations in the State received in excess of 20" of rain, Escambia was spared with no impacts from this event.

August 31, 2008, Hurricane Gustav brushed by Escambia County on its way to Louisiana. Though no significant rainfall was produced, storm surge from 3-5' did impact the coastal areas and caused a few condominiums to flood on Pensacola Beach. Winds were slightly gusty, but no significant wind damage was reported. However, the beaches were significantly damaged by heavy wave action on top of already high storm surge causing approximately $11.75 million in beach erosion damage. Otherwise, impacts elsewhere in the County were minimal.

September 11, 2008, Hurricane Ike a Category 2 storm at landfall, passed by Escambia County with less impact than Gustav, producing little to no rainfall, less gusty winds, but still managed a 3-5' of storm surge, causing the same homes to be flooded as were flooded in Gustav, and an additional $9.375 million in beach erosion damages. Otherwise, impacts elsewhere in the County were minimal.

October 9, 2009, Hurricane Ida became extra-tropical as it made landfall in east Baldwin County, Alabama and moved northeast through Escambia County. Impacts and damages were contained to significant beach erosion with little other impacts to the County.

2010-2018, there have been no tropical events that had any significant threat or impacts to Escambia County.

Flooding

Floods are one of the most commonly occurring hazards in the United States[2]. Storm surge, riverine, and closed basin inland flooding are the three types of flood hazards that are a threat and can have significant impacts in the County.

Storm surge will impact the coastal and riverine areas of the County because of the storm surge being pushed into the bays, bayous, and riverine areas from conditions of a significant tropical event. Both the County and the City are at risk from storm surge, with the potential impacts varying depending upon the conditions of the storm. Storm surge maps that identify those risk areas are available and can be found on the websites:

County website: www.myescambia.com or www.bereadyescambia.com
State website: www.floridadisaster.org

Riverine flooding and inland flooding risks are identified by the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs), which identify the risk of flooding on these maps and for those areas within the County and its jurisdictions. Each jurisdiction has flood zones as identified on the FEMA FIRMs, but the unincorporated areas of the County have the larger areas and the larger potential threat and impact potential.

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[2] (SOURCE: Floods. www.ready.gov/floods August 19, 2014)

The various flood zones from the FIRMs are listed in table 2 along with the associated flood risks. It is important that the message be clear about flooding to our community; EVERYBODY lives in a flood zone, and that it is merely a difference in the amount of risk between hose zones and where people live. Just because a property is not in an identified flood zone on the FIRM does not mean the property escapes flood risk. The risk is merely lower than those identified and describe on the FIRM.

Zone	DESCRIPTION
A	Areas subject to inundation by the 1-percent-annual-chance flood event. Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown.
AE, A1-A30	Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. BFEs are shown within these zones. (Zone AE is used on new and revised maps in place of Zones A1–A30.)
AH	Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are 1–3 feet. BFEs derived from detailed hydraulic analyses are shown in this zone.
AO	Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are 1–3 feet. Average flood depths derived from detailed hydraulic analyses are shown within this zone.
AR	Areas that result from the decertification of a previously accredited flood protection system that is determined to be in the process of being restored to provide base flood protection.
A99	Areas subject to inundation by the 1-percent-annual-chance flood event, but which will ultimately be protected upon completion of an under-construction Federal flood protection system. These are areas of special flood hazard where enough progress has been made on the construction of a protection system, such as dikes, dams, and levees, to consider it complete for insurance rating purposes. Zone A99 may be used only when the flood protection system has reached specified statutory progress toward completion. No BFEs or flood depths are shown.
V	Areas along coasts subject to inundation by the 1-percent-annual-chance flood event with additional hazards associated with storm-induced waves. Because detailed hydraulic analyses have not been performed, no Base Flood Elevations (BFEs) or flood depths are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.
VE and V1 through 30	Areas subject to inundation by the 1-percent-annual-chance flood event with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.

(SOURCE: Special Flood Hazard Areas-High Risk. Adapted from FEMA Map Service Center, http://www.fema.gov/floodplain-management/zone-ve-and-v1-30 December 2013)
Table 2

Flood maps that identify the flood zones in all the County jurisdictions are maintained by internal Geographic Information Systems (GIS) department staff and can also be found at the following websites:

www.myescambia.com

www.bereadyescambia.com
www.cityofpensacola.com
www.fema.gov

Recent History of Flooding

September 1998-Hurricane George dropped up to 24" of rain in the inland portions of the County causing severe damages and impacts from the resulting flooding, leaving hundreds of people isolated and stranded in and from their homes.

2002-T.S. Isadore, though it was only a tropical storm, the impacts and effects of the surge were greater than that of a typical tropical storm. Storm surge and wave action from this incident rose high enough to impact all the bayous and many homes along those waterways. Several homes became isolated. Ft. Pickens Road was closed and damages, while the dunes on Pensacola Beach significantly eroded.

June/July 2003-Tropical Storm Bill began what eventually became a wet month of rain with many "close calls" at it related to damaging flood impacts. T.S. Bill began with 8" of rain that was consistent throughout the County. However, with drainage systems full and standing water everywhere from Bill, severe weather continued throughout the month bringing heavy rain and, in several instances, rain falling at the rate of 3+" an hour. With the drainage system, culverts, and holding pods at capacity, each day of heavy rain brought rising water into people's yards, with water threatening to flood homes. Little damage was incurred, but response operations dealing with rising water was a constant activity for the County Road Department. Fortunately, impacts were minimal in the City and the Town, merely because of where the most significant rainfall occurred.

September 11, 2004 Hurricane Ivan brought significant storm surge and wave action with some areas seeing upwards of 15' of storm surge with wave action adding to that height. Ivan impacted many areas of the County, but a few neighborhoods took a major impact and received significant damage. Grand Lagoon and Navy Point neighborhoods were a couple of the highlights where home slabs were the only identifiable marks left on private and commercial property. Within the City of Pensacola, many business and industrial districts were destroyed to include City Hall being shut down for almost two years. Inland areas of the County, to include the Town of Century escaped flooding issues, but did have to manage wind damage from the storm.

August 31, 2008-Hurricane Gustav also brushed by Escambia County on its way to Louisiana with little impact from rain and wind, but once again, storm surge in the range of 3'-5' impacted the coastal beaches, causing a few condominiums to be flooded on Pensacola Beach with additional beach erosion impacts estimated at $11.75 million.

September 11, 2008-Hurricane Ike, a Category 2 storm at landfall, brushed by Escambia County with less impact than Gustav, producing little to no rainfall and minimal gusty winds, but still produced approximately 3-5' of storm surge, causing similar flood impacts as Gustav and an additional $9.375 million in beach erosion damages.

June 9, 2012-A low pressure system stalled over the area and produced 15"-27" of rain over a three-day period, with a significant portion coming over a 24-hour period. One report identified West Pensacola receiving 21.7" of rain in a 24-hour period. As it relates to residential property, there were 78 with major damage, 150 with minor damage, and an additional 55 that were impacted. Total public infrastructure damage was estimated at just over $23 million.

April 28-30, 2014-This flash flood/rain event was a record for the Pensacola/Escambia County area. On the 29th, Pensacola International Airport received 15.55" of rain on that calendar day, which is the greatest calendar day of rain since 1871. In one hour, 5.68" of rain fell. The two-day total was

20.47" of rain. Applying the 1-hour total, this event could be considered a 200-500 yr event. This caused significant flooding, mostly outside of the designated 100 yr. designated areas of the County causing significant road damage and washouts, significant structure damage and washout, and other significant infrastructure damage and washout, all within a significantly short period of time.[3]

Hazardous Materials:

 Escambia County is at risk from a variety of hazardous materials incidents. These incidents can occur at either fixed facilities in the County or from the transportation of hazardous material through the County and can be a simple as a vehicle accident leaking fuel and oils, to large tanker trucks running over the edge of an overpass, to a train derailment and release. Certainly, because of the risk of moving hazardous materials, there are more transportation accidents involving hazardous materials in Escambia County than those that occur at fixed facilities. These transportation accidents can occur on roadways, railways, waterways, air and pipelines.

Recent History of Hazmat Incidents:

1979-A railway tanker derailed and leaked Anhydrous Ammonia which caused a few fatalities.

2014-During a rare ice storm, a train derailment occurred in Molino, that derailed 24 cars from which one tanker released upwards of 30,000 gallons of phosphoric acid into Fletcher Creek that feeds into Escambia River.

August 2016-A large nitrous oxide tank exploded at the Airgas facility at the Ascend Performance chemical plant killing one person. There was no immediate threat to the neighboring community.

January 2017-International Paper's Cantonment mill explosion occurred because of a mixture of off-gases and air combined to make an explosive environment around a digester on-site, when an ignition source initiated the blast. Wood fiber, water, and pulping liquor was released and fell to the ground starting from the plant, across highway 29, and onto homes and private property primarily in the Woodbury Circle neighborhood.

The Code of Federal Regulations (CFR), 40 CFR 302, establishes the list of extremely hazardous substances, threshold planning quantities, and facility notification responsibilities necessary for the development and implementation of State and local emergency response plans.

Facilities storing, using, or transporting hazardous materials with certain characteristics, and specific quantities as listed in 40 CFR 302, that may be of critical risk to safety, health and life of a community, must report that information to the local, state, and Federal government so as to assist

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[3] (SOURCE: National Weather Service. www.srh.noaa.gov/mob/?n=flashflood_04292014. August 21, 2014.)

in identifying those materials and where they are located, so the risk can be assessed and planned for by the community. This CFR section is where the term "302 facility" originated and was coined.

Currently there are approximately 106 "302" facilities in Escambia County. SRIA has one (1), the Town of Century has four (4), the City of Pensacola has approximately forty (40), and the unincorporated County has the approximate remaining sixty-one (61) "302" facilities. Ascend Performance Materials the world's largest manufacturer of Nylon, and Cerex Advance Fabrics, are two companies both located in the central east portion of the County and are the largest 302 facilities.

The County uses *CAMEO FM,* a system of software applications used widely to plan for and respond to chemical emergencies. The CAMEO program identifies each facility and creates a worst-case scenario vulnerable zone (VZ) around that facility to help in the planning process to understand all the areas that could potentially be impacted by a chemical release or accident.   To define the hazard areas for our "302" hazards, we use the output of "worst-case scenarios" from the *CAMEO FM* Program. When you show all the worst-case VZ's for all the "302" facilities in the County, all of the heavily populated areas are at risk from at least one of the "302" facilities. Only the very rural areas in the northern portions of the County, along with Perdido beaches stand to be minimally impacted.

The threat of future incidents involving hazardous materials is ever increasing not only from our own County's growth and increasing demand for hazardous products, but also from homeland security threats. The County also is a major transportation route where by hazardous materials are constantly traveling through the community in the immediate proximity of citizens, homes, and local businesses. Transportation of hazardous materials via highways, airport, railways, waterways, or pipelines requires citizens to live within vulnerable areas of hazardous materials. Although, the probability and risk of a hazardous material event happening in the future certainly exits, the overall risk remains low due to stringent industry regulation and scrutiny of such facilities and transports. "302" facility data is maintained by the County Division of Emergency Management.

Each transportation risk associated with hazardous materials will be discussed individually below:

Roadways

There are four major roadways in Escambia County that transport significant quantities of hazardous materials:

U.S. 98

U.S. 98 is located near the coastline and travels through extensive urban areas in Escambia County, and is used heavily by tourists in the summer. U.S. 98 crosses extensive wetland areas, as well as bays and bayous.

Interstate 10

I-10 is a divided four/six lane highway that travels East to West through Escambia County and the Panhandle of Florida. The highway passes through significant urban areas in Escambia County, as well as numerous wetlands, rivers and bay crossings.

U.S. 90

U.S. 90 and U.S. ALT 90 carry high volumes of traffic in Escambia County, and serve as the main access routes for chemical plants in northern Escambia County. There are also large numbers of businesses and residences located along these roadways.

U.S. 29

U.S. 29 travels the entire north-south length of Escambia County. Hwy 29 travels from the south in highly populated areas, through to the rural central and northern parts of the County.

Railways

Two major railways are located in Escambia County serving industries and ports: Alabama & Gulf Coast Railway (AGCR) and CSX Transportation. The AGCR runs from Atmore, Alabama to the Port of Pensacola. The railway runs parallel to roadways in Escambia County and through highly populated areas in Pensacola, Ensley and Cantonment**.**

CSX Transportation railway runs from Century due South to Escambia Bay and then turns East all the way to Tallahassee. The rail parallels Highway 90 and passes through communities in and around Highway 90. Gasoline and molten Sulfur are the main hazardous materials transported on these railways.

Waterways

Escambia County numerous port facilities that handle hazardous materials, as well as the Intercoastal Waterway, which leads to various other port facilities along the Gulf Coast. Both the City of Pensacola and the County have a geographical risk to waterway accidents as they are located along the coast of the Gulf of Mexico.

Even though Escambia County and the City of Pensacola have had no waterway hazardous material accidents occur in their jurisdictions, barge accidents have occurred in collisions with bridges and other boat traffic in neighboring jurisdictions. Packing, loading/unloading also presents a hazardous materials risk at the Port in Pensacola.

Pipelines

Escambia County contains numerous high-pressure natural gas lines owned by Koch Gateway Pipeline Co., Florida Gas Transmission, Five Flags Pipeline Co. and Okaloosa Gas. Substantial fire and explosions could occur due to accidental damage to lines by unauthorized excavation. Exxon Pipeline Co. has a 16" crude oil pipeline in the northern portion of the County; the line is used for pumping crude and processed oil from Escambia and Santa Rosa Counties oil fields**.**

In 2001, a high-volume natural gas line ruptured and exploded near a local car dealership with flames engulfing a large truck, damaging several cars at the dealership, and closing a major road in Escambia County temporarily.

The City of Pensacola has no major pipeline running through the City or along the beaches of Perdido Key and Pensacola Beach. The pipelines run mainly along highway 29 in the central and northern parts of the County, and in and around the Town of Century.

Airports/Aircraft

Escambia County is home to the Pensacola International Airport, Pensacola Naval Air Station (NAS), and 10 other public/private minor airports. With strict guidelines and regulations, airport

and aircraft accidents have been kept to minimum. However, with all of these airfields, flight paths do take aircraft over populated areas daily and includes flight paths that impact each of the jurisdictions. Pensacola International Airport and Pensacola NAS are the primary airfields that have larger aircraft and larger passenger aircraft. Most of the other airfields have smaller private planes.

In 1979, "Donna" a National Airline 727 crashed in the Pensacola Bay right off the shore from Pensacola and Escambia County causing several deaths.

July 11, 1996, a USAF F-16 evacuating from its northern home base to NAS, crashed at the intersection of Schwab and Caswell Court, hit a home, and killed a little boy and injured five others.

In 1997, one person died when an engine blew apart on the runway at Pensacola regional Airport.

In 2003, a home-built light aircraft lost power and crashed into some high voltage power lines and killed the pilot.

In 2004, a small Bonanza plane ran out of gas and crashed in the Cantonment area killing the only person on board.

Tornados/Waterspouts

Florida ranks third in the U.S. for the average number of tornadoes each year from 1991-2010 as identified in Figure 6. Most tornados in this area are of short duration, usually one to three minutes, and have narrower paths than tornados found elsewhere. The damage caused by a tornado increases if the tornado touches down in a highly populated and developed area. Actual damage in the County in recent years has been minimal. Figure 5 identifies the national risk to tornadoes and figure 6 identifies the average number of tornadoes by state.
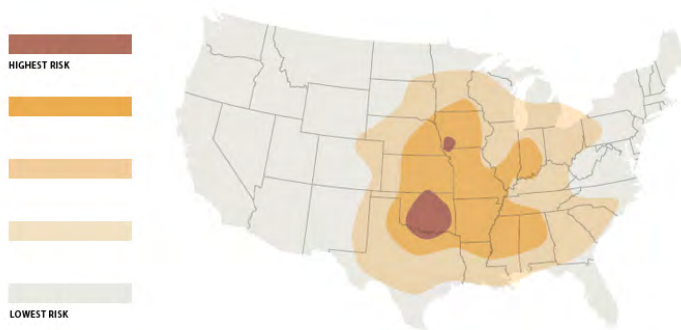
(source: http://alertsystemsgroup.com/earthquake-early-warning/informative-maps/. November 5, 2018)
Figure 5
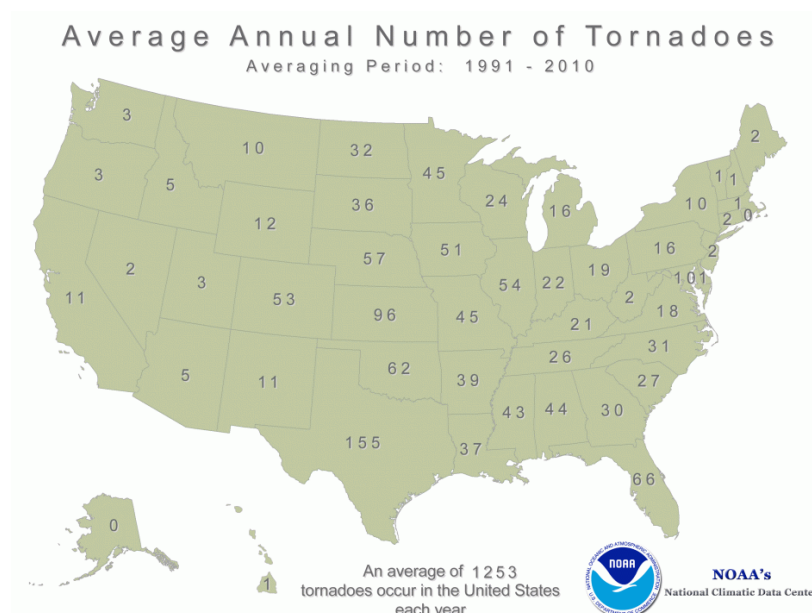
Figure 6

Though the intensity phrase is fairly layman in terms, the meaning is quite matter of fact. Historically, Escambia County has only had a few F3's, with most tornados experienced typically being F0 and F1. Most of the time, tornados come and go so quickly; they are not even categorized, as there is not enough evidence or eyewitnesses to support a determination. From 1953-2012, there have been ninety-one (91) reported tornados. Tornados are very destructive in nature, appear with little or no warning, and can be spawned from severe thunderstorms or hurricanes.

Like hurricanes, tornados are classified by their wind speed and destructiveness. Table 3 identifies the Fujita Scale (FS) was updated in February of 2007 to the Enhanced F Scale.

EF SCALE	
EF Rating	**3 Second Gust (mph)**
0	65-85
1	86-110
2	111-135
3	136-165
4	166-200
5	Over 200

(source https://www.spc.noaa.gov/faq/tornado/ef-scale.html November 5, 2018)
Table 3

Recent History of Tornados

October 2001, the Central and Southern portions of the County had several tornados touchdown in a severe thunderstorm. One of the tornados nearly pulled the roof off one home, a shed was pushed into a homeowners' swimming pool, and debris was flown everywhere, even breaking a brick wall.

In 2002, a spring thunderstorm created a tornado in the central portion of the County, which destroyed a barn and moved a mobile home off its block foundation.

 2003-This picture is of a waterspout right off Pensacola Beach. No damage was reported, and the funnel disappeared as quickly as it appeared.

October 18, 2007 there was an EF1 tornado that went through the downtown Pensacola area causing minor damage to a few structures.

February 17, 2008, there was an EF1 tornado in the Molino area causing damage to numerous homes and businesses.

March 9, 2011 McDavid experienced an EF1 tornado.

February 15, 2016 there was an EF 3 that traveled from Molino up through Century causing significant damage to the Town of Century and injuring three people.

February 23, 2016 there was an additional ESF 3 tornado that again caused significant damage from Lanier Drive traveling to the north east up through Northpointe and Harbour Square and injuring three people.

There are no local geographical differentiations that create a lower or high risk within the County, and because of the randomness and unpredictability of tornados, the entire population of Escambia County and all its jurisdictions are vulnerable to the impacts and damages from tornados.

Freezes

Escambia County typically has severe freezing temperatures in short duration every year with long term hard freezing weather occurring every few years. Because of freezing temperatures, Escambia County can expect to experience crop damage, icing on roadways, ruptured pipes, as well as, the increased threat to the lives of the homeless and elderly. The threat and risk from freezing temperatures increases the further north you travel in the County and the farther away you move from the coastal areas. As the Town of Century resides at the northern-most area of our County, The Town is most vulnerable to freezing temperatures than any other jurisdiction of the County. Along the coast, the Gulf of Mexico winds tend to keep temperatures a little milder. Figure 7 & 8 identify some of the geographical references and potential for freezing temperatures in the County:

(source: https://www.weather.gov/mfl/about_cold, November 6, 2018)
Figure 7
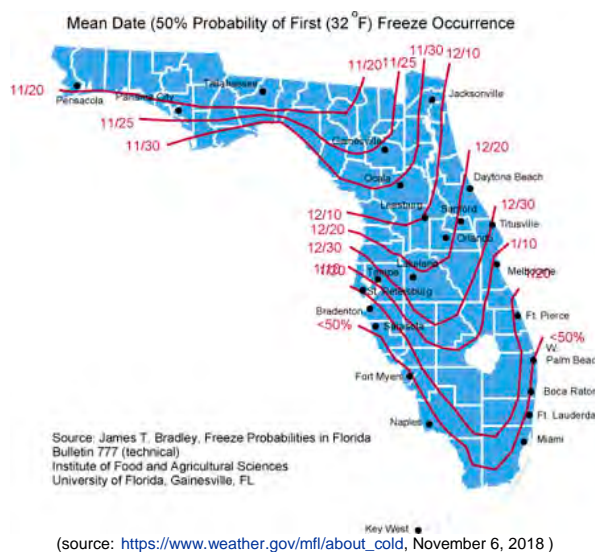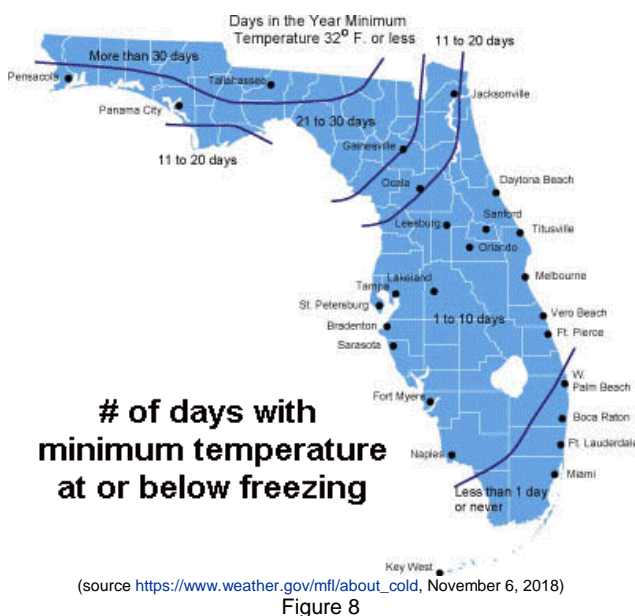
(source https://www.weather.gov/mfl/about_cold, November 6, 2018)
Figure 8

Recent History of Freezing

In 1993, "Storm of the Century," the Town of Century received two inches of snow on the ground with some roads icing over causing minor inconveniences for its residents.

2010 proved to be a cold winter with a stretch of approximately 10 days with temperatures staying at or below freezing every night, with the day time temperatures barely reaching above freezing. February 12 provided a report of some snowfall in the Walnut Hill and Ensley areas, along with a bigger day on February 14th providing snow flurries through most of the County, with accumulations of up to a ½ an inch in the northern part of the County[4].

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[4] (Source: http://www.srh.noaa.gov/news/display_cmsstory.php?wfo=mob&storyid=48262&source=0 and http://en.wikipedia.org/wiki/List_of_snow_incidents_in_Florida)

January 2014 winter storm basically shut down the entire County for three days with an ice storm that produced a blanket of sleet over the entire County. Every bridge in the County was closed and frozen over.

Figure 9 also depicts the probabilities of lower temperatures in the state.
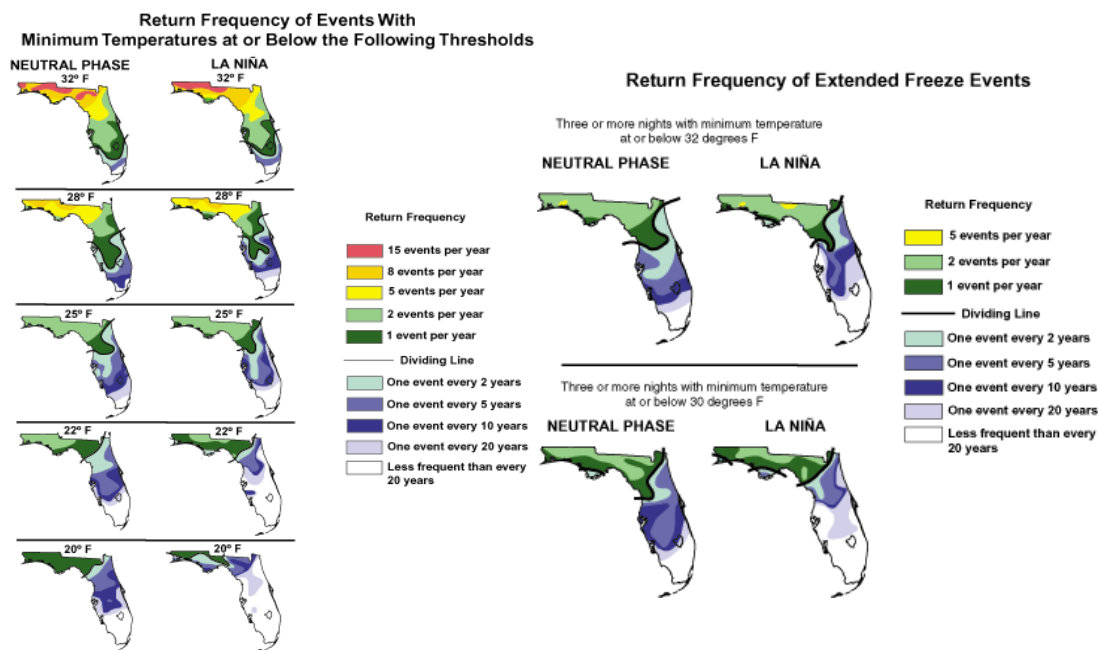
(Source: Florida Climate Center, Office of State Climatologist, Florida State University)
Figure 9

Structural Fires

Just like any community, structure fires are part of the daily response activities for first responders. The County and all jurisdictions within, have a diverse structure population that includes high rise condominiums and hotels on the barrier islands, dense residential and commercial areas within the City and unincorporated County, with rural populations in the central and northern part of the County.

In 2013, Escambia County responded to 43 commercial structure fires, 183 residential structure fires, and 73 brush fires, while serving a community of approximately 250,000 residents in Escambia County, Pensacola Beach, and the Town of Century.

In 2017, the City of Pensacola responded to 21 commercial structure fires and 45 residential structure fires, while serving a community of approximately 52,000 residents.

Severe Thunderstorms

Florida is ranked number one for lightning deaths in the United States from 2007-2016 with 51 deaths recorded[5]. Northwest Florida averages between 70 and 80 thunderstorms each year. Lightning, straight-line winds, large hail, heavy rains, flooding and tornados are the primary characteristics of a severe storm and to classify a storm as "severe" one the following characteristics are required:

• hail 3/4" or greater
• wind gusting in excess of 50 knots (57.5 mph)
• a tornado

Recent History of Severe Thunder Storms

2002- A couple was walking out by Fort Pickens, when lightning struck and killed them.

2003-At the Blue Angels Show on Pensacola Beach, a couple was struck by lightning from a fast approaching storm that killed one person and injured another.

December 14, 2016-A man in Molino was struck and killed by lightning.

Mass Immigration

Escambia County and its jurisdictions are not favorably suited geographically, for mass immigration from other countries. But every year, the County does experience an influx of spring breakers and summer vacationers because of the beautiful beaches found on Perdido Key and Pensacola Beach, which have become popular vacation destinations, along with several other special events occurring in downtown Pensacola and on Pensacola Beach throughout the year. However, consideration must also be given for an influx of people that may be evacuating from other communities threatened or experiencing disaster, some of which may relocate permanently.

Civil Disturbance

Civil disturbances could occur at any time at any location for a variety of reasons. High density population centers, military bases, and correctional institutions are generally the most likely targets.

Whether civil disturbances are caused by large groups of people during spring break or because of special interest groups capitalizing on a polarizing issues, incidents, or activity, there will always an opportunity for something to impact any one of the County jurisdictions and communities. No one jurisdiction is exempt nor highlights a difference in risk.

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[5] (source: https://www.accuweather.com/en/weather-news/why-florida-ranks-highest-for-lightning-fatalities-in-the-us/70004543 November 6, 2018)

Coastal Oil Spills/Releases

Escambia County has witnessed several oil spills along the Gulf of Mexico over the years, but with no specific impact to our community until 2010. However, with over 27,000 abandoned wells in the Gulf of Mexico[6], there remains a constant risk of small leakage and potential landfall impacts and damages.

Recent History of Coastal Oil Spills/Releases

June 3, 1979- An exploratory well Ixtoc 1 blew out and released approximately 140 million gallons of crude oil.

August 10, 1993-Three ships collided releasing approximately 336,000 gallons of No. 6 fuel oil into Tampa Bay.

November 28, 2000-An oil tanker released 567,000 gallons of crude oil into the lower Mississippi River.

September 2004- Hurricane Ivan caused numerous releases into the Gulf of Mexico from damaged pipelines and platforms in the Gulf.

September 2005- As a result of Hurricane Katrina, there were 44 oil spills found in southeast Louisiana with millions of gallons reportedly spilled.

April 20, 2010-A fire and explosion occurred at approximately 11:00 PM CDT, April 20, 2010 on the DEEPWATER HORIZON, a semisubmersible drilling platform, with more than 120 crew aboard. The DEEPWATER HORIZON is located some 50 miles SE of the Mississippi Delta. It was estimate that 4.9 million barrels of oil had been released by the well[7]. Approximately 2.9 million pounds of oil was recovered in Escambia County.

Drought

Drought is a protracted period of deficient precipitation resulting in extensive damage to crops, resulting in loss of yield. Some researchers even define drought by discipline[8]:

Meteorological Drought
Agricultural Drought
Hydrological Drought
Hydrological and Land Use
Socioeconomic Drought

Though forecasting drought is done more regionally at the national level, there are tools that help monitor the drought situation on a real-time basis. The Keetch-Byram Drought Index (KBDI) or U.S. drought monitor provide more real-time situational evaluations of drought that may be occurring or is occurring. Data is typically updated daily by the Florida Forest Service it relates to the KBDI index and the U.S. Drought monitor is maintained typically on a weekly basis by NOAA and the USDA, examples of each is found in figure 10.

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[6] (Source: AP investigation: http://www.google.com/hostednews/ap/article/ALeqM5gz8SP1X8Y6bOR5kwCcuxUdV1XwLgD9GPVQ0G1)

[7] (SOURCE: http://www.restorethegulf.gov/release/2010/08/02/us-scientific-teams-refine-estimates-oil-flow-bps-well-prior-capping)

[8] (Source: National Drought Mitigation Center www.drought.unl.edu/whatis/concepts.htm)
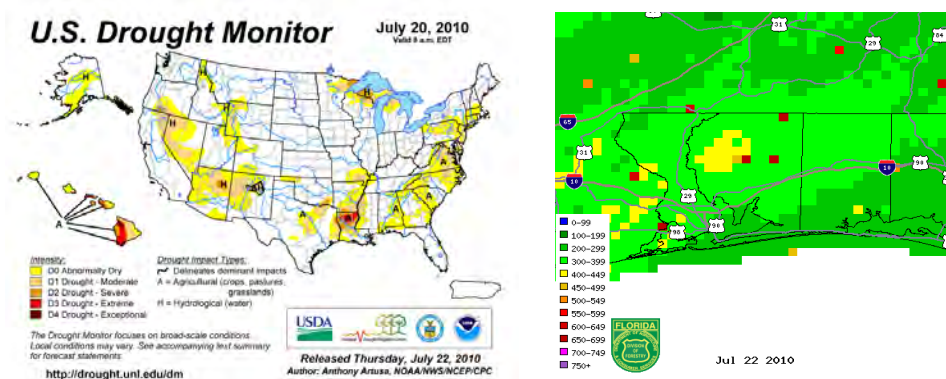
Figure 10

Recent History of Drought

In 1990, there was some water restrictions imposed for the entire County and its municipalities, though the restrictions were short lived.

1997- there was a U.S. Department of Agriculture Disaster Declaration to include Alabama and six of the Florida panhandle counties.

1998-there was a U.S. Department of Agriculture Disaster Declaration for all sixty-seven (67) counties of Florida.

2000-again, there was a U.S. Department of Agriculture Disaster Declaration for most of the state of Florida to include Escambia County, with SBA providing low interest loans for businesses.

Each jurisdiction within the County has the potential to feel the impacts of drought, though with different consequences since the community is diverse with population and development centers in the southern portions of the County, and agriculture and farming industries found in the central and northern parts of the County.

Nuclear Attack

Nuclear attack has become less and less of a risk since the "cold war" has ended, almost to the point where other weapons of choice may produce more damaging effects. Nuclear weapons require such high technological expertise, that only a few countries in the world have nuclear weapons. However, the potential for "dirty bombs" and other methods of distribution for nuclear and radioactive materials have become more prominent in the minds of people in recent years because of on-going terrorist activities throughout the world. Having a military naval air station in the community would likely raise the potential for attack, but the overall chances would be minimal.

However, some may take a different perspective when looking at the over all risks to the United States, such as the Bulletin of the Atomic Scientists who manage the symbolic Doomsday Clock. Since 2007, the group of scientists have moved the clock closer to midnight on several occasions with the threat of nuclear attack being the prime motivator with other global factors such as climate change and larger threats to humanity.

Other than the bombings in World War II, there have been no other nuclear attacks or nuclear material dirty bomb incidents to reflect upon. Though world tensions remain high for a variety of reasons, it still appears the risk of nuclear attack remains low.

Radiation Hazard

There are no nuclear plants within 50 miles of the County and its jurisdiction, and there are no facilities that regularly handle radiation in amounts that are considered dangerous to the community. Hospitals typically are the few facilities that manage radioactive material for medical procedures on a regular basis.

However, with major transportation routes through the community, there are radiation hazards that travel through our community on a regular basis. As an example, there is radioactive waste material from some of the Florida nuclear power plants that travel through our community on its way to proper disposal sites. As a result, there are radiation hazards to the community, but the risks are minimalized through heavy government regulation over the transportation of such materials.

Recent History of Radiological Incidents

1993 - the only known radiation accident involved an automobile running into a typical neighborhood storage facility, that exposed a small amount of radioactive material being stored in the facility. There was no risk to people or property as this was a small amount of material and ultimately, none was released.

Wildfire

Florida has a 12-month wildfire season, with the peak of the season found during the spring months. Wildfires are typically ignited by either lightning, or in most cases, as a result of human beings, whether intentional or as a result of an accident. In 2013, the County responded to 73 brush fires.

The Florida Wildland Fire Risk Assessment System (FRAS) and the Southern Wildfire Risk Assessment Portal (SouthWRAP) are two tools available that will depict wildfire risk to the community. The website for information and the tool can be found at the website: http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildfire/Resources/Fire-Tools-and-Downloads/Florida-s-Wildland-Fire-Risk-Assessment-System-FRAS.

The general wildfire risk areas of the County fall typically on the southwest side of the County and the central and northern parts of the County where forested areas still exist. An example of the SouthWRAP is identified in Figure 11.
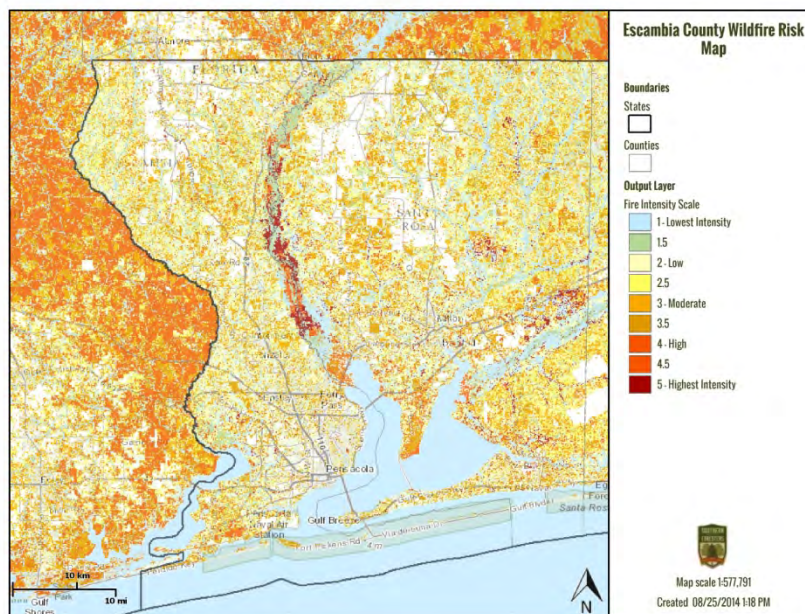
(SOURCE: http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildfire/Resources/Fire-Tools-and-Downloads/Florida-s-Wildland-Fire-Risk-Assessment-System-FRAS. November 6, 2018)

Figure 11

Recent Wildfire History

In 2000: 1,400-acre wildfire near Dog Track road in the southwest part of the County.

In 2001: 1,100-acre wildfire on the Hurst Hammock community.

In 2013-Twenty-one small wildfires were reported for the County with a total of 373 acres burned.

In 2018, January-98 acres burned off Lillian Highway

In 2018, May approximately 70 acres burned in Jones Swamp.

Domestic Security

The potential for terrorism exists within the US; however, the risk of international or homegrown violent extremists acting specifically within Escambia County is relatively low. This is due in part to its citizens, the community's attributes, as well as, the pro-activity of law enforcement, the response community, and the interagency cooperation and communication present within the County.

However, low risk does not translate into zero risk. Escambia County is comprised of the typical community and governmental infrastructure, facilities, military facilities, and special events venues that one may find in any established, medium-sized community around the country. And when you combine that with an attractive climate and beautiful beaches that draw large numbers of tourists and visitors to the community, there are those types of individuals whose discontent with government, or other views, if taken to the extreme, may take advantage of those community attributes for potential nefarious activities.

Escambia County has no history of international terrorism and only a limited number of incidents that would be classified as domestic security incidents. These incidents have been of low severity, but depending upon the circumstances, there always remains a potential for a high severity/high cost incident to occur. Continued community diligence will keep that threat low and the risk minimal.

Recent History of Domestic Security Incidents

1984-Abortion clinic bombing in Escambia County. The incident gained national attention.

1994-An abortion doctor and his bodyguard were shot and killed, and the Doctor's wife injured. The perpetrator was executed in 2003 for that crime.

Sinkholes

Sinkholes are a natural and common geologic feature in north-central Florida. Sinkholes are formed when rain dissolves underground limestone or when surface materials collapse into underlying cavities in the rock. Abrupt collapse-type sinkholes have become more common over the past twenty-five years, primarily due to activities of humans such as withdrawal of groundwater, diversion of surface water, or construction of ponds. The map in figure 12 shows the potential for sinkholes in the State of Florida.

Area IV (pink) where cover is more than 200 feet thick-consists of cohesive sediments interlayered with discontinuous carbonate beds. Sinkholes are very few, but several large diameter, deep sinkholes occur. Cover collapse sinkholes dominate.
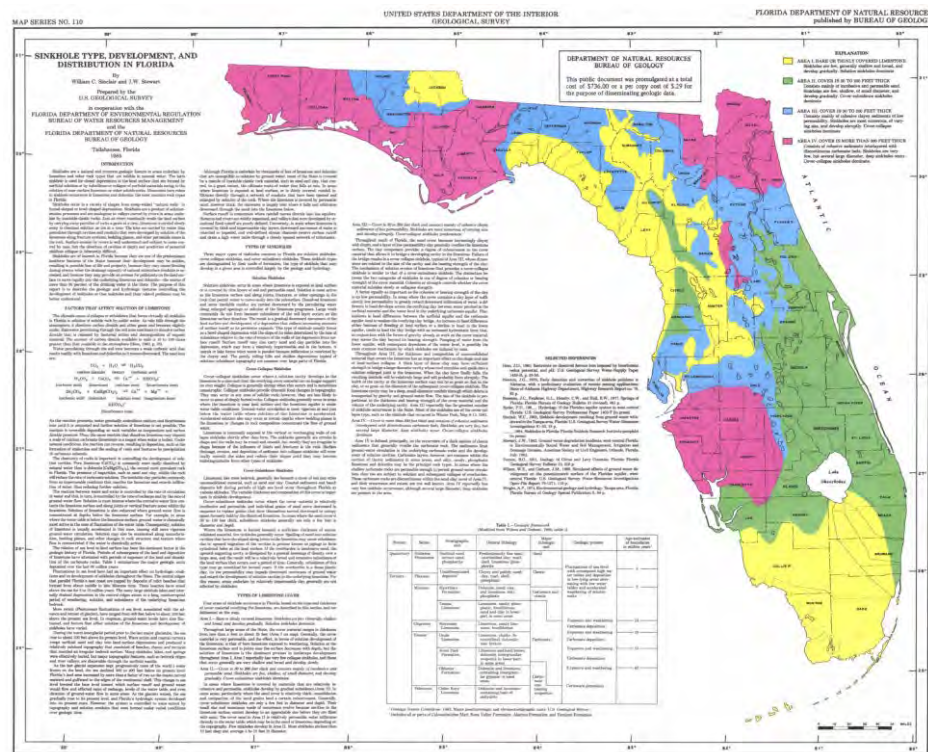
(SOURCE: U.S. Department of the Interior, Geologic Survey. https://floridadep.gov/fgs, November 6, 2018.)
Figure 12

Recent History of Sinkholes

2002 -a sinkhole did open on the interstate (I-10), closing a lane of traffic until it could be filled. The cause of the sinkhole was undetermined.

As the map shows, the **risk** of sinkholes occurring here in Escambia County **is low**. Because figure 4 does not have any specific delineation through Escambia County, the risks for sinkholes remain the same for each jurisdiction. And because there is no apparent difference in that risk, no hazard map was generated for this hazard.

Earthquake

"There is a former plate boundary in Florida, because most of Florida was once part of Africa. The suture is buried quite deep and is not a zone of active plate movement now, but there are many ancient faults associated with it. Other (newer) faults in Florida are associated with the thick sedimentary successions deposited on the western Florida continental shelf. These faults form when thick masses of sediment start to slide slowly downward because of their great and unevenly distributed weight. Earthquakes are commonly associated with movement on growth faults, as these are called. Other earthquakes may be caused by ground settling from water or hydrocarbon extraction. Major earthquakes are unknown in Florida, and minor earthquakes are not common, but they do occur. The two largest earthquakes recorded in Florida, according to the US Geological Survey database, occurred in 1780 and 1879." (David Kopaska-Merkel, Staff Hydrogeology Division, Geological Survey of Alabama, 1998). The map in Figure 13 shows the potential risk around the country.
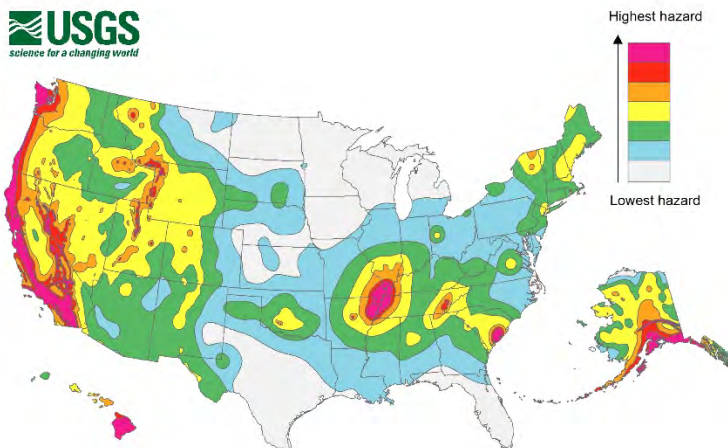
(Source: https://earthquake.usgs.gov/hazards/hazmaps/conterminous/2014/images/HazardMap2014_lg.jpg, November 6, 2018)
Figure 13

Recent History of Earthquakes

There have been several tremors over the past several years mostly located in Alabama, with tremors felt in northern Florida.

October of 1997, a 4.9 magnitude earthquake was recorded near Littleville, Alabama that was felt through McDavid, Pensacola, Walnut Hill, down to Perdido and as far east as Milton and Elgin AFB,

with Century feeling most of the tremors causing some homes built off grade to slide off their foundations. Little did people realize, earthquake insurance is an addendum to homeowner's insurance with people now realizing earthquakes are possible in Florida.

September of 2003, a 3.3 magnitude earthquake was recorded 35 miles southeast of Jackson, Alabama that was felt in northern Escambia County, with no reports of any damage.

February 10, 2006, a 5.2 hit 250 miles south-southwest of Apalachicola, Florida. No damages reported.

September 10, 2006, a 6.0 earthquake impacted the Gulf of Mexico approximately 250 miles south-southwest of Apalachicola, Florida. No damages reported.

February 18, 2011, a 3.5 magnitude earthquake was recorded approximately 10 miles off the coast of Baldwin County, Alabama. No damages were reported.

March/April 2019-As a result of the Bahamas Fracture Seismic Zone (the BSZ), nine small earthquakes were reported:

> 3/6/19-2.7 magnitude quake occurred between Jay and Century, Florida
> 3/11/19-3.1 magnitude quake occurred just outside of Flomaton, Alabama
> 3/12/19-2.3 magnitude quake occurred in Flomaton, Alabama
> 3/13/19-2.2 magnitude quake occurred about 1.1 miles south of Pollard, Alabama
> 3/24/19-2.5 magnitude quake occurred near Century, Florida
> 4/11/19-2.6, 2.8, and 2.5 quake occurred in and around Escambia County, Alabama
> 4/12/19-1.8 magnitude quake occurred in Escambia County, Alabama

Figure 14 identifies the seismic activity in Florida from 1973-November 6, 2018.
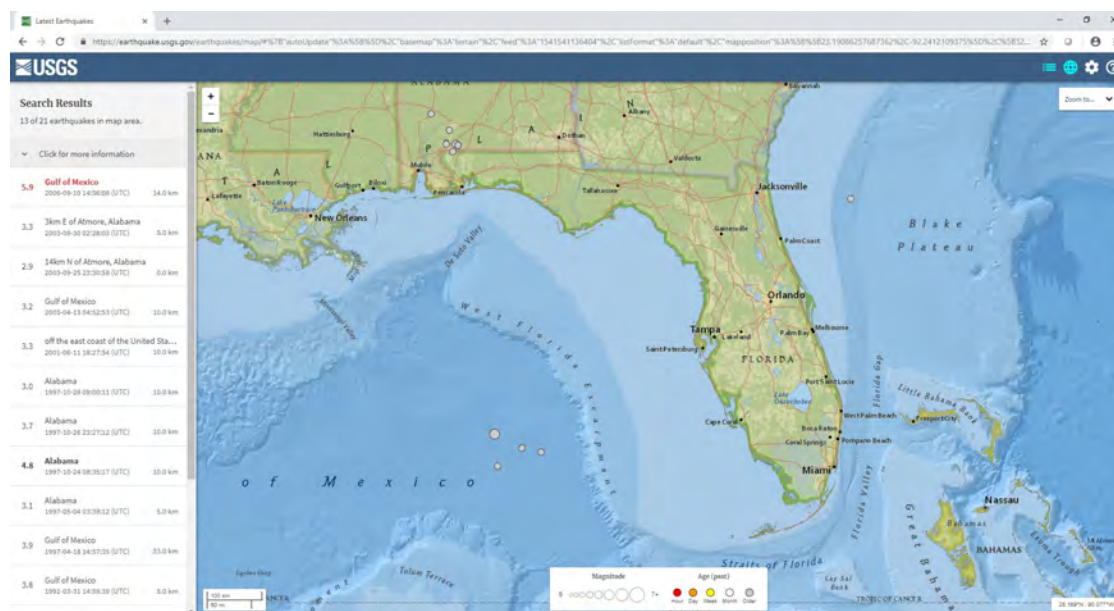
(Source https://earthquake.usgs.gov/earthquakes/, November 6, 2018)
Figure 14

Tsunamis

There has been only one tsunami recorded along the Gulf coast from an earthquake off Puerto Rico in 1918. And though the risk to the Gulf Coast for tsunamis is considered very low, underwater landslides could be the most likely tsunami source. [9]

While there are three historical ancient landslide sources in the Gulf of Mexico, there are an additional three probabilistic landslide sources found with Transect A, B, and D as found in Figure 15 below.

However, the risk for this type of landslide is very low. Specific impact and inundation modeling and data is being studied by Texas A&M University at the time of this CEMP writing and the County is hopeful to acquire and evaluate this data in the near future for operational planning purposes.
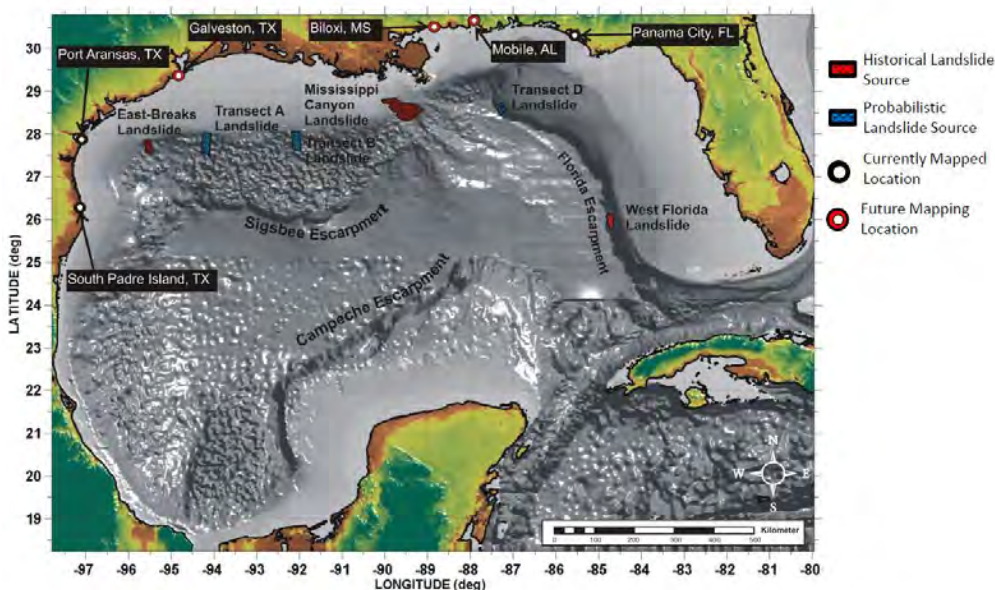
Figure 15

Dam/Levee Failure

Escambia County has approximately 86 permitted and 9 unpermitted dams, mostly earthen. According to the Florida Water Management District (NWFWMD), the dams are earthen berm type, with a primary spillway constructed of a durable material such as metal, concrete or PVC and an auxiliary or emergency spillway which was most frequently constructed as an earthen spillway. All permitted facilities required the installation of a low-level dewatering device. Almost all the dams are low risk dams, with just two rated as high risk due to the potential impacts if the dam was to

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[9] https://nws.weather.gov/nthmp/ushazard.html#gulf, November 6, 2018

breach and have complete failure.   Those dams that are identified as high risk are required to have inundation studies completed that identify the potential impacts due to dam failure.

The NWFWMD maintains a listing of the dams and the risk assessment for each dam.

Landslide/Erosion

The term landslide includes a wide range of ground movement, such as rock falls, deep failure of slopes, and shallow debris flows. Although gravity acting on an over steepened slope is the primary reason for a landslide, slope material may also become saturated with water and turn into a debris or mud flow. The resulting slurry of rock and mud may pick up trees, houses, and cars, thus blocking bridges and tributaries causing flooding along its path.

Typically, the scale of landslides here in the County can be related to a wave at the beach slowly taking a small area of sand where it eventually slides off into the gulf. Other slopes around the County are also relatively gradual, and any landslide that occurs will be a result of erosion from the rain or normal river and stream activity.

In the central and northern parts of the County, there is gradually farmland slope erosion that may cause sections of soil to slide down gradual slopes that become saturated with water or erode with heavy rainfall as the water works its way into the natural grade winding to local streams and rivers.

On the barrier islands, gradual beach erosion occurs every day, with significant impacts typically a result of tropical events.

However, submarine landslides are also a potential threat that may impact the potential for tsunami. Those submarine landslides are addressed under the Tsunami hazard presented in the previous pages.

Recent History of Erosion

1995-two hurricanes Erin and Opal. Opal particularly, took a major toll on Pensacola Beach, particularly with the beaches ability to rejuvenate itself through natural means moving into the future.

1998-Hurricane George totally wiped out what was left of Pensacola Beach.

2001- T.S. Isadore broke through the beach dune/berm and removed what was left of the dune/berm system protecting property along the beach on Pensacola Beach.

2004 and 2005, Hurricanes Ivan and Dennis significantly impacted Pensacola Beach with the removal of almost the entire beach and the dune/berm system along the beach protecting homes and businesses.

2008- Hurricane Ike and Gustav again significantly eroded Pensacola Beach.

2014-With the record rainfall for Pensacola, significant erosion occurred in several areas of the County and City, eroding away roads, earthen dams, and even along the Scenic Highway Bluffs.

Disease and Pandemic Outbreaks

Most efforts in analyzing the impacts and effects of disease and pandemic have been done at the national level. Because of the dynamics involved with the spread of disease and pandemic, a local

level assessment has not been conducted specifically, but the local understanding that if a pandemic does impact our community, it will quickly overwhelm our local healthcare system. The U.S. Department of Health and Human Services Pandemic Influenza Plan 2017 Update[10] provides pandemic planning assumptions, tools, interval framework, risk assessments, and operational plans in support of a potential pandemic in this country. The planning assumptions to consider from this document are as follows:

Planning Assumptions

Given the difficulty associated with estimating timing or impact, pandemic planning is based on the following assumptions about viral epidemiology and human susceptibility:

- Delays in availability of vaccines and shortages of antiviral drugs are likely, particularly early in the pandemic.
- The seasonality of a pandemic cannot be predicted with certainty. With seasonal influenza, peak disease usually occurs during December through March in the United States. During the 2009 A(H1N1) pandemic, the first cases were identified in April, and widespread US community outbreaks first began in August, with illness peaking in October 2009, months earlier than is routinely seen with seasonal influenza.
- The novel virus will have the ability to spread rapidly worldwide.
- If the pandemic is characterized by severe disease, it will have the potential to disrupt national and community infrastructures (including health care, transportation, commerce, utilities, and public safety) due to widespread illness, absenteeism, and death among workers and their families, as well as concern about ongoing exposure to the virus.
- Not all jurisdictions will experience clusters of disease simultaneously; however, near simultaneous clusters likely will occur in many communities across the United States, thereby limiting the ability of any jurisdiction to support and assist other jurisdictions.
- During a pandemic, infection in a localized area can last about six to eight weeks. At least two pandemic disease waves will occur. Following the pandemic, the newly circulating virus is likely to become a regularly occurring seasonal influenza.
- Immunity to the novel pandemic influenza subtype will vary based on the strain of the virus, but most people will likely be susceptible, depending on whether a similar strain has circulated in previous seasons.
- The clinical disease attack rate could range from 20% to 30% of the overall population. Illness rates will likely vary by age group (and other epidemiologic characteristics) and could create selective pressures on segments of the community, such as nursing homes or schools.
- The typical incubation period (the time between acquiring the infection and becoming ill) for influenza averages two days (range is one to four days).
- Of those who become ill with influenza, up to 50% will seek outpatient medical care.
- The number of hospitalizations and deaths will depend on the severity of the disease and the success of steps to mitigate its transmission. Nonetheless, estimates could differ by as much as a factor of 10 between more and less severe scenarios.
- Risk groups for severe and fatal infections cannot be predicted with certainty. During annual fall and winter influenza seasons, infants and the elderly, people with certain chronic illnesses, people with morbid obesity, and pregnant women are usually at higher risk of complications from influenza infections than other groups. In contrast, in the 1918 pandemic, deaths were notably evident among young, previously healthy adults; in 2009, elderly people were disproportionately spared severe illness and death.
- People who become infected will shed virus and transmit infection for up to one day before the onset of illness.

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[10] https://www.cdc.gov/flu/pandemic-resources/pdf/pan-flu-report-2017v2.pdf, 2017

- Viral shedding and the risk for transmission will be greatest during the first two days of illness and may persist for five to seven days.
- Children will shed the greatest amount of virus and, therefore, are likely to pose the greatest risk for transmission.
- The most severely ill people with influenza will shed the most virus for the longest period of time.
- One or two secondary infections will occur as a result of transmission from someone who is ill. In contrast, some estimates from past pandemics have been higher, with up to three secondary infections per primary case.

Table 4 provides estimates of illness; outpatient medical care; hospitalizations; intensive care unit care; and deaths for moderate, severe, and very severe influenza pandemics. These estimates are based on scenarios that are unmitigated, meaning that they do not account for public health interventions that would likely be implemented during a pandemic. For comparison, the 2014–2015 season was at the high end of severity for seasonal influenza, with an estimated 974,206 hospitalizations, due to a significantly drifted influenza A(H3N2) virus for which the vaccine was not effective.

Pandemic Severity (based upon multiple factors)	Transmissibility (%of US population with clinical illness)	Illness	Outpatient medical care	Hospitalization	ICU care	Deaths
Moderate	20%	64,000,000	32,000,00	800,000	160,000	48,000
	30%	96,000,000	48,000,000	1,200,000	240,000	72,000
Severe	20%	64,000,000	32,000,000	3,800,000	1,200,000	510,000
	30%	96,000,000	48,000,000	5,800,000	1,700,000	770,000
Very Severe	20%	64,000,000	32,000,000	7,700,000	2,300,000	1,300,000
	30%	96,000,000	48,000,000	11,500,000	3,500,000	1,930,000

Estimated Illness, Types of Medical Care, and Deaths from a Moderate to Very Severe Influenza Pandemic
(source: https://www.cdc.gov/flu/pandemic-resources/pdf/pan-flu-report-2017v2.pdf, November 6, 2018)
Table 4

Recent History of Pandemic

The "Spanish Flu", 1918-1919

Began in August 1918 in three disparate locations: Brest, Boston and Freetown. An unusually severe and deadly strain of influenza spread worldwide. The disease spread across the world, killing 25 million in the course of six months; some estimates put the total of those killed worldwide at well over twice that number. An estimated 17 million died in India, 500,000 in the USA and 200,000 in the UK. It vanished within 18 months and the actual strain was never determined, though some recent attempts at reconstructing genes from the virus have been successful.

Antibiotic-resistant superbugs may also revive diseases previously regarded as 'conquered'.

In 2003, there were concerns that **SARS**, a new highly contagious form of pneumonia, might have become pandemic.

In February 2004, **avian influenza virus** was detected in pigs in Vietnam, increasing fears of the emergence of new variant strains. It is feared that if the avian influenza virus undergoes antigenic shift with a human influenza virus, the new subtype created could be both highly contagious and highly lethal in humans. Such a subtype could cause a global influenza pandemic, similar to the Spanish Flu, or the lower mortality pandemics the Asian Flu and the Hong Kong Flu.

In November 2004 the director for the western region of the World Health Organization said that an influenza pandemic was inevitable and called for urgent plans to combat the virus.

In 2009, the H1N1 "Swine Flu" emerged in the U.S. Though it was not as significant as first thought. The World Health Organization is reporting worldwide as of July 23, 2010, more than 214 countries

and territories have reported laboratory confirmed cases of H1N1 2009, including over 18,366 deaths. This number is certainly underreported.

In 2014, the Ebola virus ravaged western Africa and for the first time, and at the time of this writing, 2 cases have been contracted in the U.S. The Ebola outbreak in Africa is unprecedented and is currently still evolving around the world.

Exotic Pests and Disease

With little local specific data, per our local Extension Services Office, financial impact calculations cannot yet be estimated. The northern portion of Escambia County does have several types of rotated crops along with livestock farms and the impacts from exotic pests and disease could be felt if there was an impact in the County. Historically, rabies and tree destroying organisms are the primary concern for the central and northern portions of the County.

Special Events

Escambia County and its surrounding jurisdictions have numerous audience/crowd generating events, from the Pensacola Beach annual air show featuring the Blue Angels, local bar/restaurant concerts, concerts on Pensacola Beach and/or Perdido Key, Downtown Pensacola Gallery Night, Beulah Festival concert, 4th of July fireworks displays, to many other local crowd generating activities. The events will typically attract a few hundred to a few thousand attendees, upwards of 30,000-40,000 people, with the annual air show attracting 100,000-150,000 per day over the weekend event. Most of the events occur in the southern portion of the County on the beaches or in downtown Pensacola venues. Whenever you gather many people together in one location, exposure to the weather conditions or personal altercations will likely occur making most planned community events law enforcement or medically focused.

B. Hazard Risk and Impact Assessment:

A broad risk and impact assessment is being provided in table 5. However, the LMS plan has a more detailed assessment for reference. The LMS plan can be found on the County website at https://myescambia.com/our-services/development-services/planning-zoning/local-mitigation-strategy.

HAZARD IDENTIFICATION AND VULNERBILITY ASSESSMENT								
	POTENTIAL HAZARD RISK TO LOCALITY*				POTENTIAL IMPACT TO LOCALITY***			
HAZARD	ESCAMBIA COUNTY	CITY OF PENSACOLA	SANTA ROSA ISLAND AUTHORITY	TOWN OF CENTURY	ESCAMBIA COUNTY	CITY OF PENSACOLA	SANTA ROSA ISLAND AUTHORITY	TOWN OF CENTURY
HURRICANE/TROPICAL STORMS	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH
STORM SURGE	HIGH	HIGH	HIGH	LOW	HIGH	HIGH	HIGH	LOW
FLOODING	MODERATE	MODERATE	MODERATE	MODERATE	HIGH	HIGH	HIGH	HIGH
HAZARDOUS MATERIALS INCIDENT	LOW	LOW	LOW	LOW	LOW	LOW	HIGH	LOW
TORNADO	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
FREEZE	LOW	LOW	LOW	MODERATE	LOW	LOW	LOW	MODERATE
STRUCTURAL FIRES	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
THUNDERSTORMS	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	LOW	HIGH
MASS IMMIGRATIONS/CIVIL DISTURBANCE	LOW	LOW	LOW	LOW	LOW	LOW	HIGH	LOW
DROUGHT	MODERATE	LOW	LOW	LOW	MODERATE	LOW	LOW	LOW
NUCLEAR ATTACK	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
RADIATION HAZARD	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
WILDFIRES	MODERATE	N/A	N/A	LOW	MODERATE	LOW	LOW	LOW
DOMESTIC SECURITY/ TERRORISM	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
SINK HOLES	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
EARTHQUAKE	LOW	LOW	LOW	LOW	LOW	LOW	LOW	LOW
TSUNAMI	LOW	LOW	LOW	N/A	LOW	LOW	LOW	LOW
DAM/LOCK BREACH	LOW	LOW	N/A	LOW	LOW	LOW	LOW	LOW
LANDSLIDE/EROSION	LOW	LOW	HIGH	LOW	LOW	LOW	MODERATE	LOW
LIGHTNING	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH
PANDEMIC INCIDENT	LOW	LOW	LOW	LOW	MODERATE	MODERATE	MODERATE	MODERATE
COASTAL OIL SPILL	LOW	LOW	LOW	N/A	LOW	LOW	LOW	LOW

*Potential Hazard Risk to Locality-the liklihood of an incident to occur in any given year. (Subjective analysis)
LOW-unlikely to occur in any given year
MODERATE-possible to occur in any given year
HIGH-likely to occur in any given year
***Potential Impact to Locality-Criteria as identified in the Escambia County Local Mitigation Strategy Plan (2010)
LOW-special portions of the population affected; day to day operations not affected; minor cosmetic damage to structure possible.
MODERATE-approximately 50% of population affected, mobile homes, and poorly built or maintained structures impacted.
HIGH-significant portions of the population impacted, major damage to old, poorly maintained mobile home structures, some damage to newer structure built to recent code.

Table 5

The risk and impact assessment includes an analysis of the numbers and types of structures, potential economic impacts, and an analysis on critical facilities. Critical facilities are those structures and systems that provide essential government services to the public. This may include fire, law enforcement, medical, EOC, shelters, water treatment facilities, communications towers, healthcare facilities, government offices, and business service and product suppliers. And with technology a key factor in every aspect of the lives of people today, critical facilities will include systems such as computer networks and servers.

County EM maintains a critical facilities list that is also a data layer within the GIS and is readily available for access and view.

C. Mapping the Hazards

The County and City have Geographical Information Systems (GIS) staff that manages jurisdictional mapping data to include various hazard vulnerabilities where vulnerabilities can be differentiated at the local level. These hazard maps are maintained within the GIS and are available as needed, with some of the data available to the public through the County and City websites. Those maps that are available include the following:

- FEMA Digital FIRMs

- Beach Erosion
- Wetlands
- Storm Surge
- Wildland fire
- Building code wind zones
- Dams & Levees
- "302" hazardous facilities

The LMS plan has taken the hazard vulnerability assessment further to include an analysis of the potential impacts of the hazards on the local community. The assessment identifies those impacts on types of structures and infrastructure, to include critical facilities, and with a basic economic analysis. For access to this more detailed information, the LMS plan can be accessed through the County website at: https://myescambia.com/our-services/development-services/planning-zoning/local-mitigation-strategy.

D. Geographic Information

Escambia County is the western most County in the panhandle of Florida and is bordered on the west and north by the state of Alabama, on the east by Santa Rosa County, and on the south by the Gulf of Mexico. The County contains 661 square miles of land area, with some 213 square miles of surface water jurisdiction making up the jurisdictions of Pensacola, the Town of Century, as well as the County proper. The physical topography of the land can be divided into two groups: coastal lowlands and western highlands. The coastal lowlands consist of a series of broad, nearly level, marine terraces extending several miles inland from the coast to a near elevation of 100 feet. The western highlands, with elevations above 100 feet, include a gently sloping to strongly sloping series of hills and valleys beginning approximately 10 miles north of Pensacola. The County's elevation ranges from sea level to 200 feet above sea level in the northern part of the County, with an average elevation of 69 feet above sea level.
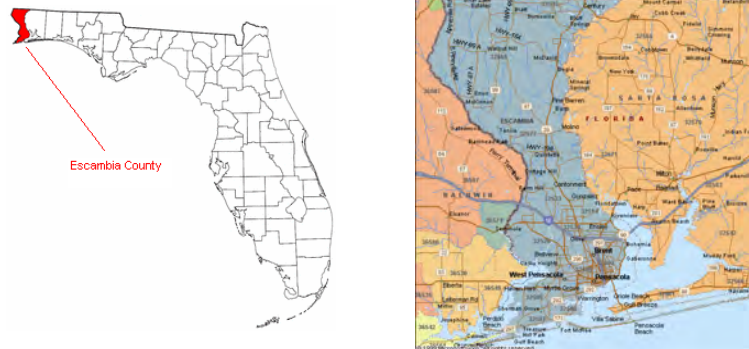
Figure 16

Drainage patterns tend to be toward the Escambia River Basin along the east side of the County, which flows into Escambia Bay. Along the west side of the County, streams flow toward the Perdido River Basin, which then flow into Perdido Bay. The flood-prone areas of the County are synonymous with the environmentally sensitive wetland areas located along these drainage basins. These wetlands provide satisfactory natural drainage control to eliminate flooding from normal weather conditions. Flood-prone areas of Escambia County are identified in the Flood Insurance Rate Maps (FIRMs) maintained by the each of the jurisdictions in the County. FIRMs can be found on-line at the following websites:

- www.myescambia.com
- www.bereadyescambia.com
- www.cityofpensacola.com

- www.fema.gov

Industrial and commercial land use is primarily located in the southern portion of Escambia County. Residential areas surround the commercial and industrial areas in the County. Agricultural land uses occur primarily in northern sections of the County. The tourist-related development is occurring in the south and southwest areas of the County primarily on the barrier islands. Development in areas subject to tides (i.e., storm flooding) is systematic and regulated. Most critical care and response facilities are located well above any flood-prone or storm surge high-risk locations. The County and City maintain land-use and drainage basin study area maps in the GIS that depict the type of development restrictions throughout each jurisdiction and can also be viewed on-line at:

- www.myescambia.com
- www.cityofpensacola.com

E. Demographic Information

With beautiful beaches on Perdido Key and Pensacola Beach, and the population center focusing around the City of Pensacola, Pensacola Naval Air Station, and many community activities, most people in Escambia County live, work, and play near the coastline. With an estimated County population of over 300,000 people, add to that approximately 2,686,221 tourists and travelers coming to Escambia County and Pensacola annually (2017) blending into those coastline and lifestyle activities that residents enjoy each day, the threat of natural and man-made disasters is something the community needs to be aware of the potential impacts that could threaten not only lives and property, but also economic interests of each person, family, and business. Table 6 identifies some of the basic population and demographic data representing the three jurisdictions in the County.

	Data source	Unincorporated Escambia County	City of Pensacola	Town of Century	Total
Geography					
Land area (sq. miles)	3	662.35	22.70	3.28	688.33
water area (sq. miles)	3	213.21	16.96	0.06	17.02
Total		875.56	39.66	3.34	705.35
Population and Demographic Information					
Population 2017 est.	2	254,523	53,250	1,801	309,574
Population Density	calc.	384	2,346	549	-
Persons under 19	2	63,676	13,009	241	76,926
Persons 20-64 yrs	2	152,226	30,797	791	183,814
Persons 65 years and over	2	39,082	9,444	308	48,834
Inmates	2	1,600	0	1,373 (state)	2,973
Homeless Population (Escambia and Santa Rosa est. 2017, under reported)	4	n/a	n/a	n/a	632
Population Below Poverty	2	n/a	n/a	n/a	n/a
Migrant Population	9	n/a	n/a	n/a	minimal
Tourist Surge (2017 est.)	10	n/a	n/a	n/a	2,686,221
Special Needs Registered	6	n/a	n/a	n/a	456

Disability Status (non-institutionalized)					
With a disability under 18 yrs.	2	3,068	747	29	3,844
With a disability 18-64 yrs.	2	17,666	4,182	108	21,956
With a disability 65 yrs. and over	2	13,970	3,683	117	17,770
Total					43,570
Languages other than English spoken at home					
Spanish (Speaks English less than "very well")	2	2,126	266	6	2,398
Other Indo-European languages (speaks English less than "very well")	2	704	179	2	885
Asian and Pacific Islander languages (speaks English less than "very well")	2	2,520	505	0	3,025
Other languages (speaks English less than "very well")	2	148	58	0	206
Total					3,489
Housing					
Total Housing Units	2	112,626	25,261	806	138,693
Housing Density	calc.	170	1,113	245	-
Fixed structure	2	77,287	25,170	569	103,026
Mobile Home	2	9,186	91	237	9,514
RV/Boat/Van/etc.	2	86	0	0	86
Year structure built					
2010 or later	2	2,786	296	6	3,088
2000-2009	2	20,712	1,719	0	22,431
1990-1999	2	21,457	2,258	177	23,892
1980-1989	2	21,851	3,805	110	25,766
1970-1979	2	19,845	4,813	125	24,783
1960-1969	2	11,284	3,476	98	14,858
1950-1959	2	9,249	4,110	65	13,424
1940-1949	2	3,706	1,906	55	5,667
1939 or earlier	2	1,908	2,878	97	4,883
Median Property Value	2	$121,800	$145,700	$51,700	
Employment by Industry					
Agriculture, forestry, fishing, hunting, and mining	2	1,022	122	11	1,155
Construction	2	5,817	1,323	14	7,154
Manufacturing	2	5,453	963	23	6,421
Wholesale trade	2	1,939	555	12	2,506
Retail trade	2	18,315	3,136	108	21,559
Transportation, warehousing, and utilities	2	5,265	921	26	6,212
Information	2	1,817	426	7	2,250
Finance and insurance, and real estate and rental and leasing	2	8,915	1,874	38	10,827

Professional, scientific, and management, and administrative and waste management services	2	10,577	3,007	18	13,602
Educational services, and healthcare and social services	2	22,934	6,193	77	29,204
Arts, entertainment, recreation, accommodation, and food services	2	11,894	3,220	111	15,225
Other services, except public administration	2	6,025	1,286	68	7,379
Public administration	2	6,862	1,035	45	7,942
Income					
Mean Household Income	2	$60,675.00	$64,646.00	$33,052.00	-
Median Household Income	2	$46,117.00	$45,931.00	$25,114.00	-
Mean Family Income	2	$73,623.00	$84,886.00	$43,038.00	-
Median Family Income	2	$58,650.00	$63,253.00	$32,500.00	-
Healthcare Facilities					
		# of facilities	**# of beds**		
Nursing Homes	7	14	1,793		
Intermediate Care Facility for the Developmentally Disabled	7	5	129		
Assisted Living Facilities	7	26	1,627		
Hospitals	7	4	1,648		
Ambulatory Surgery Centers	7	10	n/a		
Adult Day Care Facilities	7	1	57		
Total		60	5,254		
Miscellaneous Data					
		Number	**spaces**	**spaces**	**spaces**
Marinas*	8	30	1422 wet	1992 dry	55 transient
Mobile Home/RV Parks*	5	198	3,560 (mobile home)	936 (RV)	

2. SOURCE: American Community Survey (U.S. Census) 2016 (2012-2016 5-year estimates)
3. SOURCE: 2010 U.S. Census data
4. SOURCE: Opening Doors Northwest Florida data 2017
5. SOURCE: Florida Health Department in Escambia County, November 2018
6. SOURCE: Emergency Management SPNS Registry November 2018
7. SOURCE: Agency for Health Care Administration November 2018
8. SOURCE: Escambia County Marine Resources Division September 2014
9. Escambia County Extension Office
*Data maintained specifically by County GIS
10. Visit Pensacola, The Pensacola Experience presentation.
https://res.cloudinary.com/simpleview/image/upload/v1/clients/pensacola/Visit_Pensacola_Tourism_Week_Research_Presentation_2_13221128-20d2-47cd-a359-6481cadae81a.pdf

Table 6

III. Concept of Operations

A. General Overview

Section 252.35(a), Florida Statutes, requires the Comprehensive Emergency Management Plan to address minor, major and catastrophic disasters. These levels of disaster are defined as:

Minor Disaster: *A disaster that will likely be within the response capability of local government and will result in only a minimal need for state or federal assistance.*

Major Disaster: *A disaster that will likely exceed local capability and require a broad range of state and federal assistance. The Federal Emergency Management Agency (FEMA) will be notified with potential federal assistance being pre-dominantly recovery oriented.*

Catastrophic Disaster: A disaster that will require massive state and federal assistance, including immediate military involvement. Federal assistance will involve response and recovery assets and assistance.

Section 943.312, Florida Statutes, established seven Regional Domestic Security Task Forces (RDSTF) for providing a regional approach to planning, training and policy development to protect communities against the threat of terrorism. Escambia County is a member of RDSTF Region I. The RDSTF will provide law enforcement support and assistance to local jurisdictions in the event of a catastrophic incident of any type.

B. Organization

Normal Operations

Though County staff report directly to the County Administrator daily or under a local state of emergency, County staff work at the pleasure of the Board of County Commissioners (BCC). The daily BCC organizational structure can be found in figure 16.
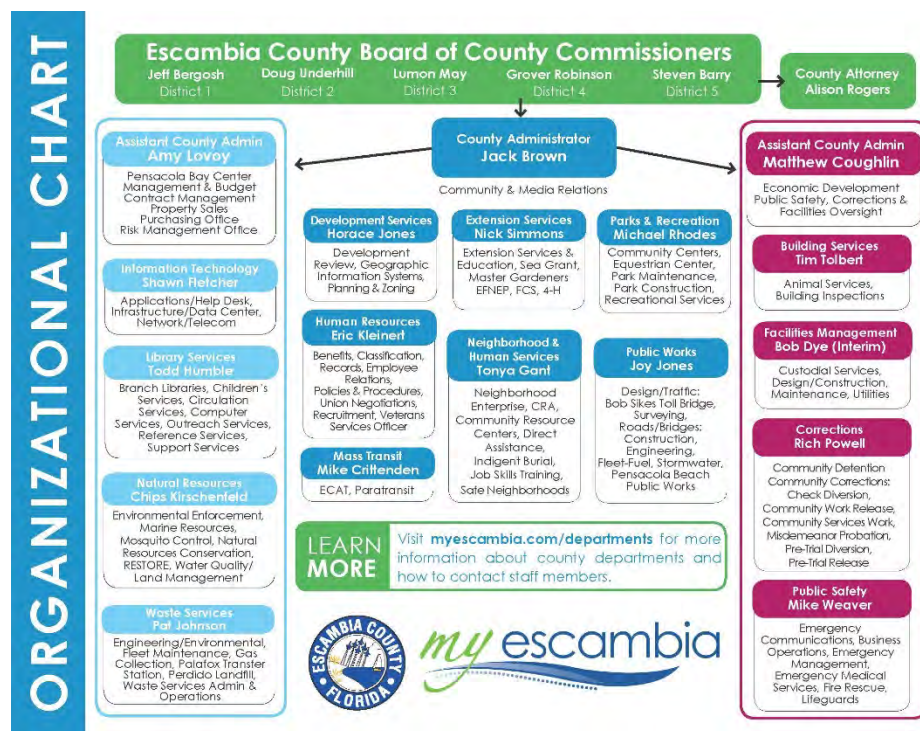
Figure 17

Disaster Operations

Escambia County Ordinance Chapter 37 authorizes the creation of the Comprehensive Emergency Management Plan (CEMP), and assigns the responsibility to write and maintain the CEMP to the

Department of Public Safety, Division of Emergency Management. Chapter 37 is provided in Appendix A.

The CEMP is a multi-jurisdictional, multi-organizational plan that defines the structure, the administration, the activities, and the programs that will support disaster prevention, preparedness, response, recovery, and mitigation within all jurisdictions of the County in support of the State of Florida CEMP and the activities of the Florida Division of Emergency Management. The CEMP and all EOC plans and operations are National Incident Management System (NIMS) compliant. The City of Pensacola, BCC, and Escambia County Sheriff's Office have formally adopted NIMS as their disaster operational management system, and the remaining EOC organizations have all agreed to support NIMS and the ICS structure under the CEMP. The BCC NIMS adoption is referenced in Appendix I.

Utilizing the NIMS and ICS structure for managing disasters allows for simple expansion and contraction of the command structure based upon the needs and size of the disaster itself, in addition, the command structure also allows for simple adjustments related to who or which organization may be the Incident Commander or may provide the Incident Commander with expert advice on how to manage any type of hazard threat or hazard impact. Those agencies and organizations involved with the disaster and EOC operations are those that comprise the Disaster Committee as listed in Appendix D and discussed in a subsequent section of this plan.

Within the parameters specified in County Ordinance Chapter 37, section 37-35, the following people can declare a State of Local Emergency:

- Chairperson, Board of County Commissioners
- Vice Chairman, Board of County Commissioners
- Members of the Board of County Commissioners
- County Administrator

The Declaration of a Local State of Emergency will automatically activate the CEMP, however, activation of the EOC will be dependent upon the situation and the level of response activities needing to be coordinated and supported for the incident at hand. Under a Local State of Emergency, the County also acquires additional legal powers to protect the life safety and welfare of the public as identified in F.S. 252.38(3)(a)(5)(g).

A "State of Special Emergency" is one that can be declared by the Public Safety Department Director and is designed for disaster impacts that may need streamlined processes and support for a more localized disaster incident, rather than a County-wide incident.

EOC Facility

The EOC was designed to protect against impacts and damages from multiple disaster threats and has the capability to be self-sufficient for approximately 30 days with a full staff. Here are the facility highlights:

Facility Address:
     Escambia County Public Safety Building
     6575 North "W" Street
     Pensacola, Florida 32505
     LAT 30° 29.029 LONG -87° 15.687
     16RDU7490372426 USNG

Facility built to withstand 200 mph wind gusts, impact glass windows, hurricane roll-down shutters, bomb resistant and lead lined exterior doors.

Roof sprinkler wash-down system

Water System:
- ECUA water-primary
- On-site well water-back-up

Sewer System:
- ECUA sewer connection-primary
- On-site 20,000 gal. sewer holding tank-backup

Electricity:
- Gulf Power connection-primary
- 1,000 kw generator on automatic transfer switch-backup, directly tied to the 20,000 gal. on-site fuel tank.
- 365 kw generator on manual transfer switch-this is a backup generator to the backup generator.

Fuel:
- 20,000 gal. diesel tank for emergency response vehicle refueling
- Directly connected to backup generator

Security:
- Proximity ID badge system.
- Vehicle resistant impact security fence around visible frontage of the EOC, with chain link fence around the remainder of the facility.
- Security video cameras inside and outside of the facility, 24/7 monitoring through the County warning point.

Decontamination:
- Small decontamination room that is includes two-stage shower rooms and eye wash station. There is a separate room for clothing disposal only accessible from the outside. This is only available to first responders and EOC representatives as access to the facility may be required.

The Public Safety Department Director and the Emergency Management Division Manager are responsible for the readiness of both the EOC and the CEMP to respond and provide support to any incident at a moment's notice. The EOC and the numerous representatives that make the EOC functional, can be operational within 15 minutes of being notified to activate. When activated, the EOC become the central point for operational and logistical coordination between responding organizations representing all jurisdictions within Escambia County.

Continuity of Operations (COOP)

The Division of Emergency Management has developed a COOP for the EOC operations. In the event the EOC becomes impacted by disaster and is no longer functional, the EOC will need to quickly relocate and resume response operations. Four alternate locations have been identified, evaluated, and are maintained for potential alternate EOC operations. Those locations, in order of priority:

> Mobile One-Mobile Command Center (THOR) (potential short-term or transitional platform)
> County Central Office Complex (COC)
> Basement of Sheriff's Office (old EOC)

Extension Services, Wind Mitigation Building

With these alternate locations comes limited space. The primary EOC can accept over 100 ESF representatives providing enough space for those that wish to participate in EOC operations. The alternate locations are less than ideal and are limited in space. As a result, it will be critical that each ESF and the subsequent ESF representatives develop their own communications and operations plans in support of these locations, as there will likely not be enough space for everyone to relocate to the alternate locations. These communications and operations plans will identify other locations for organizations to operate while still maintaining direct communications to the alternate EOC.

A copy of the Department of Public Safety/EOC COOP SOP is maintained by the Division of Emergency Management.

Disaster Committee

Emergency Management has developed relationships with over 100 agencies and organizations that make up the representation of the EOC when activated. These agencies and organizations make up the *Disaster Committee* and participate in planning, training, and exercise activities that prepare everyone for actual incidents impacting the community. A list of the disaster committee members can be found in Appendix D.

ESF Concept

Within the ICS disaster management structure, all the EOC representatives are grouped by similar disciplines and/or skill sets, that cross jurisdictional lines. It allows those similar disciplines to work together, in a coordinated effort, to leverage limited resources to meet the needs of the community. Working within an ESF under the ICS structure does not strip away any identities of the organizations, their responsibilities to their own jurisdictions or organizations, control of their resources, or release them from any legal responsibilities or requirements of those organizations. Working together within an ESF in the EOC merely allows people and resources to efficiently work together to share information and resources to meet a common goal in protecting life safety, health and welfare, and property.

Escambia County has identified eighteen ESFs, similar in number and function to the State of Florida. Each of the ESFs has an appendix to this plan that identifies roles and responsibilities, from which all the ESF lead and support agencies will work together to accomplish during an EOC activation. Each ESF is responsible to plan and coordinate operational details in preparation for disaster that will include developing ESF plans, procedures, and policies as to how each ESF will staff and function within the EOC and how they will coordinate response and recovery activities and resources out in the community. These plans, procedures, and policies will be referenced within each ESF Appendix as they are developed and utilized.

Integrating the ESF concept into the NIMS/ICS structure is how the County EOC will manage disasters. The EOC ICS structure is identified in Figure 17 and in a larger format in Appendix F.
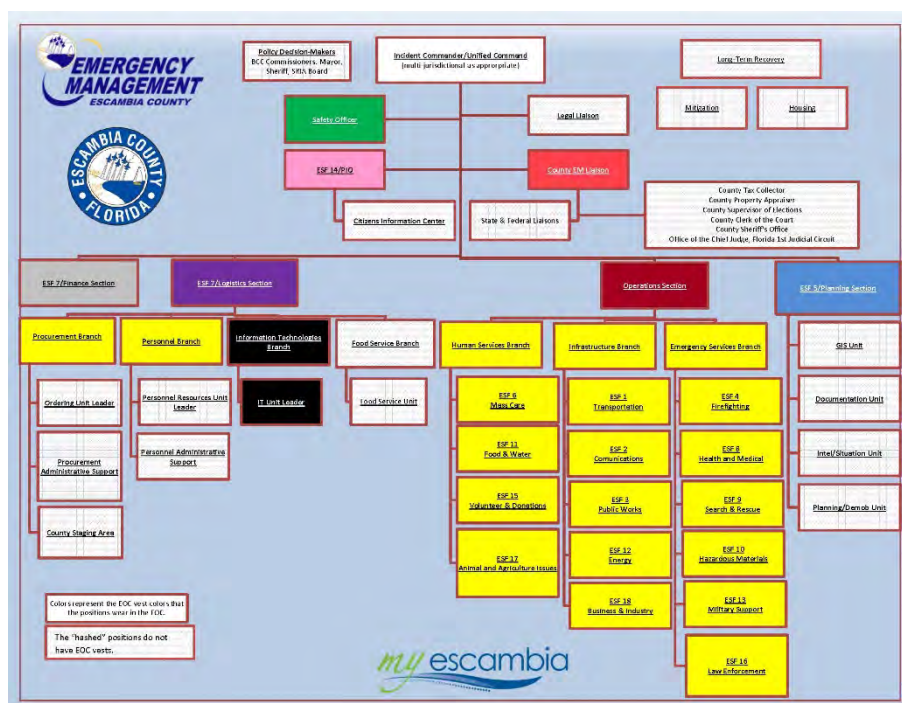
Figure 18

EOC Activation

The activation of the EOC is not specifically referenced in local ordinance, however, for providing guidance to potential authority, the CEMP is identifying those individuals with the authority to activate the EOC. They are:

> County Administrator
> Public Safety Department Director
> Emergency Management Division Manager
> Designee for any of the above

Anyone or any organization in the community may request the EOC to be activated from any of the authorized positions listed above for any event or incident needing multi-organizational or multi-jurisdictional support. However, it will be up to the requesting organization to justify the need for EOC support.

The level of activation will be determined by the Incident Commander (IC) and on the need and the scope of the situation. Again, much like NIMS, the EOC is scalable based upon the situation.

The Escambia County EOC utilizes three levels of activation:

Level 3: Monitoring Activation
Level 3 is typically a "monitoring" phase. Notification will be made to those ESF and/or departments and organizations who would need to act as part of their everyday responsibilities. The EOC will be typically staffed with Public Safety Department personnel only.

Level 2: Partial Activation

At this level, the EOC is activated with only the necessary primary and support ESF representatives needed to handle a small, localized, or short-term incident.

Level 1: Full Scale Activation

At this level, all primary and support ESF organizations are asked to staff the EOC. The EOC is activated with all personnel in response to a major incident/disaster and may remain activated at this level for several weeks.

Deactivation of the EOC will be determined by the IC in consultation with the EOC command staff and/or the Public Safety Department Director and any other EOC representatives as appropriate. Following the demobilization of any EOC activation, an after-action briefing and/or report will be compiled identifying any improvement activities and responsibilities as a result of lessons learned from the incident.

American with Disabilities Act (ADA)

The ADA act of 1990, as amended, prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.

Each EOC coordinating partner and/or community organization and/or agency will be responsible for meeting ADA requirements as the law may specifically apply to those entities providing disaster response and recovery services to the community.

All planning and operational activities in support of this CEMP will include consideration for ADA reasonable accommodations for people with disabilities and access needs, with additional consideration for persons with functional needs, which may not necessarily be considered disabled.

Through ESF 6, a Functional Needs Support Services (FNSS) committee has been established that meets periodically to plan and address the potential ADA and functional needs of the community in support of response and recovery activities coordinated through the EOC. This committee's planning effort works to identify the potential ADA and FNSS needs of the community, identify potential resources to meet those needs, and then develops a process to match the need with the resources as they are identified during EOC activations.

During EOC activations, it will fall upon each entity to meet the ADA access and accommodation needs for the services they provide as an organization and as the law applies. Should an EOC entity not be able to meet the ADA access and accommodation needs, those entities will coordinate with ESF 6 for potential resource support, through the networks and resources identified through the FNSS committee. Financial and logistical responsibilities will fall upon the appropriate entity legally responsible for the ADA accommodation which will need to be specifically identified through this coordination. Any needs exceeding the capabilities of ESF 6 and the EOC can be coordinated through the Logistics Section for additional resource options.

General Disaster Responsibilities

The following sections of the CEMP are designed to provide general parameters and responsibilities for the various EOC positions identified in the ICS structure. This is not an all-inclusive list of responsibilities, nor does it preclude changes in policy, plans, and procedures as the situation may dictate, or as the CEMP may evolve between formal updates. Additionally, each ESF annex to the CEMP provides more detail as to the operational roles and responsibilities for each ESF and the organizations that comprehensively support EOC operations.

ICS Command and General Staff

Incident Command is responsible for the overall control, coordination, and management of the incident or event. Incident Command includes the Incident Commander (IC) and General Command Staff. Figure 18 identifies the basic structure and chain of command for accountability.
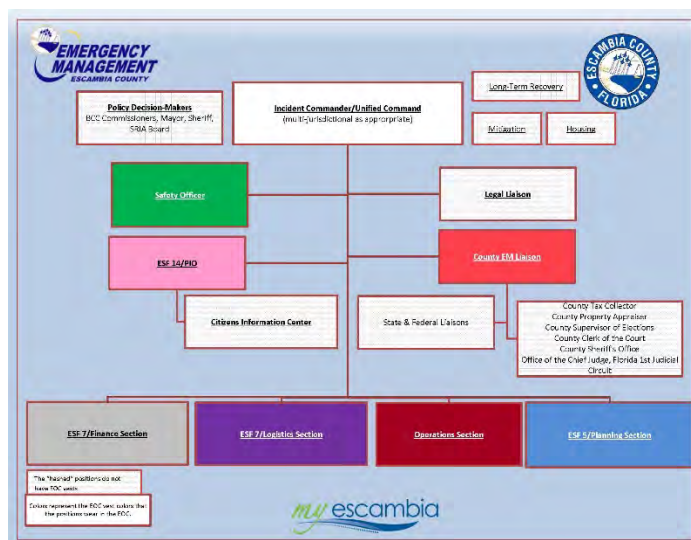
Figure 19

Table 7 identifies the broad roles and responsibilities for each position within the command group. This is not an all-inclusive list of responsibilities. Additional roles and responsibilities may be dictated as the situation requires.

Command Group	Role and Responsibility (not all inclusive)
Board of County Commissioners	• Declares a Local State of Emergency. • Approves mutual aid agreements with other agencies. • Approves memorandums of understanding with resource providers. • Delegates command and control of the EOC to the County Administrator or designee. • Supports the overall EOC operation and the Incident Commander. • Provides media support to the PIO as appropriate.
County Administrator-Incident Commander	• Fills the position of Incident Commander for Local States of Emergency. May delegate as appropriate. • Keeps the BCC informed of all actions. • Coordinates EOC operations with all jurisdictions and elected officials in the County. • Directs the activation and manages and coordinates the operations of the EOC as it relates to prevention, preparedness, response, recovery, and mitigation activities in the best interests of the community, jurisdictions and organizations involved in the EOC operations. • Manages and directs all section chiefs for the EOC operation. • Directs community-wide evacuations. • Coordinates re-entry procedures.

	• Sets the EOC schedule. • Identifies those organizations and ESFs that will be required to staff the EOC. • Identifies the operational periods. • Sets the goals and objectives for each operational period. • Approves the Incident Action Plan. • Should meet periodically throughout the year with section chiefs and command staff to develop plans, procedures, and processes to manage and coordinate response and recovery activities and responsibilities in support of EOC operations. • Supports long-term recovery activities as it may relate to County government departmental responsibilities and as may be appropriate. The assistant County Administrator has been delegated this responsibility. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Emergency Management Manager/EM Liaison	• Acts as EM Liaison to the IC in a Local State of Emergency providing programmatic and operational guidance and expertise to all EOC positions and organizations through the chain of command. • May be the IC in a Special Emergency or become the EM Liaison to the IC. • Responsible to coordinate EOC prevention, preparedness, response, recovery, and mitigation activities of the EOC in a Local State of Emergency at the direction of the IC. • Coordinates with state and federal liaisons in support of EOC operations. • Coordinates with the locally elected officials' offices as it relates to sharing of information or meeting resource needs. • Provide situation reports up through the chain of command. • Coordination point with state and federal officials for the request and establishment of a DFO as appropriate. • Responsible for the overall efficiency and effectiveness of EOC operations. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Public Information Officer-Community and Media Relations Manager	• Fills the role of ESF 14 Lead. • Oversees the CIC operations. • Provides media release support to all EOC organizations during EOC activations and for any operations that may occur outside of EOC operations or, to a limited extent, support after the EOC demobilizes. • Develops accurate and complete information on the incident for dissemination to the media and the public. • Develops news releases for IC approval. • Coordinates and maintains close contact with media resources and other organizational PIOs to maintain clear and consistent messaging to the public. • Coordinates all media activities and inquiries in the EOC and in the field.

	• Maintains the media room in the Public Safety facility for media representatives. • Responsible to provide, coordinate, and manage a platform for a Joint Information Center (JIC) as the situation dictates. • Provide situation reports up through the chain of command. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Safety Officer-Risk Management Division	• Monitors, reviews, evaluates, coordinates solutions, and reports on all safety issues related to incident operations and EOC activities in support of all organizations and operations involved in EOC operations and advises the IC and appropriate organizations on all matters relating to operational safety. • Provides daily safety message in EOC briefings and for the Incident Action Plan. • Provide situation reports up through the chain of command. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Organization Liaison's	• Represent your organization within the EOC or field incident command post. • Coordinate, support, and maintain communications between your organization and the EOC, sharing relevant information and critical decisions to and from the EOC to support a community-wide coordinated and comprehensive effort to respond to and recover from disaster incidents. • Coordinate, support, and leverage limited resources of your organization with every other EOC partner in an effort to support everyone's activities in responding to and recovering from disaster incidents. • Participate, support, and/or lead operational planning efforts to fulfill roles and responsibilities as identified within the ESF annexes of this CEMP and as identified in Appendix D. • Provide situation reports up through the chain of command. • Provide input and share information related to EOC decision-making and the impacts of the potential decisions to the organization represented. • Provide subject matter expertise to the EOC as may be appropriate for decision makers and in support of operational activities.
Legal Liaison-County Attorney	• Drafts emergency resolutions and ordinances for Board approval. • Prepares legal documents as appropriate. • Provides legal review of all pertinent documents. • Coordinates and provides legal guidance to command structure and ESF organizations as needed and appropriate, while managing liability responsibilities. • Coordinates legal issues in the best interests of all organizations involved in the EOC response efforts.

	• Provide situation reports up through the chain of command. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 7 – Escambia County Command and General Staff

The command staff function will be conducted in one of two ways: 1) as a single command (used when an incident occurs within a single jurisdiction, and there is no jurisdictional or agency overlap, and where a single IC can be designated); or 2) Unified Command (UC) (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management.

It is important to note that even though there is an IC or unified command structure in place, whereby creating a management structure for a given incident, the IC will typically not have legal or operational control over outside jurisdiction or organization resources, other than those resources the IC may already organizationally represent. As such, the IC or UC in charge of an EOC or field operation are merely *coordinating* managers coordinating response and recovery efforts with those other jurisdictions and organizations, leveraging and potentially sharing limited resources to meet the needs of the community.

Section Chiefs/Branch Directors

Section chiefs and branch directors have management/supervisory roles and responsibilities in the ICS of the EOC. These positions are responsible to oversee and coordinate the activities of their sections, branches, ESFs, and ultimately all the organizations represented in the EOC and those resources that may be within those agencies' operational networks. These positions should be aware of all operational activities in both the EOC and the field with respect to their assigned EOC position. All EOC positions must be inclusive of and consider impacts and outcomes of any decision and operation as it may impact any political and geographical jurisdictions within the County boundaries. Consultation and coordination with these jurisdictions and organizations is paramount to the success of the response and recovery operations. Table 8 broadly identifies the roles and responsibilities of the section chiefs and branch directors.

Section Chiefs/Branch Directors	Role and Responsibility (not all inclusive)
Section Chiefs	• Should meet periodically throughout the year with all ESF lead and support agencies and branch directors to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Should meet with the IC periodically throughout the year to identify direction, develop plans and procedures in support of EOC disaster operations. • Review summary situation report as generated by the branch directors and provide summary situation report to the IC as appropriate. • Responsible for the coordination and management of operational activities of the branches, ESFs, and units under the section chief position as identified in the EOC ICS structure to accomplish the IC operational period objectives. • Participate, coordinate, and/or lead any EOC meetings as identified. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Branch Directors	• Should meet periodically throughout the year with all ESF lead and support agencies to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Should meet with the section chief periodically throughout the year to identify direction, develop plans, procedures, and processes in support of EOC operations. • Participate, coordinate, and/or lead any EOC meetings as identified. • Responsible to complete appropriate ICS forms for their branches and ESFs as required and identified to support situational reporting and Incident Action Plan development. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 8

Operations Section

The Operations Section Chief is responsible for the coordination of all activities of the section and subsequent EOC positions under the Operations Section to include the branch directors and ESF organizations. The Public Works and Public Safety Department Directors are designated as the Operations Section Chief. The organizational structure depicted in Figure 19, identifies the chain of command and responsibility for the people filling these positions.
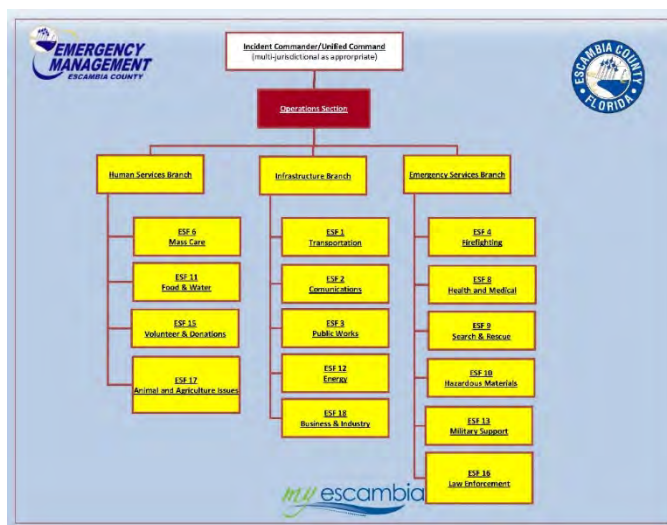
Figure 20

It will be important that the Operations Section Chief is coordinating with all jurisdictions and EOC organizations as appropriate when coordinating operations and reporting activities to the IC. Table 9 broadly outlines the roles and responsibilities of the Operations Section Chief.

Operations Section Chief	Role and Responsibility (not all inclusive)
Operations Section Chief-	• Responsible to coordinate and manage all operational activities as identified by the IC. • Responsible for staffing section chief position as required.

Public Works Department Director Public Safety Department Director	• Responsible to oversee, coordinate, and manage all activities of each branch director identified under the section chief and all ESF activities within each of the branches under the positions area of responsibility. • Responsible to oversee, coordinate, and manage all activities of each ESF and the branch in the absence of a branch director and/or ESF lead. • Responsible to report all organizational, ESF, and branch activities up to the IC as appropriate and relevant to the situation. • Attend all EOC meetings as identified. • Schedule and facilitate any operational meetings as appropriate and needed. • Should meet periodically throughout the year with branch directors and ESF representative to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Hold branch directors accountable for required ICS form, situational report, and IAP development responsibilities. (see position responsibility checklists) • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 9

The Emergency Services Branch has the responsibility for responding to the immediate needs of the community in the pre- and post-periods of disasters providing life safety and lifesaving services, property protection support, establishing situation control, and assisting in restoring the community back to normal conditions. Incident operations can be organized and executed in multiple ways, and will depend on the type of incident, agencies involved, and specific objectives and strategies as identified by the IC. The County EMS Deputy Chief and Fire Chief are designated as the emergency services branch directors.

Table 10 broadly outlines the roles and responsibilities of the Emergency Services Branch and each supporting ESF unit.

Emergency Services Branch	Role and Responsibility (not all inclusive)
Firefighting Unit (ESF 4)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Pre-position resources as necessary. • Responsible to coordinate and manage fire protection/suppression activities through ICS. • Responsible to coordinate and manage search and rescue operations. • Provide initial damage and human impact assessments. • Assist in evacuations. • Assist in re-entry. • Assist in "cut and toss" activities as appropriate. Coordinate with ESF 3. • Provide EOC support.

	• Provide situation reports through the chain of command as required. • Refer to ESF 4 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Health and Medical Unit (ESF 8)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations • Assess medical and public health needs. • Coordinate and manage public health and medical needs and services for the community. • Coordinate and manage mortuary services. • Coordinate and manage environmental health services. • Coordinate and manage pandemic response activities. • Coordinate and manage immunizations for disease control. • Analyze medical impacts and resource requirements. • Coordinate and manage triage and transportation of injured victims. • Coordinate with ECAT for transportation of persons with special needs. • Coordinate and manage sheltering of people with special needs. • Provide EOC support. • Notify hospitals and other relevant medical facilities related to any patient flow impacts as a result of disaster response and recovery activities. • Advise hospitals of hazardous materials involved in incidents and decontamination requirements in coordination with ESF 10. • Coordinate planning and operational needs with local healthcare facilities. • Coordinate the transportation of special needs residents with ESF 1. • Coordinate with building owners, in support of the EOC, for the use of facilities for special needs shelter operations. • Provide situation reports through the chain of command as required. • Coordinate public health warnings and instructions. • Refer to ESF 8 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Search and Rescue Unit (ESF 9)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Manage and coordinate Countywide and/or site specific search and rescue activities as appropriate. • Secure local resources for locating, extracting and giving medical assistance to victims trapped in collapsed structures. • Conduct preliminary needs assessment during disaster response activities. • Provide situation reports through the chain of command as required. • Refer to ESF 9 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Hazardous Materials Unit (ESF 10)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate the notification and response of all agencies required to respond to an incident. • Coordinate and manage hazardous materials incidents in support of EOC operations. • Notify the County and state warning point of any hazardous materials incidents and request any state assistance as necessary and appropriate. • Coordinate with the Department of Environmental Protection and party at fault to ensure that hazardous materials are recovered and disposed of according to local, state, and federal laws. • Identify resource needed to meet potential missions; maintain inventory of resources and capabilities to access resources. • Provide situation reports through the chain of command as required. • Refer to ESF 10 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Military Support Unit (ESF 13)	• Should meet periodically throughout the year with all ESF organizations and the branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate assistance provided by the Florida National Guard and federal military support. • Provide liaison coordination services to military installations and resources in support of EOC operations. • Provide situation reports through the chain of command as required. • Refer to ESF 13 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Law Enforcement Unit (ESF 16)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Support impact assessments. • Provide traffic control services as appropriate. • Provide and manage community law enforcement and security services to the community. • Supports evacuation and re-entry activities as appropriate. • Provide door-to-door notifications of evacuation orders and directions as appropriate. • Provide shelter security support services as appropriate. • Provide escort services to appropriate activities in support of EOC operations. • Implement and enforce curfews as needed. • Provide situation reports through the chain of command as required. • Refer to ESF 16 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

ESF 18 Business & Industry Unit	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations and the Planning Section. • Develop communications network with local business community for the purpose of sharing information to and from the EOC to reestablish local commerce activities. • Develop plans and procedures for staffing and EOC operations. • Provide data with respect to business community activities to the EOC as required. • Coordinate public and private sector resources and needs in support of community wide disaster response and recovery activities. • Coordinate with State ESF 18 as needed. • Provide situation reports through the chain of command as required. • Refer to ESF 18 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 10

The Infrastructure Branch and supporting ESF organizations are responsible for the repair and maintenance of public and private infrastructure that supports the basic community services for daily life functioning. The Public Works Department is designated to fulfill the Infrastructure Branch director responsibilities and typically has division managers fill this role. The Table 11 broadly identifies roles and responsibilities for each ESF unit supporting the Infrastructure Branch.

Infrastructure Branch	Roles and Responsibilities (not all inclusive)
Transportation Unit (ESF 1)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinates all mass transportation resources to support EOC operations. • Coordinates transportation resources to support shelter evacuation transportation services for people in need of transportation to evacuate to and from a shelter. • Provides transportation for shelter operation resources. • Provide situation reports through the chain of command as required. • Refer to ESF 1 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Communications Unit (ESF 2)	• Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate the assessment of impacts on emergency communication systems within the County. • Coordinate to provide and maintain emergency communication services with essential governmental agencies and operations within the County as necessary. • Coordinates the management of the various emergency communications centers of first responder organizations.

	• Coordinate resources to meet the communications needs of the EOC as appropriate.
	• Coordinate and manage volunteer ARES/HAM radio operator resources in support of critical response and recovery operations.
	• Provide situation reports through the chain of command as required.
	• Refer to ESF 2 appendix for additional details.
	• Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Public Works Unit (ESF 3)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations.
	• Coordinate preparedness, response, and recovery activities for public buildings.
	• Coordinate debris clearance and implement debris management plan as appropriate.
	• Coordinate damage assessments for public and private infrastructure and structures as it relates to the FEMA public and individual assistance programs.
	• Identify resource needs to meet operational requirements.
	• Coordinate road and bridge inspections and repairs.
	• Coordinate and manage "cut and toss" road clearance. Coordinate with ESF 4 for support services.
	• Provide monitoring, repair, and maintenance services for traffic control assets.
	• Develop, maintain and annually update resource inventories needed for services in support of EOC operations.
	• Maintain a list of engineering and contracting firms that can be mobilized to support repair and maintenance efforts in support of the EOC operation.
	• Coordinate and manage damage assessment activities, in cooperation with the Finance Section and jurisdictional counterparts, for both P.A. and I.A. programs.
	• Coordinate and implement a recovery construction permitting process.
	• Repair and restore public infrastructure as necessary.
	• Monitor evacuation and re-entry traffic in coordination with ESF 16 for any potential traffic control support.
	• Maintain and implement alternate evacuation route plans as appropriate.
	• Maintain and coordinate for the supply of fuel supplies for government services and response and recovery activities. May include fuel resources to support mutual aid resources working in the County.
	• Implement hurricane fuel plan to include the distribution of fuel supplies to support critical infrastructure as identified.
	• Monitor health and life-safety threats from infrastructure damage and provide public warnings and information as appropriate.
	• Provide situation reports through the chain of command as required.
	• Refer to ESF 3 appendix for additional details.
	• Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Energy Unit (ESF 12)	• Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate and maintain a power restoration priority list prioritizing critical services for power restoration. This priority list shall be coordinated with the Division of Emergency Management. • Coordinate with local power companies to prepare and release public information regarding the power emergency through the JIC. • Coordinate the gathering of information and data with respect to the bulk wholesale/retail fuel supplies accessible to the community. Coordinate with ESF 18 on retail fuel information and data. • Repair and restore energy service infrastructure. • Coordinate the gathering of information and data with respect to the wholesale/retail supply of Natural and Propane Gas accessible to the community. • Provide situation reports through the chain of command as required. • Refer to ESF 12 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 11

The Human Services Branch is responsible for coordinating services that provide basic human needs services pre- and post-disaster impact that revolve around the concept of food, water, and shelter, plus a host of additional services. Most of the services are coordinated and provided by non-profit organizations and the levels of service may vary from disaster to disaster as the non-profit resources vary from day-to-day. The Community Affairs Department is responsible to fulfill the responsibilities of the branch director. Table 12 broadly identifies roles and responsibilities for the ESFs that support the Human Services Branch.

Human Services Branch	Role and Responsibility (not all inclusive)
Branch Director Neighborhood and Human Services Department	• Coordinate with state and federal officials in the identification of a location(s) for ESC/DRC operations as appropriate. • Maintain, in cooperation with Emergency Management, a list of potential ESC/DRC locations. • Coordinate with state and federal officials to establish an ESC/DRC as appropriate and directed by the Operations Section Chief. • Coordinate County community centers to support operational needs that may include risk, host, and/or special needs shelter operations, animal shelter operations, disaster recovery centers, disaster field offices, or any other operational needs where a community center may fit the facility requirements of desired operations.
Short- and Long-Term Housing Recovery: Neighborhood Enterprise Division	• Identify, train, and/or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities. • Develop, coordinate, and implement appropriate disaster response and recovery plans related to the County housing program. • Coordinate with various government and non-profit housing program activities and with ESF 6, 15, state and federal housing program representatives. • Identify, coordinate, and manage base camp operations. • Maintain county housing plan.

Mass Care Unit (ESF 6)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Open, staff, manage, and demobilize public shelters as coordinated through the EOC. • Provide training for shelter managers. • Coordinate and manage public shelter operational and logistical needs. • Register evacuees at shelters. • In coordination with Emergency Management, identify facility resources that will be utilized for hurricane risk shelters. • Identify and coordinate with other community facilities that will be utilized for non-wind risk disasters. • Plan for emergency transportation needs that support ESF 6 operations. • Coordinate refuges of last resort plan. • Coordinate case work and case management as appropriate and as resources are available to support efficient mass care service delivery. • Establish mobile and fixed feeding sites as appropriate. • Establish, coordinate, and manage comfort stations as appropriate. • Coordinate feeding services for the special needs shelter. • Coordinate to meet the needs for any mass care issue in the community. • Provide situation reports through the chain of command. • Refer to ESF 6 appendix for additional details. Responsible to coordinate any ADA requests and accommodations, in coordination with ESF 8 and other ESF organizations as the need is identified. Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Food and Water Unit (ESF 11)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Assess needs and requirements for bulk food, water and ice distribution to the community. • Coordinate and augment relief agencies food and water resources that deliver welfare services to the community as appropriate and as resources may be available. • Maintain list/locations of points of distribution (POD) with locations geographically distributed. • Develop operational procedures for PODs and coordinate resources with Logistics Section, County staging area, and the state. • Open, staff, manage, and demobilize PODs as appropriate. • Annually survey the county to identify suitable buildings and locations to serve as distribution sites, staging areas, and warehouses as appropriate. • Maintain list of support personnel. • Compile and maintain a list of vendors capable of supplying bulk food, water and ice. • Coordinate with local and out of town relief agencies in providing emergency relief services. This may be coordinated with ESF 15. • Provide situation reports through the chain of command as required. • Refer to ESF 11 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Volunteers and Donations Unit (ESF 15)	• Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations • Plan and coordinate all donated goods and services that come into the community. • Plan, identify, and coordinate donated goods warehousing and distribution of donated goods. • Plan and coordinate the volunteer reception center as appropriate. • Plan and coordinate volunteers through the volunteer receptions center as appropriate. Integrate volunteers into established affiliated volunteer organizations. • Coordinate with ESF 11 for bulk food and water resources to support relief agency needs as available and appropriate. • Provide situation reports through the chain of command as required. • Refer to ESF 15 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

| Animal Protection and Agriculture Issues Unit (ESF 17) | Should meet periodically throughout the year with all ESF organizations and branch director to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. Coordinate and plan to meet the pet needs for special needs shelter clients. Identify, mobilize and deploy assessment representatives to determine the specific health and safety needs and priorities of animals. Coordinate response activities to aid in the relief of nuisance and health-related problems involving animals and their impact on human relief efforts. Coordinate the acquisition of additional pet food and supplies from vendors to support the relief efforts. Coordinate animal/pet carcass disposal as appropriate. Aid in the capture of injured and displaced animals. Develop reunification and care plan and program for lost pets and animals. Coordinate the use of the equestrian center for potential use as an evacuation location for horses. Coordinate and acquire agriculture damage assessment data. Provide situation reports through the chain of command as required. Refer to ESF 17 appendix for additional details. Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed. |

Table 12

Planning Section

The Planning Section is responsible to collect, analyze, and disseminate tactical and planning information on the nature, scope, and potential impacts of an incident and to identify and anticipate future needs and resource requirements and to incorporate the analysis into incident action plans, situation reports, and other planning documents. The Development Services Department and Division of Emergency Management are responsible for the Planning Section Chief responsibilities. Figure 20 identifies the basic ICS structure for the Planning Section.

Figure 21

Table 13 broadly identifies the roles and responsibilities of the Planning Section.

Planning Section	Role and Responsibility (not all inclusive)
Planning Section Chief- Development Services Department Library Services Emergency Management Division	• Should meet periodically throughout the year with all ESF organizations to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations. • Coordinate staffing needs for the Planning Section. • Develop and produce incident action plan and situation reports as appropriate. • Coordinate activities for any unit necessary to accomplish section responsibilities. • Coordinate planning meetings at the direction of the IC. • Develop plans for the incident as appropriate. • Provide situation reports through the chain of command. • Refer to ESF 5 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
GIS Technical Services Unit Emergency Management Geographical Information Systems	• Should meet periodically throughout the year with all staff and section chief to develop plans, procedures, and processes to manage and coordinate response activities and responsibilities in support of EOC operations and the Planning Section. • Provide support to EOC organization as it relates to GIS data and mapping services. • Provide situation reports through the chain of command. • Refer to ESF 5 appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 13

Logistics Section

The Logistics Section will be responsible for supporting the EOC organizations logistical needs when those organizations are unable to locate local resources on their own either through leveraging resources from other EOC and local organizations or in the event a vendor or contractor cannot be located to meet the logistical need. The Logistics Section will then assist in locating other local or regional resources or may coordinate with the State of Florida requesting assistance in locating appropriate resources from around the state or the nation to meet the local needs. The Human Resources Department and Purchasing Division are responsible to staff and manage the Logistics Section.

Figure 21 identifies the ICS structure of the Logistics Section.
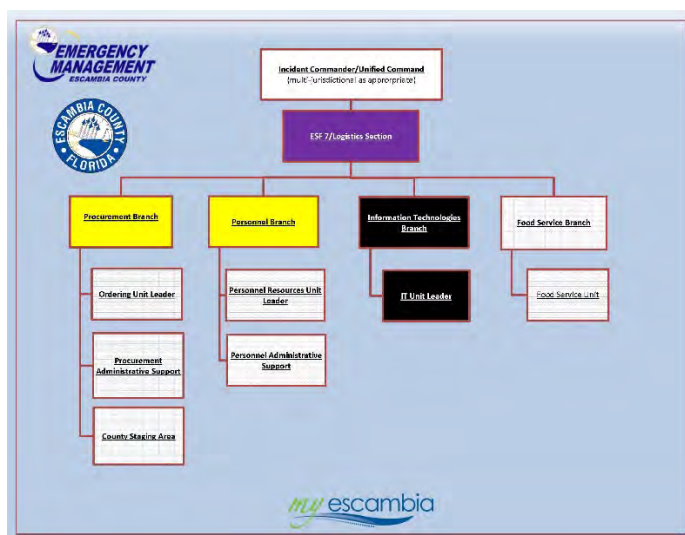
Figure 22

Table 14 broadly identifies the roles and responsibilities of the Logistics Section Chief.

Logistics Section	Roles and Responsibilities (not all inclusive)
Logistics Section Chief- Purchasing Division Manager and Human Resources Division Manager	• Responsible to plan and identify vendors and contractors to meet EOC logistical needs. • Develop and put in place contracts and agreements with vendors and contractors that can provide logistical support to the EOC for identified or anticipated needs. • Coordinates and manages the CSA operation to include tracking of mutual aid resources. • Prepares requisitions or contracts for needed resources. • Leases, rents or purchases needed PPE and other equipment requirements for various EOC operations. • Aids in renting or leasing appropriate building space to support EOC operations. • Maintain all resource tracking and expenditure documentation for EOC support activities and provide as appropriate to the Finance Section. • Identifies and coordinates human resources to meet EOC operational needs.

	• Assigns purchasing agent to the EOC as appropriate. • Refer to ESF 7/logistics appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
IT Branch	• Provides IT support to the EOC and supporting organizations. • Provides IT support to the alternate EOC locations. • Maintains BCC network access and all BCC servers. • Maintains backup servers. • Supports all EOC partners with IT support as appropriate. • Refer to ESF 7/logistics appendix for additional details. • Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.

Table 21

Finance Section

The Finance Section is responsible to track and manage all financial aspects of the incident and should be prepared to report to the command staff financial expenditure status as requested. The Finance Section, along with the Logistics Section, will validate all Logistic Section resource support as to financial and operational responsibility prior to accessing resources for organizations outside of the BCC. The Management and Budget Department has been tasked as the Finance Section Chief. Figure 22 identifies the ICS structure of the Finance Section.

Figure 23

Table 15 broadly identifies the roles and responsibilities of the Finance Section.

Finance Section	Role and Responsibility (not all inclusive)
Finance Section Chief- Management & Budget Department Director	• Manages and oversees the Finance Section. • In cooperation with EM Liaison, will be the focal point for damage assessment data collection and presentation to the state in the pursuit of a federal declaration. • Identifies funding for emergency expenditures. • Maintains records of expenditures.

	- Coordinates recovery actions with FEMA to include the DSR process. - Provides training to EOC agencies for proper financial management during disasters. - Keeps the BCC and County Administrator informed of expenditure and reimbursement information. - Supports ESF 3 related to the identification and accumulation of P.A. damage assessment data. - Establish deadlines for submission of appropriate forms and documentation for reimbursement procedures. Briefings and conference calls will be conducted as necessary to assist departments and organizations with reporting procedures. - Refer to ESF 7/finance appendix for additional details. - Refer to EOC position specific checklist responsibilities for more specific process and operational responsibilities as may be developed.
Clerk of the Circuit Court	- Preservation of official County documents. - Provides financial information to the County, as requested. - Provides payroll services for the County.

Table 15

IV. PREPAREDNESS

The key to a successful response and recovery from disaster incidents is to maximize the effort in preparedness planning and training and to leverage the limited resources in the community to the maximum extent possible.

Whether people understand it or not, everyone, every family, and each business, along with local and state governments, is an important part and partner within the disaster prevention, preparedness, response, recovery, and mitigation process. If the community can achieve the goal of being prepared for disaster, the community will be able to transform disasters into mere inconveniences. This CEMP's success relies on the fact that disaster planning and preparedness is everyone's responsibility and it's success limited only by the weakest link within the community.

Numerous efforts are made throughout the year to raise the level of awareness and to educate people and organizations on how they need to plan and prepare for disaster.

A. Public Awareness and Education

Public awareness and education are critical elements in getting the community prepared for disaster. The community citizens look to public safety and emergency management officials for guidance and direction on how to prepare and respond during disaster. And as such, the County has a public awareness and outreach program that tries to reach as many citizens as possible with the preparedness message. At the same time, many non-profit and for-profit organizations are also out in the community leveraging resources to better prepare people and organizations for inevitable disasters. Preparedness resources are easily found on the internet and on organization websites as well as through many media resources. Emergency Management has developed and participates in many opportunities in the community each year to reach out to the public in a proactive manner to assist citizens and businesses in how to prepare for disaster. Several activities include:

- Media promotions of special events, disaster anniversaries, exercises, etc.
- Public speaking and presentations to community groups
- Representation and participation in numerous expos and workshops
- Direct mailing

- Maintaining website and other disaster preparedness website links
- Printed materials available to the public
- EOC tours
- Etc.

The Division of Emergency Management's website at www.bereadyescambia.com contains preparedness information, critical decision-making information, GIS/address data, evacuation routes, evacuation zones, and many other valuable resources.

B. Exercises

Participating in various types of exercises are important activities that are utilized to test and improve plans and procedures and to measure the capacity and capabilities of organizations and the community. Many of the EOC partners participate in several exercises each year that test all or part of the County CEMP and how well the organizations coordinate under the ICS. Each exercise typically utilizes the Homeland Security Exercise and Evaluation Program (HSEEP) to assist in developing a thoroughly planned and organized exercise event that allows each participating agency to truly test the operational details of plans and procedures while interacting with as many organizations as possible and to learn what other organizations can bring to the response effort. The HSEEP also allows for a thorough review of the exercise to generate an improvement plan with measurable activities for improving identified operational weaknesses or points of failure identified from the exercise itself.

Numerous organizations from the community and all levels of government conduct or participate in exercises throughout the year that test parts of or the entire ICS/EOC operation or specific operational functions. Some exercises are required annually; others are periodically scheduled as a one-time exercise as the needs may be identified. Some of the exercises include:

- Statewide hurricane exercise-annually
- Pensacola International Airport exercise-annually
- Interoperable communications exercises-periodically
- Pensacola NAS exercises-periodically
- Hospital exercises-annually
- University exercises-periodically
- Healthcare facility exercises-annually (coordinated through the Emerald Coast Healthcare Coalition)

With the conclusion of each exercise, it is imperative that organization participants evaluate the exercise, identify weaknesses and failures, and recognize the strengths of activities. After action improvement plans are typically generated within 30 days of an exercise and the lessons learned and improvement plans are initiated immediately so that with each exercise and real-time incident, the community can comprehensively state that plans and procedures are improving, and the coordinated efforts of the disaster response community are improving and providing the best response possible.

C. Training

Training is an ongoing effort by every disaster committee members' organization, not only in support of their daily responsibilities, but also in support of the EOC disaster response. Through the emergency management industry found at the federal, state, and local levels around the country, additional training requirements and opportunities continue to be developed and implemented on a regular basis. Best practices are being sought out so that processes can improve with each generational evolution rather than having to start from scratch and learn lessons that other communities already have learned from their historical experience.

The Division of Emergency Management, Operations Officer is the EOC training officer responsible to coordinate, facilitate, and provide training that meets the needs of the EOC and disaster committee partners. Through this position, the County training program builds upon the state Multi-Year Training and Exercise Program (MYTEP) that is reviewed and updated each year between the state and every Florida County EOC partners, which in turn builds upon the federal NIMS training requirements.

At the local level, the County EOC, has established a minimum training requirement for EOC and BCC staff that provides for a general understanding of NIMS and ICS response and recovery operations and incident management depending upon the level of the position people fill in the EOC and in the field. All the training offered is consistent with the NIMS and the ICS programs. Elements of the programs include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises;
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems;
- Courses focused on discipline and agency-specific subject matter expertise;

Many of the required courses are found on-line, but many other training opportunities are classroom type training. Emergency Management will provide, coordinate, or host additional classroom training as the needs are identified and requests for training made. The basic NIMS/ICS courses required for the County EOC, depending upon the position people fill in support of the EOC, include:

- ICS 100 - Incident Command Systems, An Introduction
- ICS 200 - Incident Command System for Single Resources and Initial Action Incidents
- ICS 300 - Intermediate ICS
- ICS 400 - Advanced ICS
- IS 700 - National Incident Management System (NIMS), An Introduction
- IS-701 - NIMS Multiagency Coordination Systems (MACS)
- IS 702 - NIMS National Incident Management Systems (NIMS) Public Information
- IS 703 - NIMS Resource Management
- IS 706 - NIMS Intrastate Mutual Aid, An Introduction
- IS 800 - National Response Framework (NRF), An Introduction

Some of the other disaster development courses that can be coordinated through the division include the following subject matter, though not all inclusive:

- Emergency Management Disaster Planning for Business, Industry, and Government
- Community Emergency Response Team (CERT)
- Damage Assessment
- Emergency Operations Center Support Staff Training
- Mitigation
- Debris Removal
- Human Needs/Services/Unmet Needs
- Skywarn-severe weather spotting training
- And many other job/function specific classes offered by local, state, and federal partners.

The State of Florida also offers numerous training opportunities as identified at this link:
http://trac.floridadisaster.org/trac/loginform.aspx

FEMA offers numerous on-line courses as well and are identified here:
http://www.training.fema.gov/IS/crslist.asp

Many other local organizations, agencies, and non-profits also offer many training opportunities that

include first aid, CPR, Community Emergency Response Teams (CERT), shelter management, and many other opportunities.

D. Memorandums of Understanding and Mutual Aid Agreements

Developing Memorandums of Understanding (MOUs) and Mutual Aid Agreements (MAAs) have become the normal practice for many communities, not just for disaster resources, but also for daily normal operations. During disaster incidents, resources are typically short on supply, and heavy on demand. MAAs or MOUs help establish parameters and service expectations well in advance of disaster incidents, so that gaps in products and services can be identified and filled well before there is a need. Every EOC support organization has numerous MOUs or MAAs supporting their disaster response efforts. Escambia County has several in place for daily emergency response and for disaster services. The County Purchasing Department, as Logistics Co-Section Chief with the Human Resources Department, has numerous contracts, purchase orders, and MOU documents in place ready to be put in service when needed.

Escambia County is also a signatory to the Statewide Mutual Aid Agreement (SMAA) from which all sixty-seven Florida counties participate. This agreement allows counties to coordinate mutual aid support from one County to another utilizing the state EOC as a resource and service coordination point that minimizes duplication of effort and gaps in services.

In the same effort, there is a federal level Emergency Management Assistance Compact, (EMAC) that the State of Florida is a participant with the other 49 states, that allows states to request and offer resource assistance to each other when disasters get beyond a state's capacity to manage disaster incidents. FEMA becomes the coordination point for those state supporting activities.

Both agreements streamline the assistance process by already identifying financially responsible parties and the process from which reimbursements, coordination, and documentation requirements will be accomplished.

Coordination with state or other County resources will occur through the state's selected disaster management software, from which only a few County level staff will have access. When a disaster exceeds the capabilities of the local government and community, requests for support from the state will be coordinated by the Logistics Sections. The Logistics Section will track and monitor all resources coming into and leaving the community through the County Staging Area (CSA).

Any mutual aid requests from other communities looking for assistance will also come through the state EOC and their disaster management software. State officials will typically coordinate by phone with local emergency directors around the state to solicit resource support for the communities in need. Should Escambia County have the capacity and desire to support another community's needs, a verbal and official written response will be provided from the local EM director to the state EOC, and as a mission number is assigned, the resources will be deployed.

The following is a list of some of the emergency response mutual aid agreements that are in effect for Escambia County related as they relate to the Public Safety Department and Emergency Management Division. These agreements are available for review in the Emergency Management Office:

- Escambia County, Alabama
- Baldwin County, Alabama

- Santa Rosa County, Florida
- State of Florida
- Pensacola State College
- Civil Air Patrol
- Orange Beach, Alabama
- Escambia County Sheriff's Office (COOP)
- B.R.A.C.E.
- Escambia County School District
- University of West Florida
- and others

E. Notification and Warning

The Escambia Communications Center (ECC)/911 is the County's 24-hour warning point that is in the same facility as the EOC. The County warning point is connected to the same backup infrastructure as the EOC and has robust continuity of operations plans that include sharing facilities and resources with the County sheriff's office and City Police Department dispatch centers if necessary.

Most incidents start with a 911 phone call. The ECC maintains standard operating procedures for notifications of first responders, EOC staff, and key BCC critical personnel. These procedures are incident specific and identify specific notification priorities and actions to be taken based on the type of incident. Notification lists for any agencies and individual are maintained by the ECC for this process, which also includes protocols for notifications to the Florida state watch office.

Beyond the initial emergency notifications implemented by the County warning point, Emergency Management will proceed to initiate additional notifications with first responders, EOC disaster committee members, BCC critical staff, and any other outside organization as required. Typically, Emergency Management will utilize simple call down lists for EOC staff or may utilize emergency mass notification programs and tools that can reach larger numbers of people more quickly through several options that include email, cell phone, landline, or text messages.

With all these communications tools and technology that is now attached to everyone's hip, the EOC can virtually mobilize in minutes, after the first notifications are made, while EOC staff are either driving to the EOC facility or merely walking down the hall into the EOC. Whether the EOC facility itself is staffed immediately or not, the concept of EOC operations and the implementation of the CEMP will immediately begin while the EOC representatives are driving to the EOC. Critical staff will already be communicating by cell phone, gathering intelligence, mobilizing and managing operations, making decisions and sharing information in coordination with other EOC and ESF representatives. Turning on the lights in the EOC facility is merely a formality as the first people to arrive.

Notifications and warnings to the general public can also be accomplished through several tools depending upon the circumstances. Not all of them are at the authority of the County but can vary depending the situation. For those under the purview of the County, the Public Safety Director, Emergency Manager, and County Administrator will have the authority to activate the County warning system and tools. The following list identifies warning and notification tools available locally and other public notification methods:

- Integrated Public Alert and Warning System (IPAWS)
  - National Emergency Alert System (EAS)
  - Wireless Emergency Alerts (WEA)
  - National Oceanic and Atmospheric Administration (NOAA) weather radio system
- Highway variable message signs
- Local emergency mass notification system-*Alert Escambia* (cell, landline, text, email, twitter, TTD/TTY, and foreign languages-as may be recorded)

- Media/press releases
- Press briefings through media outlets (sign language available)
- Public address systems of public safety vehicles
- Door-to-door contacts
- Activation of the cable override system
- Social networks (Twitter, Facebook, and Instagram)
- Website (www.bereadyesambia.com)
- Email groups
- And many private natural hazard "app" company tools.

The utilization of the various notification and warning tools will depend upon the situation, the type of emergency, the amount of time available to deliver the message, and the geographic area needing to be warned or notified. Additional leveraging of community partners such as hotels, motels, and the tourist information centers will assist in getting out emergency notifications and messages to those visitors and tourists in our community that may not be as in tune with local news and information as residents may be.

ADA communications needs will continue to be met through the primary notification tools already in place, whereby people with ADA communication challenges will be able to continue to utilize their normal personal equipment in coordination with existing primary media outlets that include radio, newspaper, television, internet, and telephone systems.

Any ADA assistance requests can be received through various avenues and will be coordinated through ESF 6 for resource coordination.

F. Continuity of Operations (COOP)

Each County department and other jurisdictions are responsible for the development and maintenance of a Continuity of Operations Plan (COOP) to ensure that a viable capability exists to continue essential daily functions when their primary facilities and daily operations have been impacted by disaster.

Emergency Management, in coordination with key County departments, is responsible for the development and maintenance of a basic EOC COOP that provides an alternate EOC location and a basic "operational platform" from which EOC positions and supporting organizations may continue to operate within and in support of EOC operations. It will be the responsibility of each EOC position to review, be familiar, and understand the expectations and operational limitation within the EOC COOP. It will also be the EOC/ESF position responsibility to further develop operational and communication procedures and processes within their own EOC/ESF position knowing there may be facility physical limitations in the number of people the alternate EOC location may be able to support.

It will also be the responsibility of each supporting EOC partner organizations to develop their own organizational COOPs so that their representation, presence, participation, and capacity can be maintained in support of the EOC operations. Understanding that their own organizational operations within their own facilities may also be impacted by disaster is the foundation from which they should develop their COOPs.

Planning for continuity of operations for the EOC is closely coordinated with the CEMP. Both plans and planning efforts:

- *Fully integrate the planning and operational principles embedded in the National Incident Management Systems (NIMS);*
- *Are routinely exercised in an ongoing effort to identify and correct existing or potential flaws and weaknesses; and*
- *Address incidents that occur with no warning.*

Emergency Management is also active in promoting the concept of COOPing well beyond County government. Emergency Management works closely with all EOC supporting organizations, both for-profit and non-profit partners, to promote the benefits and planning effort every organization should undertake in COOP development. Maintaining a relationship and partnership with the several chambers of commerce in the County will remain important to help spread the message to private sector organizations.

G. Evacuation Planning

Decision-making process

Planning for evacuations has been undertaken to reduce loss of life and injury caused by disaster threats. Whether evacuations are needed for wildland fires, hazardous material releases, or for hurricanes, decisions for and situations that dictate a need for evacuations and the identification of the areas to be evacuated will be measured on their own merits depending upon the situation and potential impacts.

Many factors must be considered when deciding to evacuate people from hazard areas. Sometimes an incident may appear to require an evacuation, however, when considering all the potential outcomes created and additional threats created by an evacuation, sometimes a least-risk decision must made in the best interests of the community and individuals based upon their needs. Things to consider with evacuation decisions and potential increased risks as a result may include:

- Evacuating large numbers of people may put people at greater risk than if they stayed at home.
- Evacuating the elderly or people with medical conditions may put them at higher risk of injury as a result of moving them rather than if they stayed at home.
- Evacuations can be expensive for everyone involved and it is important that evacuation orders are issued responsibility.
- Evacuations issued frequently without impacts can cause people to become weary on the orders and may stop evacuating when there is a real need to heed evacuation orders.
- The "crying wolf" syndrome can occur within the community, and again, evacuation orders need to be issued responsibility.
- Life-safety and property protection are the primary reasons to issue evacuation orders.
- How much time will it take to implement the evacuation?
- Status of evacuation routes.
- Will public shelters need to be opened and how quickly can they be opened?
- The type of threat.
- ADA and special needs considerations.

The decision to evacuate an area of the community or the whole community rests with the Incident Commander with the input from command and general staff. The decision to evacuate will be supported by BCC action in the form of an official order under a local state of emergency or can be issued more specifically under a state of special emergency issued by the Public Safety Director or by the on-scene Incident Commander as the threat may require.

With most hazards, evacuation decisions are based upon the immediate need of the situation and revolve around wildland fires or hazardous materials incidents where only a neighborhood or small area may need to be evacuated. Typically, these types of evacuations do not significantly impact local roadway traffic volumes. However, with tropical weather incidents such as hurricanes, large numbers of people and large areas of the County may need to be evacuated. Because of the potential time it takes to evacuate large numbers of people and the resulting impacts to roadway traffic volumes, additional data is available for emergency managers and Incident Commanders to assist in making responsible decisions about evacuating people for hurricane threats.

In 2010, with a 2015 limited update, the state contracted and produced an updated *Statewide Regional Evacuation Study Program (Program)[11]* that provides a wealth of data and information about evacuations, evacuation areas, evacuation timing, evacuation routes, etc. The *Program* provides scientific behavioral and modeling data, along with an analysis of the data that provides emergency managers with a solid hurricane evacuation decision-making tool that can be adjusted based upon simple parameters. When used properly, this study provides emergency managers with scientific and modeling justification for the evacuation decisions that are made related to hurricane events.

Evacuation Routes

Evacuation routes will be determined at the time of an incident for incidents other than hurricanes by the Incident Commander if necessary, and will include the roads with the most capacity, with the safest and quickest route away from the hazard threat.

In the case of hurricanes, the *Program*, provides pre-identified evacuation routes to assist people in identifying the roadways that will allow them to evacuate internally to or out of the community as quickly and safely as possible. Evacuation route maps can be located on the County website at www.bereadyescambia.com.

Evacuation Zones

Escambia County also utilizes two scientific modeling programs to assist emergency managers and Incident Commanders with evacuation decision-making related to hazardous materials and hurricane incidents.

The *Program* previously mentioned in support of hurricane evacuation decision-making also provides pre-identified hurricane evacuation zones along the coastal areas of the County. Those zones are identified as "A, B, C, D, & E" and are based upon the potential storm surge that may impact our coastal communities. As the National Hurricane Center provides regularly updated hurricane forecast data, that data is fed into a program that provides timing and impact outcomes that allow emergency managers to apply those impact outcomes to those evacuation zones for evacuation decision-making and ultimately the issuance of evacuation orders.

When it comes to hazardous materials, there are no specific pre-identified evacuation zones, however, utilizing *Computer-Aided Management Emergency Operations (Cameo®)[12],* a hazardous materials modeling program, emergency managers are able to input hazardous materials characteristics and weather information to model the site specific impact areas that can provide emergency managers the information they need to issue evacuation or shelter-in-place orders to the public that be in the path or any hazardous materials plume.

Evacuation Transportation

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[11] West Florida regional Planning Council website. http://www.wfrpc.org/programs/evacuation-study December 5, 2018
[12] United States Environmental Protection Agency (Cameo®). www.epa.gov/cameo. December 5, 2018

As evacuation orders are issued most people will evacuate utilizing their own personal mode of transportation. However, with many people within the community relying on community mass transportation services for daily activities, many of these same people lack personal transportation resources to evacuate when an evacuation order is given. As a result, the Escambia County Area Transit transforms its daily services into an evacuation transportation service, free of charge, for those people who need transportation assistance evacuating their homes as a hurricane threatens the community.

Escambia County Area Transit is the primary organization under ESF1 that will coordinate with individuals and families to assist them in evacuating from their homes to public shelters during community evacuations, and to assist in transporting them back home when hurricane shelters close. Under ESF 1, additional resources have also been identified to augment transportation services and resources where necessary. Transportation resources are available and coordinated to meet the needs of those with evacuation transportation shortfalls. Transportation services are available at the time of need and require no pre-registration to access this ADA compliant service. Additional transportation plans are also in place to assist the homeless community in getting to and from public shelters as needed.

Special Medical Needs Population

As identified by Chapter 252.355(1) Fla. Stat., *"In order to meet the special needs of persons who would need assistance during evacuations and sheltering because of physical, mental, cognitive impairment, or sensory disabilities, the [Florida Division or Emergency Management] division, in coordination with each local Emergency Management agency in the state, shall maintain a registry of persons with special needs located within the jurisdiction of the local agency. The registration shall identify those persons in need of assistance and plan for resource allocation to meet those identified needs."*

This registry is utilized as a planning tool to determine the potential public demand for special needs public hurricane shelter space and to plan resources to support the special needs shelter operation. As additional special needs of the public are requested at the time of need, the EOC operational partners will coordinate resources to meet those needs as appropriate and as resources are available. Special needs and ADA requests will be primarily supported through ESF 1, 6 & 8 depending upon the specific needs.

Special Needs registration in Escambia County is a voluntary process whereby individuals can register either:

- Electronically on-line through the link provided on the County Website at https://myescambia.com/our-services/public-safety/beready/special-needs-shelter, or

- By paper submission of the registration form either downloaded from the same county website or as a paper form mailed to them from the Emergency Management Office by request.

Public Shelter Operations

Four types of public shelter operations have been identified for the County. They include; "risk," "host," "pet," and "special needs".

"Risk" shelters generally are:
> Pre-identified for public sheltering of people during hurricane threats.
> Identified as a last resort option for people evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels, evacuating tens of miles not hundreds of miles.

➢ Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
➢ Providing for minimal ARC operational needs.
➢ Managed and operated by the ARC.
➢ Located in school district and County facilities.
➢ Potentially opened utilizing a "phased opening" approach.
➢ Not in a special flood hazard area.
➢ Not in a storm surge/evacuation zone area.
➢ ADA accessible.

"Special needs" shelters generally are:
➢ Pre-identified for public sheltering of people with special medical needs during hurricane threats.
➢ Identified as a last resort option for people with special medical needs evacuating the area, with the preference being that people go further inland to friends, family, hotels, motels, or medical facility as appropriate.
➢ Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
➢ Providing for minimal health department operational needs.
➢ Managed and operated by the health department.
➢ Located in school district facilities.
➢ Not in a special flood hazard area.
➢ Not in a storm surge/evacuation zone area.
➢ Potentially co-located in a "risk" or "host" shelter depending upon circumstances.
➢ ADA accessible.

"Pet" shelters generally are:
➢ Operated on the preconceived expectation that it is the responsibility of pet owners to plan and provide for their pets while at the shelter.
➢ Pre-identified for public sheltering of people with pets that have no pre-identified options for evacuation with pets during hurricane threats.
➢ Identified as a last resort option for people with pets evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels.
➢ Constructed to a minimum of American Red Cross (ARC) 4496 structural standards, providing people an option that may be a safer place to evacuate than where they are currently residing.
➢ Providing for minimal Animal Services Division operational needs.
➢ Managed and operated by the County Animal Service Division.
➢ Located in school district facilities.
➢ Not in a special flood hazard area.
➢ Not in a storm surge/evacuation zone area.
➢ ADA accessible.

"Host" shelters generally are:
➢ Identified for public sheltering of people during disaster incidents other than hurricane/wind incidents.
➢ Identified for public sheltering to host evacuees from other communities or counties fleeing disaster threats or impacts to their community or county.
➢ Identified as a last resort option for people evacuating the area, with the preference being that people go further inland to friends, family, hotels, or motels.
➢ Providing for minimal ARC operational needs.
➢ Managed and operated by the ARC.
➢ In an area not at risk for the incident hazard.
➢ Potentially co-located with special needs shelter operations.
➢ ADA accessible.

Shelter information and pre-identified hurricane shelter locations can be found on the County website at www.bereadyescambia.com. All locations and operational procedures are reviewed and validated each year. See ESF 6 and 17 appendixes for additionally identified roles and responsibilities.

H. Re-entry Planning

Regardless of the type of emergency from which people have been evacuated, people will not be allowed to return to the area unless it has been determined to be safe, secure, and sanitary by the appropriate first responder agencies. The on-scene or EOC Incident Commander will have the authority to authorize reentry into evacuated areas.

Once it is deemed safe, secure, and sanitary, there may be a need to limit access back into the evacuated area(s) based upon the area's recovery needs and status. Should limited access be decided, access control points will be coordinated and managed by ESF 16 as appropriate. The County has developed a re-entry policy, as approved by the BCC, and can be found in Appendix K.

I. Critical Facilities/Operational Infrastructure

Emergency Management maintains a critical facilities reference list that is periodically updated and coordinated with GIS. This list can be utilized as a reference for various operational needs to include power restoration, recovery priorities, and response priorities to name a few. The County utilizes the Florida Division of Emergency Management's definitions for critical facilities and infrastructure for consistency and are defined here:

"Critical facilities" are defined as those structures from which essential services and functions for victim survival, continuation of public safety actions, and disaster recovery are performed or provided. Shelters, emergency operations centers, public health, public drinking water, sewer, and wastewater facilities are examples of critical facilities. Though not explicitly included in the definition, supporting life-line infrastructure essential to the mission of critical facilities must also be included in the inventory when appropriate.

"Critical Infrastructure" is defined as those systems and assets, whether physical or virtual, so vital that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economy, public health or safety, or any combination of these elements.

V. RECOVERY

Disaster recovery has historically proven to be potentially the most challenging and overwhelming part of any disaster operation depending upon the magnitude of the impacts. Broadly speaking, recovery can be expensive, complex, and lengthy, potentially taking months and even years for a community to fully recover. Hurricane Ivan (2004), Katrina (2005), Sandy (2012), and most recently Michael (2018) demonstrated that for communities directly impacted, it took years for those communities to recover and rebuild from those storms.

It is important to note however, that any community recovery effort is not designed to make people, families, or businesses "whole", but to prop people up enough and provide them a foundation from which they can take the responsibility for their own recovery needs moving forward that will bring them back to a state of normalcy as quickly as possible.

Recovery activities will begin immediately following the disaster and will include support from all the EOC partners and disaster committee organizations and their liaisons identified in Appendix D. Though initial recovery activities may be coordinated in the EOC utilizing ICS, it will be incumbent upon those organization's liaisons to represent and engage the recovery processes and programs on behalf of their organizations and the citizens they serve to the level they desire to participate and support recovery.

However, as response activities are demobilized, life safety issues are resolved and stabilized, and initial recovery activities are initiated, the EOC will typically move to demobilize and allow recovery operations to continue under normal organizational management structures outside of the EOC and ICS platform.

The primary County liaison, representing the BCC only, in recovery activities will be the assistant County Administrator, who will likely delegate responsibilities to County department heads as the need may identify. Should any recovery coordination between organizations and jurisdictions be required, it will be incumbent upon those organizations to coordinate as the need may arise through their own designated representatives.

The following section will identify those primary roles, responsibilities, programs, and activities that will be initiated from the EOC and may continue after the EOC demobilizes. However, the extent of the disaster impacts will dictate whether these programs and activities will be mobilized. The decision to initiate and coordinate these recovery activities will start in the EOC and may even be up to individual organizations to pursue depending upon the situation.

It is important to note however, that all local recovery planning activities must not only plan with a focus on catastrophic planning, but that most disaster impacts to the community will NOT generate a Presidential declaration. Most disaster impacts are generally smaller in nature, high frequency, and low population impact type incidents, however, to those few people, it is still catastrophic. But for those smaller incidents, the community will likely be on its own to meet the recovery needs of the community.

The recovery process for Escambia County will be the same whether the incident gets Presidentially declared or not. The only difference will be the number of and the amount of resources that may be available to the community for recovery and how much assistance a person or an organization may or may not receive in support of their recovery needs.

The recovery programs and activities will be presented below and in a progressive format that the recovery process may follow in a real event. Some activities may occur simultaneously.

A. Damage Assessments:

- Typically initiated from the EOC.
- May last a couple of days to a couple of weeks depending upon the extent of impacts.
- Damage Assessments are conducted utilizing FEMA P.A., I.A., and SBA program parameters.
- Initial Damage Assessments (IDAs) are conducted by local resources gathering data to be compiled and presented to state and federal officials for consideration toward a Presidential declaration request. Should the data and surrounding circumstance dictate a need, then state and federal Preliminary Damage Assessment (PDA) teams will deploy to the County to verify damage assessment data collected in the IDA process.
- As damages are validated and circumstances support the extent of damages, County data is provided to the Florida Division of Emergency Management that will compile all of the state data and submit a request from the governor to the President for a possible disaster declaration.
- Local responsibilities and processes are as follows:

B. P.A. Assessments-Initial Damage Assessment (IDA)

- ESF 3 is responsible for the collection and compilation of all P.A. damage assessment data for all jurisdictions of the County.
- ESF 7-Finance will support ESF 3 in gathering P.A. assessment data from P.A. eligible entities in the County.
  - The City of Pensacola is responsible to collect and provide P.A. assessment data and report to ESF 7-Finance.
  - The County will conduct P.A. assessments in the Town of Century on behalf of the Town and report to ESF 3.
  - County engineering is responsible to conduct infrastructure assessments in the unincorporated County and Century and report to ESF 3 and 7-Finance.
  - Other eligible P.A. entities (utilities, specific non-profits providing government type service, etc.) will conduct their assessments and provide data to ESF 7-Finance.
- ESF 3 will compile and present data to the IC for further processing and in preparation for a request for a Presidential declaration.
- As state and federal Preliminary Damage Assessment (PDA) teams deploy to the County to verify damage assessment data, the same assessment teams from all the organizations will accompany the PDA teams for validation.

C. I.A. Assessments-(IDA)

- ESF 3 is responsible for the collection and compilation of I.A. damage assessment data.
- Each jurisdiction will be responsible to gather and provide I.A. damage assessment data and report to ESF 3.
- County building inspections and property appraiser staff will collect assessment data for the unincorporated County and the Town of Century and report to ESF 3 for data compilation.
- The City of Pensacola will utilize City staff to conduct assessments in the City and report data to ESF 3.
- ESF 3 will compile and present data to the IC for further processing and in preparation for a request for a Presidential declaration.
- As state and federal Preliminary Damage Assessment (PDA) teams deploy to the County to verify damage assessment data, the same assessment teams from all the organizations will accompany the PDA teams for validation.

D. Small Business Administration (SBA)

- ESF 3 will compile and present data to the IC for further processing and in preparation for a request for an SBA declaration.
- As state and federal Preliminary Damage Assessment (PDA) teams deploy to the County to verify damage assessment data, the same assessment teams from all the organizations will accompany the PDA teams for validation.
- The same data from the I.A. assessments will be utilized by the SBA program with different thresholds.

E. Human Needs and Services/Community Response/Unmet Needs

- Human Services (EOC Human Services Branch)
  - ESF 6- and 15-Unit Leader, along with the EOC Human Services Branch Director will be the initial primary point for human services recovery activities and state community response task force coordination. This responsibility will likely transition to appropriate local non-profit organizations once the EOC demobilizes. These positions will be responsible to:

- Coordinate and facilitate the gathering of relevant impact/damage assessment data from government and non-profit resources to geographically leveraging limited resources for the most efficient and effective benefit to the community. This data may be gathered from American Red Cross, County, City, 911, 2-1-1, Citizens Information Center (CIC), USAR, FEMA team impact/damage or other source assessment efforts that may occur in the community.
- Coordinate with Be Ready Alliance Coordinating for Emergencies (BRACE), a local non-profit, ESF 15 Unit Leader, ESF 6 support and County COAD organization, and CERT/Citizen Corp program manager to assist in coordinating and tapping into program and funding resources through federal, state, and local government resources, as well as local, regional, and national non-profit direct services and programs that may meet local unmet needs of the community. As the local COAD, BRACE maintains a list of COAD partners that includes VOAD type organizations and is available upon request. Some of those partners do include the Salvation Army, American Red Cross, United Way, Hillcrest Baptist Church, and numerous other local churches, non-profit and for-profit organizations.
- Coordinate with State Community Response Task Force teams and pursue any state and federal direct and indirect service programs and funding resources to meet the unmet needs of the community.
  - Identify funding, indirect, and direct services state and federal programs that may be able to assist the needs locally.
  - Coordinate with program teams and task forces as they may arrive within the community to accomplish mission critical services.
  - Coordinate the preparation of applications, requests, and needs justifications as to secure program and funding support.
  - Coordinate the development of teams and/or committees as may be needed to pursue resources in support of community response and recovery activities.
- Coordinate with any non-profit Long-Term Recovery Committee that may be mobilized, as resources may allow, to address Long-Term Recovery and unmet needs of the community. These may include:
  - Non-profit housing/sheltering programs.
  - Non-profit rebuilding programs
  - Non-profit muck-out programs
  - Non-profit support services
  - Non-profit case management services
- Coordinate with identified organizations that are providing basic needs direct services to include food, water, and other essentials. These may include the American Red Cross, Salvation Army and others.
- Coordinate and facilitate the mobilization of comfort stations.
- Coordinate and mobilize POD operations. This may include access resources from POD to support basic direct service needs of the community.
- Coordinate and publicize programs and individual access points to any programs that are servicing the community unmet needs.
- See ESF 6 & 15 Annex for additional roles and responsibilities supporting EOC response and recovery responsibilities. This will include a list of the ESF 6 & 15 local support organizations that will initiate the local response efforts until other state and national resources may arrive.

o Should a Presidential declaration be secured, several programs may be initiated that could include:
- FEMA Immediate Disaster Case Management and Assessment Teams (A-Team)
- FEMA Disaster case management (DCMP)
- State Housing Initiative Program (SHIP) and Community Development Block Grant (CDBG) grant funding authorization as may be available.

- Leverage state H.O.M.E. tenant based rental assistance program/voucher program as may be available.
- Leverage National Emergency Grant (NEG) dislocated worker program through CareerSource ESCAROSA as may be needed and available.
- Request FEMA Disaster Assistance Response Teams (DART) as may be needed and available.
- Request AmeriCorps National Civilian Corp (NCCC) teams as may be needed and available.
- Request AmeriCorp Vista teams as may be needed and available.
- Request FEMA Corps teams as may be needed and available.
- Request Community Emergency Response Teams (CERT) as may be needed and available.
- Request Disaster Survival Assistance Teams (DSAT) as may be needed and available.
  o The specific recovery needs of the community will typically determine the organizations that will be involved, and those organizations will coordinate recovery operations as appropriate and as resources may allow.

F. Disaster Recovery Centers (DRCs)/Essential Service Centers (ESC)

- Human Services Branch Director will be primary contact for the coordination of the federal/state operation.
- Should the incident become Presidentially declared, the county EOC will request that a DRC (or multiple DRCs be mobilized depending upon the extent of impacts.
- This operation seeks to create a one-stop shop for citizens looking to engage non-profit, local, state, and federal assistance programs.
- Typically set up close to the impacted areas of the community.
- May mobilize mobile or permanent facility operations.
- The County Emergency Management office maintains a list of potential DRC/ESC sites for consideration at the time of need.
- This is a federal operation and the county will support the DRC operation with resources where appropriate and available. This may include communications, law enforcement, equipment/supplies, etc.

G. Disaster Field Office (DFO)/Joint Field Office (JFO)

- County Emergency Management Liaison will be the primary contact for any federal and state operational coordination and as it relates to the establishment of a DFO/JFO.
- Designed as a federal location that includes state representation for local organizations and government agencies to speak to and coordinate with federal and state program representatives. Representations/referrals may include local and national non-profits, government service programs, 2-1-1 Northwest Florida, mental health services, medical services, etc.
- Designed as a coordination point for relevant organization and program representative to implement programs more effectively in the community.
- Organizational representation in the DRC/ESC may include non-profit organizations, mental health services, and federal, state, and local government program representation.

H. Debris Management

- Each jurisdiction is responsible for their debris management program and the development of a plan.

- The County has a FEMA approved debris management plan and addresses:
  - Legal authorities and processes.
  - Coordination with other government jurisdictions as appropriate.
  - Identification, selection, and contracting with contractors and vendors as appropriate.
  - Pick-up/clearing priorities as appropriate.
  - Processes to satisfy FEMA PA program requirements and needs for documentation for the proper implementation of a debris management plan to maximize eligibility and reimbursements as appropriate.
  - Hazardous waste/material disposal.
  - Environmental considerations as appropriate
- Federal funding, if Presidentially declared, may offset the expense of debris management and disposal.
- ESF 3 is responsible to coordinate the debris management
  - Debris management plan and the implementation of the plan falls to the County Waste Services Department.
  - Beach debris clean-up and disposal is coordinated through the same plan but overseen by the County natural resources department.

I. Temporary Housing

- A coordinated effort from several programs and organizations may support a local temporary housing program. Primary efforts will be from non-profit sheltering/housing programs.
- The Human Services Branch Director and the Neighborhood Enterprise Division of the County will be the primary BCC liaison in coordinating state and federal housing programs as appropriate and as directed by the County Administrator. The City of Pensacola Housing Program Director will engage on behalf of the City to the level identified by the mayor.
- Neighborhood Enterprise Division will be responsible to coordinate and manage base camp operations as the situation may dictate, coordinating through local or state contractors for this operations.
- Neighborhood Enterprise Division will be responsible to coordinate, update, maintain, and manage the county housing plan.
- ESF 6 & 15 non-profit organizations may engage federal and state housing programs that may financially supplement non-profit housing programs as may be appropriate and eligible.
- As federal and state assistance may become available, additional programs may enhance non-profit programs and efforts to possibly include:
  - Mobilizing base camps for survivors. This will be coordinated through the Neighborhood Enterprise Division and the Human Services Branch Director. Typically, this will be accomplished through a request to the state utilizing a state contractor.
  - Request for the reallocation of CDBG funding.
  - Request for the reallocation of SHIP funding.
  - Request for the State H.O.M.E. tenant based rental assistance program/disaster voucher program.
  - Federal transitional shelter assistance (TSA) program.
  - Triggering FEMA I.A. housing program assistance.
    - Housing repair assistance
    - Home loan program
    - Corp of Engineers Roof Blue program
    - Travel trailer/mobile home programs
- Any coordination between programs and organizations while trying to meet the housing needs of the public will be coordinated at the time of need and will include the relevant partners from non-profits and government agencies as they may desire.
- County and City building permitting departments may consider streamlined permitting processes or adjust resources to expedite permitting as those entities may desire.

- The County has a strategic housing plan maintained by the Neighborhood Enterprise Division Manager.

J. Unmet Needs

- Unmet needs are primarily addressed through ESF 6- and 15-Unit Leader positions and the Human Services Branch Director with the support of all EOC partner organizations and the network or resources they all bring to the EOC operation as the EOC may be mobilized. As the EOC demobilizes, this coordination effort will transition to the ESF Lead organization or to the local non-profit direct service organizations such as the American Red Cross, Salvation Army, or to the local United Way 2-1-1 referral service to guide individuals to potential resources that may be able to address unmet needs further.
- Initial unmet needs will be identified through the damage and impact assessment process described above.
- Unmet needs of the community will be identified throughout the disaster recovery process.
- As unmet needs are identified, non-profit, local, state, and federal programs will be requested to address as many unmet needs as available.
- Local and national VOAD organizations will work together with Volunteer Florida to coordinate and address unmet needs as resources may be available.
- Coordination with local businesses through ESF 18 will also work to identify resources from the private sector to potentially meet some of those unmet needs.
- As the situation may dictate, appropriate non-profit, government and for-profit organizations will coordinate to leverage limited resources to meet the unmet needs. This will help to avoid duplication of effort and minimize anyone falling between the cracks. This may occur through meetings, conference calls, or other options.
- Not all unmet needs will be addressed and will be up to the individuals and businesses to address those unmet needs and fill gaps over time. It is very likely that unmet needs may never addressed.

K. Public Assistance Program Process

- Each eligible applicant to the P.A. program will be responsible to engage the P.A. program to accomplish infrastructure repairs and pursue financial reimbursement for disaster response activities.
- Once a P.A. federal declaration has been secured several steps may occur:
  o Declaration notification and documentation is provided to the County.
  o County will work to schedule a County-wide P.A. "kick-off"/applicant briefing with state and federal officials.
  o ESF 7-Finance/County Management and Budget Department maintains and keeps updated a contact list of P.A. eligible applicants to provide notification of the scheduled P.A. initial "kick-off"/applicant briefing.
  o P.A. eligible applicants are defined by the FEMA P.A. program.
  o P.A. applicant briefing is held and then it will be up to each eligible applicant and governmental jurisdiction to engage the P.A. program and pursue P.A. grants for public infrastructure repair projects and the reimbursement for response and recovery expenses.
  o P.A. program eligibility and guidance can be found on the FEMA website at http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit/.
  o Typically, as it relates to county representation, at a minimum, the County Attorney and County Budget Director will either be in attendance or designate appropriate staff to attend the P.A. "kick-off"/applicant briefing to include other department director representation as the situation may require.

L. Mass Feeding

- ESF 6 will be responsible for direct mass feeding services and support to the community.
- ESF 6 will also attempt to identify and coordinate any other organizations locally or outside mutual aid that may randomly mobilize a feeding operation in the community to minimize overlap and gaps in reaching the community with these services.
- ESF 11 may make resources available through POD operations to supplement food and water products to non-profits as those resources may be available. The ESF 11 resources will likely not be available except in larger disaster incidents.

M. Economic Redevelopment

- Economic Redevelopment is critical in getting the community back to normal.
- Getting public infrastructure and services repaired and operational, schools reopened, businesses open for commerce, and employees back to work is the goal for a disaster impacted community.
- The local economic redevelopment process will potentially require the support of many organizations and local governments. The key players will include:
    - Pensacola Bay Area Chamber of Commerce
    - Perdido Key Chamber of Commerce
    - Pensacola Beach Chamber of Commerce
    - Santa Rosa Island Authority
    - City of Pensacola
    - Town of Century Chamber of Commerce
    - Town of Century
    - African American Chamber of Commerce
    - Escambia County
    - FloridaWest
    - University of West Florida HAAS Center
    - And many others…
- Some economic redevelopment activities will be individually initiated, some will be coordinated. How economic redevelopment will be coordinated and who will lead the effort will depend upon the economic situation, resources that may be available, and the decisions being made by the leadership of each of the listed key organizations.

VI. MITIGATION

Local Mitigation Strategy (LMS)

Escambia County has developed a Local Mitigation Strategy (LMS) plan and committee with the task of creating and implementing a disaster mitigation strategy for the community.

The LMS plan is a FEMA/state approved plan that expires in October 2020 and must be updated and approved by FEMA and the state every five years.

The LMS committee itself is comprised of various governmental, non-profit, and for-profit organizations that is open to the public, that pursues various activities to mitigate the community. Activities can include public outreach and education, "hard" construction type projects, and building regulation enhancements and restrictions in assisting the community in "hardening" buildings and infrastructure against future hazard threats.

The LMS is comprised of a group elected board, coordinated by the County Development Services Department, and maintains information and the LMS plan on the County website at http://www.myescambia.com/business/ds/local-mitigation-strategy.

County Emergency Management Division is a participant and key member of the LMS and is represented by the Emergency Management Planning Coordinator at meetings as they are scheduled. Typically, the LMS meets once per quarter, but may increase meeting frequency depending upon the priority issues at hand such as an LMS plan update, reviewing and prioritizing LMS projects in support of various grant program deadlines, etc. The EM planning coordinator is always available to any organization or individual to assist in providing an understanding and promoting the concept of mitigation in the community through outreach efforts such as public speaking, expos, and other similar venues. The planning coordinator will also support and provide guidance with respect to many activities of the LMS to include:

- Contribution in the development and implementation of LMS goals, objectives, and implementation activities in support of mitigation in the community.
- Coordination with respect to various mitigation grant programs such as the Flood Mitigation Assistance (FMA) Grant program, the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation Grant program, and several others.
- Consultation with respect to the concept of mitigation, mitigation project development, and grant program project eligibility with members of the LMS and any outside organizations or individuals with interest in mitigation.

National Flood Insurance Program (NFIP) and Substantial Damage Determinations

Even though some structures in the community may get *tagged* as being uninhabitable as the damage assessment process is implemented and completed, substantial damage determinations for structures are typically made further into the recovery process. However, as the effort of substantial damage determinations supports the concept of mitigation and the NFIP requirements for local ordinances, the substantial damage determination process is referenced in this mitigation section of the CEMP.

Typically, the implementation and enforcement of substantial damage building requirements is triggered when someone requests approval of development plans or requests a building permit to start rebuilding after disaster, or merely just to add-on to their home or remodel. Once someone makes a request for a building permit or development approval, the Building Services Department and/or the Development Services Department, as appropriate for each jurisdiction, will review the plans, project estimates, and identify whether the project is in the regulated Special Flood Hazard Area to see if a substantial damage determination is necessary. Should a permit request need that substantial determination evaluation, those departments will review the value of the structure utilizing the property appraiser's data, or other official and appropriate appraisal data to determine whether the substantial damage requirements must be enforced based upon the project estimates. Should a person believe the data being utilized by the County is not necessarily accurate, the property may owner may acquire and/or provide additional and acceptable data and information that may relieve or continue to support the substantial damage determination for the property and the project at hand. Once the determination is final, then additional requirements under the substantial damage requirements may force the property owner to take on additional building code requirements before the permit can be issued and the rebuilding and construction can begin.

VII. FINANCIAL MANAGEMENT AND VITAL RECORD PROTECTION

The Department of Management and Budget Services is the primary contact for financial reporting and fiscal procedures for the Board of County Commissioners and coordinates with the Clerk of the Circuit

Court to update financial reporting, reimbursement, document management, and document preservation procedures that will be required during disaster operations.

The Management and Budget Department Director is also the co-lead for ESF 7 (Finance Section) and acts as the Finance Section Chief during EOC activations. Each EOC organization is ultimately responsible for their own financial and documentation management practices, but also should be responsive to the Finance Section Chief for any financial reporting as may be required by the IC, as may be required for federal disaster programs, and as may be required by state disaster program staff, as appropriate. Each EOC organization will need to track any operational and financial arrangements with respect to any mutual aid resource support requested or provided and identify financially responsible parties as such. Any statewide mutual aid resource tracking will be coordinated through the Logistics Section, with pre-identified financially responsible parties. ESF 7 appendix will provide more details. Any contracts and funding agreements will also be coordinated and managed through each individual jurisdictional organization and agency policies and procedures.

The Finance Section Chief will establish deadlines for submission of appropriate forms and documentation for reimbursement procedures will coordinate any required briefings and conference calls and assist with navigating any financial programs on behalf of the EOC and the EOC partners.

The Finance Section Chief will also provide notifications for any federal or state program meetings or workshops and will provide notification to potential eligible applicants with respect to the applicant briefing for the federal P.A. program.

Preservation of Official Records

The BCC Clerk of the Circuit Court has the responsibility for preservation official BCC records to include BCC actions related to disaster response activities. These Official Records include deeds, mortgages, judgments, liens, satisfactions, military discharge records, court documents and other miscellaneous records. Each political jurisdiction and EOC organization are responsible to maintain their own official records and documents with the recommendation that backup files be maintained outside of the local area.

All financial and operational documentation and data generated as a result of the disaster operation will be maintained by the individual EOC organizations following their own organizational requirements and as required by law.

The Finance Section Chief will coordinate with Emergency Management staff to schedule any necessary training and to acquire any guidance to navigate the federal and state financial assistance programs as appropriate and as the need is identified.

Preservation of Data Processing Records

The Department Director of Information Technology is responsible for the preservation of data for the Board of County Commissioners. System backups to backup storage are performed on a daily basis. These backups are complete system backups with the ability to be wholly or partially restored.

The Department of Information Technology maintains two data centers. One, the Courthouse Annex Data Center (DC) is located on the 2nd floor at 221 Palafox Place, Pensacola, FL. The other, the Public Safety Building Data Center (DC) is located at 6575 N. "W" Street, Pensacola, FL. Each DC has its own backup system.

The main systems located within the DCs are used for such applications as Voice over IP, Lucity (Facilities Management, Fleet Management), GIS database and Document Management.

Emergency Management Financial Programs

Several state and federal preparedness and response and recovery financial assistance programs may become available to eligible applicants within the community during disasters or may be available well before disasters impact the community. County Emergency Management staff and the Finance Section Chief can provide guidance to eligible jurisdictions and organizations as appropriate and as the need may arise. Ultimately, each jurisdiction, organization, and eligible entity will be responsible to pursue and manage any disaster funding programs through their own organizations and documentation processes. Some of the programs include:

- Emergency Management Preparedness and Assistance Grant Program

   This is a federal and state annually funded grant program that provides funding to enhance County emergency management programs. Funding is utilized for planning, training, exercise, equipment, and other expenses in support of preparedness, response, and recovery activities. This funding is coordinated through the County Emergency Management Office.

- Hazardous Materials Planning and Prevention Program

   This is an annual state funded grant, whereby counties are contracted to assist the state in meeting hazardous materials facility storage/manufacturing reporting requirements.   The County Emergency Management office is contracted to visit and validate hazardous materials being stored/manufactured within businesses that meet reporting requirements.

- Office of Grants and training, Department of Homeland Security (DHS) Grant Program

   Consisting of several federal funding programs, DHS provides funding for planning, training, exercise, and equipment in the effort to better plan for potential domestic security threats. The state is tasked in managing and distributing these funds in a competitive process that validates eligibility and meets the state and federal domestic security goals and objectives. Individual eligible applicants will be required to apply and manage awarded grants as appropriate.

- State Shelter Retrofit Program

   This is a state funded grant program that provides funds to mitigate potential public hurricane shelter facilities to bring them up to minimum wind load and operational standards to expand public shelter capacity around the state.

- Community Emergency Response Teams (CERT) and Citizen Corps

   These are federally funded grant programs designed to enhance the preparedness of citizens within the community. These grants are designed to bring awareness of disaster preparedness to the community and to provide training opportunities for people and organizations in the basics of disaster response and to provide an opportunity for neighbors to help neighbors in times of disaster.

- Public Assistance Grant Program (P.A.)

   PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies.

Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process.

The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the subrecipients (eligible applicants).

- Individual Assistance Grant Program (I.A.)

The Federal Emergency Management Agency's Individuals and Households Program (IHP) provides financial help or direct services to those who have necessary expenses and serious needs if they are unable to meet these needs through other means. Up to $33,000 (adjusted each year) is available in financial help, although some forms of IHP assistance have limits. Flood insurance may be required as indicated below. These forms of help are available: • Housing Assistance (including Temporary Housing, Repair, Replacement, and Semi Permanent or Permanent Housing Construction) and • Other Needs Assistance (including personal property and other items)

- Fire Management Assistance Grant Program

Fire Management Assistance is available to States, local and tribal governments, for the mitigation, management, and control of fires on publicly or privately-owned forests or grasslands, which threaten such destruction as would constitute a major disaster.

The Fire Management Assistance declaration process is initiated when a State submits a request for assistance to the Federal Emergency Management Agency (FEMA) Regional Director at the time a "threat of major disaster" exists. The entire process is accomplished on an expedited basis and a FEMA decision is rendered in a matter of hours.\

The Fire Management Assistance Grant Program (FMAGP) provides a 75 percent Federal cost share and the State pays the remaining 25 percent for actual costs. Before a grant can be awarded, a State must demonstrate that total eligible costs for the declared fire meet or exceed either the individual fire cost threshold - which is applies to single fires, or the cumulative fire cost threshold, which recognizes numerous smaller fires burning throughout a State.

- Hazard Mitigation Grant Program (HMGP)

The purpose of HMGP is to help communities implement hazard mitigation measures following a Presidential Major Disaster Declaration in the areas of the state, tribe, or territory requested by the Governor or Tribal Executive. The key purpose of this grant program is to enact mitigation measures that reduce the risk of loss of life and property from future disasters.

- Small Business Administration Grant Program (SBA)

The SBA offers disaster assistance in the form of low-interest loans to businesses, renters, and homeowners located in regions affected by declared disasters.

- Flood Mitigation Grant Assistance Program (FMA)

The FMA program is authorized by Section 1366 of the National Flood Insurance Act of 1968, as amended with the goal of reducing or eliminating claims under the National Flood Insurance

Program (NFIP). FMA provides funding to States, Territories, federally-recognized tribes and local communities for projects and planning that reduces or eliminates long-term risk of flood damage to structures insured under the NFIP. FMA funding is also available for management costs. Funding is appropriated by Congress annually.

- Pre-Disaster Mitigation Grant Program (PDM)

  The PDM Program, authorized by Section 203 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, is designed to assist States, U.S. Territories, Federally-recognized tribes, and local communities in implementing a sustained pre-disaster natural hazard mitigation program. The goal is to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding in future disasters. This program awards planning and project grants and provides opportunities for raising public awareness about reducing future losses before disaster strikes. Mitigation planning is a key process used to break the cycle of disaster damage, reconstruction, and repeated damage. PDM grants are funded annually by Congressional appropriations and are awarded on a nationally competitive basis.

- Community Development Block Grant (CDBG)

  HUD provides flexible grants to help cities, counties, and States recover from Presidentially declared disasters, especially in low-income areas, subject to availability of supplemental appropriations. In response to Presidentially declared disasters, Congress may appropriate additional funding for the Community Development Block Grant (CDBG) Program as Disaster Recovery grants to rebuild the affected areas and provide crucial seed money to start the recovery process. Since CDBG Disaster Recovery (CDBG-DR) assistance may fund a broad range of recovery activities, HUD can help communities and neighborhoods that otherwise might not recover due to limited resources.

- State Housing Initiative Project (SHIP)

  Florida Housing administers the State Housing Initiatives Partnership program (SHIP), which provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to serve very low, low- and moderate-income families.
  SHIP funds are distributed on an entitlement basis to all 67 counties and 52 Community Development Block Grant entitlement cities in Florida. The minimum allocation is $350,000. In order to participate, local governments must establish a local housing assistance program by ordinance; develop a local housing assistance plan and housing incentive strategy; amend land development regulations or establish local policies to implement the incentive strategies; form partnerships and combine resources in order to reduce housing costs; and ensure that rent or mortgage payments within the targeted areas do not exceed 30 percent of the area median income limits, unless authorized by the mortgage lender.

  SHIP dollars may be used to fund emergency repairs, new construction, rehabilitation, down payment and closing cost assistance, impact fees, construction and gap financing, mortgage buy-downs, acquisition of property for affordable housing, matching dollars for federal housing grants and programs, and homeownership counseling. SHIP funds may be used to assist units that meet the standards of chapter 553.

VIII. REFERENCES AND AUTHORITIES

County Ordinance:
Chapter 2-Administration (Chain of Succession)
Chapter 37-Emergency Management

Chapter 38-Emergency Services
Chapter 50-Fire Prevention

State of Florida:
Division of Emergency Management, (updated 2012), Local Comprehensive Emergency
Management Plan Compliance Crosswalk
Division of Emergency Management (2018) State Comprehensive Emergency
Management Plan

Florida Statutes (Fla. Stat.):
Chapter 14: Governor
Chapter 22: Emergency Continuity of Government
Chapter 23: Florida Mutual Aid Act
Chapter 30: Sheriffs
Chapter 125: County Governments
Chapter 154: Public Health Facilities
Chapter 155: Hospitals
Chapter 161: Beach and Shore Preservation
Chapter 162: County or Municipal Code Enforcement
Chapter 166: Municipalities
Chapter 252: Emergency Management Act
Chapter 381: Public Health
Chapter 388: Mosquito Control
Chapter 393: Developmental Disabilities
Chapter 394: Mental health
Chapter 395: Hospital Licensing and Regulation
Chapter 400: Nursing Homes and Related Health Care
Chapter 403-Environmental Controls
Chapter 406-Medical Examiners
Chapter 408-Social Welfare
Chapter 768-Good Samaritan Act
Chapter 870-Riots, Affrays, Routs, and Unlawful Assemblies
Chapter 943-Domestic Security
Chapter 1013-Educational Facilities

Florida Administrative Code (F.A.C.):
9G-2: State Comprehensive Emergency Management Plan
9G-5: Local Disaster Preparedness Agency Approval of Local Director
9G-6: Review of Local Emergency Management Plans
9G-14: Hazardous materials
9G-20: Facility Emergency Management Plans
9G-22: Local Mitigation Strategy Plan

State Executive Orders
Executive Order 80-29, April 14, 1980: Local political subdivisions development of
Continuity of Government plans

Federal:
Homeland Security Presidential Directive 5, National Incident Management System
Homeland Presidential Directive 8, Domestic Preparedness
Americans with Disabilities Act (ADA), as amended, of 1990
Public Law 84-99, 33 U.S.C. 701n, Flood Emergencies
Public Law 91-671, Food Stamp Act of 1964
Public Law 93-234, Flood Disaster Protection Act, as amended, of 1973

Public Law 93-288, as amended, Robert T. Stafford Disaster Relief and Emergency Assistance Act
Public Law 100-408, as amended, Price-Anderson Amendments Act of 1988
Public Law 101-380, Oil Pollution Act (OPA) of 1990
Public Law 104-321, as amended, Emergency Management Assistance Compact
Public Law 106-390, Disaster Mitigation Act of 2000
42 U.S.C. 11331-11352, federal Emergency Management Food and Shelter Program
42 U.S.C. 4101, et seq, as amended by the Flood Insurance Reform Act of 1994
The National Strategy for Homeland Security
National Incident Management System (NIMS), 2008.
National Prevention Framework, June 2016
National Protection Framework, June 2016
National Mitigation Framework, June 2016
National Response Framework June 2016
National Disaster Recovery Framework, June 2016
National Preparedness System, November 2011
Sector Mobile Area Contingency Plan

Code of Federal Regulations (CFR)
28 CFR Part 35: Non-discrimination on the Basis of Disability in State and Local Government Services
44 C.F.R. Part 201: Mitigation Planning
44 C.F.R. Part 204: Fire Management Assistance Grant Program
44 C.F.R. Part 206: Federal Disaster Assistance for Disasters Declared after Nov. 23, 1988.
44 C.F.R.: national Urban Search and Rescue Response System

Mutual Aid Agreements:
County/state-Statewide Mutual Aid Agreement
County/WeatherBug
County/Orange Beach, Alabama (first responder)
County/FEMA-Integrated Public Alert and Warning System (IPAWS)
County/Civil Air Patrol (air support)
County/Pensacola State College (facility usage)
County/Escambia County, Alabama (first responder)
County/Santa Rosa County, Florida (first responder)
County/Baldwin County, Alabama (first responder)
County/School District (pet shelter)
County/School District (risk and SPNS shelter)
County/UWF (risk shelter)
County/Hillcrest Baptist Church (VRC)
County/State (SLERS)
County/Sheriff's Office (COOP)
County/USNG (Search & Rescue)

Other:
County Base Camp Plan
County (BCC) Pandemic Plan
County EOC Continuity of Operations Plan
County DRC/JFO Plan
County Evacuation Plan
County Flood Response Plan
County Fuel Spill Response Plan
County Debris Management Plan
County Emergency Fuel Plan

County Damage Assessment Plan
Florida Health Department Behavioral Health Plan
Florida Health Department Essential Service Center Plan
Florida Health Department Special Needs Shelter SOP
Additional and operationally specific references can be found under each ESF appendix.

GLOSSARY OF KEY TERMS

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident
Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met, and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

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

Assignments: Tasks given to resources to perform within given operational periods that are based on operational objectives defined in the IAP.

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

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

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

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

Catastrophic Event: A extraordinary level of required capabilities beyond the local, regional, state, or national capacities; A large number of casualties; Extensive damage to or disruption of critical infrastructure; Significant dislocation of the County's and/or state's population from their communities of origin; Substantial degradation of the County's or Florida's environment; The destabilization of local, regional, or state economies; Instability of one or more local governments.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Chief: The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

Citizens Information Center (CIC): In an incident management organization, Citizen Information Center can be any designated call center where citizens can call for the latest information and status of disaster response and recovery activities. This typically is for non-emergency informational exchange.

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Common Operating Picture: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence. Communications Unit: An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

County Staging Area: An operation within the County that becomes the focal point for checking in and checking out all mutual aid goods and services coordinated with the County and its subsequent jurisdictions.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster Recovery Center: Disaster Recovery Centers (DRCs) are a post-presidential declaration, temporary facility located in or near the impacted area where survivors can go to obtain disaster related information. The centers are staffed with specialists from FEMA, the State Emergency Response Team (SERT), the U.S. Small Business Administration (SBA) and a variety of disaster-recovery representatives from local and voluntary agencies.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Emergency: Absent a Presidential declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means 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 Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be

a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, County, city, tribal), or some combination thereof.

Emergency Operations Plan: The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Public Information: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider: Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002), also known as Emergency Responder.

Essential Service Center: Essential Services Centers (ESC) are pre-presidential declaration, temporary, mass care emergency locations where impacted survivors of disasters can go for limited essential services and information within 24 to 96 hours following a disaster. ESCs are considered a joint operation between County, non-governmental organizations and the state. The primary responsibility for an ESC lies with the state, but each level of government has a role. This Plan identifies those limited circumstances where ESCs will be used to expedite the response and recovery process.

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.

Event: A planned, none emergency activity. ICS can be used as the management system for a wide range of incidents, e.g., parades, concerts, or sporting incidents.

Federal: Of or pertaining to the Federal Government of the United States of America.

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

Fusion Center: A fusion center is a collaborative effort of state and federal agencies working in partnership with local partners to share resources, expertise, and/or information to better identify, detect, prevent, apprehend and respond to criminal and terrorist activity utilizing an all crimes/all hazards approach.

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

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division)

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Incident: An occurrence or event, natural or human-caused that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents,

earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

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

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

Incident Management Team (IMT)/Incident Management Assistance Teams (IMATs): The IC and appropriate Command and General Staff personnel assigned to an incident.

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

Initial Action: The actions taken by those responders first to arrive at an incident site.

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

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

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

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

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

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics: Providing resources and other services to support incident management. Logistics Section: The section responsible for providing facilities, services, and material support for the incident.

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, 19 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, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective: A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures,
and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard- related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations Federal, State, local, and tribal for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, clarify agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination Systems: Multi-agency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of
Multi-agency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications.
These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

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

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

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

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

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

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

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

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

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

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

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

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO). Processes: Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

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

Publications Management: The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

Qualification and Certification: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

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

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

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

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

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

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

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

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the 23 Incident Command.

Span of Control: The number of individuals a supervisor is responsible for usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area: Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the

adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

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

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Supporting Technologies: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

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

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Threat: An indication of possible violence, harm, or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Tribal: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

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

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

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

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Volunteer: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

ACRONYMS

AAR	After Action Report
ACAMS	Automated Critical Assessment Management System
ADA	Americans with Disabilities Act
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response Compensation and Liability Act
C.F.R.	Code of Federal Regulations
CIC	Citizen Information Center
CIKR	Critical Infrastructure / Key Resources
CMS	Consumable Medical Supplies
COG	Continuity of Government
COOP	Continuity of Operations
COP	Common Operating Picture
CRT	Community Response Team
CSA	County Staging Area
DFO	Disaster Field Office (federal operation)
DHS	Department of Homeland Security
DME	Durable Medical Equipment
DRC	Disaster Recovery Center
DSCO	Deputy State Coordinating Officer
EAS	Emergency Alert System
ECO	Emergency Coordination Officer
ESC	Essential Service Center (state operation)
EDICS	Emergency Deployable Interoperable Communications System
EDWARDS	Emergency Deployable Wide Area Remote Data System
EIDL	Economic Injury Disaster Loan
EMAC	Emergency Management Assistance Compact
EMI	Emergency Management Institute
EMPA	Emergency Management Preparedness and Assistance Trust Fund
EMS	Emergency Medical Services
EOC	Emergency Operations Center
ESC	Essential Services Center
ESF	Emergency Support Function
FCIC	Federal Crime Information Center
FCO	Federal Coordinating Officer
FEIL	Florida Emergency Information Line
FEMA	Federal Emergency Management Agency
FEPA	Florida Emergency Preparedness Association
FIN	Florida Interoperability Network
FLCP	Florida Catastrophic Planning
FLNG	Florida National Guard
FOB	Forward Operating Base
FNSS	Functional Needs Support Services
FMA	Flood Mitigation Assistance
GAR	Governor's Authorized Representative
GIS	Geographic Information System
GSM	Global System for Mobile Communications
HAZMAT	Hazardous Materials
HF	High Frequency
HMGP	Hazard Mitigation Grants Program
HMTUSA	Hazardous Materials Transportation Uniform Safety Act

HSEEP	Homeland Security Exercise and Evaluation Program
IA	Individual Assistance
IAP	Incident Action Plan
ICS	Incident Command System
IMAT	Incident Management Assistance Team
IOF	Interim Operating Facility
IP	Improvement Plan
IPS	Integrated Planning System
IRIS	Immediate Response Information System
JRSOI	Joint Reception, Staging, Onward Movement and Integration
JFO	Joint Field Office
LMS	Local Mitigation Strategy
LSA	Logistical Staging Area
LSE	Local State of Emergency
MARC	Mutual Aid Radio Communications
MSAT	Mobile Satellite Phone System
NAWAS	National Warning System
NERR	National Emergency Resource Registry
NFIP	National Flood Insurance Program
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NWWS	NOAA Weather Wire Service
ONA	Other Needs Assistance
PA	Public Assistance
PAS	Personal Assistance Services
PDA	Preliminary Damage Assessment
PIO	Public Information Office
PL	Public Law
POD	Point of Distribution
PPD-8	Presidential Preparedness Directive 8
PSA	Protective Service Advisor
PW	Project Worksheet
RACES	Radio Amateur Civil Emergency Service
RCMP	Residential Construction Mitigation Program
RDSTF	Regional Domestic Security Task Force
SAT	State Assistance Team
SBA	Small Business Administration
SCO	State Coordinating Officer
SEOC	State Emergency Operations Center
SERT	State Emergency Response Team
Shares	Shared Resources
SLERS	State Law Enforcement Radio System
SLRC	State Logistics Response Center
SMAA	Statewide Mutual Aid Agreement
SpNS	Special Needs Shelter
SRMN	State Resource Management Network
SWO	State Watch Office
TAC-SAT	Tactical Satellite Communications
TAG	The Adjutant General (National Guard)
U.S.C.G.	United States Coast Guard
U.S.C.	United States Code
U.S.C.A.	United States Code Annotated

USNG   U.S. National Grid

ARTICLE II. EMERGENCY MANAGEMENT

Sec. 37-31. Enactment and authority.

In accordance with and pursuant to the authority of F.S. ch. 252 the board of county commissioners of the county hereby establishes emergency management regulations to provide effective and orderly governmental control and coordination of emergency operations, and further to establish and maintain an emergency management agency in support of the state comprehensive emergency plan and program.
(Code 1985, § 1-24-76)

Sec. 37-32. Jurisdiction.

The area subject to this article shall be all of the county.
(Code 1985, § 1-24-77)

Sec. 37-33. Purpose and intent.

The purpose and intent of this article is to ensure that preparations of the county will be adequate to deal with, reduce vulnerability to, and to recover from emergencies, or threats thereof, in order to safeguard the life and property of its citizens.
(Code 1985, § 1-24-78)

Sec. 37-34. Definitions.

The following words, terms and phrases when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. The words "shall" and "will" are mandatory and the word "may" is permissive.

(a) *Comprehensive emergency management plan* means the county peacetime emergency plan or its successor, as adopted by resolution by the board of county commissioners and approved by the division of emergency management of the department of community affairs.

(b) *County administrator* means the person appointed by the board of county commissioners as its chief administrative officer. In this article only, "county administrator" also means that senior administrative official other than the county administrator who is authorized by this article to declare a state of local emergency.

(c) *Disaster* means any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a declaration of a state of emergency by a county, the Governor, or the President of the United States. Disasters shall be identified by the severity of resulting damage, as follows:

1. *Catastrophic disaster* means a disaster that will require massive state and federal assistance, including immediate military involvement.

2. *Major disaster* means a disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.

3. *Minor disaster* means a disaster that is likely to be within the response capabilities of local government and to result in only a minimal need for state or federal assistance.

(d) *Emergency* means any occurrence, or threat thereof, whether natural, technological, or manmade, in war or in peace, which results or may result in

substantial injury or harm to the population or substantial damage to or loss of property.

(e) *Manmade emergency* means an emergency caused by an action against persons or society, including, but not limited to, enemy attack, sabotage, terrorism, civil unrest, or other action impairing the orderly administration of government.

(f) *Natural emergency* means an emergency caused by a natural event, including, but not limited to, a hurricane, a storm, a flood, severe wave action, a drought, or an earthquake.

(g) *Technological emergency* means an emergency caused by a technological failure or accident, including, but not limited to, an explosion, transportation accident, radiological accident, or chemical or other hazardous material incident.

(h) *Emergency management* means the preparation for, the mitigation of, the response to, and the recovery from emergencies and disasters. Specific emergency management responsibilities include, but are not limited to:

1.   Reduction of vulnerability of people and communities of this state to damage, injury, and loss of life and property resulting from natural, technological, or manmade emergencies or hostile military or paramilitary action.

2.   Preparation for prompt and efficient response and recovery to protect lives and property affected by emergencies.

3.   Response to emergencies using all systems, plans, and resources necessary to preserve adequately the health, safety, and welfare of persons or property affected by the emergency.

4.   Recovery from emergencies by providing for the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.

5.   Provision of an emergency management system embodying all aspects of pre-emergency preparedness and post-emergency response, recovery, and mitigation.

6.   Assistance in anticipation, recognition, appraisal, prevention, and mitigation of emergencies which may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.

(i) *Local emergency* means a natural, technological, or manmade emergency which affects all or a significant area of the county which results or may result in substantial injury or harm to the population or substantial damage to or loss of property.

(j) *Local emergency management agency* means the department of public safety emergency management division, which was created in accordance with the provisions of F.S. ch. 252 to discharge the emergency management responsibilities and functions in the county.

(k) *Political subdivision* means the county.

(l) *Public safety director* means the individual appointed by the board of county commissioners or the county administrator having direct responsibility for the organization, administration, and operation of the emergency management agency. The public safety director shall coordinate emergency management activities, services and programs within the county and shall serve as the liaison to the division of emergency management of the department of community affairs and other local emergency management agencies and organizations.

(m) *Special emergency* means a natural, technological, or manmade, emergency, which affects only a small part of the county.

(Code 1985, § 1-24-79; Ord. No. 2002-28, § 1, 7-2-2002; Ord. No. 2007-16, § 1, 3-15-2007)
Cross references: Definitions generally, § 1-2.

Sec. 37-35. Declarations of emergency; local; special.
    (a) *Declaration of local emergency.*
        (1) A state of local emergency may only be declared by a special emergency meeting of the board of county commissioners. If, after reasonable effort, a special emergency meeting cannot be convened then a state of local emergency may be proclaimed by the chairman of the board of county commissioners, or in the event the chairman cannot be located in the county, by proclamation of the vice-chairman; or in the event the vice-chairman cannot be located, by proclamation of any available county commissioner in order of seniority on the board or by (district) in numerical order. In the event no county commissioner can be located in the county, the county administrator may proclaim the state of local emergency. In the event the county administrator cannot be located in the county, any available assistant county administrator, in order of seniority may proclaim the state of local emergency. In the event no assistant county administrator can be located in the county, the director of public safety may proclaim the state of local emergency. The proclamation declaring the state of local emergency shall activate the comprehensive emergency management plan (CEMP).
        (2) If a state of local emergency is declared in the county, the county administrator or designee may request state assistance or invoke emergency-related mutual-aid assistance where the circumstances warrant such an action. The duration of each state of local emergency is limited to seven days, it may be extended as necessary, in seven-day increments.
    (b) *Declaration of special emergency.* The board of county commissioners hereby delegates to the public safety director or in the event the public safety director is out of town, the person appointed as acting public safety director, the authority to declare a state of special emergency, and authorizes the public safety director or designee to carry out all emergency management functions required by the special emergency.
(Code 1985, § 1-24-80; Ord. No. 2002-28, § 2, 7-2-2002; Ord. No. 2007-16, § 2, 3-15-2007)

Sec. 37-36. County administrator; general powers and duties.
    In the event a state of local emergency is declared in the county pursuant to this article, where appropriate, procedures and formalities otherwise required by law are waived and the county administrator may:
    (a) Perform public work in taking whatever prudent action is necessary to insure the health, safety, and welfare of the community; including, but not limited to, entering onto private roads and other private areas to remove debris and address other conditions that present an imminent threat to the health, safety, and welfare of the public-at-large;
    (b) Enter into contracts;
    (c) Incur obligations;
    (d) Employ permanent and temporary workers;
    (e) Utilize voluntary workers;
    (f) Rent equipment;
    (g) Acquire and distribute, with or without compensation, supplies, materials, and facilities; and
    (h) Authorize expenditure of public funds.
(Code 1985, § 1-24-81; Ord. No. 2002-28, § 3, 7-2-2002; Ord. No. 2008-50, § 1, 9-18-2008)

Sec. 37-37. Registry of persons with special needs.
    In carrying out the provisions of this article, the local emergency management and emergency management agency shall establish a registry of persons with special needs as provided in this section:

(a)   The department of public safety, division of emergency management shall provide for and maintain a registry of persons who would need assistance during evacuations and sheltering because of physical, mental or sensory disabilities located within the county. The registry shall be updated annually and be used to plan for resource allocation to meet those identified needs. The registry program shall give persons with special needs the option of preauthorizing emergency response personnel to enter their homes during search and rescue operations if necessary to assure their safety and welfare.

(b)   Any advertising required by this section shall, whenever possible, be done through the use of public service announcements of local radio stations and shall not require the expenditure of local government funds.

(c)   The public safety director shall coordinate registration efforts with the local electric utility.

(Code 1985, § 1-24-82; Ord. No. 2002-28, § 5, 7-2-2002)

Sec. 37-38. Local emergency management agency; general responsibilities.

The general emergency management responsibilities of the local emergency management agency include, but are not limited to:

(1)   Reduction of vulnerability of people of the county to damage, injury, and loss of life and property resulting from natural or manmade catastrophes or hostile military or paramilitary action.

(2)   Preparation for prompt and efficient rescue, care, and treatment of persons victimized or threatened by disasters.

(3)   Provision of a setting conducive to the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.

(4)   Provision of an emergency management system embodying all aspects of pre-emergency preparedness and post-emergency response.

(5)   Assistance in anticipation, recognition, appraisal, prevention, mitigation of emergencies which may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.

(Code 1985, § 1-24-83)

Sec. 37-39. Comprehensive emergency management plan.

In order to ensure the health, safety and welfare of the community for the duration of each state of emergency declared in the county, the board of county commissioners has adopted, by Resolution 2002-76 the Escambia County Comprehensive Emergency Management Plan, in accordance with F.S. ch. 252. A copy of the plan is on file with the clerk of the board of county commissioners and the department of public safety division of emergency management.

(Code 1985, § 1-24-84; Ord. No. 2002-28, § 5, 7-2-2002)

Sec. 37-40. Curfew.

In order to ensure the public safety during a state of emergency declared pursuant to this article, a curfew to restrict travel and movement within the county may be instituted by the county administrator when there is some real and immediate threat to the public safety which cannot be met through less drastic alternatives. The duration and application of the curfew shall be tailored to meet the specific crisis.

(Code 1985, § 1-24-85)

Sec. 37-41. Price regulation.

In order to prevent fraud, promote fair dealing between sellers and buyers and ensure the health, safety and welfare of the community for the duration of each state of emergency declared in the county pursuant to this article, it is a violation of this article to charge more than the average retail price for merchandise offered for sale during the state of emergency. The average retail prices as used in this section shall be that price at which similar merchandise has been sold

during the 90 days immediately preceding the state of emergency, or that price which is the same percentage mark up over wholesale cost that was added to wholesale cost prior to the state of emergency.
(Code 1985, § 1-24-86)

Sec. 37-42. Penalties.

Any person violating any provision of this article of any rule, order, or regulation made pursuant to this article shall be prosecuted in the same manner as misdemeanors are prosecuted, and upon conviction shall be punished by a fine not to exceed $500.00 or by imprisonment in the county jail not to exceed 60 days or by both such fine and imprisonment.
(Code 1985, § 1-24-87)

Level 1: Full Scale Activation

At this level, all primary and support Emergency Support Functions under the CEMP are activated. The EOC is activated with all personnel in response to a major incident/disaster and may remain activated at this level for several weeks.

Level 2: Partial Activation

At this level, the EOC is activated only with the necessary primary and support Emergency Support Function personnel needed to handle a small or short-term incident.

Level 3: Monitoring Activation

Level 3 is typically a "monitoring "phase. Notification will be made to those Emergency Support Functions and/or Departments who would need to take action as part of their everyday responsibilities. The County Emergency Operations Center will be staffed with Department of Public Safety Personnel.

APPENDIX C
STATE/FEDERAL LANDING ZONES

Escambia County, Florida
Emergency Operations Center

PRIMARY: **Escambia County EOC**
6575 North "W" Street
Pensacola, Florida 32505
N30 29 000
W87 15 675

OPTION #1   **Rave Movie Theatre Parking Lot**
6595 North "W" Street
Pensacola, Florida 32505
N   30 29 199
W   87 15 685

OPTION #2:   **Public Safety Open Lot**
6565 North "W" Street
Pensacola, Florida 32505
N 30 28 958
W 87 15 621

OPTION #3:   **First Pentecostal Church Parking Lot**
6500 North "W" Street
Pensacola, Florida 32505
850-477-1100
N 30 28 920
W 87 15 494

OPTION #4:   **Old Soccer Complex/Gulf Power Property (W St. & Hwy 29)**
6640 Pensacola Boulevard
Pensacola, Florida 32505
N 30 29 189
W 87 15 430

Agency Name	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5/ Planning	ESF 6	ESF 7/ Logistics/ Finance	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17	ESF 18	Safety Liaison	Legal Liaison	EOC Liaison	EOC Liaison Recovery
2-1-1 Northwest Florida															S							
Amateur Radio Emergency Service (ARES)		S																				
American Red Cross of Northwest Florida						S		S							S							
AT&T		S																				
Baptist Hospital								S														
Be Ready Alliance Coordinating for Emergencies (B.R.A.C.E.)						S									L							
Better Business Bureau of Northwest Florida																	S					
Century Chamber of Commerce																	S					
City of Pensacola			S																		S	
City of Pensacola Fire Department				S					S	S												
City of Pensacola Police Department		S														S						
City of Pensacola Public Information Office														S								
City of Pensacola, Public Works Department												S										
Civil Air Patrol													S									
Cottage Hill Water Works			S																			
Cox Communications		S																				
District 1 Medical Examiner Office								S														
Downtown Improvement Board																	S					
Emerald Coast Utilities Authority			S																			
Emerald Coast Utilities Authority Public														S								
Escambia County Area Transit (ECAT)	L							S														
Escambia County Assistant Administrator							S															S
Escambia County Building Services Department			S																			
Escambia County Building Services Department, Division of Animal Control																S						
Escambia County Building Services Department, Division of Animal Services																L						
Escambia County Citizen's Information Center														S								
Escambia County Clerk of the Circuit Court							S														S	
Escambia County Community Transportation	S																					
Escambia County Corrections Department, Community Corrections Division													S									
Escambia County Corrections Department, Jail Division																S						
Escambia County Corrections Department, Road Prison Division			S													S						
Escambia County County Attorney's Office																				L		
Escambia County Develop Services Department, GIS Division					S																	
Escambia County Development Services Department, Development Review Division			S		L																	
Escambia County Development Services, Planning and Zoning Division			S																			
Escambia County Extension Services Department													S			S						
Escambia County Facilities Department, Custodial Services Division			S																			
Escambia County Facilities Department, Design and Construction Administration Team			S																			
Escambia County Facilities Department, Utilities Division			S																			
Escambia County Facilities Management Department, Facilities Maintenance Division			S																			
Escambia County Human Resources Department							L															
Escambia County Human Resources Department, Veteran Services Officer													L									

Agency Name	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5/ Planning	ESF 6	ESF 7/ Logistics/ Finance	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17	ESF 18	Safety Liaison	Legal Liaison	EOC Liaison	EOC Liaison Recovery
Escambia County Information Technology Department		S					S															
Escambia County Library Services Department	S				S																	
Escambia County Management and Budget Department, Contracts Division							S															
Escambia County Management and Budget Department, Property Sales Division							S															
Escambia County Management and Budget Services Department, Office of Management & Budget Division							L															
Escambia County Management and Budget Services Department, Office of Purchasing Division							L															
Escambia County Management and Budget Services Department, Office of Risk Management & Safety and Loss Control Divisions																			L			
Escambia County Natural Resources Department, Environmental Code Enforcement																S						
Escambia County Natural Resources Department, Marine Resources Division			S																			
Escambia County Natural Resources Department, Mosquito Control Division																S						
Escambia County Natural Resources Department, Natural Resources Conservation Division			S																			
Escambia County Natural Resources Department, Water Quality & Land Management Division			S																			
Escambia County Neighborhood and Human Services Department						S					L											
Escambia County Neighborhood and Human Services Department, Community Redevelopment Agency					S						S											
Escambia County Neighborhood and Human Services Department, Community Resource Centers						S																
Escambia County Neighborhood and Human Services Department, Neighborhood Enterprise Division																						S
Escambia County Office of Community and Media Relations														L								
Escambia County Parks & Recreation Department, Community Centers						S																
Escambia County Parks and Recreation Department			S													S						
Escambia County Property Appraiser																					S	
Escambia County Public Safety Department						L																
Escambia County Public Safety Department, Business Operations Office							S															
Escambia County Public Safety Department, Communications Division		L																				
Escambia County Public Safety Department, Emergency Management Division					S							S	S								L	
Escambia County Public Safety Department, Emergency Medical Services Division	S							S			S											
Escambia County Public Safety Department, Fire Rescue Division				L						L	L											
Escambia County Public Works			L																			
Escambia County Public Works Department, Engineering Division			S									L										
Escambia County Public Works Department, Fleet Maintenance Division			S																			
Escambia County Public Works Department, Roads and Bridges Division			S																			
Escambia County Public Works Department, Transportation and Traffic Division			S																			

Agency Name	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5/ Planning	ESF 6	ESF 7/ Logistics/ Finance	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17	ESF 18	Safety Liaison	Legal Liaison	EOC Liaison	EOC Liaison Recovery
Escambia County Public Works, Pensacola Beach Public Works Division			S																			
Escambia County School District	S					S		S		S				S								
Escambia County Sheriff's Office		S								S						L	S				S	
Escambia County Supervisor of Elections																					S	
Escambia County Tax Collector																					S	
Escambia County Waste Services Department, Engineering/Environmental Quality Division			S																			
Escambia County Waste Services Department, Landfill Operations Division			S																			
Escambia County Waste Services Department, Waste Programs Division			S								S											
Escambia River Electric Cooperative		S										S										
Escambia Search and Rescue, Inc.									S													
Farm Hill Utilities, Inc.			S																			
Florida Department of Children and Families											S											
Florida Department of Environmental Protection										S												
Florida Department of Health in Escambia County					S			L						S								
Florida Department of Law Enforcement																S						
Florida Department of Transportation			S																			
Florida Fire Chief's Association				S																		
Florida Fire Service				S																		
Florida First Judicial Circuit (Court Administration)																					S	
Florida Fish & Wildlife Conservation Commission, Division of Law Enforcement																S						
Florida Highway Patrol																S						
Florida National Guard													S									
FloridaWest																	S					
Frontier Communications Corporation		S																				
Gonzalez Water Service			S																			
Gulf Coast Minority Chamber of Commerce																	S					
Gulf Power												S										
Hillcrest Baptist Church															S							
Human Services Branch Director															L							S
Humane Society of Pensacola																S						
KlaasKids Foundation									S													
Lakeview Center, Baptist Healthcare						S																
MediaCom Communications Corporation		S																				
Molino Utilities			S																			
Okaloosa Gas District												S										
Pensacola Bay Area Chamber of Commerce																	S					
Pensacola Bay Center						S																
Pensacola Beach Chamber of Commerce																	S					
Pensacola Christian College					S																	
Pensacola Energy												S										
Pensacola International Airport	S																					
Pensacola Naval Air Station (U.S. Navy)													S									
Pensacola Naval Hospital								S														
Pensacola State College														S		S						
Peoples Water Service Company			S																			
Perdido Key Chamber of Commerce																	S					
Port of Pensacola	S																					
Sacred Heart Hospital								S														
Salvation Army						S									S							
Santa Rosa Island Authority			S																		S	
Select Specialty Hospital								S														
Small Business Development Center/UWF																	S					
Southwest Panhandle Search & Rescue									S													
Sprint		S																				
Team Rubicon																S						

Agency Name	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5/ Planning	ESF 6	ESF 7/ Logistics/ Finance	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17	ESF 18	Safety Liaison	Legal Liaison	EOC Liaison	EOC Liaison Recovery
Town of Century			S									S									S	
United States Coast Guard-Mobile													S									
United States Department of Agriculture, Natural Resources Conservation Service																	S					
United Way of Escambia County														S								
University of West Florida					S									S		S	S					
Verizon Communications, Inc.		S																				
Visit Pensacola																	S					
West Florida Hospital								S														
West Florida Regional Planning Council																	S					
Wildlife Sanctuary of Northwest Florida																	S					

ORGANIZATIONAL CHART

Escambia County Board of County Commissioners

Jeff Bergosh	Doug Underhill	Lumon May	Robert Bender	Steven Barry
District 1	District 2	District 3	District 4	District 5

County Attorney
Alison Rogers

County Administrator
Vacant

- Community & Media Relations SRIA Administration
- Economic Development Military Affairs

Assistnat County Admin
Vacant

Contract Management
Management & Budget
Property Sales
Purchasing Office
Risk Management Office
Pensacola Bay Center
Jail Construction

Interim County Admin
Matthew Coughlin

Veterans Service Office

Facilities Management
Bob Dye (Interim)

Custodial Services,
Design/Construction,
Maintenance,
Utilities

Library Services
Todd Humble

Branch Libraries, Children's
Services, Circulation
Services, Computer
Services, Outreach Services,
Reference Services,
Support Services

Public Works (Roads & Bridges)
Wes Moreno

Road Infrastructure, Fleet
Maintenance/Fuel,
Road Crews, Pensacola
Beach, Public Works

Building Services
Tim Tolbert

Animal Services
Building Inspections:
Permitting,
Site Inspections,
Floodplain Management

Extension Services
Nick Simmons

IFAS Extension Services,
Sea Grant, 4-H
Master Gardeners,
EFNEP, FCS

Mass Transit
Mike Crittenden

ECAT, Paratransit,
Bus Benches/Shelters

Neighborhood & Human Services
Tonya Green

Neighborhood Enterprise
(Housing/CDBG/SHIP),
CRA, Safe Neighborhoods,
Community Centers,
Direct Assistance,
Indigent Burial

Parks & Recreation
Michael Rhodes

Community Centers,
Equestrian Center,
Park Maintenance,
Park Construction,
Recreational Services

Corrections
Rich Powell

Community Detention
Community Corrections:
Check Diversion,
Work Release,
Community Services Work,
Misdemeanor Probation,
Pre-Trial Diversion,
Pre-Trial Release

Human Resources
Eric Kleinert

Benefits, Classification,
Records, Employee Relations,
Policies & Procedures, Union
Negotiations, Recruitment

Natural Resources
Chips Kirschenfeld

Environmental
Enforcement,
Marine Resources,
Mosquito Control, Natural
Resources Conservation,
RESTORE/Triumph,
Water Quality/Land
Management,
Grants

Waste Services
Pat Johnson

Engineering/Environmental,
Gas Collection,
Palafox Transfer Station,
Perdido Landfill,
Waste Services Operations

Public Safety
John Dosh (Interim)

Emergency Business
Operations, Emergency
Communications,
Emergency Management,
Emergency Medical
Services, Fire Rescue,
Water Safety

Development Services
Horace Jones

Development Review,
Geographic Information
Systems, Planning & Zoning

Information Technology
Scott McDonald (Interim)

Applications, Help Desk,
Infrastructure,
Data Center,
Network/Telecom

Engineering
Joy Jones

Road & Drainage,
Construction,
FDOT Grants, Traffic,
Bob Sikes Toll Bridge/
SunPass, Surveying,
Stormwater

LEARN MORE
Visit **myescambia.com/departments** for more information about county departments and how to contact staff members.

myescambia

APPENDIX G
FLOOD WARNING RESPONSE PLAN

ESCAMBIA COUNTY, FLORIDA **DEPARTMENT OF PUBLIC SAFETY** **POLICY/PROCEDURE-Division of Emergency Management** **RE:** Flood Warning Response Plan	**Approved by:** *[signature]* **Effective Date: August 27, 2007** **Revised/Reviewed Date:** **1/5/2010-BCH** **1/10/2017-BCH**

Purpose:

The purpose of this plan is to provide information for the safety of residents and visitors in the event conditions create a flooding hazard.

Hazard Analysis:

To follow up the hazard identification and vulnerability section of the LMS planning document, Escambia County is the far western most county in the panhandle of the State of Florida. The county is surrounded by the State of Alabama to the west and north, and Santa Rosa County to the east, with a beautiful view of the Gulf of Mexico to south. The bad part of a beautiful view of the Gulf, are the naturally occurring hazards associated with that view.

More specific detail can be found in the hazard identification section of the LMS plan relating to the flooding impacts in the county, but as this specific Flood Warning Plan is specifically focused, this plan will discuss the hazard a little more briefly. Flooding in Escambia County comes from many forces. Heavy rainfall from tropical storms, hurricanes, or just our typical Florida winter and summer thunder and rainstorms can be a serious and potential threat for flooding. Heavy rainfall and runoff into the rivers, streams, creeks, and closed basin areas have the potential for closed basin and riverine flooding, potentially flooding property and homes, threatening property damage and loss of life.

Rainfall to the north of Escambia County in Alabama is also of concern to us locally. Even though the county may have bright sunshine, heavy rainfall to the north will impact the Escambia and Perdido Rivers quite rapidly, threatening riverine flooding along those rivers and some feeder creeks throughout the county.

Storm surge is also a serious problem living on the Gulf of Mexico from a small tropical storm to a powerful hurricane. Storm surge can be anywhere from a couple of feet to over 15' which the county experienced in Hurricane Ivan in 2004. With our large bayous at the ends of the Escambia and Perdido Rivers, storm surge can pile up into many of bayous and even push further north into the county up our two main county bordering rivers. Storm surge has the potential to impact many people very quickly in this county.

Flash floods and dam breaks are not of a serious threat here in Escambia County. Most of our dams in the county are of earthen materials and do not hold back significant water, and with the

gradual sloping terrain of Florida, flash floods are not a threat.

Flood depths and stages for the two rivers are in the following pages. Velocities are monitored and maintained by the US Geological Survey and a sample of the historical information is attached.

Flood Threat Recognition

The County has several ways to gather information on the status of the river heights that pass-through Escambia to the Gulf of Mexico. The United States Geological Survey has four local automated river gauges in Escambia County. During severe rain events, Emergency Management officials frequently monitor the gauges via the internet at the NOAA website (NWS Mobile), which provides river height information and forecasts in real time. In addition to monitoring by EM personnel, the National Weather Service Mobile Office will contact the Emergency Communications Center via telephone, ESATCOM or NEXTEL radio when rivers are starting to swell and are closing in on flood stage levels. The locations of the river gauges are as follows:

Gauge Location	Website address
Florida site location map	http://waterdata.usgs.gov/fl/nwis/rt
Escambia River near Molino	http://waterdata.usgs.gov/fl/nwis/uv?02376033
Escambia River near Century	http://waterdata.usgs.gov/fl/nwis/uv?02375500
Peridido River at Barrineau Park	http://waterdata.usgs.gov/nwis/uv?02376500
Eleven Mile Creek Near Pensacola	http://waterdata.usgs.gov/fl/nwis/uv?02376115

Below is a sample look of some of the information that can be found on the various river gauge websites:

≋USGS

USGS 02375500 ESCAMBIA RIVER NEAR CENTURY, FL

DATES: 11/05/2003 to 11/12/2003 06:00
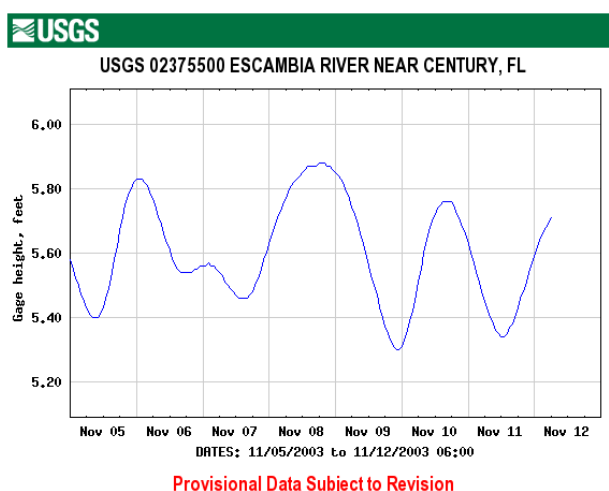
Provisional Data Subject to Revision

There are also rain gauges throughout the County that are accessed electronically through the WeatherBug program in the E.O.C. Rain gauges can be found at 22 locations throughout the County.

Using rain information and weather/rain forecasts will also provide valuable information as to the likelihood of flooding in certain areas based on history. The Hurrevac and Hurrtrak hurricane prediction modeling programs also have a rain and river level forecasting module that will allow forecasting information to be available and readily available in the decision-making process during tropical events. The National Weather Service also has river forecast modeling that can be at http://www.srh.noaa.gov/serfc/. This website is an excellent tool providing river rising, peaking, and falling, forecasts for the rain gauge locations identified above.

For storm surge, the 1999 Northwest Florida Hurricane Evacuation Study produced by the Army Corp. of Engineers, Mobile District, and the National Hurricane Center provided a SLOSH model that identifies vulnerable coastal and river side properties susceptible to storm surge. The information from this study is available on our website and on our compact disk that is handed out regularly to the public.

Flood Insurance Rate Maps (FIRM's) are also available from our building inspections office that allows us to identify the 100-year flood areas.

The Emergency Operations Center also has computers tied into real time weather radar with Barons Software that also provides rainfall amounts and accumulation.

The Emergency Management Office maintains a Geographic Information Systems (GIS) mapping and database for all known flooding areas. The database includes the following (wherever possible):

1. Types of flooding at each location
2. Causes of flooding, if known
3. Sources of flooding, if known
4. Depths of flooding (storm surge and river flooding only)
5. Velocities (river only)
6. Critical levels for warnings of residents

Emergency Management personnel are also tied into the National Weather Service warnings through the WX Message software program where pertinent watches and warnings are received instantaneously from Mobile Weather and automatically sent real time to EM staff through their paging system.   So, any flooding issues are monitored 24 hours a day using this process as well.

Historical flooding and rain gauge depths have been described using geographical locations and landmarks that have been impacted by riverine flooding in the past. The following data was gathered during riverine flooding events by simple human observation. River flood stage history and information is as follows:

APPENDIX G
FLOOD WARNING RESPONSE PLAN

ESCAMBIA RIVER DATA
FOR ESCAMBIA COUNTY

GAUGE NAME	GAUGE HEIGHT	IMPACT/ RESPONSE ACTIONS
Century	17.0	Flood Stage - Considerable overflow begins
Century	19.0	Low pasture land floods - Cattle need to be moved
Century	23.0	Water begins to reach Mystic Springs Road, Worley Road, Bamer Holley Ln and River Bend Road. Approximately 5 homes become isolated in the McDavid and Molino areas. Public boat ramps at Mystic Springs and Fairground Rd are submerged.
Century	23.7	Second highest flood of record - Approximately 8 more homes become isolated and sections of Mystic Springs Road, River Bend Road and Fairground Road are impassable. Water from the river flows into ponds at B&L Catfish Farm on Mystic Springs Road.
Century	24.2	Flood of record (3/18/90) - Up to 1 foot of water enters several homes on Worley Road, Daffin Road and Fairground Road.
Century	37.8	Pre-Record Flood (3/15/29) - No recent history available for levels of flooding above 24.2.

Note:
It takes approximately 12 hours for the water at the gauge in Century to reach the McDavid area and approximately 24 hours to reach the next gauge at Quintet Road. Except for the barge loading docks at Solutia and Gulf Power's Crist Generating Plant, there are no flooding problems south of Quintet Road.

There are several local creeks that flow into the Escambia River south of the gauge. Recent history has shown that the reading in Century may not reflect the potential for flooding problems in the McDavid and Molino areas due to heavy local rainfall.

APPENDIX G
FLOOD WARNING RESPONSE PLAN

PERDIDO RIVER DATA
FOR ESCAMBIA COUNTY

There are no official records maintained on this river by the NWS. The USGS does maintain records and it is my understanding that the flooding associated with Hurricane Georges in September 1998 was a record flood. During that event there were 5 homes on River Annex Road that were flooded, at least on business (Ruby's Fish Camp and residence) that were flooded and approximately 25 homes on Hurst Hammock Rd that were flooded. Prior to that event, only the homes on River Annex Rd had reported any flooding. Effective September 2000, the River Forecast Center will begin issuing forecasts for the Perdido River with the established flood stage of 18.5 feet as measured by the gauge at Barrineau Park.

GAUGE NAME	GAUGE HEIGHT	IMPACT/ RESPONSE ACTIONS
Barrineau Park	13.0	The river leaves its banks at Adventures Unlimited on River Annex Road and approaches the building.
Barrineau Park	17.5	Water reaches the edge of Adventures Unlimited Building on River Annex Road.
Barrineau Park	20.5	Water reaches the western edge of River Annex Road at Adventures Unlimited.
Barrineau Park	21.0	Water covers River Annex Road and it becomes unsafe to pass.
Barrineau Park	26.30	**Flood of Record**. September 29, 1998 (Hurricane Georges) Approximately one foot of water entered the elevated residence to the north of Adventures Unlimited. This was the first time in recent history that residents at Hurst Hammock at the mouth of the Perdido River and Perdido Bay reported any flooding.

Note:
It takes approximately 6-8 hours for the water at Barrineau Park to reach the River Annex Road area.

Perdido River at Adventures Unlimited on River Annex Road as they correspond to the river gauge at Barrineau Park:

River Gauge Reading   Corresponding Level at River Annex Road

13.0'	Flood Stage-Water at the base of the tree with the "no parking" sign
17.55'	Base Flood Elevation for Adventures Unlimited
24.06'	Base Flood Elevation for Mr. Greer's house (The house on stilts just to the north of Adventures Unlimited)
25.21'	** High water mark from October 1998 flood in Mr. Greer's house (1.65' above the BFE)

**NOTE: The official reading at Barrineau Park for the flood of record (October 1998) is 26.30'. A berm was constructed (apparently to protect a gas pipeline) after the flood of record below Adventures Unlimited that somewhat restricts the flow of the river. It is believed that this may account for the –1.09-foot difference in the official reading and the high-water mark in Mr. Greer's house since the 1998 flood. It is possible that when the river level overflows the top of the berm, the level on River Annex Road may come close to agreeing with the levels seen in the previous floods.

In August 2003, Escambia County requested the National Weather Service in Mobile, Alabama to create and updated the valid rainfall conversion table for our area and is presented below.

The table below represents a conversion table that will take the amount of rainfall in a period and translates it into a year event for Escambia County and surrounding jurisdictions. So, if Pensacola receives 1.90" of rain in a 30-minute period, that will identify the rainfall event as a 2-year rainfall event or if Pensacola received 3.5" of rain in 30 minutes, Pensacola would have experienced a 100-year flood event. This type of information is important not only for informational purposes, but also in relation to building code minimums, NFIP requirements, doing benefit cost analysis for mitigation projects begin considered for various federal grant programs, and how it relates to the FIRM's and the 100-year flood zones that are mapped.

APPENDIX G
FLOOD WARNING RESPONSE PLAN

Maximum 1 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	1.70	2.20	2.60	2.90	3.50	4.10	4.90
Pensacola	1.70	2.10	2.70	3.00	3.60	4.20	5.10
Evergreen	1.50	1.90	2.30	2.50	2.90	3.40	3.90
Waynesboro	1.50	1.85	2.25	2.45	2.90	3.30	3.80

Maximum 2 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	1.90	2.40	3.00	3.40	4.30	5.20	6.00
Pensacola	1.90	2.40	3.10	3.50	4.30	5.40	6.20
Evergreen	1.70	2.10	2.60	2.90	3.50	4.30	5.00
Waynesboro	1.70	2.10	2.55	2.80	3.40	4.20	4.70

Maximum 5 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.30	2.90	3.70	4.20	5.30	6.70	7.70
Pensacola	2.30	2.90	3.80	4.30	5.50	6.90	8.00
Evergreen	2.10	2.60	3.30	3.40	4.50	5.50	6.50
Waynesboro	2.10	2.55	3.30	3.40	4.30	5.40	6.30

Maximum 10 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.60	3.20	4.30	4.80	6.20	7.70	9.10
Pensacola	2.60	3.20	4.30	5.00	6.40	8.00	9.50
Evergreen	2.30	2.90	3.60	4.10	5.20	6.30	7.50
Waynesboro	2.30	2.90	3.70	4.10	5.00	6.10	7.10

APPENDIX G
FLOOD WARNING RESPONSE PLAN

Maximum 25 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	2.90	3.60	4.80	5.50	7.00	8.90	10.50
Pensacola	2.90	3.60	4.90	5.60	7.20	9.00	11.00
Evergreen	2.60	3.15	4.10	4.70	6.00	7.20	8.80
Waynesboro	2.55	3.10	4.20	4.60	5.80	7.00	8.20

Maximum 50 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	3.10	4.00	5.30	6.00	7.90	9.90	12.00
Pensacola	3.10	3.90	5.50	6.30	8.00	10.00	12.20
Evergreen	2.90	3.60	4.60	5.30	6.60	8.10	10.00
Waynesboro	2.80	3.50	4.50	5.10	6.50	8.00	9.10

Maximum 100 Year Rainfall Total (inches) For A Given Time

City	30 Minute	1 hour	2 hours	3 hours	6 hours	12 hours	24 hours
Mobile	3.50	4.25	5.90	6.80	8.90	10.90	13.10
Pensacola	3.50	4.30	6.00	7.00	9.00	11.10	14.00
Evergreen	3.25	3.80	5.20	6.00	7.50	9.10	11.00
Waynesboro	3.20	3.80	5.00	5.60	7.00	8.80	10.30

Source: Mobile Weather Service, Gary Beeler assigned student assistant to generate data. Provided to Esc. EM 8/25/03

Warnings Provided to the Public

Warnings to the public can be provided several ways:

1. Activating the *Alert Escambia* (reverse 911) system that will directly call any phone number in an area that can be defined in numerous ways through data sorting or by defining the area geographically on a map.

2. Active the Emergency Alert System. Currently the EAS notification would warn all county residents, not just the affected area.
3. Activate the Cox Cable interrupt system. This allows the Emergency Management to break into the cable system and transmit an emergency message as deemed necessary. The EAS system also is carried through Cox Cable.
4. If necessary, fire and law enforcement would drive the effected areas with Public Address systems and door-to-door notifications with any warnings that are necessary.
5. Various media outlets to include television, radio, and print medias.

Warning to the Critical Facilities

Warnings to specific critical facilities are made through the Emergency Operations Center. All the critical facilities found in a flood or storm surge zone have actual representation in our Emergency Operations Center during any activation and at a minimum through our communication phone, page and e-mail contact listings. Again, any watches and warnings from the National Weather Service Center in Mobile will be automatically sent as a page to all in our disaster communication list. They get the personal advance notification needed for ay type of impending emergency, when possible, to be able to prepare and respond to any emergency. Critical facility maps are provided in Appendix F of the LMS plan.

Contact phone numbers for all notifications for any disaster type is maintained daily throughout the year, with a formal update process at the beginning of hurricane season each year. Those phone numbers are maintained at the County Division of Emergency Management.

E.O.C. Actions and Authority

The EOC is ready to act on a 24-hour basis. During business hours, information is monitored as part of the daily practice. After hours, the communications center, which is the 24-hour, 911, operations center, monitors the local situations and can notify the EOC representative on-call at any time that is deemed necessary through the notification protocol. The WX Message system is also set up to page appropriate staff of any warnings or watches that have been issued by the National Weather Service in Mobile, Alabama, with the actual warning message transmitted on the page for immediate response if necessary. The warnings from Mobile Weather would include specific river information for those rivers impacted. Then the rivers can be specifically monitored on-line from the EOC or any other internet access location. The CEMP can be put in place if needed, utilizing the communication process for notifying additional staff if activation is necessary.

Any actions taken to notify, warn, evacuate, respond, and recover from flooding events will be provided through the Comprehensive Emergency Management Plan (CEMP). The Director of Public Safety, the Emergency Management Chief, and any other authorized designee, as defined by the CEMP, will determine the authority for any actions taken. See the EOC Activation SOG for guidelines for activating the EOC.

APPENDIX G
FLOOD WARNING RESPONSE PLAN

Exercise the Plan

The Flood Warning Plan is exercised at a minimum of once per year in a table-top exercise. Because the actions taken in response to flooding situations would typically fall under the actions found n the CEMP, and since the players and participants are all the same for any type of event that impacts Escambia County, any response to a natural or man-made disaster will cause by default, an exercise in the potential actions that may be needed in response to a flooding event.

APPENDIX H
ESCAMBIA COUNTY CHAPTER 50 FIRE PREVENTION AND PROTECTION ORDINANCE

Escambia County
Fire Prevention and Protection
Chapter 50, Article I

ARTICLE I. IN GENERAL

Sec. 50-1. Fireworks and open burning prohibitions.

(a) *Delegation of duties.* The board of county commissioners hereby delegates to the fire chief, as designated pursuant to section 50-2 of the Escambia County Code of Ordinances, the authority to implement this section by issuing such orders as are necessary and proper, coordinating enforcement activities, and otherwise carrying out the section's provisions, subject only to the direction and control of the board of county commissioners.

(b) *Fire safety prohibition.* The carrying out of open burning (to include but not be limited to, campfires, wildfires, bonfires, trash burning, and other similar forms of incineration), are hereby prohibited in both the unincorporated and incorporated areas of Escambia County, whenever either (a) the Florida Division of Forestry Drought Index meets or exceeds 700 in any area of the county, or the fire chief shall issue an order of prohibition on behalf of the county imposing the ban described herein, or (b) the fire chief otherwise determines that there exists an immediate fire-borne threat to the public health, safety and welfare of the residents of Escambia County. Once enacted pursuant to this section, an order of prohibition shall remain in effect until later terminated by the fire chief as provided in subsection (f), herein.

(c) *Fireworks.* The use or explosion of fireworks, as defined in F.S. (2006) § 791.01, is hereby prohibited within Escambia County. In addition, during a declared burn ban, use of incendiary devices otherwise exempted by F.S. § 791.01, including but not limited to sparklers, snakes or glow worms, smoke devices, trick noisemakers, party poppers, booby traps, snappers, trick match, cigarette loads and auto burglar alarms, is also prohibited.

(d) *Exemptions.*
(1) Pursuant to F.S. (2006) ch. 791, this section shall not apply to state-permitted burns, authorized public fireworks displays and fireworks sales which are authorized by state law, including where the wholesale seller directly ships such fireworks outside of Escambia County, without the purchaser participating in any such shipment except the purchaser may pay for the costs of shipping. Agricultural use of fireworks, as permitted by F.S. (2006) § 791.07, shall not be impaired by this section; however, the use of fireworks or incendiary devices as in subsection (c) during a declared burn ban shall be prohibited for the duration on the ban.
(2) This section also shall not apply to outdoor cooking in barbeque grills, smokers, or other outdoor stoves located at private residences.

(e) *Enforcement.* The Escambia County Sheriff's Department, county code enforcement officers, City of Pensacola Police Officers, and other state law enforcement officers, shall in conjunction with their official duties imposed by state law or local ordinance, enforce the provisions of this section. Any law enforcement officer issuing a notice to appear or making an arrest pursuant to this section also shall seize any subject fireworks for the purpose of preserving such fireworks as evidence of this violation.

(f) *Penalties.* Any person, firm, corporation, or other entity in violation of the terms of this section, upon conviction in county court, shall be punished as provided for in article III of chapter 30 of the Escambia County Code of Ordinances, or in F.S. (2006) § 125.69(1).

(g) *Termination of fire safety prohibition.* The prohibition set forth in subsection (b) shall be terminated by public notice issued by the fire chief when the Florida Division of Forestry Draught Index, as applied to Escambia County, falls below 450 in all areas of the county and the fire-borne threat otherwise has ended. However, should any threatening condition, which initially triggered such a prohibition, thereafter once again reassert itself, then such a prohibition would again become effective, upon the order of the fire chief.
(Ord. No. 2000-21, Art. II, §§ 1--6, 6-15-2000; Ord. No. 2006-89, § 1, 12-7-2006; Ord. No. 2008-57, § 1, 11-20-2008)

Sec. 50-2. Fire chief as fire official; powers and duties.

The Escambia County Board of County Commissioners designates the Escambia County Fire Chief as the fire official for all unincorporated areas within the boundaries of Escambia County. The duties of the fire chief shall include, but not be limited to: the development and management of all standard operating procedures and guidelines governing the procurement, maintenance, management, training, and operation of any and all paid and volunteer personnel, apparatus, equipment, facilities, and any agreements that Escambia County utilizes to provide emergency services, fire suppression services, rescue services; and fire prevention services. Such policies and guidelines shall be documented and subject to annual review.
(Ord. No. 2008-57, § 2, 11-20-2008)

Sec. 50-3. Fire marshal as fire code official; powers and duties.

The Escambia County Fire Chief, as Escambia County's designated fire official, may designate an Escambia County Fire Marshal as the fire code official with authority to enforce F.S. ch. 633, the Florida Fire Prevention Code, and any other state regulations implementing the Florida Fire Prevention Code. In carrying out his or her duties, the fire marshal, or the fire marshal's designee, is authorized:

(a) To develop, conduct, and coordinate fire prevention programs and activities to reduce the loss of life and property caused by fire; and

(b) To conduct initial investigations of the origin and cause of fires to determine whether the fire was the result of carelessness or design pursuant to F.S. § 633.03, and the Florida Fire Prevention Code.

(c) To conduct inspections of any and all buildings pursuant to F.S. § 633.081, and the Florida Fire Prevention Code; and furthermore, pursuant to the Florida Fire Prevention Code, to require the submission of applications for the review of plans, to issue permits, and to collect inspection fees as may be adopted by resolution of the board of county commissioners.
(Ord. No. 2008-57, § 2, 11-20-2008)

Sec. 50-4. Enforcement.

The fire chief or fire marshal may enforce the provisions of this chapter and the Florida Fire Prevention Code by utilizing the procedures established by F.S. § 633.052. These enforcement procedures may include the special master hearing procedure established under chapter 30, article II, of the Escambia County Code of Ordinances and the civil citation procedure established by chapter 30, article III, of the Escambia County Code of Ordinances.
(Ord. No. 2008-57, § 2, 11-20-2008)

Copy of Resolution Number R-2005-148; A Resolution of the Board of County Commissioners of Escambia County, Florida Directing the National Incident Management System be Utilized for all Domestic Incident Management in Escambia County;

Escambia County
Clerk's Original
9-1-05 CARI-10

RESOLUTION NUMBER R-2005 - 148

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA DIRECTING THAT THE NATIONAL INCIDENT MANAGEMENT SYSTEM BE UTILIZED FOR ALL DOMESTIC INCIDENT MANAGEMENT IN ESCAMBIA COUNTY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in Homeland Security Directive (HSPD-5), the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which will provide a consistent nationwide approach for local, state, federal, and tribal governments to work reciprocally, efficiently, and proficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity; and

WHEREAS, the collective input and guidance from all local, state, federal, and tribal homeland security partners has been, and will continue to be, vital to the development and successful implementation of a comprehensive all hazards management system; and

WHEREAS, it is necessary that all federal, state, and local emergency management agencies and personnel, including Escambia County, coordinate their efforts to provide the highest levels of proficient incident management; and

WHEREAS, to facilitate incident management, it is critical that local, state, and federal organizations utilize standardized terminology, standardized organizational structures, and uniform personnel qualification standards. In addition, it is imperative to facilitate uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS offers such standardized procedures for managing personnel, communications, facilities, and resources; and

WHEREAS, the NIMS assists in the overall improvement of Escambia County's ability to receive and utilize federal funding, enhance local and State agency readiness, and streamline incident management processes; and

Verified By: P. [illegible]

Date: 9-6-05

WHEREAS, the Incident Command System components of NIMS are already an essential part of various incident management activities throughout the County, including all public safety and emergency response organizations training programs; and

WHEREAS, the Escambia County Comprehensive Emergency Management Plan (CEMP) is being updated to reflect this NIMS compliance; and

WHEREAS, the Board of County Commissioners now finds that it is in the best interest of the health, safety, and welfare of the citizens of Escambia County that the County hereby adopts the National Incident Management System.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA AS FOLLOWS:

Section 1. That Escambia County hereby formally adopts the National Incident Management System (NIMS) as its system for efficiently preventing, preparing for, responding to, and recovering from domestic incidents in this County.

Section 2. That this Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

ADOPTED this 1st day of September, 2005.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Q. W. Dickson, Chairman

ATTEST: Ernie Lee Magaha
          Clerk of the Circuit Court

By: _____
    Deputy Clerk

Date Executed
9-2-2005

Date BCC Approved
9-1-2005

Certified to be a true copy of
the original on file in this office.
Witness my hand and official seal.
ERNIE LEE MAGAHA
Clerk of the Circuit Court
Escambia County, Florida
By: _____ D.C.
Date: _____9-1-05_____

This document approved as to form
and legal sufficiency
By _____
Title ACA
Date 17 Aug 05

APPENDIX J
TERRORISM ANNEX

I. Introduction

With characteristics that include densely populated areas, military installations, banking and financial centers, transportation facilities, schools, healthcare facilities, tourist attractions, valuable natural resources, business and industry, and a federal, state, and local government presence, Escambia County is vulnerable to a terrorist incident. The consequences could be a release of chemical, biological, or radiological materials, impacts from an explosive device, and technological/economic interruptions that affect thousands and millions of people in a manner that could result in many deaths, injuries, infrastructure and property damage, and economic losses.

Terrorism, as defined by U.S.Code Title 22, Ch. 38, Para. 2656f(d)(2), "…*means premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents;"* Several acronyms for the tools from which to carry out a terrorism act has evolved over the years to include biological, nuclear, incendiary, chemical or explosive materials (B-NICE), or chemical, biological, radiological, nuclear, and explosives (CBRNE). Neither contains all of both, but the fact remains, whether it is CBRNE or B-NICE, they are tools in the act of terrorism.

Apart from cyber-terrorism, it is imperative to remember, specifically from a first responder's perspective; incidents that are believed to be terrorist acts will be treated and responded to as a hazardous materials incident with the additional complicating factor that it is also considered a crime scene. First responder safety is paramount. But as first responders respond, being aware of the surroundings and disturbing the crime scene as little as possible, is significant in the way all first responders respond.

This appendix is designed to provide programs, policies and general procedures as to how the County will respond to terrorist incidents. Each responder agencies will have more specific response protocols and procedures for hands-on scene response activities.

II. Assumptions

The following are planning assumptions for this appendix:

a. A terrorist incident may be made readily apparent to the responding organizations by the characteristics of the impacts or a declaration on the part of the perpetrators or may be very difficult to initially detect and identify because of uncertainty as to the cause or extent of the situation.

b. The resources and/or expertise of local agencies could quickly be depleted by a response to a major terrorist incident and its consequences. Extensive use of local, state, and federal resources and intrastate and interstate mutual aid agreements must therefore be anticipated.

c. Specialized resources, as well as those normally utilized in disaster situations, will be needed to support the response to a terrorist incident. Such resources may not be in the area or in the state.

d. Resources from local, state, and federal agencies, as well as from private organizations, will be made available on a timely basis upon request and as appropriate.

e. All state and local response agencies and organizations will establish and participate in a unified command structure at or near the scene, with the potential of the EOC being activated as the size of the incident response may dictate the need for it.

f.   Federal agencies with statutory authority for response to a terrorist incident, or for the geographic location in which it occurs or has impacted, will participate in and cooperate with the unified command structure established by the responding local jurisdiction.

g.   A terrorist event may result in the timely activation of the County CEMP.   With similar support and actions coming from the state and DHS as needed in support of local activities.

h.   This annex assumes that local resources and procedures for such related operations as hazardous material response, mass casualty incident management, law enforcement, search and rescue, and others will be in place for those appropriate responding agencies and will be utilized when needed during a terrorist incident.

i.   Should the EOC and the CEMP be activated, the response will be coordinated utilizing the ICS and ESF concept within the EOC, with significant efforts being coordinated through ESF 3, 4, 6, 9, 10, and 16 utilizing the responsibilities identified within the CEMP that this annex supports.

j.   For terrorist incidents involving weapons of mass destruction, there may be many casualties. Injured or ill victims will require specialized medical treatment, potentially including decontamination and medical facilities and may require establishing temporary medical operations in the field. Fatally injured victims may be numerous, and their bodies contaminated or infectious. Special mortuary arrangements are likely to be necessary.

k.   For cyber-terrorism incidents, potential disturbances to vital community networks for utilities, transportation, or communication could endanger the health and safety of the population, interrupt emergency response operations, and result in substantial economic losses.

l.   There will be extensive media interest in a terrorist event and media management operations will require resources beyond those needed for other types of emergency management operations.

III. Purpose

This annex establishes the policies and programs that will be utilized by local agencies in response to a threat or actual terrorist incident. This annex supports the CEMP in how it responds utilizing ICS and ESF systems with the roles and responsibilities outlined within the CEMP itself.

IV. Scope

First responders are responsible to be aware and to be able to identify potential elements of an incident that may suggest the incident may be the threat or the results of an act of terrorism. In doing so, it become imperative that first responding agencies work together to maintain the integrity of the scene while maintaining maximum life safety and property protections services. The parameters of this appendix will apply to first responder agencies and how they will respond under the ICS.

The following principles, consistent with the State of Florida Terrorism Incident Response Annex, will guide responders in how they will respond to terrorist incidents:

•   Preserving life or minimizing risk to health.

•   Preventing a threatened act from being carried out or an existing terrorist act from being expanded or aggravated.

- Locating, accessing, rendering safe, controlling, containing, recovering, and disposing of a WMD.

- Rescuing, decontaminating, transporting, and treating survivors.

- Releasing emergency public information that ensures adequate and accurate communications with the public.

- Restoring essential services and mitigating suffering.

- Collecting and preserving evidence.

- Apprehending and successfully prosecuting perpetrators.

- Conducting site restoration.

- Protecting economic infrastructure and protecting critical infrastructure.

V. Preparedness

Several committees, boards, centers, and tools have been developed to collectively and cooperatively prepare for, prevent, respond to, mitigate against, and recover from terrorist incidents. Those resources are:

Regional Domestic Security Task Forces

Pursuant to Section 943.0312, Fla. Stat., Florida created seven Regional Domestic Security Task Forces (RDSTF) representing seven regions of the state. The Region 1 represents 10 counties in Northwest Florida RDSTF, which includes Escambia County.

These task forces serve as the foundation of the state's domestic security management and coordination structure. Each RDSTF is comprised of local, multi-disciplinary representatives who cooperatively support for preparing for, preventing, protecting against, responding to, and recovering from terrorist incidents.

State Working Groups (SWG)

The SWG is comprised of multi-disciplinary representatives that are led by an Executive Board that works to address domestic security issues identified by the RDSTFs, DSOC, and other agencies through the facilitation of statewide planning, delivery of training and exercises, and equipment recommendations.

Domestic Security Oversight Council (DSOC)

The DSOC is also comprised of multi-disciplinary representatives as an Executive Committee that provides direction and guidance on the potential expenditures of domestic security funding. The DSOC also serves as an advisory council to the RDSTFs and the SWG in pursuit of terrorism preparedness, prevention, protection, mitigation, response, and recovery activities.

The County participates in the activities of these three board/committee activities either directly or through local representatives in support of enhancing domestic security efforts. More information on the structures and activities can be found in several documents:

- (current year) Florida Domestic Security Annual Report

- (current period) Florida Security Strategic Plan

Healthcare Coalitions (HCC)

The HCC is a cooperative network of healthcare organizations and respective public and private sector partners. This coalition coordinates with emergency management and ESF 8 representatives in developing and enhancing preparedness, response, and recovery activities related to health and medical services and capacities in the community. The Emerald Coast Health Care Coalition represents state Region I.

Inventory Resource Management System (IRMS)

The IRMS is an inventory system in operation for the Florida Department of Health's Bureau of Public Health Pharmacy and Bureau of Preparedness and Response that provides real-time updates on equipment and pharmaceutical availability, location and tracking for improved response to address the needs of residents. The system also supports the inventory of the State Medical Response Teams.

Fusion Centers

FDLE coordinates and manages the Florida Fusion Center (FCC) in Tallahassee, with regional fusion centers developed to provide more regional specific support and coordination. The FCC, and subsequent regional fusion centers, is a collaborative effort of state and federal agencies working in partnership with local partners to share resources, expertise, and/or information to better identify, detect, prevent, apprehend, and respond to criminal and terrorist activity utilizing an all crimes/all hazards approach.

Local Vulnerability/Risk Assessments

The Florida Department of Law Enforcement (FDLE) continues efforts to enhance the Threat Hazard Risk Identification Assessments (THIRAs) around the State of Florida, to include Escambia County. The THIRA is an all-hazard, capability-based assessment tool applicable to any jurisdiction. As FDLE continues leading this effort, several other activities at the local level are being pursued in support of the all-hazards vulnerability assessments in the community:

1. Local Mitigation Strategy (LMS) groups have done limited public infrastructure vulnerability assessments against natural hazards such as flooding and hurricanes. Data is collected and maintained by the LMS

2. Local emergency management, working through the State of Florida maintains a vulnerability assessment on "302" type facilities that maintain a minimum supply of certain types of hazardous materials on-site. This data is maintained through a program called Computer-Aided Management of Emergency Operations (CAMEO)

3. The Local Emergency Planning Council (LEPC) utilizes a Hazardous Materials Information Resource System database to maintain information on specific types of hazardous materials facilities. This data is available to local fire departments, law enforcement agencies, and HAZMAT teams to enhance response information and capabilities.

4. The Florida Department of Environmental Protection Agency maintains a Small Quantities Generator database for generators that have small fuel storage tanks on site.

5. Florida Division of Emergency Management, through local emergency management programs maintains assessments and critical facilities lists through spreadsheets and a GIS

database that is assessed based upon natural disaster impacts and the need for power restoration to support critical service operations.

6. The Florida Department of Law Enforcement implements a federal system through the *IP Gateway* focused on domestic security and the potential risks associated with critical infrastructure.

"The IP Gateway provides various data collection, analysis, and response tools in one integrated system, streamlining access to IP's tools and datasets by leveraging a single user registration, management, and authentication process. Highlights of the IP Gateway include the ability to access:

- A selection of physical and cyber vulnerability assessment and security survey capabilities
- A digital library of critical infrastructure information, including assessments, analytical products, and reports
- Integrated data visualization and mapping capabilities to support complex data analysis
- Situational awareness capabilities to support special event and incident planning and response activities"[1]

7. The Environmental Protection Agency has a Risk Management Plan that has a process to capture assessment data.

8. The Department of Homeland Security, Office of Infrastructure Protection

And there may be many other databases of information that are being collected by other agencies. Depending upon the specific incident type, those agencies with the specialty for response will have access to information resources to enhance their response capabilities.

VI. Notification, Alert, and Warning System

In 2011, the color-coded Homeland Security Advisory System (HSAS) was replaced by the National Terrorism Advisory System (NTAS) to provide a comprehensive and effective means to disseminate information and communicate information about the risk of terrorist acts to federal, state, and local authorities and to the American people.

The alert system provides warning to the public and government agencies with the following references:

Imminent Alert: Warns of a credible, specific, and impending terrorism threat against the United States.

Elevated Alert: Warns of a credible terrorist threat against the United States.

Bulletin: Describes current developments or general trends regarding threats or terrorism.

Sunset Provision: An individual threat alert is issued for a specific time period and then automatically expires. It may be extended if new information becomes available or the threat evolves.

 After reviewing the available information, the Secretary of Homeland Security will decide, in coordination with other Federal entities, whether an NTAS Alert should be issued.

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[1] Homeland Security. I*nfrastructure Protection Gateway.* July 2014

NTAS Alerts will only be issued when credible information is available.

These alerts will include a clear statement that there is an **imminent threat** or **elevated threat**. Using available information, the alerts will provide a concise summary of the potential threat, information about actions being taken to ensure public safety, and recommended steps that individuals, communities, businesses and governments can take to help prevent, mitigate or respond to the threat.

The NTAS Alerts will be based on the nature of the threat: in some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels.

NTAS Alerts contain a **sunset provision** indicating a specific date when the alert expires - there will not be a constant NTAS Alert or blanket warning that there is an overarching threat. If threat information changes for an alert, the Secretary of Homeland Security may announce an updated NTAS Alert. All changes, including the announcement that cancels an NTAS Alert, will be distributed the same way as the original alert.

<u>Local Notifications</u>

Whether a terrorist incident is identified from an initial 911 call, identified from response agencies on-scene, or if a national alert is being issued, notifications will be made in much the same way as with any type of incident, except that specific state and federal law enforcement agencies will be added to the list of notifications that may not normally be notified and engaged in other types of all-hazard incidents. Figure 1 identifies the basic notification process starting from the local responder agencies up through the state to the federal level law enforcement agencies. Should a threat level from the federal government be identified, notification from the federal level would work in the same process, just in reverse.
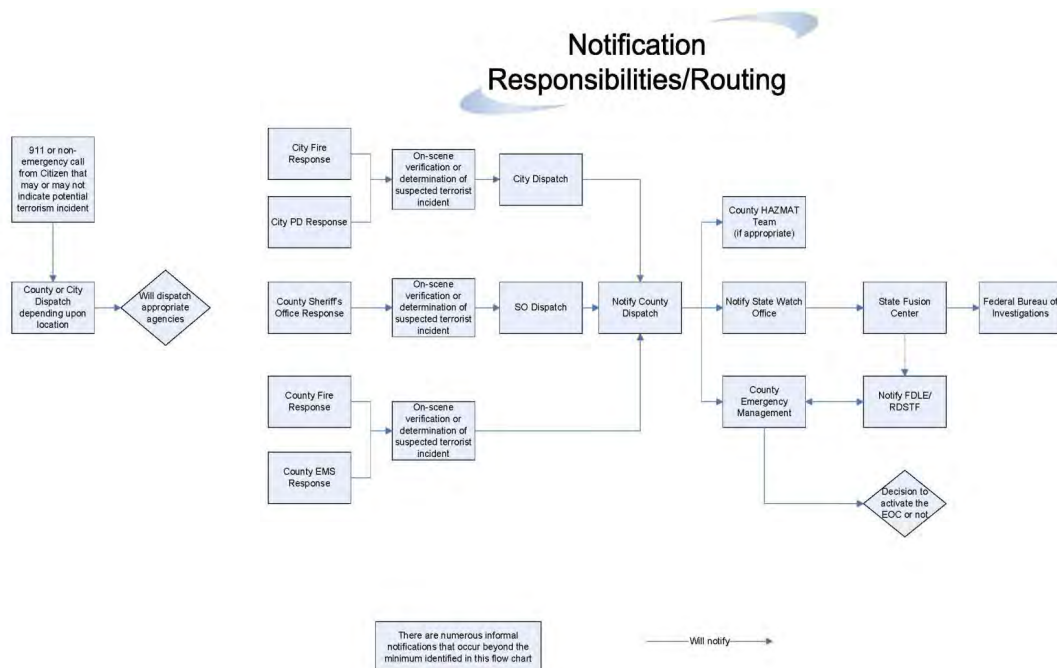
Figure 1

NTAS is also set up to provide notifications and alerts to the general public, since every citizen is part of the solution to address terrorism in the United States. For the public to access NTAS alerts, the general public may reference the following:

- Official NTAS webpage-http://www.dhs.gov
- Email signup at- https://service.govdelivery.com/accounts/USDHS/subscriber/new?topic_id=USDHS_164
- NTAS for your website: https://www.dhs.gov/ntas-developer-resources
- Social media:
  - Facebook-http://facebook.com/NTASAlerts
  - Twitter-http://www.twitter.com/NTASAlerts

VII.   Local/Regional Response

Specific response and notification protocols are maintained with local, regional, and state first responder agencies. Each responder agency is trained to be aware of potential indicators identified through 911 calls or through on-scene response activities that may indicate the potential for or the impacts from a terrorist or WMD incident. Some of those indicators include:

- Identified Targets
- Symbolic or historical
- Public buildings or assembly areas
- Controversial businesses
- Infrastructure systems
- Special Events
- Presence of a BNICE/WMD/CBRNE Agent
  - Biological
  - Nuclear
  - Incendiary
  - Chemical
  - Explosive
  - Radiological
- A secondary incident, on-scene of initial terrorist event
- Items that seem out of place, containers, spray devices, etc.
- Certain types of Mass Casualty Incidents
- Unexplained illnesses or deaths.
- Terrorist Threat or Threatened Use of WMD
- Unusual circumstances or an obvious man-made act.
- Timing of the event
- Events that occur on the same date of other significant events.
- On-scene warnings
- Responders are Victims

It must be realized that categorization of an incident as a terrorist act may be known early in the response or may not be identified until well into the response. For this reason, anytime an indicator of terrorism and/or the use of a WMD are present, it is vital that notifications occur and advisory discussions between jurisdictional law enforcement, County Emergency Management, Fire-Rescue, EMS, and Florida Department of Health take place. This immediate need of information sharing reinforces the need that every incident shall utilize the ICS incident management structure.

However, first responding agencies need to always be diligent when receiving information and taking 911 calls, responding and arriving on scene to be aware of the surround environment and the potential terrorist incident indicators. Each responding agency will follow their normal protocols and if terrorism is suspected, then those agency protocols related to terrorist incidents will be followed.

While on scene, incident command, following ICS, will be initiated and utilized throughout the response. Should an incident rise to the level that may need additional support to the incident, the EOC may be activated to support the responding agencies and the incident command on-scene.

The moment any indication arises that the incident might be a possible terrorist or WMD incident; local law enforcement must be notified, if not already on-scene, so that further notifications may be made to mobilize additional local resources such as emergency management and health departments. This will allow the local agencies to discuss and establish the threat level to communicate the situation to the FCC which will in turn notify appropriate state and federal agencies of the situation for response support. Many state and federal government actions are based upon these national threat levels, and it is for that reason that the law enforcement, emergency management and health department agencies agree on the threat level to communicate. It must also be recognized that these same threat levels may be communicated down to Escambia County from state or federal agencies as a result of a credible threat from an intelligence source.

Due to the sensitive nature of this information, the law enforcement community may not be able to give specific details about a possible event without the possibility of compromising intelligence operations and risking operative's lives. Much reflection and judgment must be used in weighing the risk of compromise versus the possible threat to citizens when warning other agencies.

Local, state, and federal agency response plans will dictate how each agency will respond to a terrorist or WMD incident, when known. Those plans, procedures, and protocols will not be specifically referenced in this annex.

Specific Resources

Each region also has local agency resources (personnel and equipment) that make up a highly trained cadre of personnel that are equipped for response to a known or suspected terrorist attack involving a weapon of mass destruction. The availability of these designated resources within each of the areas will minimize the time needed for their deployment to support the unified command at the scene of a known or suspected terrorist incident. The available state resources are coordinated through the RDSTFs. Regional assets will include resources capable for response to incidents involving biological, nuclear, incendiary, chemical, and explosive (B-NICE) agents, as follows:

- o Evidence/investigative response teams
    - Escambia County Sheriff's Office
    - Florida Department of Enforcement
    - Florida Highway Patrol-homicide
    - Pensacola Police Department
    - Florida Department of Health Department

- o Special weapons and tactics team
    - Escambia County Sheriff's Office
    - Pensacola Police Department
    - Santa Rosa Sheriff's Office

- o Bomb squad
  - Florida State Fire Marshall's Office
  - Bay County Sheriff's Office Bomb Team
  - Big Bend Regional Bomb Squad (FDLE-Tallahassee)
  - Eglin Air Force Bomb Disposal Team

- o Hazardous materials response team
  - Escambia County Fire Rescue, HAZMAT Response Team
  - Bay County Regional HAZMAT Team
  - Pensacola NAS Hazmat Response Team
  - SWS Environmental Services (local contractor)-hazmat cleanup services
  - Escambia County Sheriff's Office HAZMAT Team

- o Emergency Medical Services
  - Escambia County EMS
  - Lifeguard Ambulance Service
  - Medstar Emergency Medical Services
  - American Medical Response
  - North Baldwin County Emergency Medical Service
  - State Medical Response Team-Okaloosa County

- o Hospitals
  - Baptist Hospital (Pensacola)
  - West Florida Hospital (Pensacola)
  - Navy Hospital (Pensacola)
  - Sacred Heart Hospital (Pensacola)
  - Select Specialty (Pensacola)
  - Gulf Breeze Hospital (Gulf Breeze)
  - Santa Rosa Medical Center (Milton)
  - Jay Hospital (Jay)
  - Springhill Medical Center (Mobile, AL)
  - Thomas Hospital (Fairhope, AL)
  - Providence Hospital (Mobile, AL)

- o Laboratories
  - Florida Department of Health Laboratory
    - Pensacola, Jacksonville, Tampa, Miami
  - Regional FDLE Crime Laboratories
    - Pensacola, Tallahassee, Jacksonville, Orlando, Tampa Bay, Ft. Myers

SERVICES AVAILABLE BY LAB

DISCIPLINE	Ft. Myers	Jacksonville	Orlando	Pensacola	Tallahassee	Tampa Bay
Biology/DNA	X	X	X	X	X	X
Chemistry	X	X	X	X		X
Crime Scene	X	X		X	X	
Digital Evidence					X	X
DNA Database					X	
Firearms		X	X		X	X
Impression Evidence		X				X
Latent Prints	X	X		X	X	X
Questioned Documents				X		
Toxicology			X		X	
Trace Evidence			X			X

- o Radiation Detection Units
  - Florida Highway Patrol Radiation Detection Team
  - Escambia County Fire Rescue HAZMAT-limited capabilities
- o Public works

- Escambia County
- City of Pensacola
- Town of Century
- Pensacola NAS

- Fire fighting
  - Escambia County Fire Rescue
  - Pensacola Fire Department
  - Pensacola NAS Fire Department

Regional Domestic Security Task Force (RDSTF)

- Assist in assessing, defining, and monitoring the State's vulnerability to the impacts of a terrorist or cyber-terrorist event;

- Assist in determining State and local government ongoing needs (specialized personnel, equipment, material, planning, and training) to effectively respond to a terrorist or cyber-terrorist incident;

- Development of regional standards and guidelines applicable to the safe and efficient emergency response to a terrorist or cyber-terrorist incident;

- Identify operational concepts to incorporate federal response actions and personnel into the management of a terrorist event and its consequences in the community;

- Work in concert with local emergency management to deploy specialized resources, sponsored by the State, for rapid response to a terrorist event involving weapons of mass destruction;

- Develop Regional Response Plans to deploy regional resources identified in support of these plans;

- Conduct Regional Response Exercises to test and refine the capability of the RDSTF to deploy regional response assets.

Florida National Guard (FLNG) WMD Civil Support Team (WMD-CST

The FLNG WMD - CST (x2) comprised of specialized FLNG personnel available for activation to any location in the State when authorized by an Executive Order of the Governor. The team will provide support to the Incident Commander at the scene with highly specialized technical services that may be needed for the response to a known or suspected terrorist incident involving a WMD. The team is available in the state on a seven day, 24-hour basis and is equipped with specialized technical skills and equipment.

Florida National Guard Computer Emergency Response Team

The FLNG Emergency Response Team is a team of specialized National Guard personnel available for activation to any location in the state when authorized by an Executive Order of the Governor. The team provides support to the Incident Commander at the scene with highly specialized technical services that may be needed for the response to a known or suspected terrorist incident involving a cyber terrorism event.

Department of Environmental Protection (DEP) Environmental
Terrorism Response Team (ERT)

The DEP ERT is a special team consisting of DEP environmental investigators, emergency responders and uniformed officers along with representation from the Florida Departments of Health (DOH), Transportation (DOT), Agriculture and Consumer Services (FDACS), and the United States Environmental Protection Agency's (EPA) Investigative Division. The team is available to support incident commanders with hazardous material issues but is not limited to hazardous material and industrial chemicals. The ERT personnel can be on scene within three hours and the full team deployed within twelve hours of notification.

Federal Response

The Federal Bureau of Investigation (FBI) is the lead federal agency for Crisis Management. All federal Consequence Management Resources will operate as defined under the NRF. The Federal Emergency Management Agency (FEMA) is the lead federal agency for Consequence Management

Other Participants in the Response Organization

It is possible that the nature of a terrorist event could necessitate other non-government participants in the emergency response organization. Examples that may need to be considered include the following:

1. Owners or operators of the facility in which the event is occurring;

2. Owners or operators of a transportation center, or modes of transportation (for example, airplane, boat, railroad), in which the event is occurring;

3. Non-government expert advisors or consultants, such as university scientists, physicians, or private contractors;

4. Non-government laboratories for threat agent identification;

5. The manufacturer of the threat agent;

6. Rental agents or contractors providing vehicles, equipment, or supplies involved in the event;

7. Health and medical care facilities and mortuaries managing the victims of the incident, and;

8. The owners, operators, clients, or support organizations for computer networks, telecommunication systems, and Internet services threatened by a cyber terrorist attack.

These organizations or officials may become participants in the unified command structure and/or have liaison personnel deployed to the appropriate state or local emergency operations center.

VIII.   Transition to Recovery

It must also be recognized that recovery from a terrorist incident may be delayed due to the nature and the impacts of the incident.

- The specific incident location will likely be a federal crime scene; consequently, an extensive and often lengthy investigation may ensue, certainly depending on the type of WMD used.

- There may also be highly technical and lengthy cleanup or decontamination operations that must occur

- The structural integrity of facilities and infrastructure may also need to be assessed and repaired after an incident.

As a result of the potential delays, other recovery process may need to be placed on hold until access to areas can be authorized. Damage assessment, federal declarations, federal individual and public assistance programs, and even federal mitigation programs and processes will be impacted until the investigations, cleanup, and evaluations deem the area to be safe. To this end, a relatively lengthy recovery process should be anticipated by all agencies involved.

IX. Document Maintenance and Training

Maintenance of this annex will be in accordance with those procedures set forth in the Escambia County CEMP for reviewing the entire CEMP document. In instances when procedures in this annex are used in exercises or during actual events, lessons learned from these activities should be applied as soon as practical. Training on the contents of this annex will occur annually as part of the overall Escambia County CEMP review for agencies or when review is warranted by other events.

X. Authorities/References

1. LOCAL

- Escambia County Comprehensive Emergency Management Plan
- Escambia County Emergency Operations Center Standard Operating Procedures
- Escambia County Fire Department Local Protocols
- Escambia County HAZMAT Team Response Protocols
- Escambia County Emergency Medical Services HAZMAT Protocols
- CFR 1910.120 Hazardous Materials Operations
- Emerald Coast Utilities Authority Facilities Operations Plans
- Emerald Coast Utilities Authority Engineering Manual
- Emerald Coast Utilities Authority Emergency (Disaster) Plan

2. STATE

- Chapter 252, Florida Statues (Florida Department of Community Affairs)
- Chapter 943, Florida Statues (Florida Department of Law Enforcement)
- Chapters 154 & 381, Florida Statues (Florida Department of Health)
- State of Florida Terrorism Incident Response Plan (Annex B to the State of Florida Comprehensive Emergency Management Plan)
- RDSTF Standard Operations Guide, Regional Multi Agency Coordination Groups
- Florida Comprehensive Emergency Management Plan- Response to Suspicious Powder Incident Guidelines
- Northwest Florida Regional Domestic Security Task Force, Regional Protocol
- Florida Regional Domestic Security Task Force Standard Operations Template
- RDSFT State Working Group on Domestic Preparedness, Public Information and Joint Information System (JIS) and Joint Information Center (JIC) Protocol

3. FEDERAL

- National Protection Framework (NPF)
- National Response Framework (NRF)
- National Recovery Framework (NRF)
- National Incident Management System (NIMS)
- Homeland Security Presidential Directive (HSPD) 5, 7, & 8
- Presidential Decision Directive (PDD)- 39 unclassified
- PDD- 62 unclassified
- PDD- 63 unclassified
- Established State/Federal Health Guidelines
- FEMA's Guide for All-Hazard Emergency Operations Plan, Attachment G
- The U.S. Government Interagency Concept of Operations Planning

XI.   Definitions

Biological Weapon - Microorganisms or toxins from living organisms that have infectious or noninfectious properties that produce lethal or serious effects in plants and animals.

Chemical Weapon - Solids, liquids, or gases that have chemical properties that produce lethal or serious effects in plants and animals.

Community Emergency Response Teams (CERT) - Groups of individuals from the general public organized on the neighborhood level and provided training to conduct initial search, rescue and emergency medical operations during a disaster until relieved by local emergency response organizations.

Consequence Management - The Division of Emergency Management (DEM) is responsible for coordinating statewide assets in support to the impacted RDSTF(s) and recovery operations. Consequence management supports crisis management efforts from the time of attack until such time as State Incident Command passes to the State Coordinating Officer (SCO).

Crisis Management - The Florida Department of Law Enforcement (FDLE), as the State Incident Command, under Florida State Statute 943, FDLE shall be responsible to direct and coordinate the initial state and regional response under the Comprehensive Emergency Management Plan (CEMP) and in coordination with the SCO. The State Incident Commander exercises this authority through the RDSTF(s) to provide immediate regional response to support the local incident commander. Crisis management begins once an attack has occurred.

Cyber Terrorist Attack - An intentional effort to electronically or physically destroy or disrupt computer network, telecommunication, or Internet services that could threaten critically needed community services or result in widespread economic consequences.

Department of Environmental Protection (DEP) Environmental Response Team (ERT) – A special team consisting of DEP environmental investigators, emergency responders and uniformed officers along with representation from the departments of Health, Transportation, and Agriculture and Consumer Services, and the United States Environmental Protection Agency's Investigative Division. The ERT is available to support incident commanders with hazardous material issues but is not limited to hazardous material and industrial chemicals. The Environmental Response Team personnel can be on scene within three hours and the full team deployed within twelve hours of notification.

APPENDIX J
TERRORISM ANNEX

Emergency Operations Center (EOC) - A centralized facility housing representatives of emergency support functions for purposes of the identification, mobilization, coordination, and allocation of personnel, equipment, and materials to support the unified command at the incident scene. **Local Emergency Operations Center** refers to either a county and/or a municipal EOC. **State Emergency Operations Center** refers to the State EOC in Tallahassee.

Emergency Support Function (ESF) - That portion of a comprehensive emergency management plan that describes a grouping of similar or interrelated support activities necessary for managing the impacts of a disaster.

Florida Infrastructure Protection Center (FIPC) - 24-hour/7 days-a-week alert center for tracking acts of cyber terrorism, including cybercrime and computer hacking, aimed at Florida's government, financial services, utility, and other critical infrastructures. It functions in coordination with the National Infrastructure Protection Center (NIPC).

Fusion Center –is the designated State of Florida fusion center, housed within the FDLE Office of Statewide Intelligence. The mission of the FFC is to protect the citizens, visitors, resources and critical infrastructure of Florida by enhancing information sharing, intelligence capabilities and preparedness operations for all local, state and federal agencies in accordance with Florida's Domestic Security Strategy. The Florida Fusion Center receives and coordinates information and situational awareness with state partners and the 7 RDSTFs.

Incident Management Assistance Team (IMAT) – A group of representative of the Federal organizations mobilized to an incident scene to advice the local and/or state unified command.

Incident Command System (ICS) - A standardized management system designed for control and coordination of field emergency response operations under the direction of an Incident Commander through the allocation and utilization of resources within pre-defined functional and/or geographic areas.

Joint Information Center (JIC) - A location and/or operational unit staffed by the public information officers of all key responding agencies, impacted jurisdictions, or other groups closely involved in the incident in order to provide for coordination and consistency in media management operations.

Joint Operations Center (JOC) - The location at or near the scene of a terrorist incident from where Federal response operations in crisis management are coordinated.

Strategic National Stockpile (SNS) - A national repository of antibiotics, chemical antidotes, life-support medications, IV administration and airway maintenance supplies, and medical/surgical items that is designed to re-supply state and local public health agencies in the event of a biological and/or chemical terrorism incident anywhere, at any time within the United States.

Public Information Officer (PIO) - An individual from an organization or jurisdiction participating in the event who is designated to prepare and release public information regarding the situation and the response.

Regional Domestic Security Response Resources - Pre-designated emergency responders from local agencies and organizations that are specifically trained and equipped to support the local incident commander at the scene of a terrorist incident involving a weapon of mass destruction at any location in the state.

Regional Domestic Security Task Force (RDSTF) - Pursuant to FS 943.0312, the Florida Department of Law Enforcement (FDLE) has established a Regional Domestic Security Task Force (RDSTF) in each of its seven operations regions. The RDSTFs are the means through which the Commissioner of FDLE executes the crisis management responsibility.

Regional Response Coordination Center (RRCC) - Located in each Federal Emergency Management Agency (FEMA) region, these multiagency agency coordination centers are staffed by Emergency Support Functions in anticipation of a serious incident in the region or immediately following an incident. Operating under the direction of the FEMA Regional Administrator, the RRCCs coordinate Federal regional response efforts and maintain connectivity with State emergency operations centers, State fusion centers, Federal Executive Boards, and other Federal and State operations and coordination centers that have potential to contribute to development of situational awareness.

Terrorism – Terrorism, as defined in Chapter 775.30, Florida Statutes, is an activity that involves a violent act or an act dangerous to human life which is a violation the criminal laws of this state or of the United States or involves a violations of s.815.06, Offenses against Computer Users and is intended to intimidate, injure, or coerce a civilian population, influence the policy of a government by intimidation or coercion or affect the conduct of government through destruction of property, assassination, murder, kidnapping, or aircraft piracy.

Unified Command - The adaptation of the Incident Management System in which all key local, state, and/or Federal agencies cooperatively participate in planning, decision-making and resource coordination in support of the designated Incident Commander.

Weapon of Mass Destruction (WMD) - (1) Any explosive, incendiary, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to the above; (2) poison gas; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Weapons of Mass Destruction Civil Support Team (WMD-CST) - A designated team of National Guard personnel available on a seven day, 24-hour basis with specialized training, equipment, and materials, that can be mobilized by Executive Order of the Governor to the scene of a terrorist attack to support the local Incident Commander.

Appendix K
Escambia County Re-entry Plan

Purpose:

This re-entry plan is being identified to provide not only first responders, but also property owners, business owners, homeowners, renters, contractors, private- and non-profit response and recovery personnel and organizations, infrastructure owners, and the general population at-large an understanding of the re-entry plan for any area in Escambia County that may have been evacuated by authorized public and private emergency response personnel because of a public safety threat or hazard.

It is of the utmost of importance and in the best interests to local authorities to allow public access back into an evacuated area as quickly and safely as possible, allowing property and business owners the opportunity to protect their property from further damages and to start the rebuilding and recovery process as quickly as possible after a threat or hazard has past. Local officials understand the potential emotional, economic, and financial impacts that evacuations cause. Some of those impacts can be very complex and can have significant dynamic effects on people, businesses, and the economy:

- Loss of use and increased travel and temporary housing costs.
- Issues surrounding children as it may impact school, child care, and the parent's ability to report to work.
- Impacts on insurance claims when property cannot be quickly protected after initial disaster impacts.
- Impacts on business and personal income, and financial responsibilities.
- Tax revenues to local government organizations.
- The potential loss of customer base from an inaccessible business.
- The potential loss of visitor and tourist base and industry financial benefits.
- Emotional stress of individuals, families, business owners, and visitors.
- Increased operational costs of initiating and maintaining evacuations.
- Potential negative impact on business growth and relocation in the community.
- And many other dynamic effects.

Evacuations are not issued lightly and are issued typically as natural or man-made hazards may threaten and place at risk the health, safety, and welfare of the public.

Authority:

This plan will be implemented at the discretion of the Incident Commander or other authority as authorized by law. Consultation and input from public safety personnel and other subject matter experts will be incorporated into the decision-making process as they may apply.

This plan is applicable to all areas within the geographical boundaries of Escambia County, to include all jurisdictions as may be authorized by law.

County Ordinance:
- Chapter 2-Administration (Chain of Succession)
- Chapter 37-Emergency Management

Appendix K
Escambia County Re-entry Plan

Florida Statutes:
- Chapter 14-Governor
- Chapter 30-Sheriffs
- Chapter 125-County Governments
- Chapter 166-Municipalities
- Chapter 252-Emergency Management Act
- Chapter 381-Public Health

Plan:

Overview:

When making the decision to allow access back into an evacuated area, public safety issues and concerns will unquestionably be the deciding factor. Each evacuation will be evaluated based upon the specific hazards that dictated the need for the initial evacuation and the impacts to those evacuated areas caused by the hazard and any subsequent threats and hazards because of those primary impacts.

In concept, once an evacuated area has been determined to be safe for public access, then people will be allowed back into the community. The decision to allow people back into previously evacuated areas will typically be accomplished utilizing a compressed or expanded timeline of activities that may be managed and moderated based upon the progressive efforts to reduce or eliminate public safety risks and hazards to the public.

Generally, the decision-making re-entry process must consider:

- Bridges, roads, and other infrastructure may be required to be evaluated by appropriate engineers and contractors before first responders can access specific areas.
- Initially, authorized first responders and search and rescue teams, as appropriate, will assess any impacts and consequences of the hazards and any continued threats as quickly as possible, and typically as daylight allows.
- Basic infrastructure repair and rebuild crews may be allowed access before the general public, to allow the basic securing, repair, or rebuilding of basic infrastructure to minimize risk and create a basic safe environment for the general public. This may include:
  - Evaluation and certification that bridges are safe for travel and may require engineering inspections and repair.
  - Electrical power lines and infrastructure damage must be secured.
  - Water, gas, and sewer lines may need to be secured to minimize threats and hazards.
- Temporary bathrooms and water supplies or other specific human needs services may need to be coordinated and set-up before access can be allowed to provide for basic sanitary and health needs before any people may be allowed limited access to an evacuated area.

As basic infrastructure is secured, repaired, or rebuilt, limited public access may be allowed at progressively increasing rates as areas are deemed safe for public access. Re-entry access may occur in the following progressive manner:

- Level One

- o Initial emergency and life-safety response agencies (fire, EMS, law enforcement) and personnel from any level of government and mutual aid support agencies.
  - o Search and Rescue teams and organizations
  - o Others as appropriately identified by authorized personnel.

- Level Two
  - o Teams to identify, assess, and mitigate public safety hazards and threats.
  - o Government damage assessment teams
  - o Government and/or local utility assessment and repair teams
  - o Government or government contractor infrastructure repair teams (roads, bridges, etc.)

- Level Three (Once public safety hazards and threats are mitigated)
  - o Business owners and employees located in the restricted area
  - o Residents located in the restricted area

- Level Four
  - o Additional government recovery contractors
  - o Suppliers and vendors supporting business in restricted area with proper documentation
  - o Private contractors with appropriate documentation or escorted by property/business owners and blue contractor tag issued by county building inspections

- Level Five
  - o Open to the all public and other business, no restrictions

Timeline expectations for the implementation of re-entry for the five levels described above are not specifically outlined in these re-entry levels. The extent and magnitude of impacts from a hazard in a specific evacuate area; the time it will take to repairs and address the basic public safety issues will all dictate the implementation timeline for re-entry.

Access Management:

In County:

When an evacuation is in place for a community, there may be law enforcement or other official personnel positioned at check points managing access as determined to be appropriate to maintain public safety and as directed by the Incident Commander or other appropriate authority.

When access is limited, at any given level as identified in the previous section, documentation will be required on the part of anyone or any organization seeking access to the evacuated area. Without the proper documentation, access may be denied. It is stressed that for any check point personnel, common sense should be applied in assessing the documentation being presented by people and organizations to justify their need to access a restricted area. This includes any first responders, non-profit and for-profit response and recovery personnel at any given stage of restricted access.

Just because a person does not have the suggested documentation, does not mean they should not gain access if they are providing other documentation or have evidence of their need for access, nor should someone be allowed access if their documentation and their justification for access does not make sense and there is some concern, on the part of the checkpoint personnel, for the truthfulness and accuracy of

their need for access and their documentation. Any issues can be coordinated with immediate checkpoint supervisors and/or through the incident commander or emergency operations center personnel as appropriate.

There is a variety of documentation that could be utilized to document an individuals or a businesses need to be in an evacuated and restricted area. **The key concept is to merely provide documentation that identifies who the person is and documentation that links a person to an address within the evacuated area.**

Typical documentation that will be required for people to gain access at any given level of re-entry from no access to limited access to full access may include the following:

- A government issued picture ID that can verify who the person is that is seeking access.
- A government issued picture ID that can verify the persons address within the restricted area.
- A utility bill or other official document identifying the address of the property in the restricted area that also identifies the person seeking access, tied back to their ID.
- A rental or lease agreement with appropriate address.
- Any other official documentation that can tie the property being accessed to the person seeking access. (Property tax bill, deed, business license, etc.)
- Employees with a company ID or current letterhead document identifying their relation with a business address in the restricted area.
- Delivery companies with typical decaled company vehicle with an order/delivery bill, bill of lading, work order, etc. that identifies the delivery address in the restricted area.
- Additional items of documentation for specific areas of the county or specific function of recovery will be addressed in the next section(s).

Insurance Adjusters and Contractors

Following a disaster declaration all insurance adjusters and contractors performing repair work must have a contractor's hurricane identification pass, which will be issued by Escambia County Building Inspections Department, Contractors and their employees being hired to perform work in any of the evacuation areas should maintain company picture identification along with copies of company work orders documenting where within the evacuated area they will be working.

Alabama/Santa Rosa County Florida Access

In any evacuation, people may evacuate from Alabama through Escambia County, Florida, or people may evacuate from Florida, and/or Escambia County, Florida, through Alabama and its several jurisdictions, or through other Florida counties. Evacuations to and from or through any jurisdiction will be coordinated, as appropriate, with neighboring jurisdictions as they may be impacted by decisions made locally. That coordination and communication will typically be managed through first responder agencies, incident commanders, emergency operations center personnel, or other appropriate government official.

Each neighboring community will support evacuations of other neighboring communities as is in the best interests of public safety. In turn, re-entry will also be coordinated in the same manner allowing people access back through their community to the community from which they originally came as those communities may deem travel safe through their respective communities. Keeping in mind, justification

and documentation may be required to enter or pass through other jurisdictions and people and businesses will need to be aware of any additional requirements in neighboring communities outside of Escambia County, Florida.

Each neighboring community will coordinate, communicate, and be made aware of documentation requirements of the other jurisdictions as appropriate, and each neighboring community will do their best to allow travel through or into their community as they may decide based upon their public safety concerns in their respective communities.

Most access back into a local community will be through the interstate highway system and travel through or into a jurisdiction along state access highways will not be restricted by the local jurisdiction. If state highway systems are restricted by state officials, it will typically be because of direct highway emergency impacts and not necessarily local community impacts unless an off ramp from the highway system places a traveler into a locally evacuated and restricted area or the highway passes through an evacuated area based upon specific circumstances. So travel through communities on state highway systems may not likely be restricted by local actions or authorities.

However, because of historical operational and political boundaries between two different states, Escambia County, Florida and the City of Orange Beach have entered into an interlocal agreement recognizing some of the basic re-entry situational and operational conditions that outline some broad understandings and parameters for re-entry access through and to each other's jurisdictions as it relates to the barrier islands of Perdido Key and the City of Orange Beach. The understandings and parameters can be summed up as follows:

- The barrier islands may receive significantly more infrastructure impacts because of wind and storm surge caused by hurricanes and other tropical events than further inland communities thus raising more significant public safety issues than other areas of each county and state may typically identify.
- Re-entry through and to each community will be allowed only as public safety conditions may warrant.
- Each jurisdiction will communicate and coordinate evacuation and re-entry decisions and procedures, and recognize the documentation and/or sticker programs as may apply.
- Escambia County, Florida re-entry program is identified in the previous sections of this plan.
- The City of Orange Beach Re-entry program identifies five re-entry levels as follows:

  o Level One
    - City of Orange Beach Employees
    - Baldwin County Employees
    - Baldwin EMC Employees
    - State of Alabama Employees
    - Federal Government Employees
    - Mutual Aid and Other Responding Agencies

  o Level Two
    - Damage Assessment Teams
    - Utilities
    - City of Orange Beach Contractors

- o Level three
  - Businesses (by zone)
  - Residents (by zone)

- o Level Four
  - Contractors (optional)

- o Level Five
  - All zones open, no restrictions

It is identified that each jurisdiction will communicate and coordinate the various re-entry authorizations and that each jurisdiction will support each other's re-entry plan as public safety concerns allow.

County Ordinance
Part I, Chapter 2, Article III, Division 1

Sec. 2-65. Designation of emergency interim successors in the event of an attack.

(1**) Applicability**. The provisions of this section shall apply and authorization to designate emergency interim successors in the event of an attack upon the United States which causes or may cause substantial damage or injury to property and persons in the United States in any manner, by use of bombs, missiles, shellfire, or atomic, radiological, chemical, bacteriological or biological means or other weapons or processes which attack results in the unavailability of the lawful incumbent or incumbents is granted only to the following offices:
(a)   Each member of the board of county commissioners.
(b)   The county administrator, county attorney, all county department heads, deputy department heads and division chiefs.

(2**) Designation**.
(a)   Within 30 days after first entering upon the duties of the office, the incumbent of each office shall designate in writing not less than three nor more than seven emergency interim successors to the office and specify their rank in order of succession after any duly authorized deputy so that there will not be less than five duly authorized deputies or emergency interim successors or combination thereof for the office. The name, address and rank in order of succession of each duly authorized deputy and each emergency interim successor shall be filed with the clerk of the board of county commissioners, and all changes in the duly authorized deputies or in the designation or order of succession of emergency interim successor shall be filed with the clerk of the board of county commissioners. Designations of emergency interim successors and changes therein and in the order of succession thereof shall become effective when filed with the clerk.
(b)   At least annually, the incumbent in each office shall review and, if necessary, promptly revise the designations of emergency interim successors to ensure that at all times there are at least five qualified emergency interim successors or duly authorized deputies or combinations thereof for the office. This review may also be made at other times whenever the incumbent in an office deems it necessary because of changes in duly authorized deputies, because a designated emergency interim successor has become disqualified to be an emergency interim successor for the office, because the incumbent desires to change the order of succession among the designated emergency interim successors or because for any other reason a change is necessary or desirable. The annual review shall be completed on or before August 1.

(3) **Qualifications**. No person shall be designated or serve as an emergency interim successor unless he is qualified under the Constitution and laws of the State of Florida, and ordinances of the county to hold the office to which he or she is designated an emergency interim successor, but no provision of any ordinance prohibiting an officer or employee of the county from holding another office shall be applicable to an emergency interim successor. At the time of his or her designation, an emergency interim successor shall take such oath and do such other things, if any, as are required to qualify him or her to exercise the powers and discharge the duties of the office as to which he or she has been designated an emergency interim successor; provided, that the designation of an emergency interim successor for an office subject to confirmation by the board of county commissioners shall not require the approval of the board to be effective.

(4) **Removal of designees; change in succession.** Until such time as an emergency interim successor is authorized pursuant to this chapter to exercise the powers and discharge the duties of an office, he or she shall serve as an emergency interim successor at the pleasure of the designating incumbent and may be removed, and his or her order of succession may be

changed, by the designating incumbent at any time without cause. In the case of removal of an emergency interim successor, the designating incumbent shall promptly designate another emergency interim successor, if necessary, to maintain the required number of duly authorized deputies and emergency interim successors.

(5**) Assumption of powers and duties of office**. If, in the event of an attack, the incumbent of an office and any duly authorized deputy is unavailable, the emergency interim successor to that office who is highest in rank in order of succession and who is not unavailable.
(Ord. No. 2007-11, §§ 1--5, 3-5-2007; Ord. No. 2008-9, § 1, 1-24-2008)
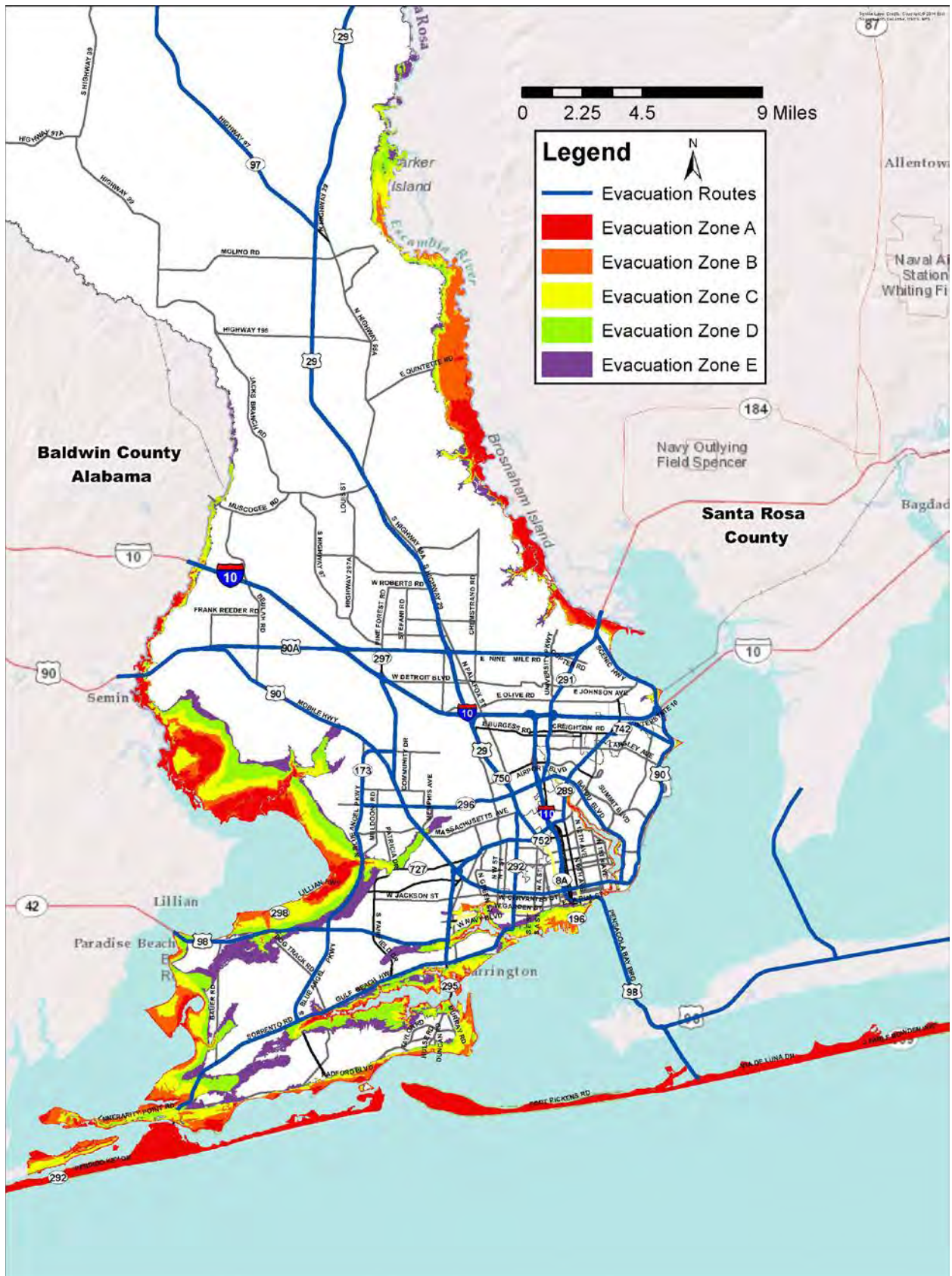
APPENDIX N
Foreign Nationals Response Plan

I. <u>Purpose:</u>

The purpose of this plan is to establish a framework for response to a crisis event involving foreign nationals in Escambia County according to the National Incident Management System (NIMS) guidelines. A foreign national is any person who is not a U.S. citizen; same as "alien." Aliens who are lawful permanent residents in the United States and who have a resident alien registration card (green card) as well as undocumented or "illegal" aliens are foreign nationals.

During a crisis event, foreign consulates will be contacting local agencies to obtain information regarding the status of their citizens, and any impact the crisis might have on them. Issues including victim identification, language barriers, reunification with family members, and repatriation of remains can add layers of complexity to a dynamic and rapidly evolving incident.

Utilizing the comprehensive system outlined in this plan will ensure that Escambia County authorities meet their legal obligations concerning foreign national response and Consul notification outlined under the Vienna Convention on Consular Relations Treaty.

II. <u>Background:</u>

A function of governments has long been to provide services to their citizens/nationals abroad. These "consular" services include certain legal services, such as notarizing documents or assisting with the estate of a citizen who has died abroad. They also include looking for missing citizens, determining whether citizens are safe, assisting in evacuating citizens from countries where their lives are endangered, and other similar "welfare and whereabouts" services.

The performance of such consular functions was originally a subject of customary international law however was not uniformly addressed in any treaty. Eventually however, efforts were made to codify in international treaties the rights of governments to provide consular services to their citizens. In 1963 the multilateral **Vienna Convention on Consular Relations (VCCR[1])** was completed. The VCCR to a large extent codified customary international law and therefore represents the most basic principles pertaining to the performance of consular functions. Since the VCCR entered into force for the United States on December 24th, 1969, it has been relied upon as the principle basis for the conduct of U.S consular activities.

Because of its comprehensive nature and near-universal applicability, the VCCR now establishes the "baseline" for most obligations with respect to the treatment of foreign nationals in the United States. To date, more than 170 different countries are party to the VCCR. Article 5 of the VCCR enumerates appropriate consular functions and includes a "catch-all" provision that consular functions include "*helping and assisting nationals…of the sending state, safeguarding the interests of nationals…of the sending state in cases of succession mortis causa in the territory of the relieving state…*"

The special need for government assistance in cases of death, vulnerability due to incompetence, and major accidents are also reflected in the VCCR by giving these matters additional treatment, in Article 37:

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[1] Done at Vienna April 24, 1963; entered into force for United States December 24. 1969; 21 UST 77; TIAS 6820; 596 UNTS 261.

Article 37
Information in cases of deaths, guardianship or
Trusteeship, wrecks and air accidents

If the relevant information is available to the competent authorities of the receiving
State, such authorities shall have the duty:

(a) in the case of the death of a national of the sending State, to inform
without delay the consular post in whose district the death
occurred;

(b) to inform the competent consular post without delay of any case
where the appointment of a guardian or trustee appears to be in
the interests of a minor or other person lacking full capacity who
in a national of the sending State. The giving of this information
shall, however, be without prejudice to the operation of the laws
and regulations of the receiving State concerning such appointments;

(c) if a vessel, having the nationality of the sending State, is wrecked
or runs aground in the territorial sea or internal waters of the receiving
State, or if an aircraft registered in the sending State suffers
an accident on the territory of the receiving State, to inform
without delay the consular post nearest to the scene of the occurrence

The obligations of consular notification and access are binding on states and local government as well as the federal government, primarily by virtue of the Supremacy Clause in Article VI Cl. 2 of the United States Constitution, which provides:

"All Treaties made, or which shall be made, under the Authority of the United States, shall be the supreme Law of the Land; and the Judges in every State shall be bound thereby, any Thing in the Constitution or Laws of any State to the Contrary notwithstanding."

III. <u>Procedures:</u>

<u>Death of a Foreign National</u>

In the event of a crisis event which results in the death of a foreign national in Escambia County, the nearest consulate of that national's country must be notified without delay. This will allow the foreign government to make an official record of the death for its own legal purposes. It will help ensure that passports and other legal documentation issued by that country are canceled and not reissued to fraudulent claimants.

In addition, it may help ensure that the foreign national's family and legal heirs, if any, in the foreign country are aware of the death and that the death is known for estate purposes in the foreign national's country. Once notified of a death, consular officers may in some circumstances act to conserve the decedent's estate, in accordance with the laws and regulations applicable in the jurisdiction.

<u>Hospitalization / Quarantine of a Foreign National</u>

If the foreign national is hospitalized or quarantined pursuant to governmental authority and is not free to leave, under the VCCR and most bilateral agreements he or she must be treated like a foreign national in detention and appropriate notification must be provided. Consular officers

must be notified of the detention (regardless of the foreign national's wishes) if the detention occurs in circumstances indicating that the appointment of a guardian for the foreign national is required.

Accidents Involving Foreign Ships or Aircraft

If a ship or airplane registered in a foreign country wrecks or crashes in the United States, the nearest consular officers of that country **must** be notified without delay. This requirement is set out in Article 37(c) of the VCCR. Once notification has been made consular officers may undertake to coordinate contact with the victims' families or to provide other emergency assistance on behalf of the foreign government concerned. Some of the other functions consular officers may undertake in cases involving shipwrecks or air crashes are enumerated in Article 5 of the VCCR.

Mandatory Notification Countries

The United States has entered into a number of bilateral consular treaties which **require** consular officials be notified of the arrest, detention, serious injury, and/or death of their nationals regardless of their national's request. These are commonly called Mandatory Notification Agreements and the countries to which they pertain are called Mandatory Notification Countries. **All countries with consulates in the Southeast region of the United States along with their 24-hour contact information and Mandatory Notification status can be found in Appendix A of this document.**

Currently the United States has mandatory notification agreements with 57 countries and they are as follows:

Albania	Kazakhstan
Algeria	Kiribati
Antigua and Barbuda	Kuwait
Armenia	Kyrgyzstan
Azerbaijan	Malaysia
Bahamas	Malta
Barbados	Mauritius
Belarus	Moldova
Belize	Mongolia
Brunei	Nigeria
Bulgaria	Philippines
China (Including Macao and Hong	Poland
Kong)	Romania
Costa Rica	Russia
Cyprus	Saint Kitts and Nevis
Czech Republic	
Dominica	Saint Lucia
Fiji	Saint Vincent and the Grenadines
Gambia	Seychelles
Georgia	Sierra Leone
	Singapore
Ghana	Slovakia
Grenada	Tajikistan
Guyana	Tanzania
Hungary	Tonga
Jamaica	Trinidad and Tobago

Tunisia	United Kingdom
Turkmenistan	Uzbekistan
Tuvalu	Zambia
Ukraine	Zimbabwe

IV. <u>Roles and Responsibilities:</u>

<u>Consular Officials and the Emergency Operations Center</u>

In the event of a natural or manmade disaster in Escambia County which results in the death or serious injury of a foreign national and which requires activation of the Emergency Operation Center (EOC), consular officials from the concerned country may be sent to provide logistical assistance in order to better provide the services entitled to them in Article 5 of the VCCR. In this event consular officials will be organized and grouped under ESF 6 – Mass Care. Within ESF 6, consular officials' primary focus will be assisting in providing Disaster Welfare Information (DWI) and disseminating that information back to the families of affected foreign nationals. This includes providing assistance with victim identification, family reunification and repatriation of remains if necessary.

<u>Services Provided by Consular Offices and their Officials</u>

Article 5 of the VCCR outlines the functions of Consular Offices and their officials and should be used as a reference for a comprehensive list of these functions. However, the functions which would directly pertain to a crisis incident in which local authorities would be required to notify the concerned Consular Offices are listed below:

- Issuance of passports and travel documents to nationals of the sending State, and visas or appropriate documents to persons wishing to travel to the sending State.
- Acting as a notary and civil registrar and in capacities of a similar kind.
- Safeguarding the interests of nationals of the sending state in cases of succession mortis causa[2] in the territory of the receiving State.
- Transmitting judicial and extra-judicial documents or executing letters of request or commissions to take evidence for the courts of the sending State in accordance with internationals agreements in force, or in the absence of such international agreements.
- Exercising rights of supervision and inspection provided for in the laws and regulations of the sending State in respect of vessels having the nationality of the sending State, and of aircraft registered in that State, and in respect of their crews.
- Conducting investigations into any incidents which occurred during the voyage of vessels and aircraft of the sending state.

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[2] [Latin, In contemplation of approaching death.] A phrase used in reference to a deathbed gift.

APPENDIX N
Foreign Nationals Response Plan

Appendix A: Foreign Mission 24 Hour Emergency Contact List

FOREIGN MISSION EMERGENCY 24 HOUR CONTACT LIST				
Consulate General	**Address**	**Phone Number**	**Fax**	**Mandatory Contact**
Antigua & Barbuda	25 SE 2nd Avenue Suite 300 Miami, FL 33131	305-381-6762	305-381-7908	**YES**
Argentina	1101 Brickell Avenue North Tower, Suite 900 Miami, FL 33131	305-373-1889	305-373-1598	**NO**
Austria	2445 Hollywood Blvd. Hollywood, FL 33020	954-925-1100	954-925-1101	**NO**
Bahamas	25 SE 2nd Ave Suite 600 Miami, FL 33131	305-373-6295	305-373-6312	**YES**
Barbados	2121 Ponce De Leon Blvd Suite 1300 Coral Gables, FL 33134	786-515-1201	305-455-7975	**YES**
Belgium	230 Peachtree Street NW, Suite 2250 Atlanta, GA 30303	404-659-2150	404-659-8474	**NO**
Bolivia	700 S. Royal Poinciana Blvd, Suite 505 Miami Springs, FL 33166	305-358-6303	305-358-6305	**NO**
Brazil	3150 SW 38th Avenue, Suites 100,200,300 Miami, FL 33146	305-285-6200	305-285-6229	**NO**
Canada	200 S. Biscayne Blvd. Suite 1600 Miami, FL 33131	305-579-1600	305-374-6774	**NO**
Chile	800 Brickell Avenue, Suite 1200 Miami, FL 33131	305-873-8623	305-379-6613	**NO**
Colombia	5850 T G Lee Blvd, Orlando, FL 32822	(407) 650-4274	(407) 650-4281	**NO**
Costa Rica	2730 SW 3rd Avenue, Suite 401 Miami, FL 33129	305-423-3952/3 /305-871-7485	786-522-0119	**YES**
Denmark	3107 Stirling Road, Suite 101 Fort Lauderdale, FL 33312	954-967-8800	954-322-0064	**NO**
Dominican Republic	1038 Brickell Avenue Miami, FL 33131	305-358-3220	305 358-2318	**NO**
Ecuador	117 N.W. 42nd Ave, Suite CU4/CU5 Miami, FL 33126	305-373-8520	305-539-8313	**NO**
El Salvador	2600 Douglas Road, Suite 104 Coral Gables, FL 33134	305-774-0840	305-774-0850	**NO**
France	1395 Brickell Avenue, Suite 1050 Miami, FL 33131	305-403-4150 (EXT 52)	305-403-4151	**NO**
Germany	New World Tower 100 N. Biscayne Blvd, Suite 2200 Miami, FL 33132	305-358-0290	305-358-0307	**NO**

Greece	400 N Tampa St, Suite 1160, Tampa FL 33602	813-865-0204	813-865-0206	**NO**
Grenada	400 Arthur Godfrey Rd Suite 506 Miami Beach, FL 33140	305-570-2716	305-397-2441	**YES**
Guatemala	1101 Brickell Avenue #603-5 Miami, FL 33131	305-679-9945/46/47	305-679-9983	**NO**
Haiti	1616 East Colonial Drive Orlando, Florida 32803	(407) 897-1262	(407) 897-8163	**NO**
Honduras	7171 Coral Way Suite 311 Miami, FL 33155	305-269-3131	305-269-9445	**NO**
Iceland	1820 SW 73 Avenue, Plantation, FL 33317	954-792-4451	954-792-4451	**NO**
Israel	100 N. Biscayne Blvd, Suite 1800 Miami, FL 33132	305-925-9401	305-925-9451	**NO**
India	5549 Glenridge Drive NE Atlanta, GA 30342	404-941-7528	678-905-9591	**NO**
Italy	4000 Ponce De Leon Blvd # 590 Coral Gables, FL 33146	305-374-3595	305-374-4311	**NO**
Jamaica	25 SE 2nd Avenue, Suite 609 Miami, FL 33131	305-374-8431	305-577-4970	**YES**
Japan	80 SW 8th Street, Suite 3200 Miami, FL 33130	305-530-9090	305-530-9002	**NO**
Korea	1 SE 3 Ave, 25th Floor Miami, FL 33131	305-982-5573	305-374-5095	**NO**
Lebanon	1320 S. Dixie Highway, Suite 241 Coral Gables, FL 33146	305-665-3004	305-666-8905	**NO**
Lithuania	44 Coconut Row, Ste T10 Palm Beach, FL 33480	561-832-2232	773-582-5133	**NO**
Malta	200 S. Biscayne Blvd, Suite 1800 Miami, FL 33131	305-347-5290	305-377-8695	**YES**
Mexico	2550 Technology Drive Orlando, Florida 32804	(407) 422-0514	(407) 422-9633	**NO**
Monaco	2000 Ponce De Leon Blvd. #600 Coral Gables, FL 33134	305-421-6360	786-513-3241	**NO**
Netherlands	701 Brickell Avenue, Suite 500 Miami, FL 33131	786-866-0480	786-866-0498	**NO**
Nicaragua	1332 West Flagler Street Miami, FL 33135	305-265-1415 (EXT 106, 109)	305-265-1780	**NO**

Norway	806 S Douglas Rd, #580 Coral Gables, FL 33134	305-987-8464	305-374-4369	**NO**
Panama	5775 Blue Lagoon Drive Suite 200 Miami, FL 33126	305-447-3700	305-264-0587	**NO**
Paraguay	25 S.E. 2nd Avenue, Suite 705 Miami, FL 33131	305-374-9090	305-374-5522	**NO**
Peru	444 Brickell Avenue Suite M-135 Miami, FL 33131	786-347-2432	305-677-0089	**NO**
Philippines	2333 N. State Road 7 Margate, FL 33063	954-729-6647	954-755-6367	**YES**
Poland	1440 79th St. Causeway Suite 117 Miami, FL 33141	305-866-0077	305-865-5150	**YES**
Portugal	145 City Place Suite 300, Palm Coast FL, 32164	386-742-0370	386-742-0371	**NO**
St Kitts and Nevis	6855 Red Road Coral Gables, FL 33143	786-662-7222	786-662-7723	**YES**
Saint Lucia	2 Alhambra Plaza, Suite 850 Coral Gables, FL 33134	305-586-3076		**YES**
Senegal/Togo	4000 Ponce De Leon Blvd. Suite 700 Coral Gables, FL 33146	305-371-4286	305-371-4288	**NO**
Slovak	13325 Arch Creek Rd North Miami, FL 33181	239-822-8409	954-577-1318	**YES**
Slovenia	1501 Calais Drive Miami Beach, FL 33141	305-868-9635		**NO**
Spain	2655 LeJeune Road, Suite 203 Coral Gables, FL 33134	305-446-5511	305-446-0585	**NO**
Suriname	7205 NW 19th Street Suite 302 Miami, FL 33126	305-463-0694	305-463-0715	**NO**
Sweden	101 NE 3rd Avenue, Suite 1700B Fort Lauderdale, FL 33301	954-467-3507	954-766-2805	**NO**

APPENDIX N
Foreign Nationals Response Plan

Switzerland	825 Brickell Bay Drive Suite 1450 Miami, FL 33131	305-377-6700	305-377-9936	**NO**
Trinidad and Tobago	1000 Brickell Avenue, Suite 800 Miami, FL 33131	305-374-2199	305-374-3199	**YES**

Turkey	80 SW 8th St Suite 2700 Miami, FL 33130	786-310-7583	786-310-7584	**NO**
United Kingdom	1001 Brickell Bay Drive Ste. 2800 Miami, FL 33131	305-400-6400	305 400 6868	**YES**

Appendix B: – Consular Notification Fact Sheet

Below is a checklist of basic information that Consular Officials will require when being notified of the death, serious injury, or illness of one of their Nationals. This checklist is intended for internal use only and is designed to expedite the process of Consular notification.

- o Date/Time

- o Name/Name of office/agency contacting the Consulate

- o Address of contacting agency
  - o City/State/Zip
  - o Phone/Fax numbers

- o Reason for Contact
  - o Death of National
  - o Serious Injury of National
  - o Serious illness requiring detainment/quarantine of National
  - o Date of death/injury/illness

- o Personal Information of National (provide as much as possible)
  - o Name
  - o Date of Birth/Place of Birth
  - o Nationality/Country
  - o Passport Issuing Nation
  - o Passport Number
  - o Date and place of death (If applicable)
  - o Apparent cause of death (If applicable)

- o Contact information for office/agency issuing notification
  - o Phone number
  - o Hours of operation
  - o Case number for reference (if applicable)

**Escambia County
Clerk's Original**

6/20/2019 CABI-1

RESOLUTION NUMBER R2019-54

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA ADOPTING ESCAMBIA COUNTY'S COMPREHENSIVE EMERGENCY MANAGEMENT PLAN; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 252, Florida Statutes, in order to safeguard the life and property of its citizens, the governing body of each political subdivision of the state is delegated certain emergency management functions to promote emergency preparedness, response, recovery, and mitigation within its jurisdiction and, in addition, shall conduct such functions outside its territorial limits as may be required pursuant to §§252.31-252.90, Florida Statutes, and in accordance with state and county emergency management plans and mutual aid agreements; and

WHEREAS, in coordination with the Florida Division of Emergency Management (FDEM), each county is required to prepare and maintain a Comprehensive Emergency Management Plan, which must be periodically reviewed, updated, and re-certified every four years by the FDEM; and

WHEREAS, on July 6, 1995, the Board of County Commissioners adopted Ordinance 95-12, now codified as Section 37-39 of the Escambia County Code of Ordinances, authorizing the development of a Comprehensive Emergency Management Plan to ensure the health, safety, and welfare of the community during a declared state of emergency in Escambia County; and

WHEREAS, Escambia County's Comprehensive Emergency Management Plan provides the framework for the procedures to follow during natural and manmade disasters, to include evacuation areas during hurricanes, shelter operations, and agency responsibilities; and

WHEREAS, on May 9, 2019, Escambia County's Comprehensive Emergency Management Plan was reviewed and approved by the FDEM.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Escambia County, Florida that:

Section 1.   The above recitals are true and correct and incorporated by reference herein.

Section 2.   The Board of County Commissioners of Escambia County, Florida hereby adopts the Escambia County Comprehensive Emergency Management Plan as reviewed and approved on May 9, 2019, by the Florida Department of Emergency Management in accordance with the provisions of Chapter 252, Florida Statutes.

Section 3.   This Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

Adopted this 20th day of June 2019.

ATTEST: Pam Childers
        Clerk of the Circuit Court

By: _____
Deputy Clerk

(SEAL)

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

_____
Lumon J. May, Chairman

BCC Approved: 6/20/2019

Date Executed
6/20/19

**Approved as to form and legal
sufficiency.**

By: _Kristin D. Hual, SACA_

Date: 05-16-2019

(left margin, vertical) Date: 6/21/19 Verified By:

Board of County Commissioners • Escambia County, Florida

Lumon J. May, Chairman
District III

MEMORANDUM:

TO: Escambia County Emergency Operations Center Disaster Committee Members

FROM: Lumon J. May, Chairman
        Board of County Commissioners

Date: June 20, 2019

RE: Notice of Comprehensive Emergency Management Plan 2019 Update

The Board of County Commissioners (Board) is pleased to announce that the Escambia County Comprehensive Emergency Management Plan (CEMP) was updated and approved by the State of Florida, Division of Emergency Management on May 9, 2019, and subsequently approved by the Board on June 20, 2019. The CEMP is available for access upon request from the Division of Emergency Management.

Do not hesitate to contact John Dosh, Interim Public Safety Director and Emergency Manager with any questions at 850-471-6400.

221 Palafox Place, Suite 420 • Pensacola, Florida 32502

Emergency Support Function (ESF) 1
Transportation Unit

Lead Coordinating Organization: Escambia County Area Transit (ECAT)

Support Organization: Public Safety Department, Emergency Medical Services (EMS)
Escambia County Community Transportation
Pensacola International Airport
Escambia County School District
Port of Pensacola
West Florida Public Library System

Private Sector Resources: Amtrak Railways (National Railroad Passenger Corporation)
Alabama & Gulf Coast Railway
Good Time Tours, Inc.
Greyhound Lines, Inc.
CSX Corporation, Inc.
Private shipping and cruise companies

I. Mission

The mission of Emergency Support Function 1 (ESF 1) is to create a platform from which transportation resources within Escambia County and any mutual aid resource support may collaborate and coordinate to meet the transportation needs of the community and its citizens during disaster/emergency incidents as appropriate. As authorized and appropriate, local resources may also be enhanced through vendor and contractor resources.

The priorities for allocation of these assets will be, though not all inclusive:

- Evacuation of persons from threatened or immediately impacted areas of our community.
- Transporting materials, personnel, and supplies for the support of response and recovery emergency activities being conducted and coordinated through the Escambia County Emergency Operations Center (EOC) and its supporting agencies.
- Transporting relief supplies necessary for recovery to the emergency and impacted areas of the community.
- Coordinating activities, with assistance from support agencies, and prioritizing the allocation of available resources to meet any transportation need as identified in the EOC.

II. Concept of Operations

A. ESF Organization/Structure

- ESF 1 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

Emergency Support Function (ESF) 1
Transportation Unit

- ESF 1 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 1 lead will be the team leader, primary contact, coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 1 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 1 lead will coordinate any requests of ESF 1 and their resources as appropriate.

- ESF 1 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 1.

- ESF 1 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 1.

- ESF 1 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 1 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 1 will be coordinated by and report to the Infrastructure Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Incident Command System Structure: ESF 1 – Transportation

B. Alerts/Notifications

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. Direction and Control

- When the EOC is activated, ESF 1 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 1 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 1 will be managed and coordinated by ESF 1 with those other ESF organizations providing cooperative support.

D. Planning

- ESF 1 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

- ESF 1 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop evacuation and re-entry transportation plans to support traditional public requests for transportation to public and/or pet shelters as appropriate.

- Develop transportation plans for potential evacuations and re-entry utilizing non-traditional methods with support organizations and private sector resources. This may include passenger trains, planes, and boats, which should consider pets where appropriate and resources allow.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local transportation resources that will be available to support the ESF 1 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Opening Doors Northwest Florida has developed an enhanced program for the evacuation and return of the homeless people in the community to and from a public shelter. This plan includes the potential sheltering of their pets in the community pet shelter as may be mobilized. Opening Doors Northwest Florida has coordinated with ESF 1 and identified specific bus stops for the homeless that

allows them more efficient access to ESF 1 transportation services for evacuations when evacuation and shelters plans are mobilized for the entire community. ESF 1's limited involvement in this plan is merely providing transportation services for these bus stop locations when an evacuation order has been issued and shelters opened.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. Operations

ESF 1 will:

- Provide appropriate staffing to manage the ESF 1 EOC desk and any functions and responsibilities of ESF 1 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 1 to include transit buses, trolleys, passenger vans, wheelchair equipped resources, school district buses, other bus resources, railway operations, airport operations, port operations, and private vendors as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate transportation resources to meet resource requests within the EOC operation.

- Coordinate communications with all transportation resources as appropriate.

- Coordinate with ESF 8 for any non-ambulatory or medical needs transportation that may require ambulance service or other specialty care transport.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Implement transportation evacuation and re-entry plans in support of locally targeted or community-wide evacuations as requested from the EOC command structure.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

    o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
    o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
    o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinating with ESF 8 for people with higher level of medical care needs to identify the appropriate transportation method and destination for specific individuals or families.

- Responding to the request of the Opening Doors Northwest Florida to begin servicing pre-identified homeless population evacuation bus stops.

- Coordinate with Opening Doors of Northwest Florida and ESF-17-Escambia County Animal Services for the delivery/provision of pet traveling cages to ECAT to be placed on busses for homeless person's pets for transportation to and housing at the County animal shelter.

- Coordinate all requests for assistance for transportation support from EOC organizations as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 1.

- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 1 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 1.

- Coordinate with the EOC and/or County Emergency Management and/or first responders to provide impromptu transportation resources that may provide mobile resources that can meet needs beyond transportation from one location to another, such as, though not all inclusive of the following:
    o A weather protection facility on a disaster or emergency response scene that can provide first responders, citizens, or facility residents protection from the weather elements such as cold, heat, rain, or other severe environmental condition.
    o A command and control center for disaster and emergency operations.
    o Mass care transportation resource for low level medical care patients.
    o Or any other potential "out of the box" solution for impromptu situations.

- Make sure all ESF 1 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 1 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. Responsibilities

- **LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY AREA TRANSIT**

  o Provide leadership in coordinating and integrating overall County efforts to provide transportation evacuation assistance to affected areas and populations.

  o Staff and operate a National Incident Management System compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.

  o Coordinate the activation and deployment of support agencies and their resources under ESF 1 in carrying out specified missions to evacuate personnel from vulnerable areas.

  o In coordination with ESF support agencies, evaluate the emergency, make strategic decisions, and identify resource needs and secure resources required for field operations.

  o Coordinate supplemental assistance in identifying and meeting the Transportation needs of disaster victims. This will include the coordination and/or management of mutual aid resources as appropriate.

  o Assume the lead in the organization, assignment and staffing at the facilities at which ESF 1 is required to be located.

o Maintain a current inventory of transportation assets and disaster contact information from participating agencies, including their location and condition.

o Pre-position transportation resources as needed.

o Maintain a list of available resources at the ECAT "L" Street office. This list will be updated at least once each year, and contains the following:

o Contact information for essential employees who have a role and responsibility in ESF 1

o Inventory resources that can be deployed for ESF 1 from all ESF support agencies, including vehicles (trolleys, passenger vans, busses, etc.)

- **SUPPORT ORGANZIATIONS**

  ESCAMBIA COUNTY EMS
  ESCAMBIA COUNTY COMMUNITY TRANSPORTATION
  PENSACOLA INTERNATIONAL AIRPORT
  ESCAMBIA COUNTY SCHOOL DISTRICT
  PORT OF PENSACOLA
  WEST FLORIDA PUBLIC LIBRARY SYSTEM

  o Maintain lists of current resources to support transportation needs within the County.

  o Maintain appropriate rosters to support EOC and field operations.

  o Coordinate with ESF-1 lead on supporting organization activity in meeting the needs of the community, before, during, and after a disaster event as it relates to transportation needs and the overall responsibility of ESF 1.

  o The Escambia County School District is not a primary or an active support organization under ESF 1, though in some situations, their bus/transportation resources may be engaged to support ESF 1 activities.

  o Escambia County Community Transportation with its resources will support ECAT in providing transportation services during actual disaster situations.

  o Pensacola International Airport will provide coordination assistance with respect to air transportation services as the situation may dictate.

  o Port of Pensacola will provide coordination assistance with respect to waterway access and shipping as the situation may dictate.

  o West Florida Public Library System has a book mobile bus that could be utilized on a limited basis, as a result of what is stored on the bus, not for mass public use, but possibly as a support vehicle in some manner.

- **PRIVATE SECTOR RESOURCES**

  AMTRAK RAILWAYS (NATIONAL RAILROAD PASSENGER CORPORATION)
  ALABAMA & GULF COAST RAILWAY
  GOOD TIME TOURS, INC.

GREYHOUND LINES, INC.
CSX CORPORATION, INC
PRIVATE SHIPPING AND CRUISE COMPANIES

- o Private sector businesses will be requested to support EOC operations as the need may exist for resource transportation and the potential movement or housing of the local populations.

- o Assistance to mobilize these resources may be needed from the state EOC with stronger influence and financial support to mobilize and acquire commitment from national or international transportation companies.

- o ESF 1 maintains a contact list of these companies for any potential coordination needs.

- o Financial responsibility will need to be clarified prior to any mobilization of private sector resources.

G. Financial Management

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. References, Authorities, and supporting documents

- State of Florida CEMP, ESF 1 Appendix
- Statement of Understanding between Escambia County Area Transit and Escambia County Community Transportation.
- ESF 1 Transportation Registration and Response Protocols, August 17, 2010 (Special Needs Request protocol)
- List of homeless population bus stop pick up points
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)

- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 2
Communications Unit

Lead Coordinating Organization: Communications Division,
Public Safety Department

Support Organizations: Escambia County Sheriff's Office Dispatch
City of Pensacola Police Department Dispatch
Amateur Radio Emergency Service (ARES)
Network & Telecommunications Division, Information
Technologies Department

Private Sector Resources: Verizon Communications, Inc.
Cox Communications, Inc.
Sprint Corporation
Frontier Communications Corporation
AT&T
MediaCom Communications Corporation

I. Mission

Emergency Support Function 2 (ESF 2) provides communications resource support during disaster situations in an effort to maintain communication links to all response operations in support of the EOC effort.

The priorities for allocation of these assets will be, though not all inclusive:

- Establish and maintain communications for facilities that are integral to efficient disaster operations.
- Ensure the Emergency Communications Center (ECC)/911 and other local emergency communications centers and systems are prepared for emergencies.
- Establish and maintain communications for response and recovery operations.
- Support and facilitate where appropriate, any private sector efforts to restore community communication tools (cell, television, landline, etc.)

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 2 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 2 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

Emergency Support Function (ESF) 2
Communications Unit

- ESF 2 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 2 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 2 lead will coordinate any requests of ESF 2 and their resources as appropriate.

- ESF 2 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 2.

- ESF 2 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 2.

- ESF 2 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 2 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 2 will be coordinated by and report to the Infrastructure Branch Director, who reports to the operations section chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

ESF 2
EOC Organizational Structure

Operations Section

Infrastructure Branch

ESF 1 Transportation
ESF 2 Communications
ESF 3 Public Works
ESF 12 Energy
ESF 18 Business & Industry

Incident Command System Structure: ESF 2-Communications

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 2 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 2 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

- o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
- o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
- o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 2 will be managed and coordinated by ESF 2 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 2 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

- ESF 2 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local communication resources that will be available to support the ESF 2 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Assess vulnerability of communication systems and develop and implement upgrade and mitigation plans for those systems.

- Coordinate backup equipment and supplies for each communications center and system that may include:

  - o Adequate spare parts, resources, plans, and personnel to ensure operations during a disaster or emergency.
  - o Adequate staffing level for disaster situations. Employees are recalled as needed and scheduled appropriately.

- Planning for communications will need to consider the following operations, though not all inclusive:

- o   Jurisdictional 911/dispatch centers/first responders
- o   County and City EOCs
- o   State EOC
- o   Public shelters
- o   Volunteer reception center(s)
- o   Points of distribution
- o   County staging area
- o   Donated goods warehouse(s)
- o   Disaster recovery center(s)
- o   Disaster field office(s)
- o   Others as identified

- Develop plans to test equipment on a regular basis.

  - o   Communications tools
  - o   Back-up generators on 911 communication centers

- Coordinate with ESF 12 with respect to prioritizing critical infrastructure and the reestablishment of power to the support organizations as appropriate.

- Each ESF organization will be required to be familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 6 to enhance operations at these alternate EOC locations.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E.   OPERATIONS

ESF 2 will:

- Provide appropriate staffing to manage the ESF 2 functions in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 2.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on communication infrastructure and resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

Emergency Support Function (ESF) 2
Communications Unit

- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.

- Coordinate with ESF 12 on the prioritization of power to critical communications infrastructure, with the understanding that support organizations are dependent upon restoration of communications tools to critical facilities and infrastructure that includes 911/phone services, internet, data, television, all part of the communications network and options for businesses, families, and individuals.

- Coordinate with ESF 14 and CIC for any information needed for public dissemination.

- Coordinate and establish communications with any operation as may be needed and or requested from the EOC as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 2.

- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support communications needs that exceed ESF 2 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the communication needs of ESF 2.

- Make sure all ESF 2 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 2 to enhance operations at these alternate EOC locations.

- Coordinate the damage assessment process for ESF 2 resources and assets and coordinate data and documentation through ESF 3 and the finance section as appropriate.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support communications initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – COMMUNICATIONS DIVISION

- Provide and maintain 911/first responder, EOC and supporting field operations communications during an emergency.

- Maintain an inventory of personnel, equipment, and vendors, which will be used in the restoration of services.

- Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities within the affected areas as necessary and appropriate.

- Coordinate with private sector resources to provide and maintain communications and equipment to meet the needs of EOC and field operations as appropriate and required.

- Coordinate resources necessary to maintain access and accommodate ADA needs where appropriate and required by law.

2. SUPPORT AGENCIES

Pensacola Police Department:
  o Responsible to maintain their 911/dispatch center in support of City first responders.
  o Responsible to support the other jurisdictional dispatch centers as a back-up 911/dispatch center if any of the primary facilities are disabled.
  o Responsible to provide support to ESF2 in providing and maintaining the tools necessary to maintain communications to and from various operations and facilities throughout the County.

Escambia County Sheriff's Office
  o Responsible to maintain their 911/dispatch center in support of sheriff's office first responders.
  o Responsible to support the other jurisdictional dispatch centers as a back-up 911/dispatch center if any of the primary facilities are disabled.
  o Responsible to provide support to ESF2 in providing and maintaining the tools necessary to maintain communications to and from various operations and facilities throughout the County.

Amateur Radio Emergency Service (ARES)
  o Responsible to provide primary and back-up communication services for various operations where communications is lacking or is inconsistent as appropriate and as requested.
  o Responsible to support operations in communicating situations and issues for operations or areas in the community that may need primary or secondary reconnaissance where communications and information may be lacking as appropriate and requested.
  o Provide back-up communications between the County EOC and the state EOC as needed and appropriate.

Network & Telecommunications Division, Information Technologies Department
  o From the Information Technologies Branch, responsible to support ESF 2 in coordinating and providing telephone equipment and general communications support to ESF 2 to establish and maintain communications services to all Board of County Commissioners

departments and other elected officials and jurisdictions as may be requested and authorized.

3. **PRIVATE SECTOR RESOURCES**

- ESF 2 will coordinate with companies to capture operational status information as it may relate to service interruptions and service reestablishment timelines for operational decision making.

- ESF 2 will coordinate with companies in providing various communications tools, such as cell and/or satellite phones, to support operations communications needs as necessary and available.

- ESF 2 will coordinate with companies to coordinate any temporary communications/information infrastructure to support or supplement permanent infrastructure increased demands and/or failures to maintain service connectivity for prioritized operations.

- Will prioritize the reestablishment of critical services to critical facilities as appropriate with respect to County critical facilities list as appropriate.

- Will coordinate with ESF 12 for power restoration priorities for critical infrastructure.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES, AUTHORITIES, AND SUPPORTING DOCUMENTS

- Emergency Communications Hurricane Plan
- Equipment Problems document
- Florida Emergency and Mutual Aid Frequencies document
- Escambia County ARES Emergency Communications Plan

- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 3
Public Works and Engineering Unit

Lead Coordinating Organization: Escambia County Public Works Department

Support Organizations:
City of Pensacola
Cottage Hill Water Works
Emerald Coast Utilities Authority (ECUA)
Escambia County Building Services Department
     Building Inspections
Escambia County Corrections Department
     Road Prison Division
Escambia County Development Services Department
     Development Review Division
     Planning and Zoning Division
Escambia County Public Works Department
     Engineering Division
     Fleet Maintenance Division
     Traffic Division
     Road and Bridges Division
     Pensacola Beach Public Works Division
Escambia County Facilities Management Department
     Maintenance Division
     Design and Construction Administration Team
     Utilities Division
     Custodial Services Division
Escambia County Natural Resources Department
     Marine Resources Division
     Natural Resources Conservation Division
     Water Quality and Land Management Division
Escambia County Parks & Recreation Department
Escambia County Waste Services Department
     Waste Programs Division
     Engineering/Environmental Quality Division
     Landfill Operations Division
Escambia River Electric COOP
Farm Hill Utilities, Inc.
Florida Department of Transportation
Gonzalez Utilities
Molino Utilities
Peoples Water Service Company
Santa Rosa Island Authority (SRIA)
Town of Century

I. Mission

The mission of ESF 3 is to provide public works and engineering coordination in support of emergency events within Escambia County for all jurisdictions and infrastructure owners. ESF 3 will provide personnel and resources to support efforts in keeping infrastructure open, operational, and functional through preventive and mitigation actions and through effort to make repairs and rebuilding activities quickly in support of the primary emergency management objectives. All infrastructure jurisdictions and owners will coordinate under ESF 3 to leverage resources in an effort to efficiently and effectively respond to and recover from disaster impacts.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 3 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 3 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 3 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 3 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 3 lead will coordinate any requests of ESF 3 and their resources as appropriate.

- ESF 3 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 3.

- ESF 3 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 3.

- ESF 3 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 3 lead does not have the authority to direct, commit, assume responsibility, not liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 3 will be coordinated by and report to the infrastructure Branch Director, who reports to the operations section chief, who then reports to the incident commander.
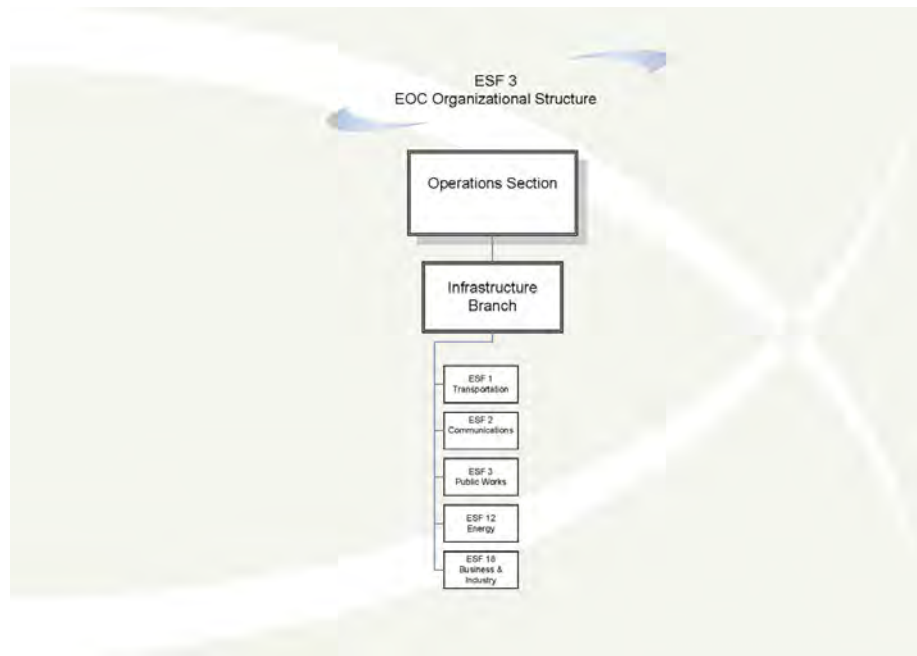
Incident Command System Structure: ESF 3 – Public Works and Engineering

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 3 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 3 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any transportation operation when conditions may become unsafe utilizing several conditional factors to include:

  - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  - Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 3 will be managed and coordinated by ESF 3 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 3 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. In addition to the regular organizational responsibilities for infrastructure, additional responsibilities will include, but not be limited to the following:

  - Roadway debris clearing and the "cut and toss" program
  - Sand bag options for the public if applicable
  - Debris management plan
  - Any streamlined process for issuance of building permits and develop review
  - Beach/environmental impact assessments and re-nourishment programs
  - Traffic management, traffic control systems, and coordination with ESF 16
  - Road closure and opening process coordinated with ESF 16, CIC, 911, and other applicable agencies.
  - Road and bridge damage inspections
  - County fuel (gas & diesel) management plan
  - Port-A-Let and hand washing station coordination through utilities as appropriate.

- o Additional responsibilities as identified and assigned in the EOC by the appropriate authority
- o I.A. and P.A. damage assessment process and program
- o Waterway debris cleaning planning and authorities
- o Community Center facility operational support
- o Others as appropriate

- ESF 3 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local ESF resources that will be available to support the ESF 3 mission.

- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security or structural integrity of the facility.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Each ESF lead and support organization is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the ESF 3 planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

- Provide appropriate staffing to manage the ESF 3 EOC desk and any functions and responsibilities of ESF 3 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 3 to include private vendors as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate and requested from the EOC.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 3.

- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 3 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of ESF 3.

- Prioritize and implement the restoration of critical public facilities and services, including but not limited to: electricity, potable water, sanitary sewer, storm water systems, and natural gas systems.

- Prepare a prioritized list and perform the demolition or stabilization of damaged public structures and facilities, which pose an immediate hazard or safety risk to the public health.

- Initiate any activities above and beyond normal organizational responsibilities for any of the activities identified as appropriate and as requested, though this list is not all-inclusive of all potential activities:

  o Roadway debris clearing and the "cut and toss" program
  o Sand bag options for the public if applicable
  o Debris management plan
  o Any streamlined process for issuance of building permits and develop review
  o Beach/environmental impact assessments and re-nourishment programs
  o Traffic management, traffic control systems, and coordination with ESF 16

- o Road closure and opening process coordinated with ESF 16
- o Road and bridge damage inspections
- o Fuel (gas & diesel) management plan
- o Additional responsibilities as identified and assigned in the EOC by the appropriate authority
- o I.A. and P.A. damage assessment process and program
- o Waterway debris cleaning planning and authorities
- o Port-A-Let and hand washing station coordination through utilities as appropriate
- o Community Center operational support
- o Others as appropriate

- Coordinate all appropriate data with the GIS Unit for mapping and historical record keeping.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

- Throughout the incident and EOC activation, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY PUBLIC WORKS DEPARTMENT

- Serve as the lead organization for ESF 3, supporting the response and recovery operations.

- Will coordinate the development and maintenance of any plans, procedures, and other operational documents needed in support of the preparedness, response, recovery, and mitigation activities outlined in the previous section.

- Will coordinate with all other jurisdictions and support agencies to monitor and support those jurisdiction's infrastructure repair and rebuilding efforts as ESF 3 lead.

- Responsible to coordinate ESF 3 agencies and the use of the EOC software and any training requirements needed.

- Responsible to coordinate all of the resource requests and operational coordination for ESF 3 in support of the other EOC partner organizations.

- Responsible to coordinate and complete all reporting requirements for the EOC in representation of all ESF 3 supporting organizations.

- Will coordinate damage assessment activities in support of the federal Public Assistance (PA) and Individual Assistance (IA) programs coordinating with all supporting agencies and jurisdictions, and any other program eligible entities, to document and report damage assessment information and data to the finance section. This data will be utilized to pursue a federal declaration where appropriate.

- Coordinate damage assessment data with appropriate EOC representatives and the finance section.

- Coordinate any operational data and information with the Branch Directors and section chiefs in support of meetings, EOC briefings, and EOC reporting requirements in an effort to inform and communicate with all of the EOC partners operating in the EOC and in field as may be appropriate.

- Coordinate with first responders, ESF 4, 8, 9, 10, 16, & 18, in setting priorities for road clearing activities to assist in accessing and maintaining life safety response activities in the community.

- Coordinate with any other ESF is support of the overall EOC operation.

- Coordinate the recovery efforts of support agencies under ESF 3 and the efforts of other ESFs under this plan.

- Negotiate and administer design contracts with consulting engineering firms for the repair of storm water management systems, the transportation infrastructure, and any/all other public infrastructure as required.

- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

- Coordinate with the logistics section for any needed response and resource needs beyond the local capabilities.

- Provide and coordinate appropriate financial documentation for ESF 3 as it may relate to staffing, equipment, etc. to the finance section as required.

- Maintain daily operational responsibilities as required.

- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

2. **SUPPORT ORGANIZATIONS**

   Support agencies will provide assistance to the ESF 3 with services, staff, equipment, and supplies that compliment the entire emergency response effort as the EOC addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). As a result of constantly changing services

and resources, ESF agencies are responsible for maintaining and coordinating their resource capabilities with the ESF 3.

- **Roads & Bridges (R&B) Department**

  o Identify and train the staff of the R&Bs department in emergency and disaster response procedures. There will be a minimum of one R&B representative at the EOC during full level activation.

  o The R&B representative will attend and document all EOC briefings to better disseminate any important information or actions to their staff. This representative or their alternate should be prepared to provide status reports on all actions taken by R&B personnel under ESF 3 at each EOC briefing.

  o Evaluate the initial damage assessment received from the damage assessment teams to participate in setting priorities for road clearing to better assist ESF 9 (Search & Rescue) and their emergency response personnel.

  o Coordinate repair and restoration of infrastructure as required.

  o Coordinate damage assessment data with ESF 3 lead as appropriate.

  o Coordinate with other jurisdictional counterparts to assist in the collection of equivalent damage impact data.

  o As a part of ESF 3, assist and coordinate with other local jurisdictions with respect to information, data, and response and recovery assistance and support as appropriate.

  o Develop, maintain, and update annually an inventory showing the location of personnel, equipment, and supplies on hand to accomplish recovery of the transportation infrastructure of Escambia County.

  o Assist the ESF 3 process to facilitate and compile relevant damage assessment information from all support agencies and provide to the Finance Section.

  o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

  o Coordinate, contract, and implement repair and mitigation efforts for public infrastructure.

  o Maintain daily operational responsibilities as required.

  o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- **Engineering Division**

  o Identify and train the staff of the Engineering Division in emergency and disaster response procedures. There will be a minimum of one engineering representative at the EOC during full level activation.

o The engineering representative will attend and document all EOC briefings to better disseminate any important information or actions to their staff. This representative or their alternate should be prepared to provide status reports on all actions taken by engineering personnel under ESF 3 at each EOC briefing.

o Participate on P.A. assessment teams as assigned, coordinating the compilation of all P.A. assessment data with ESF 3 lead.

o Supporting Roads and Bridges where necessary, evaluate the initial damage assessment received from the damage assessment teams to participate in setting priorities for road clearing to better assist ESF 9 (Search & Rescue) and their emergency response personnel.

o Coordinate repair and restoration of infrastructure as required.

o Coordinate with other jurisdictional counterparts to assist in the collection of equivalent damage impact data where assistance may be required.

o As a part of ESF 3, assist and coordinate with other local jurisdictions with respect to information, data, and response and recovery assistance and support as appropriate.

o Develop, maintain, and update annually an inventory showing the location of personnel, equipment, and supplies on hand to accomplish recovery of the public works infrastructure of Escambia County.

o Coordinate with all the Department's Division staff in repairing and rebuilding the public works infrastructure post disaster.

o Assist the ESF 3 process to facilitate and compile relevant damage assessment information from all support agencies and provide to the Finance Section.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

o Coordinate, contract, and implement repair and mitigation efforts for public infrastructure.

o Maintain daily operational responsibilities as required.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- **Fleet Maintenance Division**

o Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.

o Develop, maintain, and implement the County emergency fuel plan to maintain fuel supplies for BCC response and recovery vehicles as appropriate and required. Coordinate with ESF 12 related to bulk resources and resupply as necessary.

o Develop, maintain, and implement a generator refueling program so that operations maintained on alternative power generators will not be interrupted as a result of fuel supply shortages. This will include additional operations either driven or supported by EOC disaster operations in/for facilities that are not owned by the BCC.

o Maintain all reporting requirements and data updates as the EOC may require through the ESF 3 lead.

o Support all of ESF 3s response and recovery efforts and the ESF 3 lead in an effort to leverage resources and fill gaps in service and resources as they are identified.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

o Maintain daily operational responsibilities as required.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- **Waste Services Department**

o Identify, train, or coordinate training for staff or jurisdictional counterparts as appropriate or directed. There will be a minimum of one Department representative at the EOC during full level activation.

o Develop, maintain, and implement the Debris Management plan. Coordinate any debris management planning or implementation in coordination or support of other jurisdictions as appropriate.

o Coordinate damage assessment, repair and restoration activities with other jurisdictional counterparts as required.

o Repair, re-establish, and maintain solid waste services.

o Maintain all reporting requirements and data updates as the EOC may require.

o Support all of ESF 3s response and recovery efforts and the ESF 3 lead in an effort to leverage resources and fill gaps in service and resources as they are identified.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

o Maintain daily operational responsibilities as required.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- **Traffic Division**

- o Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.

- o Complete damage assessment of traffic control devices and report all assessment figures to the ESF 3 lead and any other EOC representatives as required.

- o Coordinate replacement and repair of all traffic control devices as it relates to traffic signal equipment and operations.

- o Provide support to the R&B in damage assessment to road sign repair and replacement.

- o Provide support to the Building Inspections Department and Engineering in support of damage assessments for public infrastructure and private property as it relates to the P.A. and I.A. programs.

- o Coordinate with FDOT on traffic signal operations for repairs and replacement as it relates the State roadway system and other federal aid roadways in Escambia County.

- o Coordinate with jurisdictional counterparts for any resource or service support in the damage assessment and response and recovery efforts as appropriate.

- o Coordinate with jurisdictional counterparts in acquiring damage assessment data and situation status reports as required.

- o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

- o Provide and maintain situational data to EOC representatives as required.

- o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- o Maintain any daily responsibilities as required.

- **Road Prison Division**

- o Identify, train, or coordinate required training for staff or jurisdictional counterparts as required or requested to support EOC activities.

- o Provide and coordinate inmate labor to support response and recovery activities as requested, needed, and as appropriate.

- o Restore and maintain road camp facilities and operations as appropriate.

- o Assess impacts and damages on facilities and operations and report appropriate damage data and response and recovery costs associated with the incident through the ESF 3 lead and finance section (County Management and Dudget Department.)

- **Building Services Department, Building Inspections Division**

o Identify, train or coordinate training for staff or jurisdictional counterpart as required to support the EOC activities and responsibilities.

o Develop, maintain, and implement the I.A. damage assessment plan for the County and coordinate with other jurisdictional counterparts to develop, maintain, and implement the I.A. damage assessment plans for those jurisdictions as required by the state and FEMA.

o Coordinate with I.A. jurisdictional counterparts to acquire data and monitor the I.A. damage assessment process until the process is complete and reported appropriately.

o Coordinate with ESF 3 lead and the finance section with all damage assessment data.

o Coordinate collected data with GIS for proper mapping as required.

o Coordinate damage assessment data with ESF 6 and ESF 15 for human service coordination.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

o Direct the Damage Assessment Team in all preliminary damage assessment activities as it may relate to private property.

o Assist and provide unassigned personnel as needed to the disaster recovery centers or shelters.

o Inspect and enforce regulations regarding any un-permitted activity and/or un-licensed contractors.

o Coordinate and summarize private property damage assessment data with/from other jurisdictions to support the federal declaration effort.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

o Maintain any daily departmental responsibilities.

o Coordinate and implement the Community Rating System (CRS) programs for the County.

- **Development Services Department**

o Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support the EOC activities and responsibilities.

o Coordinate with ESF 3 lead with respect to any response and recovery activities surrounding development review processes as required.

o Coordinate with ESF 3 support agencies and EOC ESFs to support response

and recovery efforts as required.

- o Identify any streamlined or alternate development review and planning and zoning processes as a result of the disaster/emergency response and recovery efforts and the potential for increased development review volumes as a large segment of the population may be rebuilding in the aftermath of a disaster.

- o Coordinate and implement the National Flood Insurance Program for the County.

- o Coordinate with any jurisdictional counterparts as required to coordinate and development review process and to leverage resources as may be required.

- o Coordinate any activities in support of the post-disaster redevelopment plan as required and appropriate.

- o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

- o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- o Maintain daily operational responsibilities.

- **Facilities Management Department**

  - o Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

  - o Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

  - o Develop, maintain, and implement a BCC facilities damage assessment process and coordinate information and data through the ESF 3 lead and the finance section as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.

  - o Assist with repair and rebuilding efforts as it relates to County facilities during the response and recovery EOC operations.

  - o Identify alternative solutions for County departments for office space as the need may dictate.

  - o Support BCC facility COOP operations as may be needed and required

  - o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

  - o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

  - o Maintain daily operational responsibilities.

o   Maintain custodial services for all operational facilities based upon any extended operational needs during disaster response and recovery.

- **Marine Resources Division**

  o   Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

  o   Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

  o   Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.

  o   Assist with repair and rebuilding efforts as it relates to County marine infrastructure during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the County.

  o   Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

  o   Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

  o   Maintain daily operational responsibilities.

- **Natural Resources Conservation Division**

  o   Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

  o   Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

  o   Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.

  o   Assist with repair and rebuilding efforts as it relates to County marine infrastructure during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the County.

  o   Provide expertise and guidance to the EOC command structure as may be

appropriate for the hazards and resources at risk.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

o Maintain daily operational responsibilities.

- **Water Quality and Land Management Division**

o Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

o Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

o Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.

o Assist with repair and rebuilding efforts as it relates to County water quality and land management issues during the response and recovery EOC operations. Coordinate with state and federal agencies to monitor their response and recovery efforts as it relates to their resources, assets, and responsibilities for property within the County.

o Coordinate any operational and financial programs to enhance water quality and land management issues as appropriate.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

o Maintain daily operational responsibilities.

- **Parks & Recreation Department**

o Indentify, train or coordinate training for staff or jurisdictional counterparts as required to support EOC activities and responsibilities.

o Coordinate with ESF 3 support agencies and other ESF organizations to support and leverage resources in the response and recovery effort.

o Develop, maintain, and implement a damage assessment process and coordinate information and data through the ESF 3 lead and the logistics sections/finance representatives as it relates to the P.A. program. Coordinate with other jurisdictions as may be requested, required, and appropriate, working with jurisdictional counterparts to leverage resources.

- o Develop, maintain, and implement a plan that will identify the potential uses for the County equestrian center. This may include the housing of horses, farm animals, and farm supplies as may be required to support ESF 17 activities.

- o Coordinate park facilities that may potentially be utilized in support of the debris management program, base camp operations, or any other potential disaster response and recovery operation as may be required by the EOC command as appropriate.

- o Coordinate County community centers to support operational needs that may include risk and host shelter operations, animal shelter operations, disaster recovery centers, disaster field offices, or any other operational needs where a community center may fit the facility requirements of desired operations.

- o Assist with repair and rebuilding efforts as it relates to County marine infrastructure during the response and recovery EOC operations.

- o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

- o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- o Maintain daily operational responsibilities.

- **Florida DOT**

  - o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

  - o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional transportation responsibilities.

  - o Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

  - o Provide equipment and personnel for clearing of the prioritized transportation routes, which will allow emergency personnel and equipment to rescue and respond to an affected area.

  - o As the primary State of Florida organization for ESF 3, FDOT will coordinate the State's ESF 3 operations with the County's ESF 3.

  - o Coordinate road information, data, and decisions with ESF 3 and EOC ESF organizations as it may relate to any state road closures, repairs, restrictions, or other road issues as it may relate to the incident.

  - o Identify any road detours as it may relate to state roads and any local road impacts.

  - o Coordinate with the County and City for any activities as it may relate to debris

clearing from state or federal roadways as required and appropriate, and any coordination with local debris management plans.

o Coordinate any state road construction projects and identify any limitations as it may relate to evacuation decision-making processes in the EOC.

- **City of Pensacola**

o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.

o Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

o Coordinate and manage the implementation of any debris management plans for the City and in coordination with other appropriate jurisdictions.

o Mobile I.A. and P.A. damage assessment teams to evaluate the impacts to the City as quickly as possible post disaster impact and as may be safe for staff and equipment to do so.

o Provide I.A. and P.A. damage assessment data by the appropriate categories as the I.A. and P.A. programs require to the ESF 3 desk for data compilation and potential use for the pursuit of a federal declaration. Provide data utilizing the appropriate software program for ease of data collection and compilation.

o Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.

o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

o Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.

- **Town of Century**

o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.

- o Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

- o Coordinate any debris management plans with other appropriate jurisdictions.

- o Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.

- o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

- o Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.

- o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

- o Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.

- **Santa Rosa Island Authority (SRIA)**

  - o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

  - o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.

  - o Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

  - o Coordinate any debris management plans with other appropriate jurisdictions.

  - o Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.

  - o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

  - o Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.

  - o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

  - o Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.

- o Coordinate with ESF 14 for any public information dissemination.

- **Emerald Coast Utilities Authority (ECUA)**

  - o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

  - o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.

  - o Coordinate with the ESF 3 lead for the leveraging of resources between jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

  - o Coordinate any debris management plans with other appropriate jurisdictions.

  - o Coordinate any damage assessment process with ESF 3 and other appropriate jurisdictions.

  - o Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk

  - o Provide equipment and personnel for clearing of prioritized transportation routes within the City of Pensacola, to allow emergency personnel and equipment to rescue and respond to an affected area.

  - o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

  - o Coordinate with ESF 3 in acquiring Public Assistance and Individual Assistance damage assessment figures from the City jurisdiction.

  - o Coordinate with ESF 14 for any public information dissemination.

- **Other Water Utility Companies**

  College Hill Water Works
  Escambia River Electric COOP
  Farm Hill Utilities, Inc.
  Gonzalez Utilities
  Molino Utilities
  Peoples Water Service Company

  - o Identify a liaison that will coordinate with the EOC ESF 3 desk in providing status information and data, damage assessment data, and any other information and data as required in coordinating any EOC response and recovery effort.

  - o Develop, coordinate, and implement appropriate disaster response and recovery plans surrounding jurisdictional public works responsibilities.

  - o Coordinate with the ESF 3 lead for the leveraging of resources between

jurisdictions and other EOC partners in support of more efficient and effective response and recovery activities.

- o Advise the ESF 3 representative of the status of restoration of utility services within service areas.

- o Coordinate any needs for assistance or support through ESF 3.

- o Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the finance section as may be requested or required.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 3 appendix
- Florida Statutes, Chapter 376, Pollutant Discharge and Prevention and Removal
- Florida Statutes, Chapter 380, Land and Water Management
- Escambia County Debris Management Plan, Waste Programs Division
- Escambia County Damage Assessment Plan (Emergency Management version)
- Escambia County Damage Assessment process (Emergency Management version)
- Escambia County Utility Shut-Off Expectations Document
- Escambia County Fuel Plan
- Escambia County Fuel Procedures
- Emergency Watershed Protection Program, USDA
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Response and Recovery Program Resources:

- Emergency Watershed Program

  Through the Emergency Watershed Protection (EWP) program, the U.S. Department of Agriculture's (USDA) Natural Resource Conservation Service (NRCS) can assist communities address watershed impairments that pose imminent threats to lives and property. This includes both public and private property. Up to 75% of construction costs of emergency measures. Projects must reduce threats to lives and property; be economically, environmentally, and socially defensible; be designed and implemented according to sound technical standards; and conserve natural resources. Presidential declaration NOT required. Projects include, but are not limited to:

  > Debris-clogged stream channels;
  > Undermined and unstable stream banks;
  > Jeopardized water control structures and public infrastructures;
  > Wind-borne debris removal; and
  > Damaged upland sites stripped of protective vegetation by fire or drought.

  BCC Natural Resources Department has historical expertise with this program for reference.

  Website:
  http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/landscape/ewpp/

- Public Assistance (P.A.) Program

  Through FEMA P.A. program, federal financial assistance is provided to state, tribal, and local governments, and certain types of private non-profit organizations for response and recovery activities. This will include up to 75% of expenses for emergency measures and permanent restoration for up to 75% of eligible costs. Eligible work is categorized as follows:

  Category A-Debris Removal
  Category B-Emergency Protective Measures
  Category C-Roads and Bridges
  Category D-Water Control Facilities
  Category E-Buildings and Equipment
  Category F-Utilities
  Category G-Parks, Recreational Facilities, and Other Facilities

Emergency Support Function (ESF) 4
Fire Fighting Unit

Lead Coordinating Organization: Escambia County Fire Rescue Division

Support Organizations: City of Pensacola Fire Department
Florida Forest Service
The Florida Fire Chiefs' Association

I. Mission:

The mission of Emergency Support Function 4 (ESF 4) is to provide fire service coordination and support services in coordination with the County EOC.
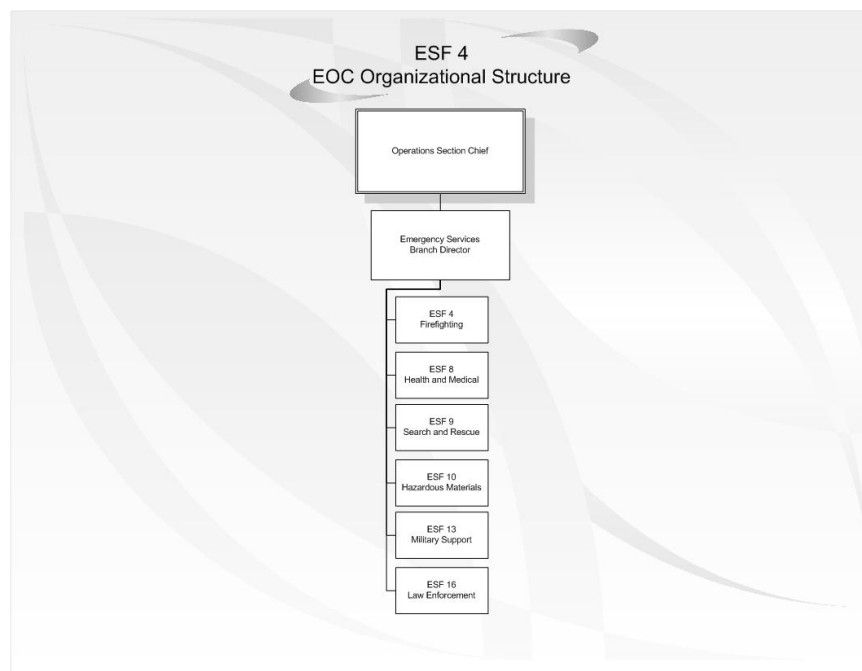
II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 4 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 4 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 4 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 4 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 4 lead will coordinate any requests of ESF 4 and their resources as appropriate.

- ESF 4 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 4.

- ESF 4 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 4.

- ESF 4 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 4 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 4 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

ESF 4
EOC Organizational Structure

Operations Section Chief

Emergency Services Branch Director

ESF 4 Firefighting

ESF 8 Health and Medical

ESF 9 Search and Rescue

ESF 10 Hazardous Materials

ESF 13 Military Support

ESF 16 Law Enforcement

Incident Command System Structure: ESF 4 – Fire Fighting

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level for action. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 4 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 4 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 4 will be managed and coordinated by ESF 4 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 4 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid

agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

- o Evacuation and re-entry support
- o Hazardous material response support
- o Pre-identifying staging areas, team development, medical support, etc.

- ESF 4 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 4 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 4 will:

- Provide appropriate staffing to manage the ESF 4 EOC desk and any functions and responsibilities of ESF 4 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

Emergency Support Function (ESF) 4
Fire Fighting Unit

- Monitor operational status of resources and assets under the purview of ESF 4.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 4.

- Coordinate with the logistics section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 4 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 4.

- Make sure all ESF 4 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 4 to enhance operations at these alternate EOC locations.

- The Florida Department of Financial Services, State Fire Marshal's Office serves as the lead agency for fire rescue coordination for state resources in support of local operations and will designate a liaison to the EOC from the regional office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out ESF 4 responsibilities and will function as State coordinators, assessors, and operational personnel in support of local EOC or field activities.

- If more than one County Emergency Management operation center is activated, fire service may support the coordination of an event response with regional resources or request additional resources from the state EOC. The state fire service agencies will participate in a multi-agency coordinating entities to coordinate requests for fire service resources among multiple EOCs.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the finance section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – ESCAMBIA COUNTY FIRE RESCUE DIVISION

- Provide leadership in directing, coordinating and integrating overall County efforts to provide fire rescue assistance to affected areas and populations through ESF 4 and the supporting agencies.
- Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate and direct, as appropriate, the activation and deployment of ESF 4 fire rescue personnel, supplies, and equipment and provide certain direct resources.
- ESF 4 representatives or designees will jointly evaluate the emergency, make strategic decisions, identify resource needs, and secure resources required for field operations.
- Monitor firefighting emergency response and recovery operations. ESF 4 fire chiefs or designees will coordinate with all state and federal firefighting resources as they are locally deployed into the affected areas through staging areas as needed and required.
- Manage firefighting and other emergency incidents in accordance with each department's standard operating procedures and in coordination with ESF 4 representatives or designees.
- Support County "cut and toss" road clearing efforts with ESF 3 as appropriate and requested.
- Make specific requests for firefighting assistance to the state ESF 4/State Fire Marshal's Office, through the ESF 4 representative, as needed.

- Re-assess priorities and strategies, throughout the emergency, according to the most critical fire service needs.
- Assist with emergency evacuations and re-entry of threatened areas of the County.
- Demobilize resources and deactivate the ESF 4 activities upon direction from the EOC IC.

- Coordinate field impact assessment information back through the EOC as appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to and coordinate with other ESF 4 and EOC agencies in the effort to leverage resources efficiently and effectively.
- **The Florida Fire Chiefs' Association** will work with the Department of Financial Services by forwarding requests for firefighting assistance to the seven regional response zones designated in the State of Florida Fire Rescue Disaster Response Plan (prepared by the Florida Fire Chiefs' Association).

- **The Department of Agriculture and Consumer Services, Florida Forest Service** serves as a primary agency during activation of the state EOC for wildfire incidents. They will also request and coordinate the use of all state controlled and/or Forest Service Compact assets that are ordered for control of wildfires.

- **City of Pensacola Fire Departme**nt will maintain services within the City limits and either provide support or request assistance in meeting that mission throughout the County in coordination with efforts at the ESF 4 desk.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the finance section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 4 Appendix

- F.S. Chapter 590-Forest Protection.
- F.S. Chapter 5-12-Open Burning and Chapter 62-256-Open Burning.
- The State of Florida Emergency Response Team Annex for Wildfire Operations; Annex to the State of Florida Comprehensive Emergency Management Plan-2010.
- The Florida Fire Chiefs' Association, Fire Rescue Disaster Response Plan.
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

Lead Coordinating Organization: Escambia County Development Services

Support Organizations: Escambia County Emergency Management Division
Escambia County Geographical Information System Division
Escambia County Division of Library Services (West Florida
  Public Library)
Escambia County Neighborhood and Human Services Department,
  Community Redevelopment Agency

I. Mission

The Mission of Emergency Support Function 5 (ESF 5) is to:
1) Collect, analyze, and disseminate tactical and planning information on the nature, scope and potential impacts of an incident or major disaster;
2) Use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions; and
3) Identify and anticipate future needs and resource requirements, and incorporate this analysis into incident action plans, situation reports, and other planning documents.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 5 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 5 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 5 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 5 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 5 lead will coordinate any requests of ESF 5 and their resources as appropriate.

- ESF 5 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 5.

- ESF 5 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 5.

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

- ESF 5 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 5 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 5 will be coordinated by and report to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Incident Command System Structure: Planning Section-ESF 5 – Information and Planning

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC

activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- Section chiefs, branch directors, and ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 5 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 5 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 5 will be managed and coordinated by ESF 5 with those other ESF organizations providing cooperative support.

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

D. PLANNING

- ESF 5 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

- ESF 5 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 5 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

- Develop plans, checklist, tools, and coordinate equipment and technology in support of the ESF 5 responsibilities that revolves around the general concepts of the ICS Planning Section responsibilities and the potential operational/administrative planning units that may be required or requested for a specific incident or event. At the direction of the IC, activities may include the following:

  o Development of an IAP.
  o Development of situation reports.
  o Development of operational plans for any activity as requested or required of incident command.
  o Development of COOP for any disaster response or planned event operation.
  o Development of incident or event schedule of activities and meetings as appropriate.
  o Facilitation and coordination of planning, strategic, and operational meetings either directly in support of the ICS Planning "P" or in a customized fashion as directed by the IC and command staff.
  o Facilitation of EOC briefings.
  o Development of presentations and presentation material as requested and/or required by incident command staff.
  o Documentation and record keeping of the incident or event.

- o Situation and intelligence information gathering and analysis.
- o Develop technical support plans and information for incident command as appropriate.
- o Provide GIS map services
- o Develop reconnaissance teams and gather field information as appropriate.
- o Track resources and resource assignments as appropriate.
- o Track and manage volunteers where ESF 15 may not meet the need.
- o Coordinate computer/technology needs where the IT Branch may not meet the needs.
- o Coordinate environmental issues and situations where ESF 3 may not meet the needs.
- o Coordinate and manage staging areas where ESF 7-Logistics Section may not meet the needs.
- o Additional responsibilities as assigned.

- Coordinate and/or conduct training as required or needed to maintain staff familiarity of Planning Section responsibilities.

- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 5 will:

- Provide appropriate staffing to manage the ESF 5 EOC desk and any functions and responsibilities of ESF 5 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 5.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

- Identify and staff appropriate units to meet the needs of the incident. Those units could include:

    o Planning/Demobilization Unit
    o GIS Unit
    o Documentation Unit
    o Situation/Intelligence Unit
    o Field Observer/Reconnaissance Unit
    o Resource Unit Leader
    o Check-in/Status Recorder
    o Volunteer Coordinator
    o Display/Report Processor
    o Aerial/Ortho Analyst
    o IT Equipment operators
    o Environmental
    o Facilities
    o Staging Area Manager
    o Others as needed

- Coordinate resources to meet resource requests within the EOC operation.

- Prepare for and facilitate EOC briefings, planning meetings, strategic/operations meetings, and any other meeting as requested. This may include presentation materials.

- Prepare, coordinate, oversee, manage, and/or facilitate various Planning Section responsibilities as may be identified by the NIMS/ICS system or as directed by IC and command staff as appropriate:

    ☐ Development of an IAP for the operational period(s) identified by the IC.
    ☐ Development of situation reports.
    ☐ Plan development.
    ☐ Facilitation of planning, strategic, and operational meetings.
    ☐ Facilitation of EOC briefings.
    ☐ Development of presentations and use of technology for intelligence and decision-making processes.
    ☐ Documentation and record keeping.
    ☐ Situation and intelligence analysis.
    ☐ Copy services.
    ☐ COOP guidance and implementation oversight.
    ☐ Identification, coordination, and management oversight of any technical consultants as the situation may dictate.
    ☐ Coordinate technical specialists whose skills are critical to the use of proven information management systems and technologies to support the ESF 5 mission. Among the tools and technologies that will used in the ESF 5 for Escambia County:
        ▪ Geographic Information Systems (GIS)
        ▪ HAZUS-MH (FEMA's multi-hazard loss estimation methodology)
        ▪ HURREVAC
        ▪ Remote sensing
        ▪ SLOSH (surge model)
        ▪ Any other technical services provided by outside contractors

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 5.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 5 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of ESF 5.

- Make sure all ESF 5 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 5 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING AGENCY – Development Services Department

a. Serve as the Planning Section Chief when requested and mobilized.
b. Identify, coordinate and manage the staffing and operational needs of the Planning Section in accomplishing its responsibilities.
c. Implement, manage, and coordinate all the responsibilities of the Planning Section.
d. Identify and train County staff to support the Planning Section responsibilities.
e. Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
f. Coordinate and provide appropriate documents and information to the state Division of Emergency Management throughout the incident or event.

g. Coordinate the management of GIS information and the ability to create visual assessments of the event in any operation as necessary.

h. Participate in exercises as appropriate.

2. SUPPORT AGENCIES

a. Initiate and support activities in support of the Planning Section responsibilities.
b. Coordinate and provide resources to meet the staffing needs of the Planning Section.
c. Attend and participate in Planning Section training and exercises as is necessary to become familiar with the responsibilities and operations of the Planning Section.
d. The County GIS Division will provide technical GIS mapping services in support of the Planning Section and the EOC.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

Emergency Support Function (ESF) 5
Information and Planning
(Planning Section)

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 5 appendix
- Escambia County CEMP
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF 5 position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- State of Florida Field Operations Guide
- County AFO/DFO/ESC/DRC Policy/Plan
- BCC Pandemic Plan
- EOC Training requirements
- FEMA ICS Forms
- County Flood Warning Response Plan
- Local Declaration Plan
- FEMA ICS Forms Reference Guide

Emergency Support Function (ESF) 6
Mass Care Unit

Lead Coordinating Organization: Escambia County Department of Public Safety

Support Organizations: Florida Department of Health in Escambia County
Escambia County Neighborhood and Human Services Department
Escambia County Parks & Recreation Department
American Red Cross of Northwest Florida
Salvation Army
Escambia County School District
Lakeview Center, Baptist Healthcare
University of West Florida
Be Ready Alliance Coordinating for Emergencies (BRACE)
Pensacola Bay Center (SMG)

I. Mission

The mission of ESF 6 is to coordinate mass care, emergency assistance, and select human services to meet the needs of disaster survivors.

o   <u>Mass Care</u>: Includes sheltering, feeding operations, emergency first aid, distribution of relief supplies, and collecting and providing information on survivors to family members.

o   <u>Emergency Assistance</u>: Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional "mass care" services provided at the local level are addressed. These services include support to evacuations (including registration and tracking of evacuees); reunification of families; functional needs support services; and non-conventional shelter management.

o   <u>Human Services</u>: Includes coordination of select programs to assist disaster survivors. These programs include disaster supplemental Nutrition Assistance Program (DSNAP), disaster unemployment, and temporary disaster employment.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 6 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 6 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 6 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 6 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 6 lead will coordinate any requests of ESF 6 and their resources as appropriate.

- ESF 6 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 6.

- ESF 6 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 6.

- ESF 6 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 6 lead does not have the authority to direct, commit, assume responsibility, or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 6 will be coordinated by and report to the Human Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

ESF 6
EOC Organizational Structure

Operations Section Chief

Human Services Branch Director

ESF 6
Mass Care

ESF 11
Food & Water

ESF 15
Volunteers & Donations

ESF 17
Animal Protection
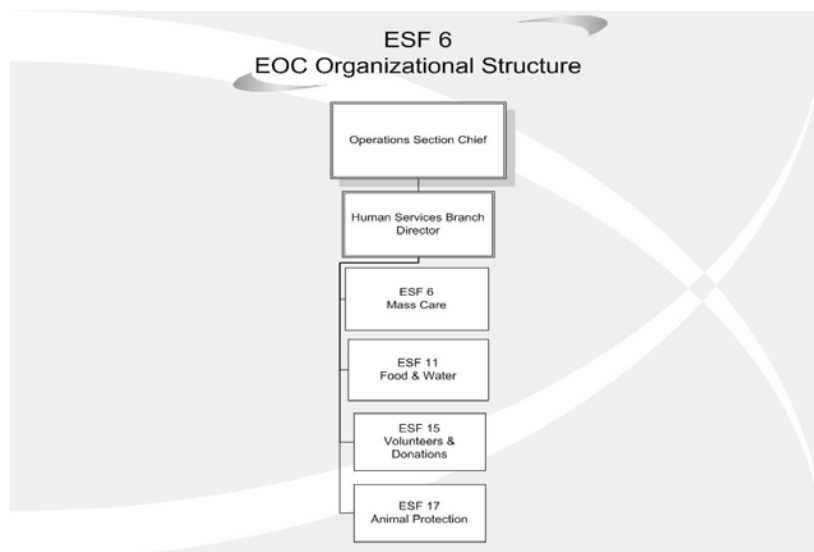
Incident Command System Structure: ESF 6 – Mass Care

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of action. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 6 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 6 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- ESF 6, as experts in providing mass care services, will fully engage the EOC operations and regularly provide guidance and recommendations throughout the

incident to the EOC command staff as to operations and direction that may provide for the most efficient utilization of ESF 6 mass care resources and services.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 6 will be managed and coordinated by ESF 6 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 6 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop mass care plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning efforts will support ESF 6 missions and include:

  o Mass Care

    - Develop and maintain plans and procedures for the mobilization of public disaster shelters. (ESF 8 will develop and maintain a plan for the special needs shelter(s)).

    - Develop and maintain plans and procedures for the mobilization of mass care feeding operations that may include fixed, mobile sites, or other conceptual mass care feeding operations as appropriate.

    - Develop and maintain plans and procedures for the mobilization of canteen locations in fixed outside or inside locations as the situation may dictate.

    - Develop and maintain plans and procedures for the collection and provision of information on survivors to family members.

    - Develop and maintain plans and procedures for the receipt and distribution of relief supplies.

    - Develop and maintain any additional plans and procedures to enhance mass care services to the community.

  o Emergency Services

- Develop and maintain plans and procedures to support evacuation operations in non-conventional environments. This may be in supporting base camps, tent cities, or other potential mass evacuation or sheltering initiatives. Services may include feeding operations, tracking evacuees, or other potential support services.

- Develop and maintain plans and procedures to identify and apply support resources needs to maintain ADA access and functional needs support services for disaster response activities.

- Develop and maintain plans and procedures to support mental health, basic first aid, safe and well listing, and other appropriate emergency services in support of disaster response and recovery operations.

- Develop and maintain plans and procedures to support long-term recovery needs and operations as appropriate.

  o Human Services

  - Develop plans and procedures to pursue and implement any Disaster Supplemental Nutrition Assistance Program (DSNAP-food stamps) assistance as appropriate.

  - Develop plans and procedures to pursue temporary disaster employment and unemployment service assistance as appropriate.

- Engage and participate in, and support, the annual emergency operations center exercise. Engage and participate in, and support, any other exercise that may occur in or around the community as ESF 6 organizations desire or as requested.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support ESF 6 operations to accomplish the mission.

- Identify and maintain communication resources needed to implement ESF 6 activities and responsibilities.

- Lead and/or support other mass care planning initiatives as appropriate.

- Research, identify, and maintain an understanding of all local mass care services, resources, financial opportunities, and any mutual aid resources and programs that can be requested and brought into our community to augment mass care services to the community.

- Develop and maintain plans and procedures to identify and coordinate spontaneous organizations that are providing mass care services and resources to the community on their own that have not coordinated with ESF 6, 15 or the EOC. This will include coordination with ESF 15. Data will be maintained and coordinated with CIC, 211, and the PIO for dissemination to the public as appropriate.

- Develop and maintain plans and procedures for the support of homebound individuals.

- Develop and maintain plans and procedures for use of Computer Assisted Network (CAN) or other alternative software for the coordination of agencies trying to provide support services for unmet needs.

- Develop and maintain plans and procedures to provide support to the EOC operations for ADA and FNSS support services as they may be available and as appropriate. Coordinate and manage any mutual aid requests for ADA and FNSS support services as appropriate.

- Conduct cross-training of Community Emergency Response Team (CERT) personnel for ESF 6 support services as appropriate.

- Develop and maintain any plans and procedures as it relates to support services provided from other EOC and community partners to accomplish the ESF 6 mission.

- Incorporate ADA access and FNSS planning in any plans and procedures develop from ESF 6.

- Be familiar with EOC COOP and develop and maintain plans for ESF 6 operations in support of any EOC COOP implementation.

- INFORMATION ONLY-Opening Doors Northwest Florida has developed plans with ESF 1 and ESF 17 for the coordination of transportation and pet sheltering needs of the community's homeless population for risk sheltering. Communication and coordination will be coordinated through local homeless shelter and housing programs to reach as many of the homeless population as possible.

- INFORMATION ONLY-ESF 8 will develop and maintain plans and procedures as it relates to the special needs shelter operations. ESF 6 may provide support services as identified and appropriate.

- INFORMATION ONLY-ESF 17 will develop and maintain plans and procedures as it relates to pet shelter operations in coordination with public shelter operations.

- INFORMATION ONLY-ESF 15 will provide a central point for the coordination of information and activities of voluntary agencies, in coordination with ESF 6, and the effective utilization of donated goods.

E. OPERATIONS

ESF 6 will:

- Provide expert guidance and recommendations to EOC command staff on mass care services, resources, and operations as the incident evolves.

- Identify and provide appropriate staffing levels to manage the ESF 6 EOC desk and responsibilities for the operational period identified by the IC.

Emergency Support Function (ESF) 6
Mass Care Unit

- Participate and engage in any meetings, briefings, discussions, and other activities as needed and requested in support of coordinated EOC operations.

- Monitor operational status of, and coordinate and manage resources and assets under the purview of ESF 6.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs as the situation may evolve.

- Identify and report on any anticipated gaps in service and resources and develop contingency plans to address those gaps or any unanticipated demands on mass care resources.

- Acquire appropriate intelligence information from ESF 6 lead and support organizations and report on ESF 6 status as requested by EOC command staff as appropriate.

- Acquire appropriate intelligence information about other spontaneous mass care organizations, in coordination with ESF 15, that are providing mass care services in the community, and provide information to CIC, 211, and ESF 14 for public dissemination as the organizations/operations may desire.

- Manage resource support requests from other EOC organizations as appropriate.

- Request, coordinate, and/or manage additional mass care resources as needed to meet any community unmet mass care needs.

- Implement shelter operations plan in coordination with EOC command staff.

    o Maintain status information and report on shelter operations as requested.

    o Provide recommendations and guidance on the implementation of the phased shelter opening plan and coordinate the decision on progressive shelter opening based upon demand with EOC command staff as appropriate.

    o Coordinate logistical and service support with appropriate ESF organizations as identified in the shelter operations plan.

    o Soon after disaster operations, provide zip code census data to emergency of shelter locations and populations during the incident.

- Initiate and manage mass care feeding operations in coordination with EOC command staff.

- Initiate and manage canteen operations in coordination with EOC command staff.

- Initiate and manage receipt and distribution of mass of disaster relief supplies in coordination with EOC command staff.

- Support evacuation operations in non-conventional environments.

- Initiate and manage any additional support services as appropriate and in coordination with EOC command staff. This could include mental health services, basic first aid, safe and well listings, tracking of evacuees, etc.

- Coordinate and support feeding services at the special needs shelter with ESF 8.

- Coordinate and support feeding services as the volunteer reception center as resource capacity may allow. Coordinate with ESF 15.

- Determine when to cease any field operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Coordinate with ESF 15 to leverage volunteer and donated goods with mass care services and organizations.

- Coordinate and manage registration and needs of homebound individuals as they are known. (i.e. incapable of leaving their home due to disability)

- Initiate and promote CAN or alternative software for the coordination and delivery of services and resources to meet individual unmet needs.

- Coordinate with ESF 8 for sanitary/health inspections at risk and host shelter locations, canteen locations, and other mass care service locations and work to resolve any issues.

- Coordinate with ESF 11 to leverage resources between POD operations and mass care operations and minimize any overlap and gaps in mass care distribution.

- Will provide representation, as requested and as capacity allows, in the state or FEMA ESC/DRC operations as appropriate.

- Will initiate any family reunification programs as the situation may dictate.

- Maintain ADA access and provide FNSS services to ESF 6 operations as required by law.

- Provide and coordinate ADA and FNSS resource support to EOC operations when those needs exceed the capability of EOC organizations. Initiate and coordinate any mutual aid request for ADA and FNSS support services in coordination with EOC command staff.

- Implement human needs damage/impact assessments and share data with appropriate EOC organizations for coordination of disaster services.

- Coordinate with ESF 3 for City and County damage assessment data as needed to direct mass care resources to the needs in the community.

- Pursue DSNAP resources as the situation may dictate.

- Pursue and initiate any disaster unemployment or temporary employment programs as the situation may dictate.

- Coordinate with contractors, vendors, other local community organizations, and/or appropriate ESFs for additional operational support resources where needs exceed the capabilities and capacity of the ESF.

- Coordinate with the Logistics Section when resource needs exceed the capabilities and capacities of the contractors, vendors, other local organizations, and/or appropriate ESFs.

- Verify financial responsibilities for any operations and resource requests and mutual aid where ESF 6 does not have the capacity or capability to manage.

- Coordinate and manage requested mutual aid resources.

- Clarify any and all financial responsibilities with any and all operations of ESF 6 and those coordinated within the EOC as appropriate.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Implement ESF 6 COOP plan as appropriate.

- Demobilize resources as appropriate.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with and support various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

- In the recovery phase, BRACE will coordinate social and support services, with the cooperation and collaboration of its partners through its Recovery – Individual Assistance Committee (formerly Long-Term Recovery Committee) by utilizing local, donated, and purchased resource from its partners and the community to meet individual unmet needs and coordinate social service casework where appropriate. BRACE will facilitate access to the Coordinated Assistance Network

(CAN) to minimize duplication of effort and assistance while streamlining assistance to survivors.

F. RESPONSIBILITIES

- **Lead Coordinating Organization(s)**

    Escambia County Department of Public Safety

    - Will coordinate, facilitate, and manage all aspects of ESF 6.

    - Will develop and maintain a roster of personnel to staff an ESF desk. Ensure the presence of resource materials in enough quantities in the ESF EOC location.

    - Coordinate the preplanning of hurricane shelter operations.

    - Coordinate shelter operations in cooperation with EOC command staff during disaster incidents and emergency needs.

    - Coordinate human needs damage/impact assessments and share data with appropriate EOC organizations.

    - Coordinate and initiate any host shelter operations as needed.

    - Coordinate the distribution of relief supplies, provide crisis counseling, and light casework for people in need.

    - Coordinate light casework for people within shelters to expedite shelter closures as appropriate.

    - Will coordinate canteen locations, mass feeding, and receipt and distribution of relief supplies in coordination with support organizations.

    - Will coordinate and manage evacuee data and family reunification as the situation may dictate.

    - Will coordinate FNSS/ADA planning efforts to identify potential people in need and resource identification for potential access needs of the general public as appropriate. Will be the point for any FNSS/ADA requests for assistance as appropriate.

    - Will coordinate basic first aid stations, mental health assistance, and safe and well-being resident lists through the support organizations as appropriate. Will coordinate with ESF 8 for any higher level of medical services beyond basic first aid.

    - Coordinate support organization impact/damage assessments through support organization programs and parameters. Coordinate with GIS Unit for data management. Share data as appropriate with other responding agencies as the situation may dictate.

- Coordinate with other ESF 6 agencies for the provision of additional mass care services to include housing assistance, etc. as resource may allow and may be available.

- Coordinate with ESF 15 and ESF 3 for acquisition of additional damage impact data for coordinated mass care response services.

- Coordinate with support organizations in pursuing federal, state, and local funding programs for human needs support services as appropriate. They may include:

  - FEMA Immediate Disaster Case Management and Assessment Teams (A-Team)
  - FEMA Disaster case management (DCMP)
  - State Housing Initiative Program (SHIP) and Community Development Block Grant (CDBG) grant funding authorization as may be available.
  - Leverage state H.O.M.E. tenant based rental assistance program/voucher program as may be available.
  - Leverage National Emergency Grant (NEG) dislocated worker program through CareerSource ESCAROSA as may be needed and available.
  - Request FEMA Disaster Assistance Response Teams (DART) as may be needed and available.
  - Request AmeriCorps National Civilian Corp (NCCC) teams as may be needed and available.
  - Request AmeriCorp Vista teams as may be needed and available.
  - Request FEMA Corps teams as may be needed and available.
  - Request Community Emergency Response Teams (CERT) as may be needed and available.
  - Request Disaster Survival Assistance Teams (DSAT) as may be needed and available.

- Will support ESF 15, with a potential small warehousing service for donated goods and dissemination to the public as appropriate and as the capacity and capability may be determined on a case-by-case basis.

- Coordinate the distribution of relief supplies.

- **Support Agencies**

  - **American Red Cross of Northwest Florida**

    - Coordinate the preplanning of hurricane risk and host shelter operations. Responsibilities will be spelled out in the annual ARC shelter operations commitment letter.

    - Manage hurricane risk shelter operations in coordination with EOC command staff during disaster incidents and emergency needs.

- Provide snacks and water at all shelter locations throughout the time shelters are mobilized. This includes special needs and Bay Center shelter locations.

- Provide shelter operations support trailer to Pensacola Bay Center as if it was an ARC managed shelter.

- Coordinate with School District on food delivery equipment support that will include hot/cold food delivery containers/cambros.

- Coordinate food service support at UWF shelter location in coordination with District food delivery.

- Manage human needs damage/impact assessments and share data with appropriate EOC organizations.

- Initiate any host shelter operations as needed.

- Coordinate the distribution of relief supplies, provide crisis counseling, and light casework, within ARC parameters, for people in need.

- Coordinate light casework for people within shelters to expedite shelter closures as appropriate.

- Will manage and coordinate ARC canteen locations, mass feeding, receipt and distribution of relief supplies.

- Will coordinate and manage evacuee data and family reunification as the situation may dictate.

- Will coordinate FNSS/ADA planning efforts to identify potential people in need and resource identification for potential access needs of the general public as appropriate. Will be the point for any requests for assistance, beyond EOC organization capabilities and capacity to meet access needs for disaster related services.

- Will coordinate and manage basic first aid stations, mental health assistance, and safe and well listings as appropriate. Will coordinate with ESF 8 for any needs beyond basic services for medical services.

- Implement impact/damage assessments post disaster. Share data as appropriate with other responding agencies as the situation may dictate.

- Coordinate with other ESF 6 agencies for the provision of additional mass care services to include housing assistance, etc. as resource may allow.

- Coordinate with ESF 15 and ESF 3 for acquisition of additional damage impact data for coordinated mass care response services.

- **Salvation Army**

  - Will coordinate, facilitate and manage all aspects of ESF 6 in cooperation with the American Red Cross.

  - Will establish fixed and/or mobile feeding sites and canteen locations as appropriate.

  - Will support ESF 15, with a potential small warehousing service for donated goods and dissemination to the public as appropriate and as the capacity and capability may be determined on a case-by-case basis.

  - Coordinate the distribution of relief supplies.

  - Acquire and share damage impact data with appropriate agencies as available.

  - Coordinate with other ESF 6 agencies for the provision of additional mass care services to include short term sheltering, housing assistance, etc. as resources may allow.

- **Division of Emergency Management**

  - Determine risk shelter locations in coordination with ESF 6.

  - Determine the need for canteen locations and coordinate with ESF 6 to implement operations as resources may allow.

  - Coordinate the opening and closing of host and risk shelter operations as appropriate with ESF 6.

  - Coordinate with ESF 6 on any mass care needs in the community.

  - Facilitate the sharing of damage impact data with mass care organizations.

- **School District of Escambia County**

  - Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities. This will include appropriate janitorial, maintenance, and facility staff.

  - Support ESF 6 by providing personnel and equipment to assist with accomplishing its mass care mission responsibilities.

  - Provide food service at all District shelter locations as identified within the County/District shelter operations MOU.

  - Provide food service support at UWF shelter location as identified within the County/District shelter operations MOU.

- **Pensacola Naval Air Station (U.S. Navy)**

    - Provision of warehouse space for ARC supplies.

- **Florida Department of Health in Escambia County**

    - ESF 8 will coordinate with ESF 6 and supply personnel to monitor and control public health factors at mass care sites (see ESF 8 for details).

    - Support ESF 6 mass care services with the potential for higher level of mental health and medical care in shelters, at canteen locations, or other venue as the situation may dictate.

- **Lakeview Center**

    - Provide on call or onsite personnel to assist in the provision of disaster mental health services to the public and first responders in or at the venue needed and as appropriate.

- **BRACE**

    - Refer and coordinate affiliated volunteers and partner organizations wishing to assist in providing mass care.

    - Coordinate with ESF 6 any self-deployed volunteer resources and services that may be identified, in providing mass care services for data management and referral to the public.

    - Coordinate and manage the registration and mass care service delivery to homebound individuals during disaster response and recovery phases.

    - Coordinate social and support services

- **University of West Florida**

    - Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities as identified within the County/UWF shelter operations MOU.

    - Provide tables and chairs in support of shelter operations to ARC as appropriate.

- **United Way 2-1-1**

    - Coordinate with ESF 6 with respect to the sharing of data related to people in need as appropriate to support mass care relief services.

    - Will support community recovery through the 2-1-1 referral services.

- **Pensacola Bay Center**

- Manage and run Bay Center shelter operations to include food service support as identified within the County/Bay Center shelter operations contract.

  - **Escambia County Neighborhood and Human Services Department**

- Coordinate any information and data as it may relate to government service programs to include DSNAP and disaster unemployment and employment service programs.

- Support ESF 6 sheltering activities with personnel and access to identified risk shelter facilities.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES, DOCUMENTS, AND AUTHORITIES

- State of Florida CEMP, ESF 6 appendix
- Mass Care-Preparedness and Operations (ARC 3041)
- Standards for Hurricane Evacuation Shelter Selections, American Red Cross ARC 4496
- MEGA-Shelter Planning Guide (American Red Cross and International Association of Venue Managers, Inc.)
- Florida Statewide Emergency Shelter Plan
- State of Florida Shelter Retrofit Report
- American Red Cross Disaster Response Handbook
- Florida Statewide Regional Evacuation Study Program
- Statewide Emergency Shelter Plans (Florida Division of Emergency Management)
- Americans with Disabilities Act/Florida Accessibility Code, Checklist for Emergency Shelters, March 3, 2008 (DOJ)

- Disaster Case Management, National Voluntary Organizations Active in Disaster Points of Consensus, May 2011
- Tools for State VOADs to Prepare for Disaster Case Management, National Voluntary Organizations Active in Disaster, DRAFT approved 2011
- Disaster Case Management Guidelines, National Voluntary Organizations Active in Disaster, ratified 2011
- State Disaster Case Management Plan, Florida Voluntary Organizations Active in Disaster, July 2016
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- Orientation Manual for First responders on the Evacuation of People with Disabilities, FA-235/August 2002, FEMA
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters, November 2010, FEMA
- County/ARC Shelter Operations MOU
- County/School District Shelter Operations MOU
- Pensacola Bay Center contract related to Shelter Operational Responsibilities
- ARC shelter commitment letter (annual)

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

Lead Coordinating Organization:

Logistics Section Chief- Purchasing Division and Human Resources Department

Finance Section Chief- Management and Budget Services Department, Budget Division

Support Organizations:

Logistics Section
  Escambia County Information Technology Department
  Escambia County Public Safety Department, Business Operations Division

Finance Section
  Escambia County Assistant County Administrator
  Escambia County Clerk of the Court
  Escambia County Management & Budget Dept.
    Contracts Division
    Property Sales Division

Pensacola Christian College

I. Mission

The mission of Emergency Support Function 7 (ESF 7) is to identify and/or acquire the necessary resources to support disaster operations. Provide fiscal and logistical managerial and coordination support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment in support of the multi-jurisdictional, multi-organizational operations of the EOC.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 7 is comprised of two sections from the ICS structure. They include the Logistics and Finance Sections.

- ESF 7 is locally organized consistent with the State EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations within the EOC.

- ESF 7 will be organized and operate as a team leveraging the resources of all EOC and community organizations to meet the needs of the community and the EOC responding organizations.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

- Section chiefs and branch directors will be the team leaders, primary contact, and coordination and facilitation points for all planning and operational activities for the sections.

- Section chiefs and branch directors will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- Section chiefs and branch directors will coordinate any requests of ESF 7 and their resources as appropriate.

- Section chiefs and branch directors will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 7.

- ESF 7 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 7.

- ESF 7 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- Section chiefs and branch directors do not have the authority to direct, commit, assume responsibility or liability for the resources of any other EOC support organization outside of their normal and typical authority. Each EOC organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- Section chiefs and branch directors will be coordinated by and report to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before and during an incident.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)
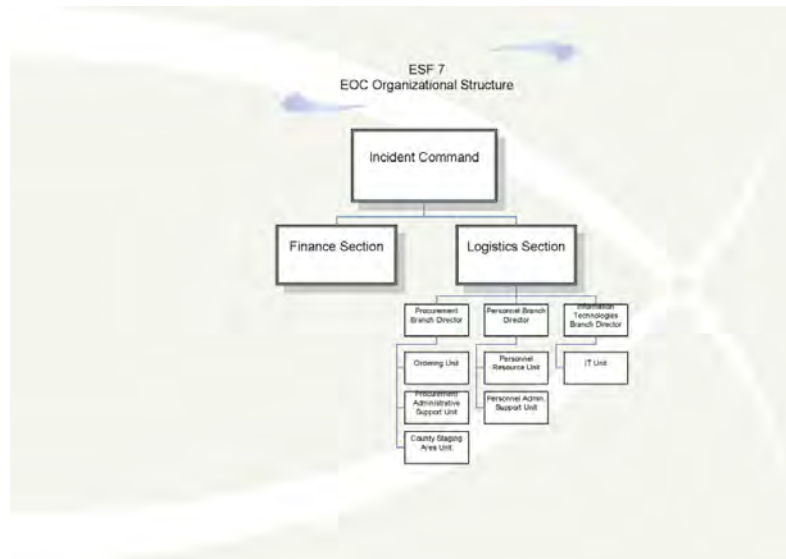
Incident Command System Structure: ESF 7 – Resource Support

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- Section chiefs and branch directors will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 7 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 7 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- All resource and task requests to and from ESF 7 will be managed and coordinated by ESF 7 with those other ESF organizations providing cooperative support.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- ESF 7 will conduct operations in accordance with all local, state and federal laws and regulations.

D. PLANNING

- ESF 7 will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local, regional, statewide, or national, resources that will be available to support the ESF 7 mission.

- Support additional planning initiative where resources may allow and coordinate with support or other community organizations as appropriate.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

- ESF 7 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission and EOC operation. Some of the activities to be planned are processes and procedures for the coordination and/or management of the following activities, though not all inclusive:

  Finance Section:
  - Determine the method of tracking and funding source for disaster preparedness, response, and recovery costs for the County. This may include normal department budgets, disaster reserve funds, and/or other funding source account as appropriate and authorized.
  - As appropriate, review, maintain and update the P.A. program communications list of potential P.A. program eligible applicants for communication of various program opportunities and any potential need for damage assessment data at the beginning of hurricane season each year. This can be from previously approved P.A. program applicant lists from FEMA/state, or as new local organizations that are identified may fall under a potentially P.A. eligibility category.
  - Coordinate with and notify all county government jurisdictions and appropriate non-profits, to make sure they are tracking expenses appropriately for their jurisdictions and the need to coordinate with and report the data to the FSC as appropriate.
  - Process for providing estimated or actual disaster costs at any given point in time as directed by the IC for the incident and potentially inclusive of all government jurisdictions and appropriate non-profits.
  - At the direction of the IC, the FSC will coordinate the P.A. damage assessment process as it relates to acquiring the summary financial damage assessment data from the various data sources (departments, field assessment teams, other jurisdictions, etc.)
  - FSC will coordinate with County Emergency Management and appropriate state and federal staff the P.A. damage assessment data in the effort to pursue and secure a presidential declaration as appropriate.
  - Will complete proper paperwork and notification that the County will be seeking federal assistance in the P.A. program and coordinate with emergency management and IC as appropriate.
  - Coordination of P.A. program "kick-off" meetings, applicant briefings, and any other appropriate program workshops, to include notifications of such meetings to all potentially program eligible applicants as appropriate.
  - Coordinate with appropriate organizations and identify plans to maintain payroll processing for staff.
  - Coordinate any training needs for staff.

  Logistics Section:
  - Maintain employee manpower pool assignments and policies.

- o Make recommendations for actions for any violations of County policies as it may relate to disaster operations.
- o Identify resources and plans for supporting EOC activities with manpower resources that may include skilled or unskilled, volunteers, partnerships, MOUs, or contracts as required for a variety of EOC and disaster field operations.
- o Coordinate with appropriate organizations and identify plans to maintain payroll processing for staff where local services may be interrupted.
- o Develop operational plans and procedures and identify locations for a County Staging Area operation that will include the development of training and exercises as appropriate.
- o Develop list of vendors, establish contracts, MOUs, and other appropriate arrangements and agreements with vendors and contractors that will support EOC operations. These activities may include, but not all inclusive of the following:
  - o Large and small scale feeding
  - o Large and small scale base camp operations
  - o Large and small supply and resource needs for any all types of EOC operations as may be found in the CEMP and in support of all ESF activities as appropriate.
  - o Food & Water resources in support of ESF 11.
  - o Leasing of warehouse, storage, or office space in support of donated goods warehousing, Disaster Field/Essential Services Operations, Disaster Recovery Centers, etc.
  - o Port-a-let and sanitation station needs beyond what ESF 3 and utility companies will be required to support.
  - o And any others identified in the planning process.
- o Provide direct IT support in the EOC and for any field operations as appropriate.
- o Plan, develop, and implement disaster continuity plans for the County computer network and any potential IT hardware, software, security, and internet needs in support of the EOC, any field operations, and any COOP implementation activities as appropriate.
- o Identify and develop resource request, review, authorization, and verification of financially responsible party for any resource requests presented to Logistics Section during activations.
- o Process any resource requests to the state as appropriate, through EMConstellation and track and manage those state requested resources as appropriate for proper return and billing.
- o Coordinate any training needs for staff.

- Routinely update and validate all plans, MOUs, contracts, agreements, contact information, checklists, etc.

E. OPERATIONS

ESF 7 will:

- Provide appropriate staffing to manage the ESF 7 EOC desks and any functions and responsibilities of ESF 7 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 7 as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Provide other support as requested by the Incident Commander. Prepare budget transfers, amendments or loan documents for approval by the BCC.

- Coordinate with County administration to determine value for a local state of emergency declaration, if not already in place, to assist in streamlining purchasing and financial procedures for sake of immediate life safety and property protection actions.

- Contact key vendors as appropriate with as much advanced notice as possible for any operational or logistical support.

- Coordinate resources to meet resource requests within the EOC operation.

- Implement any actions to support COOP implementation.

Finance Section:

- Provide fiscal guidance, technical support and funding options to the BCC and EOC organizations as appropriate.

- Will identify any special budgeting or expenditure procedures as it may relate to the disaster response.

- Will manage and document all funding and expenditures for the disaster response.

- Coordinate with all potentially P.A. eligible applicants to acquire and accumulate P.A. damage assessment data for the pursuit of a federal declaration.

- Will initiate and provide notification of the eligibility process for the P.A. program and coordinate any P.A. program "kick-off" meetings, applicant briefings, and any other workshops and meetings with potentially eligible P.A. applicants as appropriate. Will notify all other eligible applicants of those meetings and workshops for their participation as appropriate.

- Coordinate with the Clerk of the Court for proper financial management and coordination. Maintain required financial processes to include payment of bills,

issuance of purchase orders, increasing credit card limits for appropriate staff, and payroll.

Logistics Section:

- Initiate and implement the manpower pool plan and policy for the County to the extent necessary and appropriate.

- Coordinate and respond to manpower requests from the EOC and identify and coordinate manpower resources to meet those needs as appropriate.

- Coordinate and provide direct IT staffing support to the EOC and field operations.

- Provide logistical support to the EOC and ESF organizations as appropriate.

- Lease or rent appropriate commercial space as needed to support an appropriate operation.

- Provide as much advanced notification to appropriate vendors for the potential mobilization of their services as required by agreement and as a simple courtesy for those vendor services that may be in need and expected to be in high demand regionally or statewide to establish a level of priority for the County as appropriate.

- Coordinate and respond to resource requests from the EOC and identify resources to meet those needs. The general EOC practice in identifying resources will start locally with the organization in need and progress to a request to the state for support. The general process for EOC organizations to follow prior to and including the engagement of the Logistics Section is broadly as follows:

  o When there is an organization that has a resource need, they will go through the following steps, which will potentially include support from the Logistics Section. The organization in need will:

    (1) Seek out local resources on their own, by first working through their own pre-identified vendor agreements or through local businesses and organizations that may have resources that meet their needs.

    (2) Seek out mutual aid support by working with and through their ESF partners.

    (3) Seek out mutual aid support by working with and through other EOC ESF organizations that may have resources that are needed.

    (4) Should no resource be identified at this point, a request to the Logistics Section can be made.

    (5) Logistics Section will manage the request for resource support by:

(a) Researching additional local resources through pre-identified vendor agreements or other business networks that may have a needed resource. Then that resource will be coordinated directly with the organization in need and avoid being a middle man in the process as appropriate and allow commerce to proceed.

(b) Should no other local resource be identified, then the Logistics Section will create a resource request to the state for mutual aid support.

(c) Logistics Section will track and manage resources requests to the state.

(d) Logistics Section will track and coordinate any state or federally fulfilled resource request by receiving the resource through the County Staging Area (CSA), documenting receipt and condition of the resource.

(e) Logistics Section/CSA will have the resource coordinated with the organization in need.

(f) Logistics will track all state coordinate mutual aid resources while they remain in the County.

(g) Logistics will repurpose and reassign resources once the initial need has been satisfied as needed, again tracking condition of the resource as appropriate, and notifying the state of such reassignment and need as appropriate.

(h) Logistics will return and check out the resources through the CSA again documenting the return and condition of the resource.

(i) **It will be imperative that any mutual aid requesting and providing organizations, as well as any requests made through the Logistics Section, clearly identify any financial responsibilities for such resource support. The County, nor any other organization, will be responsible for any financial obligation for a resource requested by another organization by default or assumption that all activities in the County EOC are County financial responsibilities. At every stage of requesting and fulfilling mutual aid needs and support, every organization will need to clarify those financial responsibilities or bear the risk of assuming financial responsibility where organizations may not accept that responsibility after the fact.**

Resource Request Process:

Every disaster is a local disaster, and response and recovery efforts all start locally. The County EOC provides the community a platform from which all organizations can coordinate to leverage limited resources to meet the needs of the local community. When the disaster exceeds the capacity and capabilities of the local community, then the local community requests assistance from the state EOC, which in turn reaches out to all 67 counties for mutual resources to assist impacted communities. When the disaster response exceeds the capacity and capabilities of the state, then the state requests assistance from the federal government, specifically FEMA, which in turn reaches out to all of the 50 states for resource support to assist the State of Florida.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

Throughout the incident, all local control, direction, management, coordination and oversight remains with the local government, with all of the resources from state and federal levels being provided to support the local effort.

Taking this concept and looking more specifically within the local EOC environment, before state and federal resources are requested, it is incumbent upon the local organizations and local EOC to leverage limited resources to the fullest extent. This requires every organization and individual in the County to have a disaster plan that is supported with appropriately identified resources to support that organization or individual. Each organization must either have the resources or have plans to acquire resources to meet their anticipated needs. This can be accomplished through lease, rental, and purchase agreements with vendors and service providers in the event an organization does not maintain all the resources needed for disaster survival and recovery.

However, it is also understood that even the best plans are reliant upon local vendors and service providers not overextending themselves when developing service and resource agreements. During disasters, local resources are quickly taxed and tapped, thus leaving some well thought out plans in a state of failure. This is where the EOC comes into the mix. Having organization and resource representation from numerous organizations and their networks present within the EOC, and grouped by similar skill sets under ESF units, allows everyone's resources to come to the table and to be leveraged wherever possible to meet the needs of the community.

This disaster management structure allows organizations to beg, borrow, rent, lease, donate, and share resources by whatever means negotiated, to assist each organization's recovery in a collective effort. Once this system is overcome, and the response and recovery activities exceed the local EOC capacity and capability, that is where the Logistics Section requests, coordinates, and manages resource requests to the state.

Financial responsibility for any resource request support will be a critical component of a resource request. The EOC provides a platform to coordinate the response and recovery responsibilities of each organization in a coordinate effort. This does not translate into a BCC financial responsibility for all response and recovery operations. Each organization will take financial responsibility for any resource support needs, support, and operations that the organization will request support. Some resource and service support may be offered at no charge, some may be offered in a rental, lease, or purchase arrangement, but however the request for support is being fulfilled, if there is a financial expectation, then that expectation needs to be clarified prior to delivery. Typically, the requesting organization will be responsible for any financial expenses incurred.

Specific County staff who have a County credit card are typically the only ones authorized to purchase on behalf of the County, not just during normal daily operations, but also during a Local State of Emergency. This typically includes department directors, division managers, county administration staff, and other key staff identified within each department. During a Local State of Emergency, credit card limits may also be raised to handle increased purchasing needs.

For any large purchases, contracts, or other funding agreements, under a Local State of Emergency, what would normally be required to be approved by the BCC can now be authorized by the County Administrator as a delegated authority under the Local State of Emergency. Once the Local State of Emergency expires, then normal purchasing requirements and authorities fall back in place.

For any purchases being made through the Logistics Section of the EOC, all non-county purchases will be validated and verified as to has financial responsibility for the purchase, and should the county be responsible, the Logistics Section Chief and the Finance Section Chief are both department directors and have the authority to approve and make purchases in support of the EOC as appropriate. Any purchases that may have unclear financial and purchasing authority will be verified and validated by the IC as appropriate.

County Staging Area:

- Logistics Section will mobilize the County Staging Area as needed and/or requested by IC.

- Staff the CSA to maintain functionality for the time of day that resources will be accepted by the County, keeping in mind, nighttime deliveries will likely be more efficient for access and distribution due to lower traffic congestion and improved efficiency of delivery.

- Deploy the office platform from which the CSA will operate.

- CSA will coordinate with the Logistics Section and ESF 11 for large bulk mass care needs that will be distributed through PODs and direct all other resources to the appropriate destination while providing safe route identification.

- CSA will document and check in all mutual aid resources coming into the County and document those resources as directed and will also check out resources leaving the County with proper documentation. The CSA will track all resources based upon established plans and maintain all appropriate documentation.

- All donated goods and volunteers will be coordinated through ESF 15, not the CSA.

- PODS are identified, managed, and coordinated through ESF 11.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – Logistics Section Chief/Finance Section Chief

The primary responsibility for coordinating resource support for disaster operations rests with the Logistics and Finance Section. Other agencies directly supporting this function include: Purchasing Division, Human Resources Department, Budget Division, and Information Resources Division.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

- Responsible for allocating and coordinating resources and support activities through ESF 7. Designated support agencies will furnish resources as required or as appropriate. Such support will be terminated at the earliest practical time and\or as mission needs have been accomplished.

- Provide support staff for the procurement of commodities and services, the leasing of buildings, and other facilities and facilities management.

- Coordinate and allocate food, equipment, and supplies made available through current County stocks or if necessary, from commercial sources.

- Serve as the primary agency for ESF 7 and be present at the EOC and/or be on call at the discretion of the IC.

- Identify funding for emergency expenditures.

- Maintain records of expenditures.

- Maintain records of all resources that are ordered/ leased/or borrowed etc.

- Coordinate with Clerks office and other BCC agencies on employee time and payroll for employees working in disaster related operations.

- Keep the Finance Section Chief informed of expenditure and reimbursement information.

- Coordinate recovery actions with FEMA to include the DSR process.

- Provide training to EOC agencies for proper financial management during disasters.

- Serve as County's point of contact for financial management activities

2. **SUPPORT AGENCIES**

Support agencies will provide manpower and any materials (additional computer hardware/software, vendor contacts, etc.) dependent on the characteristic needs of the impending disaster.

a. **Purchasing Division**

- Develop memorandums of understanding with vendors for essential items needed before and after a disaster.

- Provide staff in EOC to coordinate resource requests.

- Identify comprehensive list of vendors and sources for supplies.
.
- Provide purchasing power for resources during disaster response activities.

b. **Information Technology Department**

- Activate disaster plan for computer equipment in County buildings located in evacuation areas.

- Protect vital County computer records.

- Provide staff assistance to EOC as requested.

- Maintain functionality of County servers.

- Coordinate computer and telecommunication needs for the EOC and COOP locations as appropriate.

a. **Human Resources Department**

- Identifies and coordinates in pre-and post event, with all the human resource supplies in the community and activates any sources needed to fulfill human resource missions.

- Maintains and implements the employee manpower pool policy/program.

- Maintains all legal and policy requirements as it relates to human resources.

b. **Budget Division/Assistant County Administrator**

- Identifies disaster cost center for all disaster expense documentation.

- Coordinates reimbursement efforts with FEMA Public Assistance Program.

- Coordinates all damage assessment and cost figures for a "total" of all expenses in the disaster.

- Coordinates FEMA program information with all potential eligible applicants.

G. FINANCIAL MANAGEMENT

During a state of general emergency in Escambia County (officially declared by the Board of County Commissioners) certain procedures and formalities otherwise required of Escambia County through BCC policy may be waived that includes activities such as entering contracts & incurring obligations. Specific limitations may apply.

All other EOC organizations and jurisdictions will be required to follow their own disaster policies and requirements as they may be defined.

- The power to temporarily suspend such procedures and formalities is granted under Chapter 252.38 of Florida Statutes and may apply to limited EOC jurisdictions and organizations.

Emergency Support Function (ESF) 7
Resource Support
(Logistics and Finance Section)

- All EOC organizations and jurisdictions are operationally and financially responsible for their own resources and operations during disaster operations. Reporting these expenses through ESF 7 will be requested in pursuit of a federal disaster declaration.

- All financial responsibilities for mutual aid resource support requested through ESF 7 will be the responsibility of the requesting organization or jurisdiction. It will be imperative for each requesting organization and jurisdiction to understand any and all financial responsibilities for any mutual aid request made through ESF 7. ESF 7 will be responsible to verify and track financially responsible organizations and jurisdictions for any mutual aid support or resource request processed through ESF 7.

- Organizations and jurisdictions will keep ESF 7 updated daily on the operational status and location of mutual resources requested through ESF 7 until demobilized.

- Each organization and jurisdiction will be responsible to coordinate demobilization of mutual aid resources through ESF 7 if originally requested and provided through ESF 7.

- Any locally coordinated mutual aid support directly arranged between local jurisdictions, departments, and organizations will be managed directly between those organizations and not be required to be processed through ESF 7. Financial and operational responsibilities will be set between those coordinating organizations, departments, and jurisdictions.

- Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through ESF 7 as necessary and appropriate.

- Expenditures for cost recovery are documented during the incident and after the incident period. BCC departments will provide County Management and Budget documentation of expenditures based on standard accounting procedures. Other organizations and jurisdictions will manage those processes and documentation requirements internally and not through ESF 7.

- Each County entity is responsible for tracking its own costs associated with any mutual aid expenses incurred through Logistics Section support, using the standard procedures established by the support agency's standard accounting and tracking procedures.

- Each County agency will file for reimbursement of the costs it incurs through its own agency's accounting and reimbursement filing system and coordinated through the Finance Section/Management and Budget. Each County agency is responsible for monitoring staff hours using its own tracking system and requesting financial reimbursement for staff hours incurred in coordination with ESF 7 operations.

- The State Emergency Operations Center through the Escambia County Emergency Operations Center will provide appropriate forms and provide guidance to complete forms for efficient tracking and reimbursement.

- Outside organizations will be responsible to document their own expenses and engage state and federal process for any P.A., I.A., or other program reimbursements.

- The Finance Section/Management & Budget will be available to EOC organizations for guidance.

H. REFERENCES, DOCUMENTS, AND AUTHORITIES

- State of Florida CEMP, ESF 7 Appendix
- State of Florida Logistics Planning Guide
- Escambia County Emergency Manpower Pool Policy
- Escambia County Staging Area Plan
- Escambia County Base Camp Plan
- Escambia County AFO, DFO, DRC, CSA, PODs Guidance
- State SERT DRC Pocket guide
- Escambia County Resource Request Flowchart
- Escambia County P.A. Program SOG
- Escambia County POD/CSA plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- Escambia County EOC ESF position checklist
- American's with Disabilities Act, as amended.
- Escambia County EOC Continuity of Operations Plan

Emergency Support Function (ESF) 8
Public Health and Medical Unit

Lead Coordinating Organization: Florida Department of Health in Escambia County (FDOH-Escambia)

Support Organizations:

American Red Cross of Northwest Florida
Escambia County Area Transit
Escambia County Emergency Medical Services
     Division
Emergency Support Function 3
District 1 Medical Examiner Office
Local Hospitals (Baptist, Naval Hospital
     Pensacola, West Florida, Select
     Specialty, and Sacred Heart)
Escambia County School District

I. Mission:

The mission of Emergency Support Function (ESF) 8 is to provide Public Health and Medical coordination in support of emergency incidents and events in Escambia County. When individual agencies and organizations are overwhelmed, ESF 8 will coordinate additional public health and medical assistance from local, regional, state and federal resources to meet the needs of the community.

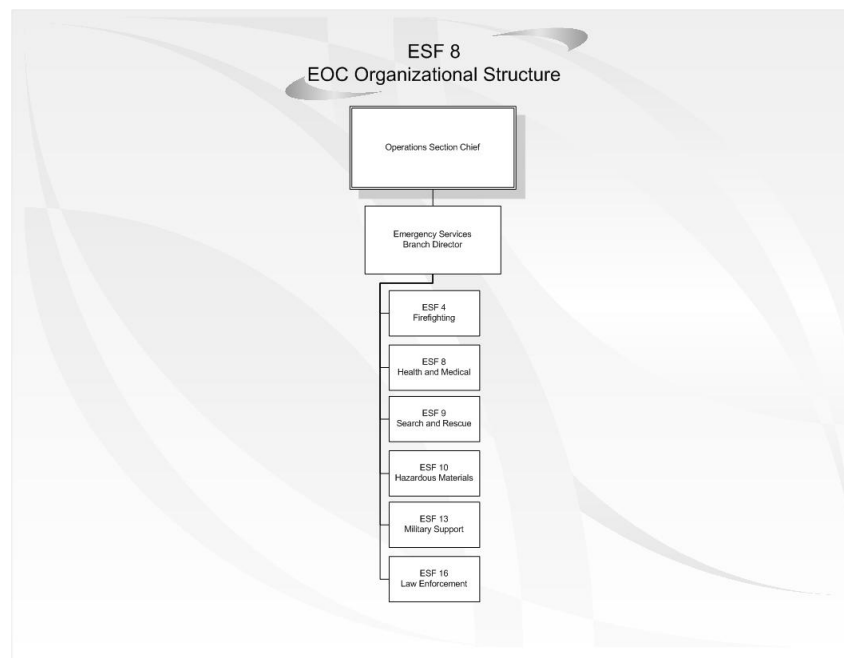## II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 8 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 8 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 8 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 8 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 8 lead will coordinate any requests of ESF 8 and their resources as appropriate.

- ESF 8 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 8.

- ESF 8 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 8.

- ESF 8 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 8 lead does not have the authority to direct, commit, assume responsibility, or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 8 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during EOC activations.

ESF 8
EOC Organizational Structure

- Operations Section Chief
- Emergency Services Branch Director
- ESF 4 Firefighting
- ESF 8 Health and Medical
- ESF 9 Search and Rescue
- ESF 10 Hazardous Materials
- ESF 13 Military Support
- ESF 16 Law Enforcement

Incident Command System Structure: ESF 8 – Health and Medical

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat,

the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 8 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 8 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.

o   Professional assessment input from other public safety professionals as may be found in ESF 4, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 8 will be managed and coordinated by ESF 8 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 8 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. This may include, though not exclusive of the following:
  o   Special Needs Shelter operation
    - Emergency Management will coordinate with the Health Department in identifying a special needs facility.
    - School District will provide access to the facility and facility staff to support the operation.
    - Escambia County will be responsible for the generator and refueling of the generator during the event.
    - American Red Cross will provide feeding for the facility.
    - Sheriff's Office will support security mission for the operation as appropriate and able.
    - ECAT will coordinate transportation for people going to the special needs shelter as appropriate.
    - EMS will offset any non-ambulatory transportation as appropriate.
    - ARC to provide operational and ADA surveys as appropriate.
    - School District to provide ADA surveys for each shelter facility as appropriate.
    - More detail is identified in the spreadsheet of operations maintained in Emergency Management office.
  o   Evacuation transportation for non-ambulatory or medical air transport clients as appropriate.
  o   Alternate Care Sites.
  o   Mental health and crisis counseling.
  o   Mortuary services for mass disaster events.
  o   Environmental disaster events or situations.
  o   Disease control, mass prophylaxis.
  o   General shelter higher level of medical care needs as appropriate. (Transport to Special Needs Shelter)
  o   Emergency responder health and safety.
  o   Medical POD operations.
  o   National Strategic Stockpile.
  o   Other public health and medical needs as appropriate.

- ESF 8 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 8 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Coordinate any planning, outreach, and incorporation into the response plans additional types of facilities and providers to include, but not exclusive of: licensed health care facilities, durable medical equipment suppliers, medical service providers such as dialysis facilities and other critical care services, hospitals, primary care physicians, in an effort to include the entire medical community in the planning and response effort as appropriate.

- Coordinate with the Regional Domestic Security Task Force on planning initiatives.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 8 to enhance operations at these alternate EOC locations.

E. OPERATIONS

ESF 8 will:

- Provide appropriate staffing to manage the ESF 8 EOC desk and any functions and responsibilities of ESF 8 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 8 as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate communications with all EFS 8 operations as appropriate. Implement plans for various operations as may be appropriate, which may include, but not exclusive of the following:

  - Special Needs Shelter operation
  - Evacuation transportation for non-ambulatory or medical air transport clients as appropriate.
  - Alternate Care Sites.
  - Radiological/Biological/Chemical response planning.
  - Mortuary services for mass disaster events.
  - Environmental disaster events or situations.
  - Disease control, mass prophylaxis.
  - General shelter higher level of medical care needs as appropriate. (Transport to Special Needs Shelter)
  - Medical POD operations.
  - Mental Health and crisis counseling.
  - Emergency responder health and safety.
  - National Strategic Stockpile.
  - Family Assistance Center operations.
  - Other health and medical and/or mass medical care needs as appropriate.

- Coordinate for any non-ambulatory or medical needs transportation that may require ambulance service or other specialty care transport during evacuations or for other support as appropriate.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Determine when to cease any field operation when conditions may become unsafe utilizing several conditional factors to include:

  - Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  - Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  - Professional assessment input from other public safety professionals as may be found in ESF 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to ESF 8 infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Support and/or coordinate any ADA or FNSS support services and needs as appropriate. Coordinate with ESF 6 for potential support in this effort.

- Coordinate any EOC operational needs for higher level of medical care needs as appropriate.

- Coordinate Florida Emergency Mortuary Operations System (FEMORS), Disaster Medical Assistance Teams (DMAT), Hazardous Materials medical support, Disaster Mortuary Operational Response Team (DMORT), and State Medical Response Team (SMRT) resource support as appropriate. Ascertain the medical and health status, conditions, and situations of the local hospitals, ambulatory surgical centers, and the special needs shelter, Red Cross Shelters, medical suppliers, healthcare facilities, etc. regularly throughout the disaster response and recovery process to anticipate unmet needs and coordinate resources to meet those needs through the EOC.

- Pre-position response resources when it is apparent that special needs groups will be potentially impacted by an emergency or disaster. Relocate ESF 8 resources when it is apparent that they are endangered by the anticipated impacts of the emergency situation.

- Deploy rapid needs assessment teams to determine post-event impact to emergency services functional group resources and ability to perform continuity of operations of essential functions.

- Support the RDSTF, public health and medical co-chair in the investigation of a terrorist attack.

- Coordinate all ESF 8 mutual aid support for local response needs as appropriate.

- Identify and provide/coordinate technical experts to support the decision-making process for EOC command as it relates to health and medical as appropriate.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Make sure all ESF 8 operations provide appropriate access to various operations as required by the ADA. Coordinate with other EOC partners to address any needs.

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – Florida Department of Health in Escambia County

- Provide leadership in coordinating and integrating overall County efforts to provide health and medical assistance to affected areas and populations.

- Staff and operate a NIMS compliant command and control structure (i.e., ICS) to assure that services and staff are provided to areas of need.

- Coordinate and direct the activation and deployment of County agencies health and medical service personnel, supplies, and equipment and provide certain direct resources.

- Evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.

- Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims. Any shortfalls in resources will be coordinated through the Emergency Services Branch Director to the Logistics Section as appropriate.

- Coordinate all ESF 8 functional, operational, and informational resources and needs collectively with all ESF 8 support agencies represented as one unit.

- Maintain responsibility for the operation of the special needs shelter and all aspects associated with its mobilization, operation and demobilization. This will include but not be limited to the medical direction and staffing of the shelter during activation, keeping track of all documentation related to personnel, equipment, operating supplies, and contractual services, etc.

- Coordinate with the Division of Emergency Management in the pre-screening for special needs shelter eligibility in the effort to support a valid special needs registry.

- Coordinate dialysis operations to meet local needs.

2. **SUPPORT AGENCIES**

- **Escambia County Emergency Management Division**

  o Will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources and maintain information flow.

  o Will identify appropriate special needs shelter facilities.

  o Is responsible for the maintenance of the special needs registry. It is the policy of Emergency Management to provide registration to any resident requesting assistance in notification, transportation, or sheltering of special needs residents. Registrants will be prescreened to determine the level of assistance required.

- **Escambia County Emergency Medical Services Division**

  o Coordinates the evacuation of patients from disaster areas when deemed appropriate, transport of victims to medical facilities outside the at-risk area in accordance with approved trauma transport protocols, transport needs with ESF 8, and coordinates the following resources;

- ALS/BLS vehicles,
- Emergency Medical Technicians,
- Paramedics,
- EMS procurement,
- Aircraft medical transport,
- Support special needs shelter as appropriate and agreed upon,
- Activities to ensure the health and safety of emergency responders in accordance with ESF 8 SOP.

- **District 1 Medical Examiner Office**

  o Will assure the provision for decedent identification and mortuary services including temporary morgue services in accordance with established victim identification protocol, preparing for release of disposition of remains to funeral homes, coordination with the American Red Cross on victim identification, and mortuary protocol for family notification in accordance with established American Red Cross procedures.

- **ESF 3**

  o Assist to the extent practical the provision of technical and logistical support for the collection and disposal of solid waste, contaminated foodstuffs, household/commercial hazardous waste services, as well as the disposal of dead animals that have the potential to create problems relating to public health and environmental issues.

  o Identify and correct all problems associated with its public water and sewer systems to include potable water and environmental testing of sewage releases.

  o Assist with preliminary damage assessment of potable water and sewage treatment facilities.

  o Prioritize and coordinate the recovery of damaged water and sewer lines with the Florida Health Department, Environmental Health Manager and other ESFs within the EOC.

  o Keep the ESF 8 representative informed on the status of restoration, resource needs, and potential public health problems.

  o Assist to the extent practical, identification and coordination of the collection and disposal of waste from critical service areas such as special need shelter locations, medical facilities, nursing homes, etc.

- **Hospitals (Baptist, Naval Hospital, Sacred Heart, West Florida, and Select Specialty)**

  o Provide contact information regarding Hospital Incident Command structure upon EOC activation.

  o Provide, as required, staff representation to ESF 8 to participate in ongoing planning and decision-making.

- o Provide support to operations as available and appropriate.

- o Provide operational status as required and/or requested.

- o Coordinate for higher level hospital services as may be requested and/or required.

- **Northwest Florida Chapter of the American Red Cross**

  - o Coordinate/provide mass care support (food, ice and water) during public health emergencies at designated points of dispensing (POD) for health and medical staff providing support and other field operations.

  - o Provide snacks and water to the shelter throughout the entire time the shelter is open.

- **Escambia County School District**

  - o Provide for the access and use of District resources and assets to be utilized at the special needs shelter. Resources and assets may include but are not limited to: staff support to assist in the set up and take down of the shelter; provision of 24/7 custodial and maintenance support to shelter operations; access to all facilities to ensure the health, welfare and safety of County citizens as required.

  - o Provide food service in support of shelter operations as identified in the County/District shelter operations MOU.

- **Escambia County Area Transit (ECAT) (ESF 8)**

  - o Coordinate/provide transportation for people evacuating to the special needs shelter.

  - o Transportation will be coordinated through ESF 8, where those people in need of transportation to evacuate, when an evacuation order is given to the community, transportation will only be provided to and from the closest general population shelter or special needs shelter as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of

service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 8 Appendix
- Florida Statues 1993, Emergency Management, chap. 252 (252.31- 52.61)
- Florida SS 911 (1993)
- Regional Domestic Security Task Forces, Section 943.0312, F.S.
- Florida Field Operations Guide (FFOG)
- DHS Homeland Security Act (2002)
- HSPD-5, Management of Domestic Incidents
- HSPD-8, National Preparedness Goal
- HSPD-21, Public Health and Medical Preparedness
- DHS National Incident Management System
- DHS National Response Framework
- Public Law-288
- District 1 Medical Examiner Plan
- MOU between Lakeview Center, Inc. and Escambia County Health Department-December
- Escambia and Santa Rosa County Area Hospital Council Hospital Emergency Mutual Aid Memorandum of Understanding
- Escambia County Behavioral Health Response Plan
- All Hazards Emergency Operations Plan, Florida Department of Health
- Mass Prophylaxis and Immunization Plan, Florida Department of Health
- Escambia County Strategic National Stockpile Plan
- Pandemic Influenza Response Plan
- Alternate Care Site Plan, Florida Department of Health
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- County/District shelter operations MOU
- County/Health Department shelter operations MOU
- ARC shelter commitment letter (annual)

Emergency Support Function (ESF) 9
Search and Rescue Unit

Lead Coordinating Organization: Escambia County Fire Rescue Division

Support Organization: City of Pensacola Fire Department
Escambia Search and Rescue, Inc
Southwest Panhandle Search and Rescue
KlaasKids Foundation

I. Mission

The mission of Emergency Support Function 9 (ESF 9) is to provide search and rescue coordination and support services in support of emergency events in Escambia County. ESF 9 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. ESF 9 resources are used when individual agencies are overwhelmed and County emergency response team requests additional fire service/search and rescue assistance.

II. Concept of Operations
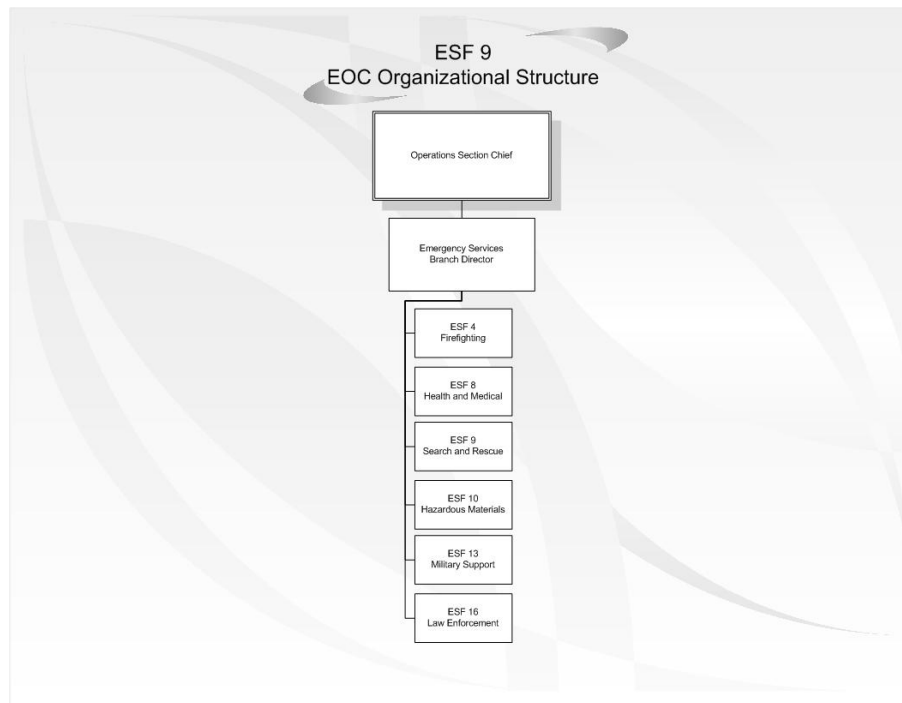
A. ESF ORGANIZATION/STRUCTURE

- ESF 9 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 9 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 9 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 9 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 9 lead will coordinate any requests of ESF 9 and their resources as appropriate.

- ESF 9 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 9.

- ESF 9 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 9.

Emergency Support Function (ESF) 9
Search and Rescue Unit

- ESF 9 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 9 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 9 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

ESF 9
EOC Organizational Structure

```
Operations Section Chief
        |
Emergency Services
Branch Director
        |
   ESF 4
   Firefighting
        |
   ESF 8
   Health and Medical
        |
   ESF 9
   Search and Rescue
        |
   ESF 10
   Hazardous Materials
        |
   ESF 13
   Military Support
        |
   ESF 16
   Law Enforcement
```

Incident Command System Structure: ESF 9 – Search and Rescue

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it

relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 9 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 9 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 9 will be managed and coordinated by ESF 9 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 9 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Planning will include, but not be exclusive of the following:

  - o In water search and rescue services
  - o On land search and rescue services
  - o In debris/building collapse search and rescue services
  - o Missing persons/children/Alzheimer search and rescue
  - o K9 search and rescue services
  - o Disaster support services
  - o Coordination with Regional Domestic Security Task Force
  - o Urban search and rescue operations
  - o Communications

- ESF 9 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local transportation resources that will be available to support the ESF 9 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 9 will:

- Provide appropriate staffing to manage the ESF 9 EOC desk and any functions and responsibilities of ESF 9 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 9.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate communications with all operations and resources as appropriate.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Initiate and mobilize search and rescue operations as appropriate and requested from EOC or field IC.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 8, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 9.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support resource needs that exceed ESF 9 local capabilities.

- Support impact/damage assessment process as requested and appropriate.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the operational needs of ESF 9.

- Make sure all ESF 9 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able

to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 1 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY FIRE RESCUE DIVISION

- Provide leadership in directing, coordinating and integrating overall County efforts to provide search and rescue assistance to affected areas and populations.
- Staff and operate a NIMS compliant ICS command and control structure to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of County agencies search and rescue personnel, supplies, and equipment and provide certain direct resources.
- Evaluate the emergency, make strategic decisions, identify resource needs and secure resources required for field operations.
- Monitor search and rescue emergency response and recovery operations. ESF 9 representatives or designees will coordinate all state and federal search and rescue resources into the affected areas from staging areas.
- Manage search and rescue and other emergency incidents in accordance with each department's standard operating procedures and under the direction of ESF 9 representatives or designee.
- Provide assistance in initial needs assessment, and augment search and rescue operations through specialized response capabilities.
- Make specific requests for search and rescue assistance to the state ESF 9/State Fire Marshal's Office, through the Escambia County liaison, as needed. The state will activate resources through the state emergency response plan.
- Continue to re-assess priorities and strategies, throughout the emergency, according to the most critical search and rescue needs.
- Demobilize resources and deactivate the ESF 9 operation upon direction from the IC as appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to and coordinate with all ESF 9 organizations to leverage services, staff, equipment, and supplies that complement the entire emergency response and search and rescue efforts as the County emergency response team addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the ESF 9.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 9 appendix
- Florida Field operations Guide (FFOG)
- The Florida fire Chiefs' Association, Fire-Rescue Disaster Response Plan.
- F.S. 843.19 Offenses against police dogs, fire dogs, SAR dogs, or police horses
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 10
Hazardous Materials Unit

Lead Coordinating Organization: Escambia County Fire-Rescue Division, HAZMAT Response Team

Support Organization: City of Pensacola Fire Department
Escambia County Sheriff's Office, Rapid Response Team
Escambia County Emergency Management Division
Escambia County Emergency Medical Services Division
Escambia County Waste Services Department
Florida Department of Environmental Protection

I. Mission

The mission of Emergency Support Function 10 (ESF 10) is to provide hazardous materials coordination, response, and support services in support of hazardous material incidents either as primary or secondary response to any potential corporate responsibilities in Escambia County. ESF 10 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 10 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

-
- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 10 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 10 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 10 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 10 lead will coordinate any requests of ESF 10 and their resources as appropriate.

- ESF 10 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 10.

- ESF 10 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 10.

- ESF 10 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 10 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 10 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.
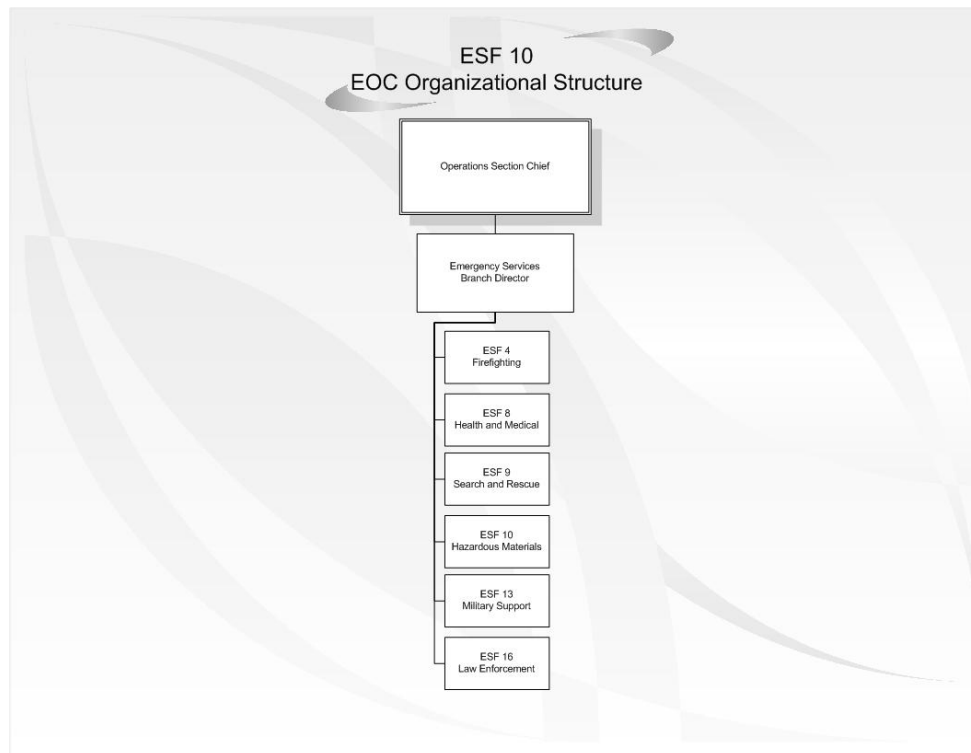
Incident Command System Structure: ESF 10 – Hazardous Materials

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 10 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 10 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.

- o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
- o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 10 will be managed and coordinated by ESF 10 with those other ESF organizations providing cooperative support.

- Each ESF 10 organization will be required to follow any and all specific legal requirements as it may relate to hazardous material response, and all activities to defer to that authority and to any hierarchal responsibilities.

D. PLANNING

- ESF 10 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Planning efforts will support various operations to include, but not all-inclusive of the following:

  - o Assessment of Hazardous materials needs and potential impacts.
  - o Hazardous materials personnel.
  - o Hazardous materials equipment and supplies.
  - o Evacuation support.
  - o Emergency responder health and safety.
  - o Radiological/chemical/biological hazards.
  - o Mental health and crisis counseling for responders may be provided.
  - o Hazardous materials Public Information and risk communication.
  - o Hazardous materials Management, Command and control of assets.
  - o Hazardous materials activities related to terrorist threats and/or events.
  - o Logistical Staging areas and Points of Distribution/Dispersing.
  - o Catastrophic incident and alternate Hazardous materials facility support.
  - o Oil and hazardous substance incident response.
  - o Information on drinking water, wastewater and solid waste facilities.
  - o Information on SARA Title III fixed facilities, storage of extremely hazardous substances within the County.
  - o Coordination between the various hazardous material response teams as it may relate to legal requirements and authority.
  - o ESF 8 coordination and planning as it relates to medical response and medical treatment procedures and protocols within hospitals and other healthcare facilities.

- ESF 10 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 10 mission.

- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Local and State hazardous materials teams will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.
- Coordinate planning with ESF 10 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine hazardous materials operations.
- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 10 will:

- Provide appropriate staffing to manage the ESF 10 EOC desk and any functions and responsibilities of ESF 10 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 10.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Respond as the lead or in support of any hazardous material incident as may be related to RDSTF, Sheriff's Office, and other law enforcement initiatives and response, and any other operation as appropriate.

- Coordinate with Florida Department of Environmental Protection Agency as appropriate and for any clean-up requirements or coordination.

- Coordinate impact assessment efforts and teams to assist in gathering impact assessment data from the community as appropriate.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate communications with all resources as appropriate.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Support evacuation and re-entry operations as appropriate.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

    o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
    o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
    o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinating with ESF 8 for people with higher level of medical care needs to identify the appropriate transportation method and destination for specific individuals or families.

- Coordinate all requests for assistance for operational support from EOC organizations as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 10.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 10 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the operational needs of ESF 10.

- Make sure all ESF 10 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 10 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support transportation initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION –ESCAMBIA COUNTY FIRE RESCUE DIVISION

a. Provide leadership in directing, coordinating and integrating overall County efforts to provide hazardous materials response and assistance to affected areas and populations.

- Maintain a list of mutual aid agencies and private contractors that are trained and qualified to respond to an incident.

- Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission.

- ESF 10 will coordinate the response and recovery efforts to hazardous materials incidents upon notification of a release by ensuring that coordination and cooperation is maintained in identifying the material. Then securing, removing and properly disposing of the hazardous material.

- The presence of any radioactive material will be determined by properly trained personnel using basic detection equipment who will then determine if any evacuations are necessary. If evacuations are necessary, ESF 10 will coordinate with other ESFs to ensure operational missions are fully supported.

- Coordinate the response of all agencies required to handle the hazardous materials incident and the necessary cleanup involved in recovery. This will include any mutual aid and state supporting initiatives and response.

- Minor incidents are usually handled by jurisdictional fire departments with minimal use of resources. Larger incidents will involve a cooperative effort between all support agencies, private contractors and the Florida Department of Environmental Protection.

- In a large event requiring local and State or mutual aid assistance, ESF 10 will work with its support organization counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

- During a state declared disaster requests for resources or assistance from State agencies will be made through established and proven procedures as set forth in the State of Florida Comprehensive Emergency Management Plan (CEMP).

- Notify State Watch Office of all hazardous materials incidents and request State assistance when needed.

- Coordinate with the Florida Department of Environmental Protection (DEP) for notification and response to hazardous materials incidents when the ability to identify the material or mitigate the incident is beyond the capabilities of the County.

- Maintain an accurate and current listing of all fixed facilities that produce or store 302 type hazardous materials. Prepare site-specific plans for each facility that produces or stores extremely hazardous substances (EHS) and update these plans annually or as necessary through the year.

- The responsible party for the material spill/release will be financially responsible for the material and will incur all cost and responsibility of the clean-up and disposal activities.

2. SUPPORT AGENCIES

- Support agencies will lead or provide support assistance to the ESF depending upon the legal situation and responsibilities of the type of incident and any responsible parties. Lead or support organizations will coordinate and support efforts with services, staff, equipment, and supplies that complement the entire emergency response effort as the County emergency response team addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the ESF 10.
- The Division of Emergency Management will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the state EOC to request resources.
- The Public Safety Department and support agencies will:
  - Coordinate training to all public safety organizations and first responders in awareness and recognition (level 1) of hazardous materials.
  - Coordinate the notification and response of all agencies required to handle the incident.
  - Notify the State Warning Point and make request for state assistance when necessary.

- The Waste Services Department or ESF 3 will:
  - Maintain a list of available department resources that may be used to respond to and recover from the incident.

- Coordinate with the appropriate fire department, Department of Environmental Protection, Sheriff's Office, or health department to ensure that the material is recovered and disposed of in accordance with local, state and federal regulations.
- Will coordinate with appropriate organization to accept any material that has been approved for disposal in the County landfill. The agencies will also assist the Department of Public Safety with identification of fixed facilities that produce or store hazardous materials.

- The Road Department and/or ESF 3 will assist or coordinate the removal and disposal of any hazardous material deemed safe for disposal in the County landfill. This will be done in accordance with local guidelines and agreements. These guidelines will be updated and changed as deemed necessary.
- Emergency Medical Services (EMS) will be responsible for transporting injured personnel to medical facilities. Patients will be decontaminated by the fire department personnel before delivery to EMS when possible. EMS will be responsible for notification of the local hospitals regarding the number of patients, severity of injuries and the material involved in the incident. Baptist Hospital Life Flight is responsible for patient coordination with all other hospitals during multiple casualty incidents. Contaminated patients will be handled by each hospital in accordance with their standard operating procedures.
- Baptist, Scared Heart, and/or West Florida Hospitals will accept contaminated patients in accordance with the standard operating procedures. EMS will notify the receiving hospital while on scene so appropriate hospital staff are available to receive the patients.
- The appropriate fire departments or Sheriff's Office Rapid Response Team will be dispatched to any release of a hazardous material upon notification. It will be their responsibility to attempt to positively identify the material, determine the hazard and take immediate actions necessary within their capabilities to protect life and property. Each HAZMAT team organization is responsible to ensure their personnel receive the required training to perform any actions taken during a hazardous materials incident and to call for assistance when the necessary actions are beyond their capabilities.
- A contractor may be hired through mutual aid agreement or contract to respond to an incident upon request either by the responsible party for the incident or DEP should there be a need. The contractor personnel will possess certification in all levels of training and respond with the equipment necessary to handle most hazardous materials incidents and with a full support staff of chemists at their facility. Upon arrival, the HAZMAT team and/or the contractor personnel will coordinate with the fire department or law enforcement IC to assist in the identification and establishment of hot and cold zones, decontamination site, determining the proper methods and equipment to be used.
- Operations-level personnel under the supervision of a HAZMAT technician will mostly likely perform decontamination of all personnel leaving the hot zone. If required, a contractor will be obtained to properly dispose of all decontamination material.
- Law enforcement agencies (ESF16) may be tasked to provide crowd control, security measures, roadway assessments, and ingress/egress actions to protect the public and property in, near and around areas involved in firefighting operations; keep emergency forces informed of hazardous areas.

- City, County, and private utilities (ESF12) will coordinate with ESF 10 to address fire prevention and suppression problems due to leaking natural gas, power line risks, and water flow contamination issues.
- City and County public works (ESF3) and other departments will provide road clearing equipment and other major resources needed to clear roadways in support of emergency response actions.
- City and County communications centers (ESF2) will provide radio communications support, to the extent possible, to support communications among various fire and law enforcement organizations responding to the impacted areas.
- Escambia County EMS (ESF8) will provide emergency medical care and transportation of victims beyond initial collection sites.
- American Red Cross and other community agencies (ESF6) will provide field support to emergency response personnel and evacuees as needed and required (food, water, basic assistance, etc.).

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

  Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 10 appendix
- Florida Statues, 376.021, 376.30, 376.303, 376.305, and 403.061, 403.1655, 403.726
- The Clean Water Act of 1977, amended 1990
- Department of Environmental Protection Environmental Response Plan, Florida Statues, Section 376.97 (2)(e), 376.303(1)(6) and CFR Part 311
- Regional Domestic Security Task Forces, Section 943.0312, F.S.
- Florida Field Operations Guide (FFOG)
- The Florida fire Chiefs' Association, Fire-Rescue Disaster Response Plan.
- Code of Federal Regulations, 40CFR302.
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)

- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 11
Food and Water Unit

Lead Coordinating Organization: Escambia County Neighborhood & Human
Services Department

Support Organizations: Escambia County Community Corrections Division
Escambia County Redevelopment Agency
Escambia County Emergency Management Division
Escambia County Extension Services
Florida Department of Children and Families
Escambia County School District
City of Pensacola, Public Works Department

I. Mission

The mission of Emergency Support Function 11 (ESF 11) is to identify resources, plan for, and provide for the distribution of food, water and ice, through various sources and means, to meet the needs of disaster survivors following a disaster. Distribution will be coordinated with ESF 6 & 15 services, and include bulk distribution and/or direct feeding services to support survivors, volunteers, and disaster response operations and staff as appropriate.

II. Concept of Operations

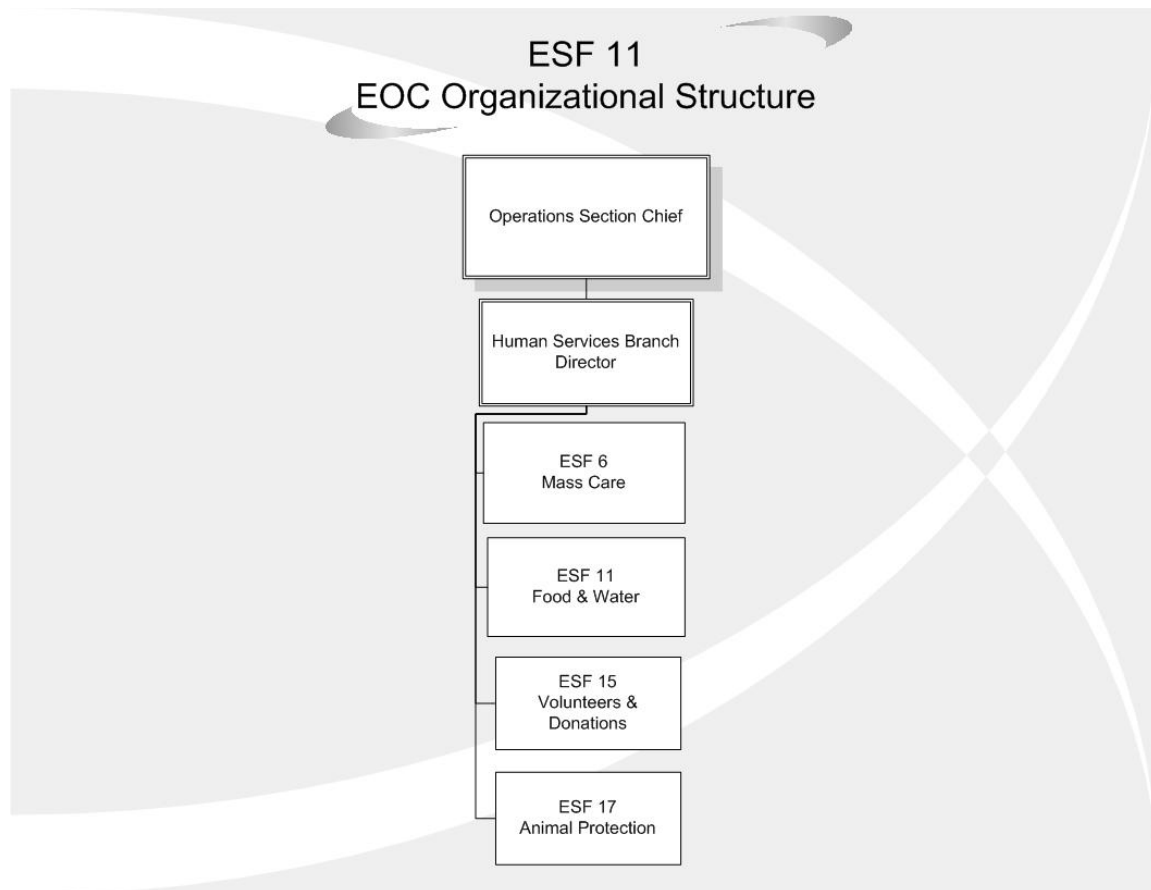### A. ESF ORGANIZATION/STRUCTURE

- ESF 11 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 11 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 11 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 11 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 11 lead will coordinate any requests of ESF 11 and their resources as appropriate.

- ESF 11 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 11.

- ESF 11 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 11.

- ESF 11 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 11 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 11 will be coordinated by and report to the Human Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

ESF 11
EOC Organizational Structure

Operations Section Chief

Human Services Branch Director

ESF 6 Mass Care

ESF 11 Food & Water

ESF 15 Volunteers & Donations

ESF 17 Animal Protection

Incident Command System Structure: ESF 11 – Food and Water

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 11 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 11 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

- o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
- o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
- o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 11 will be managed and coordinated by ESF 11 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 11 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning activities may include, as appropriate, but not limited to:

  - o Point of distribution (POD) operations:
    - Pre-identifying locations for POD operations that are geographically diversified.
    - Maintain ADA access as appropriate and provide reasonable accommodation.
    - Developing mobilization and demobilization plans.
    - Identify and plan resources needed to operate PODs and potential list of priority type items that may need to be distributed to meet public needs.

  - o Coordination with the Logistics Section and County Staging Area (CSA) for resources being funneled through PODs to the public.
    - Identify appropriate processing of requests, flow of resources from suppliers/state, through CSA to PODs and the people in need.
    - Coordinate with logistics to pre-identify vendors for basic food, water, and ice supplies to augment operations and needs where state and federal resources may not be available or are in short supply.
    - Coordinate any supply needs for variables such as:
      - Age of people in need
      - Dietary needs
      - Etc.

  - o Identify and coordinate supplies that may need to be included in bulk distribution, which may include:
    - Food
    - Water
    - Ice-FEMA has determined this will only be provided for medical needs only. The political environment may change the priority.
    - Tarps

- USDA bulk resources
- Other basic needs determined to be in need for the community at the time of the disaster.

o Coordination of the "Government" POD with the City of Pensacola and providing process for access to supplies for ESF 6 mass care organizations and needs. This will include access by local non-profits and faith-based organizations.

o Identification of options and solutions to meet additional food and water needs as it may relate to supporting any field operations or citizen needs, which may include volunteers, shelters, mutual aid support personnel, where food service support may go beyond the basic meal, ready to eat (MRE) or "Heater Meal" to include hot meal services where appropriate, as directed, and authorized.

o Coordination with ESF 6 & 15 and the network of organizations providing mass care individually to identify service locations so that resources and services can be leveraged to minimize gaps and overlapping of "proximity" services.

o Coordination of ESF 11 resources with ESF 6 and ESF 15 organization services so that bulk resources from ESF 11 can be provided to the public through leveraging the local services already mobilized, which may include providing access to the "government" for backfill resources or distribution of the bulk resources to those service provider locations as appropriate.

- ESF 11 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop transportation plans for the shipment of support resource needs during disaster incidents as may be appropriate.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 11 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

Emergency Support Function (ESF) 11
Food and Water Unit

ESF 11 will:

- Provide appropriate staffing to manage the ESF 11 EOC desk and any functions and responsibilities of ESF 11 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 11 to include mutual aid resources, resources in transit, etc. as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership. ESF 6 & 15 will provide key human needs assessment data for decisions as to what product to order, request, and distribute as appropriate.

- Mobilize POD operations as appropriate and coordinate all logistical support and supplies through the Logistics Section and the CSA as appropriate.

- Coordinate USDA food products as required and appropriate.

- Mobilize other food & water operations and provide support as appropriate, to ESF 6 & 15 food and water efforts as pre-planned or as agreed upon during actual response activities.

- Coordinate communications with all resources as appropriate.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Determine when to cease any supporting transportation operation when conditions may become unsafe utilizing several conditional factors to include:

    o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
    o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
    o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.

- Coordinate with ESF 3 as it may relate to resource transportation and road access.

- Coordinate with ESF 8 for any medical services/supply distribution that may be coordinated through food and water PODs.

- Coordinate with ESF 8 for any water distribution supply testing as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 11.

- Coordinate with ESF 15 and any large food & water donations for appropriate distribution avenues.

- Coordinate with ESF 16 for any escort service needs to support the efficient delivery of logistical food & water and any operational support items if resources are available and the need is practical.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 11 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the resource needs of ESF 11.

- Make sure all ESF 11 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 11 to enhance operations at these alternate EOC locations.

- Demobilize POD operations and any other food and water operations resources as requested by EOC command structure or as appropriate.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

- **LEAD COORDINATING ORGANIZATION – Escambia County Neighborhood & Human Services Department**

o Identify local resources with the ability to supply large amounts of non-perishable food, potable water, ice and equipment necessary to transport and handle the commodities following a major disaster.

o Coordinate with Logistics Section to obtain contracts or agreements with local businesses to supply necessary commodities to meet all operational planning needs.

o Prior to hurricane season each year, work the Division of Emergency Management to identify possible locations to be used for the distribution of food, water and ice.

o Coordinate with the local ESF 6 and ESF 15 volunteer organizations, government officials and staff from all the jurisdictions to access any available staff to support POD and other food and water operations as appropriate.

o Notify the Health Department of the locations of distribution sites and arrange for testing and treatment of all bulk potable water if appropriate and necessary.

o Attempt to coordinate with local businesses and relief organizations to ensure that all locations of feeding stations, distributions sites and other assistance sites are placed where there is the most need, and coordinate press releases through ESF 14 as required and appropriate.

o Will coordinate with appropriate state agencies in augmenting or streamlining food and water programs, such as SNAP, as the situation may require and qualify.

o Coordinate unmet operational needs with other ESF's and the Logistics Section.

- **SUPPORT AGENCIES**

  o **Division of Emergency Management**

    - Each year, prior to hurricane season the Division will coordinate with ESF 11 on the selection of sites for PODs as appropriate and necessary.
    - Assist ESF 11 with coordinating resources to meet mission needs.

  o **ESF 8/State of Florida Health Department in Escambia County**

    - Responsible for testing, monitoring and treating all food and water that is being distributed to the public.

    - Identify any infant population demographic data to support decision-making for food items ordering/request needs.

  o **Florida Department of Children and Families**

    - Coordinate the distribution of emergency food stamps in the disaster area based on established procedures of the Department.
      o Reissuance of food stamps for partial months if lost.

- o Additional food stamps for lost food product. (I.A. eligible-beware of DOB)
- o Provide casework for foster children

- o **Escambia County Extension**

  - Coordinate with the Florida Department of Agriculture and Consumer Services for USDA distribution of bulk food products available to ESF 6 or ESF 11 as needed and appropriate.

  - Educational Components of food safety and food preparation during an emergency.

  - Assist with food distribution sites as needed.

- o **Escambia County School District**

  - Coordinate with disaster feeding services and operations in the County for any USDA food distribution for district warehouses to service organizations.

  - Report to Department of Agriculture or appropriate authority on the consumption of any USDA product in response to disasters as may have been pre-authorized.

- o **Escambia County Redevelopment Agency, Community Corrections Division**

  - Provide support staff for the management and operations of Points of Distributions. Coordinate with Human Services Branch Director.

- o **City of Pensacola, Public Works Department**

  - Coordinate and facilitate training opportunities for City Public Works staff in support of Government Point of Distribution (GPOD) operation.

  - Provide a site and staffing support to manage and operate a GPOD in support of POD operations coordinated by ESF 11 from the County EOC.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any

organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 11 appendix
- Escambia County Points of Distribution Plan
- Escambia County Staging Area Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 12
Energy Unit

Lead Coordinating Organization: Escambia County Public Works Department,
Engineering Division

Support Organizations: Gulf Power
Pensacola Energy
Escambia River Electric Cooperative, Inc.
Okaloosa Gas District
Town of Century Department of Gas and Water

I. Mission

Emergency Support Function 12 (ESF12) coordinates and facilitates the development and implementation of plans and procedures for the response and recovery to shortages and disruptions in the supply and delivery of transportation fuels, electricity, natural gas, propane, fuel oil, and other forms of energy and fuels that, impact or threatens, some or all the jurisdictions in the County.

Coordination and collaboration with both public and private sector suppliers and providers at the production/manufacturer and wholesale levels, to include coordination with state ESF 12 will be important as some of the energy resources can only be influences at the state or national level of companies and network delivery systems. Prioritizing and restoring energy resources to the community are critical and the basic building blocks to reestablishing normalcy to local commerce and household activities.

II. Concept of Operations
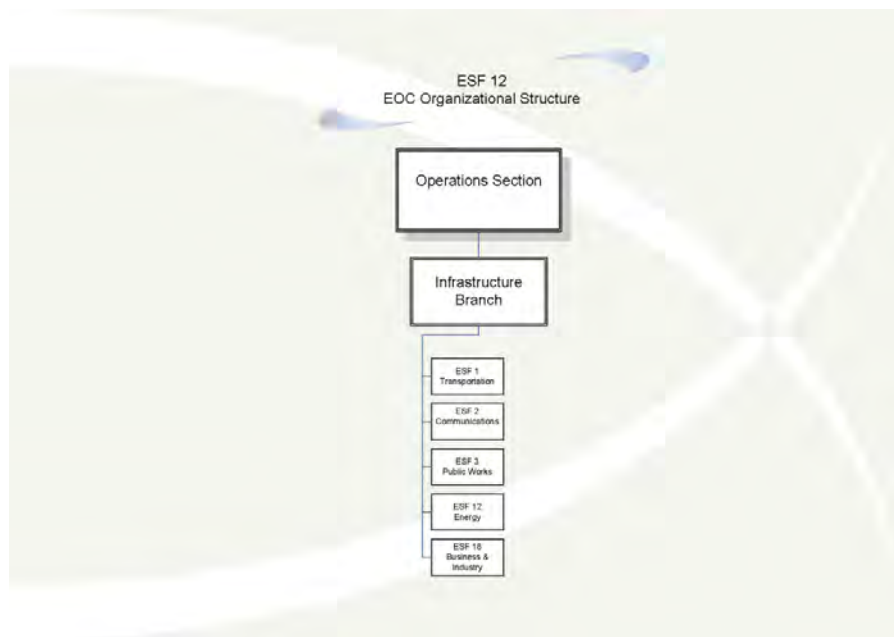
A. ESF ORGANIZATION/STRUCTURE

- ESF 12 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

   o The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

   o ESF 12 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

   o ESF 12 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

   o ESF 12 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- o ESF 12 lead will coordinate any requests of ESF 12 and their resources as appropriate.

- o ESF 12 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 12.

- o ESF 12 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 2.

- o ESF 12 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- o ESF12 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- o ESF 12 will be coordinated by and report to the Infrastructure Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- o The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Incident Command System Structure: ESF 12-Energy

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 12 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 12 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.

- o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
- o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 12 will be managed and coordinated by ESF 12 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 12 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

  - o Develop reporting protocols for the sharing of operational status for EOC response and recovery planning. This will include timelines for repair and reconstitution of services and infrastructure.

  - o Develop a relationship and contact information for all potential intelligence gathering organizations, companies, and government agencies that can identify the status of transportation fuels, electricity, natural gas, propane, fuel oil, and other forms of energy and fuels.

  - o Coordinate with County Emergency Management to identify a power restoration/critical infrastructure list for inclusion into response and recovery planning and prioritization of missions.

- ESF 12 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local communication resources that will be available to support the ESF 12 mission.

- Escambia County, Division of Emergency Management maintains a special needs registry of people with medical needs that could be a reference resource for people in need of energy resources for life sustaining medical needs.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify public outreach campaigns that will provide citizens a level of awareness and safety understanding as it may relate to the hazards of energy infrastructure

in and around the home and businesses, especially in the aftermath of disaster incidents.

- Assess vulnerability of communication systems and develop and implement upgrade and mitigation plans for those systems.

- ESF 12 will not function as a resource or solution for EOC organizations to fill fuel or other energy needs.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 12 will:

- Provide appropriate staffing to manage the ESF 12 functions in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 12.

- Monitor and direct energy restoration resources and response activities.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on energy infrastructure and resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate with various ESFs/operations for power and energy infrastructure prioritization during the response and recovery phase. These infrastructure priorities will include, though not all-inclusive:

  o Emergency Services
  o Hospitals and healthcare facilities
  o Hazardous materials facilities
  o Human Services providers
  o Correctional facilities
  o Communications facilities
  o Energy resources/service providers
  o Utility providers/services
  o Transportation

- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.

- Coordinate with the EOC on any specific power restoration needs and priorities as it may relate to individuals that may be homebound and need power for personal survival and medical needs. Coordinate with ESF 6 and 15 for any specific needs.

- Coordinate with ESF 14 and CIC for any information needed for public dissemination.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 12.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support communications needs that exceed ESF 12 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the communication needs of ESF 12.

- Be responsible to monitor and gather intelligence for the fuel distribution storage supply in the community and what may be in the "pipeline" for refueling our local fuel storage facilities and local gas stations. This will include regular and diesel fuel supplies. This may be accomplished through the development of communications, relationships, contact information, and coordination with local fuel storage and transportation companies at the manufacturer and wholesale level, State ESF 12, and any other resource that can provide status information for the refueling status for our local community retailers.

- Be responsible to monitor, coordinate, and gather intelligence for the other energy sources and infrastructure responsible under ESF 12 and maintain reporting requirements for all energy infrastructures in the EOC as appropriate.

- Status of individual retail gas stations will be monitored by ESF 18.

- Identify where there may be any fuel storage/supplies for wholesale distribution to local organizational needs that organizations may be able to acquire for their organizational needs.

- ESF 12 is **NOT** a refueling or energy supply resource for organizations in need of fuel. Fuel and the acquisition of fuel to meet organizational needs will be the responsibility of each organization. Organizations will need to pre-plan and identify fuel service options in an environment where fuel supplies may be significantly diminished.

- Escambia County BCC fuel supplies will be managed and coordinated through the Fuel Distribution Division through ESF 3. Other jurisdictional fuel and energy needs will be coordinated through their designated staff.

- For fueling issues that cannot be resolved by the individual organization, the individual needs should be addressed through a request to the Logistics Section. Fuel sources will attempt to be identified by logistics, and if so, the third-party supplier will be identified and provided to the requesting agency or organization for their own logistical coordination and to manage billing and payment

processes on their own.

- Make sure all ESF 12 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 12 to enhance operations at these alternate EOC locations.

- Coordinate the damage assessment process for ESF 12 resources and assets and coordinate data and documentation through ESF 3 and the Finance Section as appropriate.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support communications initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY PUBLIC WORKS, ENGINEERING DIVISION

- Serve as the lead organization for ESF 12, supporting the response and recovery operations.

- Will coordinate the development and maintenance of any plans, procedures, and other operational documents needed in support of the preparedness, response, recovery, and mitigation activities outlined in the previous section.

- Will coordinate with all other jurisdictions and support agencies to monitor and support those jurisdiction's infrastructure repair and rebuilding efforts as ESF 12 lead.

- Responsible to coordinate ESF 12 agencies and the use of the EOC software and any training requirements needed.

- Responsible to coordinate all the resource requests and operational coordination for ESF 12 in support of the other EOC partner organizations.

- Responsible to coordinate and complete all reporting requirements for the EOC

in representation of all ESF 12 supporting organizations.

- Will coordinate damage assessment activities in support of the federal Public Assistance (PA) and Individual Assistance (IA) programs coordinating with all supporting agencies and jurisdictions, and any other program eligible entities, to document and report damage assessment information and data to the Finance Section. This data will be utilized to pursue a federal declaration where appropriate.

- Coordinate damage assessment data with appropriate EOC representatives and the Finance Section as appropriate.

- Coordinate any operational data and information with the branch directors and section chiefs in support of meetings, EOC briefings, and EOC reporting requirements to inform and communicate with all the EOC partners operating in the EOC and in field as may be appropriate.

- Coordinate with any other ESF is support of the overall EOC operation.

- Coordinate the recovery efforts of support agencies under ESF 12 and the efforts of other ESFs under this plan.

- Provide expertise and guidance to the EOC command structure as may be appropriate for the hazards and resources at risk.

- Coordinate with the Logistics Section for any needed response and resource needs beyond the local capabilities.

- Provide and coordinate appropriate financial documentation for ESF 12 as it may relate to staffing, equipment, etc. to the Finance Section as required.

- Maintain daily operational responsibilities as required.

- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the Finance Section as appropriate.

2. **SUPPORT ORGANIZATIONS**

   Support agencies will provide assistance to the ESF 12 with services, staff, equipment, and supplies that complement the entire emergency response effort as the EOC addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). As a result of constantly changing services and resources, ESF agencies are responsible for maintaining and coordinating their own resources and capabilities within ESF 12.

   - **Gulf Power, Escambia River Electric Cooperative, Inc., Pensacola Energy, Okaloosa Gas District, Town of Century Gas and Water Department**

     o Responsible for maintaining an emergency plan to restore power and energy services as quickly as possible following the event.

- o Will keep the EOC abreast of problems or potential problems and will have a representative in the EOC or coordinate with ESF 12 desk when the EOC is activated as appropriate.

- o Maintain contractual and mutual aid agreements in support of leveraging response teams and resources from other energy service providers as appropriate.

- o Incorporate EOC critical facility energy restoration priorities in service restoration planning and implementation.

- o Work together to coordinate any ground disturbing activities to preserve each other's energy infrastructure and prevent additional damage or interruption of service.

- o Coordinate company PIOs with the EOC PIO/ESF 14 for any press release information management. Provide any critical safety and activity information for homeowners and business owners in support of the infrastructure recovery process.

- o Participate, coordinate, and/or facilitate any planning, training, or exercise efforts in support of disaster planning and coordination as appropriate.

- o Provide, coordinate, and communication infrastructure status information to appropriate EOC positions as requested and/or required through the ESF 12 Lead.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

Emergency Support Function (ESF) 12
Energy Unit

- State of Florida CEMP, ESF 12 appendix
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 13
Military Support Unit

Lead Coordinating Organization: Human Resources Department, Veteran
Services Officer

Support Organizations: Florida National Guard
Pensacola Naval Air Station
United States Coast Guard-Mobile
Civil Air Patrol

I. Mission

The mission of Emergency Support Function (ESF) 13 is to oversee the coordination of military resource support in times of major or catastrophic disaster and/or civil unrest. ESF 13 is merely a support resource to local efforts.

II. Concept of Operations
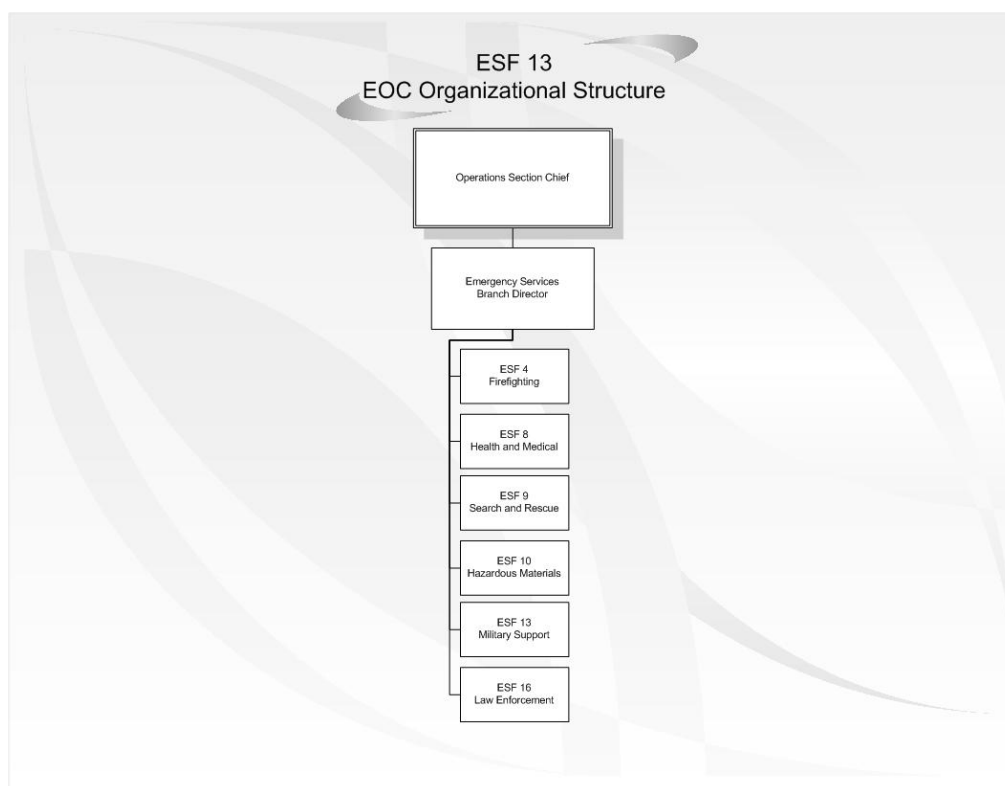
A. ESF ORGANIZATION/STRUCTURE

- ESF 13 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 13 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 13 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 13 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 13 lead will coordinate any requests of ESF 13 and their resources as appropriate.

- ESF 13 organizations will require formal requests through proper channels in order to provide support to local operations. ESF 13 resources are state and federal assets beyond the control of local government.

- ESF 13 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 13.

Emergency Support Function (ESF) 13
Military Support Unit

- ESF 13 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 13.

- ESF 13 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 13 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 13 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

- As a result of the daily military presence in the community, ESF 13 includes those organizations that operate and function within our community and may have resources available to support local effort.

ESF 13
EOC Organizational Structure

Operations Section Chief

Emergency Services
Branch Director

ESF 4
Firefighting

ESF 8
Health and Medical

ESF 9
Search and Rescue

ESF 10
Hazardous Materials

ESF 13
Military Support

ESF 16
Law Enforcement

Emergency Support Function (ESF) 13
Military Support Unit

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 13 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 13 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

Emergency Support Function (ESF) 13
Military Support Unit

- In a major or catastrophic disaster, the Governor of the State of Florida may activate the Florida National Guard, so assistance can be provided to the local community. All initial requests would be coordinated through the Logistics Section to the Florida Division of Emergency Management (State EOC).

- Requests for federal military resource support will also be coordinated through the State EOC for federal Department of Defense approval and mission assignment.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 13 will be managed and coordinated by ESF 13 with those other ESF organizations providing cooperative support through proper and official channels.

D. PLANNING

- ESF 13 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. This may include, though not exclusive of the following:

  o Assessment of Military Support Service needs and potential impacts.
  o Military Support Service personnel.
  o Military Support Service equipment and supplies.
  o Humanitarian and Security support.
  o Evacuation.
  o Impact Assessment.
  o Search and Rescue.
  o Transportation of Supplies and Services.
  o Provide and Operate Generators.
  o Mass Feeding.
  o Comfort Stations.
  o Remove and Transport Debris.
  o Water Purification.
  o Base Camps for Emergency Workers.
  o Aviation Operations.
  o Law Enforcement and Security.
  o Engineer Support.
  o Civilian Acquired Skills.
  o Communications.
  o Clear Roads and Bridges.

- o Emergency Medical Support.
- o Emergency responder health and safety.
- o Radiological/chemical/biological hazards.
- o Mental health and crisis counseling for responders.
- o Military Support Service Public Information and risk communication.
- o Military Support Service Management, Command and control of assets.
- o Military Support Service activities related to terrorist threats and/or events.
- o Logistical Staging areas and Points of Distribution.
- o Catastrophic incident and alternate Military Support Service facility support.

- ESF 13 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 13 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Coordinate with the Regional Domestic Security Task Force on planning initiatives as appropriate.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 13 to enhance operations at these alternate EOC locations.

E. OPERATIONS

ESF 13 will:

- Provide appropriate staffing to manage the ESF 13 EOC desk and any functions and responsibilities of ESF 13 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources, assets, and facilities under the purview of ESF 13 as appropriate.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on transportation resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership. This may be at it relates to the operational status of base locations, mutual aid assistance needed on or off base for the military branch in need, or for any assistance the military branches may be able to offer the citizens of the County, all as appropriate and as official channels will allow.

- Coordinate communications with all EFS 13 operations as appropriate.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Assess and evaluate damage and impacts to ESF 13 infrastructure as appropriate and coordinate response and recovery efforts in support of military operations that are located within the County as appropriate and requested. Report data and information as appropriate.

- Demobilize resources as requested by EOC command structure.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Make sure all ESF 13 operations provide appropriate access to various operations as required by the ADA. Coordinate with other EOC partners to address any needs.

- Pre-position resources in response to any requests for assistance being routed through official channels, as appropriate.

- Support emergency response, security, and humanitarian needs of the community as appropriate and authorized.

F. RESPONSIBILITIES

1. LEAD COORDINATING ORGANIZATION–Human Resources Department, Veteran Services Officer

- Provide leadership in coordinating and integrating overall ESF 13 resource support.

- Staff and operate a NIMS compliant command and control structure.

- Coordinate supplemental assistance in identifying and meeting the health and medical needs of disaster victims. Any shortfalls in resources will be coordinated through the Emergency Services Branch Director to the Logistics Section as appropriate.

- Coordinate all ESF 13 functional, operational, and informational resources and needs collectively with all ESF 13 support agencies to leverage resources where applicable and appropriate.

2. SUPPORT AGENCIES

- Support agencies will provide assistance to the ESF 13 with services, staff, equipment, and supplies that complement the entire emergency response effort to accomplish the missions at hand in support of County response and recovery needs.

- Coordinate with the ESF lead for any assistance military institutions may need from the County and the ESF representatives in the EOC.

- Escambia County Division of Emergency Management maintains copies of the Florida National Guard operations plans for military support to civil authorities.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- USCG authorities as identified in National Response Framework, Emergency Support Function #13-Public Safety and Security Annex (May 2013).
- State of Florida CEMP, ESF 13 Appendix

Emergency Support Function (ESF) 13
Military Support Unit

- Florida National Guard, Joint Operations Plan for Defense Support to Civil Authorities/Homeland Defense.
- Chapter 250, Florida Statutes, Military Code
- Chapter 252, Florida Statues, Emergency Management
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan

Emergency Support Function (ESF) 14
Public Information Unit

Lead Coordinating Organization: Escambia County Office of Community and
Media Relations

Support Organizations: City of Pensacola Public Information Office
Emerald Coast Utilities Authority Public Information Office
School District of Escambia County Public Information Office
Florida Department of Health Public Information Office
Escambia County Citizens Information Center
University of West Florida Public Information Office
Pensacola State College Public Information Office

I. Mission

The mission of Emergency Support Function (ESF)14 is to acquire and disseminate information and data to the citizens of Escambia County as it may relate to preparedness, recovery, response, and mitigation activities and actions that impact the citizens of Escambia County utilizing the various media outlets and communications tools. ESF 14 will coordinate with other organizational public information offices and validate public information so that a consistent, clear, and correct message is provided to the public, minimizing the impacts of erroneous rumors. ESF 14 will also oversee and manage the Citizen's Information Center, a public access, question and answer, phone center that receives and disseminates relevant information to the public on the actions and activities happening in and around the community during an emergency or disaster incident.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 14 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 14 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 14 lead will be the team leader, primary contact, and coordination and facilitation point for all planning and operational activities for the ESF.

- ESF 14 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 14 lead will coordinate any requests of ESF 14 and their resources as appropriate.

# Emergency Support Function (ESF) 14
Public Information Unit

- ESF 14 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 14.

- ESF 14 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 14.

- ESF 14 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 14 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 14 will be coordinated by and report to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

- ESF 14 is the interface mechanism for communicating important information between the citizens and various government organizations as the situation may dictate.

- ESF 14 will coordinate the mobilization of a Joint Information Center (JIC) as needed and encourage all public information offices to coordinate media and public information from this operation.

- ESF 14 will be responsible for the management and operation of the Citizens Information Center (CIC).

- ESF 14 will manage and coordinate all media access, interviews, and information and coordinating with appropriate staff for specific media interviews, etc.

- ESF 14 will manage the dissemination of public information, media briefings, and media events in a manner that reaches as much of the public as possible, utilizing all tools available.

- ESF 14 will be responsible to identify and provide options for people with access needs to the information being provided to the public through media events, briefings, interviews, the CIC, etc. as needed and required by law under the American's with Disabilities Act.

- ESF 14 will consider options for any language barrier for information being provided to the public as may be requested or required.
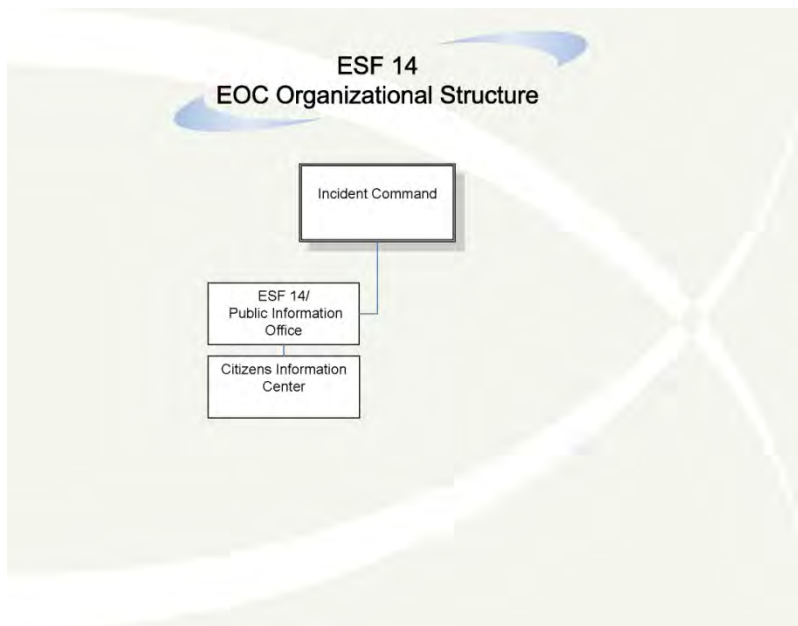
Incident Command System Structure: ESF 14 – Public Information

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 14 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 14 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 14 will be managed and coordinated by ESF 14 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 14 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission.

- ESF 14 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local communication resources that will be available to support the ESF 14 mission.

- Continue to develop new methods for dispensing EOC and public information messages to include methods that overcome communication barriers to include languages and physical impairments as appropriate.

- Maintain and utilize social media tools as appropriate and authorized to maximize the benefits of public information.

- Maintain email groups the public can sign up for to receive various types of emergency or disaster information from the EOC or other disaster or emergency situation. The primary email groups related to EOC or field response will be:

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Maintain and regularly test the EOC media room and equipment and any other equipment that may be needed to manage media events outside of the EOC media room.

- Maintain various tools that enhance the capacity and capabilities of communicating with the media and the public as required and as technologies evolve.

- Test all equipment periodically to make sure it remains functional and operational at all times.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 14 will:

- Provide appropriate staffing to manage the ESF 14 functions in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 14.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on communication infrastructure and resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

Emergency Support Function (ESF) 14
Public Information Unit

- Coordinate all resource requests and operational needs with other ESFs and EOC partners as needed, required, and appropriate.

- Be responsible for the staffing, management, and information sharing for the Citizens Information Center operation in the EOC. Coordinate with Emergency Management, IT, or other appropriate division to make sure the room is operational and problems and issues are addressed so staff can be operational at a moment's notice. Periodically test the room equipment and capabilities.

- Will limit access to the EOC and other secured areas of the public safety facility by media.

- Will escort media in secured areas of the public safety facility at all times.

- Coordinate and manage all media inquiries.

- Prepare public messages in multi-lingual formats as appropriate for the community.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support public information needs and staffing that exceeds ESF 14 local capabilities.

- Make sure all ESF 14 planning efforts and operations include consideration for the maintenance of access for all services and information provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Current Media/Communication tools and capabilities:

  o Local media typically cover all disaster media briefings and receive and disseminate public information to their viewers, listeners, or subscribers. Local media provides the needed public information to our local residents and visitors.
  o Local television stations have closed captioning capabilities for all of their local programming content.
  o Escambia County owns its own station/channel and has a contract in place to provide closed captioning as needed or required.
  o Escambia County television is on Cox Channel 98, bright house Channel 98, and AT&T Universe Channel 99
  o Escambia County has an arrangement that also allows the option to break in on WUWF, Cox Channel 4 as appropriate.
  o Escambia Television is capable of streaming live on http:///www.myescambia.com
  o Press releases and important disaster information are placed on the County website as content on the page. In doing so, the County's website translation software has the capacity to translate content on the site in 71 different languages.
  o Email groups have been set up to allow citizens, media, and any other organization or individual to have media releases sent to them by email automatically as media releases and public information is also available through other media options.
  o Escambia County has an agreement in place to support sign language services as the need may arise.

- o Escambia County also utilizes Twitter feeds to keep people who have subscribed, up to date on public information.
  - o The County subscribes to a private service that provides phone call language translation services if needed as a third party on phone calls to the CIC or 911.
  - o TTD/TTY equipment is available in both CIC and the 911 center to assist in communications for people that call for information and assistance.

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 14 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

F. RESPONSIBILITIES

- **LEAD COORDINATING ORGANIZATION – ESCAMBIA COUNTY OFFICE OF COMMUNITY AND MEDIA RELATIONS**

  - o Responsible for all planning and operational elements of ESF 14 and the coordination with support organizations in response to disasters and emergencies as appropriate.

  - o Coordinate closely with all support organizations to disseminate consistent and accurate information concerning protective actions, response and recovery activities, and any other incident related information and data through various news media outlets, media briefings, personal interviews, and any other format as appropriate, to the people living, working, and visiting our community.

  - o Coordinate media interviews with appropriate agencies, organizations, or individuals as appropriate.

  - o Coordinate and complete reporting requirements to support the EOC operation.

  - o Designate a representative to attend all appropriate EOC meetings.

  - o Mobilize and manage a JIC as appropriate.

  - o Identify media briefing locations and media management areas as appropriate.

  - o Meet any ADA requirements as requested or required in providing public information.

o   Manage and staff CIC as appropriate and coordinate public information, actions and activities with staff.

2. SUPPORT AGENCIES

o   Will provide staff support to the JIC as appropriate.

o   Will provide accurate and timely data and information about the respective organizations to the JIC as it relates to preparedness, response, and recovery activities relevant to the public and other organizations.

o   All ESF support agencies will collaborate and coordinate resources as needed, required, and appropriate for a more efficient and effective operation to meet the needs of the community and media operations.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 14 appendix
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's with Disabilities Act, as amended.
- EOC Continuity of Operations Plan
- Office of Public Information and Communications Policy, Section 1 Part A.14 (BCC Policy manual, policy effective May 20, 2011)

Emergency Support Function (ESF) 15
Volunteers & Donations Unit

Lead Coordinating Organizations: Be Ready Alliance Coordinating for
Emergencies (BRACE) (Co-Lead)

Human Services Branch Director (Co-Lead)

Support Organizations: The American Red Cross of Northwest Florida
The Salvation Army
Team Rubicon
United Way of Escambia County
2-1-1 Northwest Florida
Hillcrest Baptist Church

I. Mission

The mission of Emergency Support Function 15 (ESF15) is to coordinate the efficient and effective utilization of affiliated and unaffiliated volunteers and donated resources and information necessary to meet the needs of the impacted area(s) of Escambia County during a disaster or other incident of significance.

The following **policies** apply:

- All unaffiliated and affiliated volunteer activity referred through the EOC will be coordinated and the process managed by ESF 15. Unaffiliated volunteers will be referred to ESF 15 for follow up, placement, coordination, and management as appropriate. Recognized affiliated volunteer groups will be referred to BRACE for follow up, placement, and coordination. This may be accomplished with the mobilization of a volunteer reception center (VRC) and/or volunteer team assignment (VTAC) as appropriate.

- All unsolicited offers of donations will be routed to and/or coordinated by ESF 15. Monetary donations will be referred to United Way of Escambia County (UWEC) and donations of non-monetary goods will be referred to BRACE for appropriate coordination and management. The coordination and management of non-monetary goods may be managed by the mobilization of a donated goods warehouse and the development and implementation of a distribution process for those goods so that they are distributed into the community where the need is identified.

- All requests for goods or services that can be provided through volunteers or donations will be coordinated and have the process managed by ESF-15. ESF 15 will coordinate and manage the process for any requests for volunteers, with the intent being to place unaffiliated volunteers with volunteer and/or governmental organizations that are capable of training and using volunteers in their capacity of providing immediate emergency relief.

- Affiliated volunteers or groups of volunteers will be coordinated by BRACE with the intent of assigning them to organizations that can best utilize their skills both in immediate disaster relief but also to assist BRACE in its role during the long term recovery phase of matching volunteer groups with organizations and individuals in need.

- Affiliated and/or unaffiliated volunteers not assimilated into affiliated volunteer organizations will be coordinated and managed by ESF 15 in an effort to match up volunteers with people in need.

Emergency Support Function (ESF) 15
Volunteers & Donations Unit

The following assumptions will guide the implementation of ESF-15 in Escambia County:

- A significant natural or man-made catastrophic event will produce an overwhelming public response both locally and from outside of Escambia County.

- Type and location of damage sustained during the event will influence the amount and type of assistance required.

- Effective coordination and management of disaster response requests will be difficult during the immediate post-event time period due to damage or destruction of communication networks.

- Damage or destruction of transportation networks will slow response and delay arrival of volunteer and donations resources.

- It is impossible to have advance knowledge of the arrival of all donations.

- Numerous unaffiliated volunteers will arrive without prior coordination.

- An accurate inventory management system is essential to the effective and timely distribution of donated resources.

II. Concept of Operations
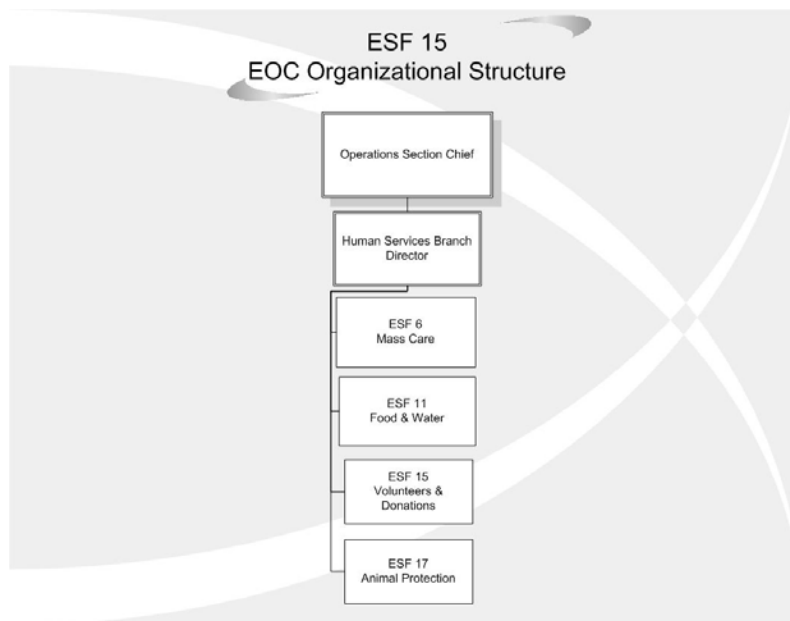
A. ESF ORGANIZATION/STRUCTURE

- ESF 15 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 15 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 15 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 15 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 15 lead will coordinate any requests of ESF 15 and their resources as appropriate.

- ESF 15 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 15.

- ESF 15 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 15.

- ESF 15 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 15 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 15 will be coordinated by and report to the Human Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

ESF 15
EOC Organizational Structure

Operations Section Chief

Human Services Branch Director

ESF 6
Mass Care

ESF 11
Food & Water

ESF 15
Volunteers &
Donations

ESF 17
Animal Protection

Incident Command System Structure: ESF 15 – Volunteers and Donations

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will have the option to follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 15 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 15 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- ESF 15, as experts in coordinating and managing volunteers and donations, will fully engage the EOC operations and regularly provide guidance and recommendations throughout the incident to the EOC command staff as to operations and direction that may provide for the most efficient utilization of ESF 15 volunteer and donations resources and services.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 15 will be managed and coordinated by ESF 15 with those other ESF organizations providing cooperative support.

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Escambia Emergency Operations Center and in the field. These are in the form of the Comprehensive Emergency Management Plan (CEMP), and corresponding Appendices and Standard Operating Guidelines, which describe ESF 15 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.

- In a large event requiring local or State mutual aid assistance, ESF 15 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

- Throughout the response and recovery periods, ESF 15 will evaluate and analyze information regarding the availability of volunteers and donated goods and services.

- ESF 15 representatives will fill liaison roles at the EOC to assist in coordination and management of all activities under ESF 15. ESF 15 will be responsible to maintain communication with support agencies to ensure coordination of efforts in an unduplicated manner. Staffing of the liaison positions will be based on activation level assessed by County Emergency Management Staff and the IC and coordinated by ESF 15 lead.

- After consultation with state ESF 15 and EOC command staff, ESF 15 may establish a donations and volunteer hotline, if it is decided that a local hotline is preferable.

- After consultation with state ESF 15 and EOC command staff, options for a donations warehouse and warehouse operations may be needed locally or regionally to receive, sort, inventory and redistribute donated goods to local agencies, churches or through a public direct access distribution center. This will be accomplished through local resources if it is available, or through a state resource request.

- After consultation with state ESF 15 and EOC command staff, ESF 15 may establish volunteer reception centers (VRC) to manage affiliated and/or unaffiliated volunteers. BRACE will assess the need to establish a volunteer team assignment center (VTAC) for affiliated volunteers in consultation with state ESF 15, Florida Voluntary Organizations Active in Disaster (FLVOAD) and the National Voluntary Organizations Active in Disaster (NVOAD). VRCs and VTACs will be co-located whenever possible to facilitate coordination and aid in the assignment of unaffiliated volunteers to affiliated volunteer teams.

- Prioritization of needs will be established following survey of health and human services agencies, review of data from 2-1-1 Northwest Florida, and any other other data collection tool or program as appropriate.

D. PLANNING

- ESF 15 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop volunteer and donations plan, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. These planning efforts will include, though may not be all-inclusive of:

    o Coordinate and manage local or out-of-area affiliated and unaffiliated volunteers. This may include coordination with local volunteer organizations in providing mass care services in support of ESF 6.
    o Coordinating and managing donated goods from local or out-of-area sources with local distribution organizations and/or other public direct access operations.
    o Coordinating, overseeing, and managing any VRC operations as appropriate.
    o Coordinating, overseeing, and managing any donated goods warehousing operations as appropriate.
    o Coordinate resources for appropriately managing financial donations as appropriate.

- Develop and maintain plans and procedures to identify and coordinate spontaneous volunteer organizations that are providing mass care services and resources to the community on their own that have not coordinated with ESF 6, 15 or the EOC. This will include coordination with ESF 6. Data will be maintained and coordinated with CIC, 211, and the PIO for dissemination to the public as appropriate.

- ESF 15 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Develop and maintain plans and procedures in the effort to identify communications resources to support any volunteer or donated goods operations as appropriate.

- Develop and maintain plans and procedures to support long-term recovery operations as appropriate.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Incorporate the access and use of all Florida in-kind donations tools as appropriate.

- Each ESF organization will be required to be familiar with the EOC COOP and to

be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 6 to enhance operations at these alternate EOC locations.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 15 will:

- Provide appropriate staffing to manage the ESF 15 EOC desk and any functions and responsibilities of ESF 15 in the EOC as requested or required leveraging all ESF 15 organizations.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Provide expert ESF 15 guidance and recommendations to EOC command staff on volunteer and donation services, resources, and operations as the incident evolves.

- Monitor operational status of resources and assets under the purview of ESF 15.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on volunteer and donation management.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate, oversee, and manage the processes that will identify resources to meet resource requests within the EOC operation as appropriate.

- Pre-position response resources when it is apparent that volunteer and donations resources will be necessary. Relocate ESF 15 resources when it is apparent that they are endangered by the likely impacts of the emergency situation.

- During the response phase, ESF 15 will evaluate and analyze information regarding volunteer and donation resource requests.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.

o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Individual organizations supporting ESF 15 will maintain contact with the ESF 15 EOC liaison to advise of status and response capabilities.

- Coordinate planning initiatives with state ESF 15 and other state and federal resources in support of ESF 15 missions as appropriate.

- Coordinate with ESF 14, 211, and CIC for any public information dissemination needs.

- Coordinate, oversee, and manage the processes for the mobilization and operations of a VRC and/or VTAC as appropriate.

- Coordinate, oversee, and manage the processes for the mobilization and operations of a donated goods warehouse operation as appropriate and not in conflict or with duplication of effort or services of a state multi-agency donations warehouse operation. This operation may be augmented by a mutual aid request to the state with support from the Adventists Community Services.

- Coordinate with ESF 16 for any law enforcement/security issues surrounding any mobilized operations.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support needs that exceed ESF 15 local capabilities or to request state and federal resources in support of ESF missions.

- Coordinate with ESF 6 in supporting the cataloging and updating of local unmet needs and communicating those needs with volunteer and donations operations as appropriate.

- Validate that all ESF 15 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Coordinate with Florida VOAD and state ESF 15 in identifying and coordinating NGOs in support of the mass care mission of ESF 6 and in support of other ESF response and recovery needs as appropriate.

- Implement ESF 15 portion of the EOC COOP as appropriate.

- Demobilize resources as requested by EOC command structure or as appropriate for ESF organization missions.

- Initiate financial reimbursement processes for response and recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Clarify any and all financial responsibilities with any and all operations of ESF 15 and those coordinated within the EOC as appropriate.

- Clarify any and all assumption of liability regarding the operations of ESF 15 and those organizations and operations coordinated within the EOC as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

- Information about the potential for state and federal assistance programs, some designed for immediate basic needs, and some designed for more long-term recovery programs will be conveyed to ESF 6 & 15, from EOC command resources or other ESF 15 connected resources, for referral to people in need as they may engage the immediate local basic needs casework support systems and programs. These may include federal temporary housing programs, federal individual assistance programs, etc.

F. RESPONSIBILITIES

1. CO-LEAD Organization – To Be Identified

- Will coordinate, facilitate, and manage all aspects of ESF 15 and the volunteer and donations activities in the EOC as appropriate.

- Coordinate staffing needs in the EOC by leveraging all ESF 15 organizations as appropriate and willing.

- Coordinate with ESF 6 on mass care and unmet human needs in the community and coordinate volunteer and donated goods with appropriate

- Notify all support agencies for assessment, activation and mobilization purposes.

- Coordinate with state ESF 15 to determine available resources and needs.

- Facilitate and coordinate the establishment of a VRC, after consultation with Human Services Branch Director and state ESF 15.

- Coordinate, facilitate, and manage the establishment of a donated goods warehouse and distribution operations for the inventory of such.

- Responsible for coordinating, overseeing, and managing unaffiliated volunteers and monetary donations.

2. CO-LEAD ORGANIZATION – BRACE

- Will coordinate, facilitate, and manage all aspects of ESF 15 and the volunteer and donations activities in the EOC as appropriate.

- Coordinate staffing needs in the EOC by leveraging all ESF 15 organizations as appropriate and willing.

- Notify all BRACE affiliated support agencies and organizations for assessment, activation, and mobilization purposes.

- Organize and provide lead staff and resources to support the specific functions of managing affiliated volunteer groups and donations of goods. This may include the establishment of a donations management warehouse in the field, and/or a Volunteer Team Assignment Center after consultation with Human Services Branch director and state ESF 15.

- BRACE will be responsible for coordinating, overseeing, and managing of the process for affiliated volunteer groups and donations of non-monetary goods.

3. **TEAM RUBICON (Local Resource)**

- A resource upon request that can support immediate response needs in the community. Those services may include:

  - Damage and Impact Assessment
  - Disaster Mapping and Work-Order Management
  - Debris Management
  - Emergency/Hasty Home Repair
  - Spontaneous Volunteer Management

4. **Hillcrest Baptist Church**

- A local resource and MOU participant that is responsible for mobilizing and managing a volunteer reception center if so desired by the EOC. Under the MOU, volunteers will only be coordinated and linked to affiliated direct service organizations only. Volunteers will NOT be directly linked to people in need through the VRC under the County MOU.

- ESF 15 will coordinate, oversee, and manage this function and resource from the EOC as appropriate.

5. **The American Red Cross/The Salvation Army**

- Provide personnel and resources to staff operations supportive of ESF-15 purpose.

- Notify and mobilize personnel as requested by ESF-15 representative.

- Maintain regular communication with ESF-15 representative at the EOC.

- Maintain records of personnel, funds and time expended in support of directed operations.

- Coordinate and share data and information as it may relate to unmet needs so that donated goods and volunteers may be able to support the ESF 6 mass care mission for the community.

- Coordinate and contribute resources to efficiently and effectively meet the mission goals and community unmet needs.

- Salvation Army to provide minimal warehousing of donated goods.

6. United Way of Escambia County

- Will activate its Disaster Fund at the request of ESF 15.
- Will be the fiscal agent for any monetary donations that come into the community and will determine any formulas for distribution or use of those.
- Will provide limited non-public access donated goods warehousing to be redistributed to affiliated organizations that provide direct services to the public in need.
- Will provide staffing assistance at the EOC upon request of BRACE during a Level I activation.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each organization offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition in which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

- Any potential volunteer hours or donated goods should be tracked and documented in a format and with appropriate content that could be utilized as local match for local government response and recovery activities as appropriate.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP, ESF 15 Appendix
- National Response Framework (NRF)
- National Disaster Recovery Framework (NDRF), FEMA
- BRACE Standard Operating Guidelines

- Voluntary Reception Center Plan (maintained by Hillcrest Baptist Church)
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 16
Law Enforcement Unit

Lead Coordinating Organization:

Escambia County Sheriff's Office

Support Organizations:

City of Pensacola Police Department
Escambia County Corrections Department
Escambia County Environmental Enforcement Division
Escambia County Department of Animal Services, Animal Control Division
Florida Department of Highway Safety and Motor Vehicles,
    Florida Highway Patrol (FHP)
Florida Department of Law Enforcement
Florida Fish and Wildlife Conservation Commission
Pensacola State College Police Department
University of West Florida Police Department

I. Mission

The mission of Emergency Support Function 16 (ESF 16) is to provide law enforcement coordination and support services in support of emergency and disaster incidents in Escambia County. ESF 16 will coordinate all locally operational law enforcement agencies to meet the law enforcement, security, HAZMAT, escorts, and traffic control related service in support of EOC operations.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 16 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 16 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 16 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 16 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 16 lead will coordinate any requests of ESF 16 and their resources as appropriate.

- ESF 16 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 16.

- ESF 16 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 16.

Emergency Support Function (ESF) 16
Law Enforcement Unit

- ESF 16 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 16 lead does not have the authority to direct, commit, nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 16 will be coordinated by and report to the Emergency Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.
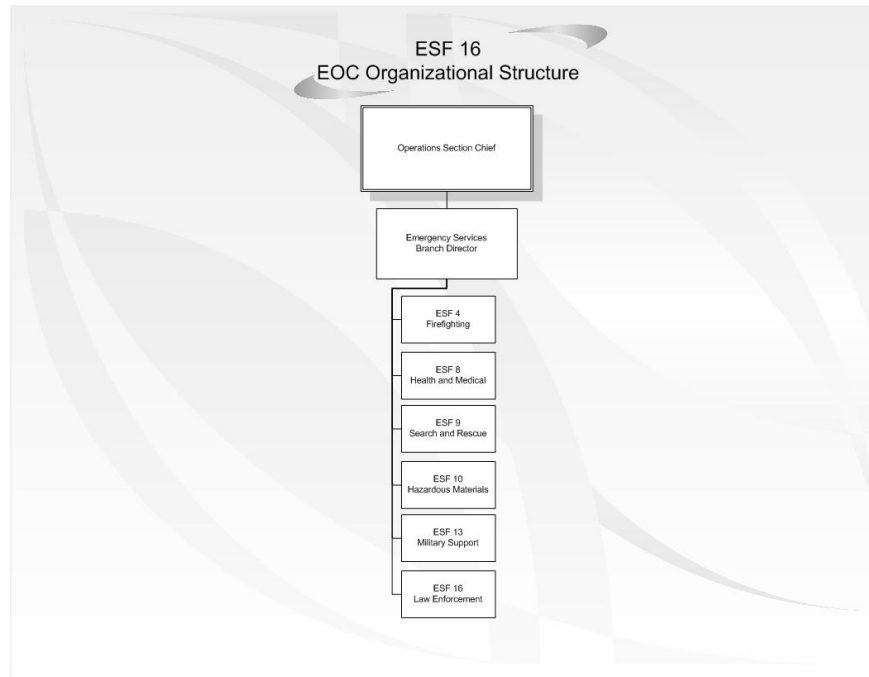
Incident Command System Structure: ESF 16 – Law Enforcement

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 16 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 16 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Provide professional guidance and input to other first responder agencies and community activities as to when road conditions may warrant action to dictate operational cessation.
  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.

- All resource and task requests to and from ESF 16 will be managed and coordinated by ESF 16 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 16 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development

of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

- Scene security, intelligence, investigations or other special law enforcement services.
- Law Enforcement personnel.
- Law Enforcement Specialty Teams (SWAT, HDT, Forensics, Perimeter Security, Waterborne Response Teams.)
- Law Enforcement equipment and supplies.
- Evacuation and Re-entry support.
- Post event security and escort services.
- Law Enforcement Management - Command and control of assets.
- Law Enforcement activities related to terrorist threats and/or events.
- Catastrophic incident and alternate law enforcement service facility support.
- Resource transportation escorts.
- Other escort services.

- ESF 16 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Coordinate planning with ESF-16 support agencies, Regional Domestic Security Task Forces, Regional Law Enforcement Coordination Team (RLECT), and other emergency support functions to refine law enforcement coordination and support operations.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 16 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 16 will:

- Provide appropriate staffing to manage the ESF 16 EOC desk and any functions and responsibilities of ESF 16 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 16.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 & Citizens Information Center for any public information dissemination needs.

- Establish and maintain a system to support on-scene direction, control and coordination with the local Incident Commander, the County EOC, Regional Domestic Security Task Force, and the State EOC, or other coordination entities as appropriate.

- Establish Mutual Aid and liaison procedures for the following resources; Urban and Light Search and Rescue, Physical Security, Traffic Control, Escort Services, Patrol, Intelligence and Investigations support, Interoperable Communications and other resources, as required.

- Determine when to cease any transportation or field operation when conditions may become unsafe and provide guidance and recommendation to all EOC operations and community activities as to the safety concerns and need for any operation to cease due to weather conditions.

- Assess and evaluate damage and impacts to transportation infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 16.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 16 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the needs of the community.

- Make sure all ESF 16 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 16 to enhance operations at these alternate EOC locations.

- Provide law enforcement services to support EOC/ESF operations and community needs that will include:

  o Scene security, intelligence, investigations or other special law enforcement services.
  o Law Enforcement personnel.
  o Law Enforcement Specialty Teams (SWAT, HDT, Forensics, Perimeter Security, Waterborne Response Teams.)
  o Law Enforcement equipment and supplies.
  o Evacuation and Re-entry support.
  o Post event security and escort services.
  o Law Enforcement Management - Command and control of assets.
  o Law Enforcement activities related to terrorist threats and/or events.
  o Catastrophic incident and alternate law enforcement service facility support.
  o Security at public shelters, PODs, CSA, and other operations.
  o Light search & rescue operations.
  o Enforce evacuation orders and curfews as appropriate.
  o Resource transportation escorts.
  o Other escort services.

- Provide any guidance to EOC command for legal activities in support of ESF 16 missions.

- Request and coordinate law enforcement mutual aid support to the community as appropriate.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – ESCAMBIA COUNTY SHERIFF'S OFFICE

- Primary law enforcement agency in the County and responsible for law enforcement activities as such.

- Provide leadership in coordinating and integrating overall County efforts to provide law enforcement assistance to affected areas, populations, and operations.

- Coordinate the activation and 24-hour staffing of ESF 16 in the EOC as needed or required.

- Coordinate all activity, response, recovery, resource requests, resource deployment, resource management, and other law enforcement activity within ESF 16.

- Coordinate all resource requests to and from ESF 16 locally and through the Logistics Section as necessary.

- Will coordinate ESF-16 efforts in continuing to re-assess priorities and strategies, throughout the emergency, prioritizing the most critical law enforcement needs.

- ESF-16 will demobilize resources and deactivate the ESF-16 station upon direction from the IC.

- Will coordinate all status reports and information from ESF 16 to the PIO, Planning Section, and Operations Section Chief as needed, requested, or required for input into the EOC briefings and the development of the Incident Action plan and PIO press releases.

- Will provide staffing and resource support to ESF 16 as available and appropriate.

- Coordinate with other state law enforcement agencies in support of any ESF 16 missions.

2. **SUPPORT AGENCIES**

- Support agencies will provide and coordinate assistance to the ESF with services, staff, equipment, and supplies that complement the entire emergency response effort.

- Support agencies will coordinate all operational activity through ESF 16 to minimize duplication of effort and maximize the efficiency of resources.

- Support agencies will provide cooperative mutual aid support and operate efficiently and effectively in the best interest of all agencies supporting disaster operations and may work outside their normal operations and jurisdictions in the effort to accomplish mission assignments as appropriate and required in the best interests of the Escambia County (and jurisdictions within) citizens and visitors.

- Support agencies will coordinate all status report information and press release information through ESF 16 to the PIO, IC, and Planning Section for the development of press releases and the Incident Action Plan.

- **City of Pensacola Police Department:**

  - Primary law enforcement agency in the City of Pensacola.
  - Will provide a liaison in the EOC for the ESF 16 function as appropriate and required.

☐ Will coordinate with all ESF 16 agencies to leverage limited resources and minimize gaps in services.

☐ Will provide mutual aid support to ESF 16 and the EOC in supporting the ESF 16 mission across jurisdictional lines as requested and allowed by law.

- **Escambia County Corrections Department**

  ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.

  ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.

  ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.

  ☐ Maintain County detention facilities, operations, and programs throughout the incident in the best interests of public safety, staff safety and inmate health and safety, and program integrity.

  ☐ Continue to maintain and coordinate detention programs and services with local law enforcement, court and legal systems as appropriate throughout the incident.

  ☐ Adjust work release and/or work camp inmate programs toward community recovery efforts as may be identified and directed as appropriate.

- **Escambia County Animal Services Department, Animal Control Division:**

  ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.

  ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.

  ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.

  ☐ Respond to and enforce animal control issues.

  ☐ Coordinate with Sheriff's Office and the Livestock Officer for any issues and needs related to livestock.

- **Escambia County Environmental Enforcement**

  ☐ Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.

  ☐ Provide status information as it relates to local operations through ESF 16 as appropriate.

  ☐ Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.

  ☐ Respond to and enforce environmental enforcement issues.

- **Florida Department of Highway Safety and Motor Vehicles, Florida Highway Patrol (FHP)**

  ☐ Provide law enforcement support to local law enforcement agencies as appropriate and allowed by law.

  ☐ Provide traffic control support for state and federal highways for various operations to include evacuations, re-entry, impact area traffic control and restrictions.

  ☐ Provide information as it relates to road closures and road status.

  ☐ Escort services as appropriate.

- Coordination and assistance in the modifications to commercial vehicle restrictions regarding size, weight, registration, and other commercial vehicle rules and regulations pertaining to relief response and recovery equipment.

- **Florida Department of Law Enforcement (FDLE):**

  - Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
  - Provide status information as it relates to local operations through ESF 16 as appropriate.
  - Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
  - Will be the lead state law enforcement agency coordinating other state agency law enforcement resources and response support.
  - Serves as forward element of the Regional Law Enforcement Coordination Team (RLECT).

- **Florida Fish and Wildlife Conservation Commission**

  - Will be responsible for conducting waterborne zone enforcement/security, evacuations, search & rescue, waterborne law enforcement, and patrol of rural natural areas.
  - Will assist local ESF law enforcement agencies with communications issues, US&R, and assist in missions requiring four-wheel drive, all terrain vehicles, vessels or aircraft.
  - Will provide assistance to local law enforcement and County humane societies in animal issues regarding abandoned, escaped or captive wildlife and exotic.
  - Will coordinate with ESF 8 and the Health Department in the collections of health-related environmental sampling for various hazard impacts.

- **Pensacola State College Police Department:**

  - Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
  - Provide status information as it relates to local operations through ESF 16 as appropriate.
  - Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
  - Maintain law enforcement responsibilities for the campus.
  - Support evacuations and re-entry on campus as required and appropriate.
  - Support any security needs for any community sheltering or other operations on campus as appropriate.

- **University of West Florida Police Department:**

  - Maintain liaison in and/or communications with the EOC/ESF 16 as appropriate and requested.
  - Provide status information as it relates to local operations through ESF 16 as appropriate.
  - Support, provide, and/or coordinate mutual aid support and agency responsibilities with ESF 16.
  - Maintain law enforcement responsibilities for the campus.
  - Support evacuations and re-entry on campus as required and appropriate.

☐ Support any security needs for any community sheltering or other operations on campus as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 16 appendix
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- F.S. Chapter 252
- State of Florida RDSTF
- American's With Disabilities Act (ADA), as amended

Emergency Support Function (ESF) 17
Animal & Agriculture Issues Unit

Lead Coordinating Organization: Escambia County Animal Services Division

Support Organizations   Escambia County Animal Control Division
Escambia County Extension
Escambia County Mosquito Control Division
Escambia County Parks Programs Division
Humane Society of Pensacola
Local Veterinarians
Wildlife Sanctuary of Northwest Florida
U.S. Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS)

I. Mission

The mission of Emergency Support Function 17 (ESF 17) is to provide for the coordination of local resources in support of the care for small pet, livestock, and exotic animal care needs before, during, and following a significant disaster incident.

ESF 17 readiness planning is guided by the following assumptions:

- Human lives may be lost due to the refusal of owners to evacuate without their pets or livestock. Public education by the County and animal-related organizations is needed to make the people aware of pet sheltering facilities available, and the need to plan. The County's website on pet sheltering is located here: www.bereadyescambia.com

- The large number of homeless/injured pets, livestock, and exotic animals, that could be lost, roaming freely, or abandoned could pose a health, public safety, and nuisance/bite threat, which would necessitate a response to address the capture and subsequent sheltering of these animals.

- Triage and treatment of sick and injured animals to include euthanasia, if necessary, would have to be coordinated by veterinarians at designated shelters and private offices for small pets, and in the field for larger livestock.

- Importing of commercial pet/livestock food for the feeding of animals would need to be coordinated with the State ESF 17. Food drops for wild animals would be organized by various wild-animal-related groups and state agencies.

- The accumulation of animal carcasses throughout the County must be removed to an approved solid waste dumping sites and/or cremated or buried on site.

- Sheltered animals will need to be re-united with their owners as soon as possible after the disaster.

II. Concept of Operations

A. ESF Organization/Structure

- ESF 17 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment,
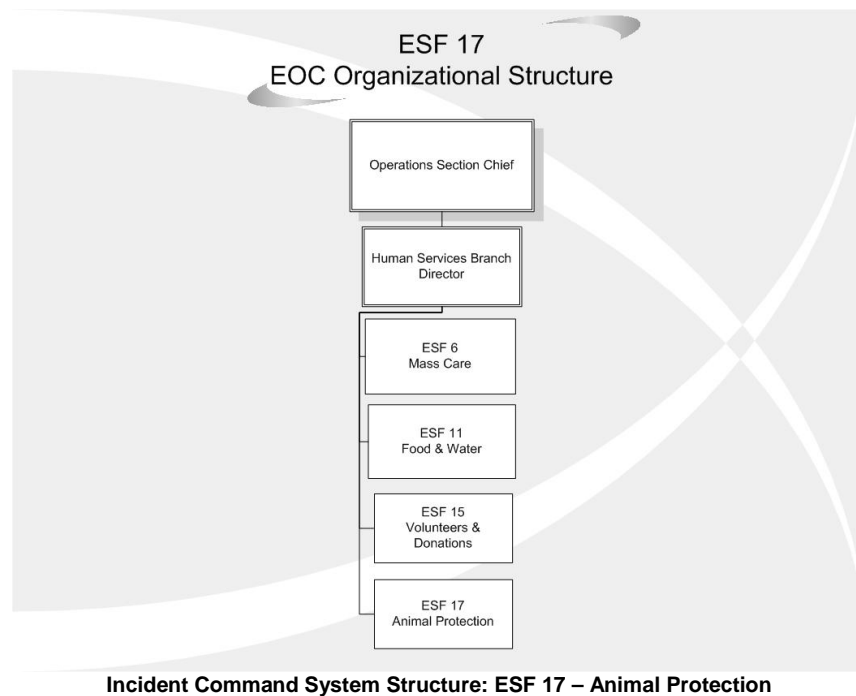
planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 17 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 17 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 17 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 17 lead will coordinate any requests of ESF 17 and their resources as appropriate.

- ESF 17 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 17.

- ESF 17 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 17.

- ESF 17 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 17 lead does not have the authority to direct, commit, or assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 17 will be coordinated by and report to the Human Services Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.

Incident Command System Structure: ESF 17 – Animal Protection

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of taking action. Should there be any need to take action in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 17 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 17 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.
  o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 17 will be managed and coordinated by ESF 17 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 17 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

  o Service and resource support to address the needs of household pets before, during, and after disaster impacts.
  o Service and resource support to address the needs of wildlife before, during, and after disaster impacts.
  o Service and resource support to address the needs of livestock before, during, and after disaster impacts.
  o Service and resource support to address any animal control issues/diseases threatening the life safety and health of the community.
  o Mosquito control services.
  o Agricultural Damage assessment coordination with USDA/NRCS.

- o   Identification of I.A. impacts through the Agriculture damage assessment and coordination with ESF 3 for the capture of I.A. damages that would not necessarily be captured in I.A. drive-bys.
  - o   Pet shelter operations and planning.
  - o   Alternate pet shelter operations.
  - o   Homeless person pet shelter service access coordination.
  - o   Pet/livestock reunification planning/program

- ESF 17 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 17 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF.   Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 17 will:

- Provide appropriate staffing to manage the ESF 17 EOC desk and any functions and responsibilities of ESF 17 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 17.

Emergency Support Function (ESF) 17
Animal & Agriculture Issues Unit

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Mobilize and demobilize any ESF 17 operation at the request of the EOC command for any operation revolved around the ESF 17 mission which may include, but not be limited to the following:

  o Service and resource support to address the needs of household pets before, during, and after disaster impacts.
  o Service and resource support to address the needs of wildlife before, during, and after disaster impacts.
  o Service and resource support to address the needs of livestock before, during, and after disaster impacts.
  o Service and resource support to address any animal control issues/diseases threatening the life safety and health of the community.
  o Mosquito control services.
  o Agricultural Damage assessment coordination with USDA/NRCS.
  o Identification of I.A. impacts through the Agriculture damage assessment and coordination with ESF 3 for the capture of I.A. damages that would not necessarily be captured in I.A. drive-bys.
  o Pet shelter operations and planning.
  o Alternate pet shelter operations.
  o Homeless person pet shelter service access coordination.
  o Pet/livestock reunification plan/program

- Determine when to cease any field operations when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 17.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support transportation needs that exceed ESF 17 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 17.

- Make sure all ESF 17 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 17 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

F. RESPONSIBILITIES

1. LEAD COORDINATING AGENCY – ESCAMBIA COUNTY ANIMAL SERVICES DIVISION

- Notify, activate, and mobilize all agencies assigned to the ESF.

- Coordinate to meet ESF 17 staffing requirements in the EOC.

- Coordinate all support agency actions in performance of missions assigned to this ESF.

- Coordinate and manage the County emergency/disaster pet shelter.

- Coordinate and manage any alternate emergency/disaster pet shelter locations as the incident may dictate.

- Coordinate and manage resource needs in support of the County emergency/disaster pet shelter.

- Coordinate requests for assistance and additional resources necessary during performance of the mission with the appropriate agencies.

- Function as the County's representative/liaison to the Emergency Operations Center (EOC) Team for the activities and responsibilities carried out by the primary and support agencies of this ESF.

- Investigate all animal bites.

- Impound animals roaming at large. Provide for necessary quarantine of bite animals for observation.

- Facilitate the transportation of injured, stray, or nuisance animals to animal care facilities.

- Coordinate with Opening Doors Northwest Florida and ESF-1-Transportation and ECAT for the delivery/provision of pet traveling cages to ECAT to be placed on busses for homeless person's pets for transportation to and housing at the County animal shelter. Cage inventory will come either from Opening Doors Northwest Florida or Animal Services as planned.

- Assist emergency response teams with animal-related problems.

- Make the arrangements for the removal and disposal of dead animals.

- Coordinate with the ESF 8 and the Florida Department of Health in Escambia County for the release of public information regarding animals and related health issues.

- Enforce the Escambia County Animal Control Ordinance.

- Euthanize sick and/or injured animals through assigned and authorized persons.

- Return wild animals to their natural environment.

- Respond to animal-related inquiries.

- Investigate animal cruelty and neglect complaints.

- Compile report data for inclusion into the incident action plan, status reports, and information needed for public release through ESF 14.

- Request and coordinate any state or federal mutual resources needed to address the mission of ESF 17 where resources are limited.

2. **SUPPORT AGENCIES**

- Notify, activate, and mobilize all personnel and equipment to perform or support assigned functions.

- Designate and assign personnel for staffing of all facilities at which ESF 17 is required, and providing representation when it is determined by the ESF lead to

be necessary.

- Coordinate all actions of the support agencies through ESF 17 and Animal Control for the efficient and effective response and recovery efforts.

  o Escambia County Building Inspections, Animal Control Division

    ☐ Enforce code/laws related to Public Health & Safety, and animal control.
    ☐ Investigates and enforces animal control ordinances and laws.
    ☐ Respond to calls related to mosquito breeding grounds and coordinate with Mosquito Control Division for any actions to be taken.
    ☐ Will coordinate a response to, pick up, and disposal of any deceased large animals on public property
    ☐ Will coordinate the response to any loose/running wild livestock or equine and store such animals until proper ownership can be established.
    ☐ Will coordinate resources in support of any ESF 17 responsibility as appropriate.

  o Escambia County Extension

    ☐ Will assist with resources necessary to manage livestock in a disaster situation and provide, arrange, or assist in meeting the needs for the transportation of livestock and housing in the aftermath of an event where resources are available and practical.
    ☐ Will provide staging area for community supplies/services in support of livestock needs.
    ☐ In coordination with USDA, will provide agricultural loss assessments.
    ☐ Provide technical expertise as provided through the University of Florida/IFAS Extension.

  o Escambia County Mosquito Control Division/Natural Resources Department

    ☐ Provides consultation and advice in the control of mosquitoes of nuisance and public health importance, support in vector control measures, options, and strategies, as needed and required; conducting field investigations and laboratory analysis of relevant samples, providing vector control equipment, chemicals, manpower, and supplies as per authority and responsibility under Chapter 388, Florida Statutes and Chapter 5E-13. Florida Administrative Code; coordinate with Environmental Health to provide technical assistance and consultation on protective actions regarding vector-borne diseases and the presence of large populations of biting nuisance mosquitoes and other arthropods in the disaster area.

      5E-13.036 Demonstrable Increase or Other Indicator of Arthropod Population Level. Mosquito and other arthropod control programs will insure that the application of pesticides are made only when necessary by determining a need in accordance with specific criteria that demonstrate a potential for a mosquito-borne disease outbreak or numbers of disease vector mosquitoes sufficient for disease transmission or defined levels of, or a quantifiable increase in numbers of pestiferous mosquitoes or other arthropods as defined by Section 388.011(1), F.S.

      The above citation of Chapter 5E-13, Florida Administrative Code, is presented as information only as to one of our Division's major

responsibilities that may be employed as emergency protective measures within the disaster area.

- ☐ Coordinate with the Health Department as it may relate to any public health issues.

o Escambia County Parks Programs Division
  - ☐ Coordinate any support services as it may relate to the Equestrian Center
  - ☐ Coordinate and manage any equine sheltering operation as may be needed and appropriate at the equestrian center
  - ☐ Provide information and options for equine evacuations and sheltering and coordinate the information with ESF 14 and CIC.

o Humane Society of Pensacola

  - ☐ Coordinate with ESF 17 in the EOC as it may relate to any unidentified owner pet issues, injuries, and potential sanctuary as the situation may deem appropriate.
  - ☐ Provide status updates on operations to ESF 17 as appropriate.
  - ☐ Provide resource support to ESF 17 operations as appropriate.

o Local Veterinarians

  - ☐ Coordinate with ESF 17 in the EOC as it may relate to any unidentified owner pet issues, injuries, and potential sanctuary as the situation may deem appropriate.
  - ☐ Provide status updates on operations to ESF 17 as appropriate.
  - ☐ Provide resource support to ESF 17 operations as appropriate.

o Wildlife Sanctuary of Northwest Florida

  - ☐ Coordinate with ESF 17 in the EOC as it may relate to any wildlife issues, injuries, and potential sanctuary as the situation may deem appropriate.
  - ☐ Provide status updates on operations to ESF 17 as appropriate.
  - ☐ Provide resource support to ESF 17 operations as appropriate.

o U.S. Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS)

  - ☐ Provide and coordinate any agricultural data needs to and from the EOC is support of damage assessments for the various I.A., P.A., and AG declaration process as appropriate.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and

assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State ESF 17 Annex
- Florida SART Strategic Plan
- Escambia County Pet Shelter Plan
- Escambia County Facilities Management Branch, Disaster Preparedness Plan
- Chapter 388 F.S., Mosquito Control
- Rule Chapter 5E-13 F.A.C., Mosquito Control Program Administration
- Florida Department of Health, Division of Environmental Health, "**Surveillance and Control of Selected Mosquito-borne Diseases in Florida**"
- U.S. Department of Homeland Security, FEMA, Recovery Policy RP9523.10, Eligibility of Vector Control (Mosquito Abatement
- Florida Department of Health Response Plan for Mosquito-Borne Disease
- Escambia County Ordinance, Chapter 10
- Chapter 588, F.S. (588.21)
- Websites
    a. http://disaster.ifas.ufl.edu/
    b. http://extension.ifas.ufl.edu/disaster_prep/
    c. http://www.solutionsforyourlife.ufl.edu/hot_topics/agriculture/hurricane_prep_ag.html
    d. www.flsart.org

Emergency Support Function (ESF) 18
Business & Industry Unit

Lead Coordinating Organization: Greater Pensacola Chamber of Commerce

Support Organizations: FloridaWest
                                   Better Business Bureau of Northwest Florida
                                   Century Chamber of Commerce
                                   Downtown Improvement Board
                                   Gulf Coast Minority Chamber of Commerce
                                   Pensacola Beach Chamber of Commerce
                                   Perdido Key Area Chamber of Commerce
                                   UWF Small Business Development Center
                                   West Florida Regional Planning Council
                                   Visit Pensacola

I. Mission

The mission of ESF 18 is to connect and coordinate the business community with the EOC in a sustained effort to respond and recover from disaster, provide assistance, reduce the vulnerability, and to more economically and efficiently utilize local resources through the local business sector to expedite the response and recovery efforts when a major disaster impacts the community. The goal is to restore local commerce as quickly as possible.

II. Concept of Operations

A. ESF ORGANIZATION/STRUCTURE

- ESF 18 is locally organized consistent with state EOC, the requirements of the National Protection Framework (NPF), National Response Framework (NRF), National Recovery Framework, National Incident Management System (NIMS), and the Incident Command System (ICS). This structure supports incident assessment, planning, procurement, deployment, coordination, and support operations to Escambia County through the Escambia County EOC to assure a timely and appropriate response to an emergency or disaster.

- ESF 18 organizations will coordinate and support business community and EOC efforts without regard to status of membership within their organizations. ESF 18 is a whole business community coordination effort that is designed for the benefit of the entire business community.

- The County EOC utilizes a combination ICS and ESF management system to manage disaster operations in the EOC.

- ESF 18 will be organized and operate as a team leveraging the resources of all agencies to meet the needs of the community.

- ESF 18 lead will be the team leader, primary contact, coordination, and facilitation point for all planning and operational activities for the ESF.

- ESF 18 lead will coordinate and facilitate all reporting requirements and the sharing of information and data for the ESF.

- ESF 18 lead will coordinate any requests of ESF 18 and their resources as appropriate.

- ESF 18 lead will be responsible to coordinate, facilitate, and participate in all pre-disaster planning activities as it relates to the evolving mission of ESF 18.

- ESF 18 support organizations will partner with, be responsive to, and support the lead in all planning and operational activities in accomplishing the evolving mission of ESF 18.

- ESF 18 will provide the IC and EOC command with expert guidance, direction, and recommendations for planning and operational considerations throughout an incident to leverage resources and programs that may be applicable to the disaster situation at hand.

- ESF 18 lead does not have the authority to direct, commit nor assume responsibility or liability for the resources of any support organization. Each ESF organization is responsible for and manages their own resources while working together as a team to accomplish the ESF mission(s) at hand.

- ESF 18 will be coordinated by and report to the Infrastructure Branch Director, who reports to the Operations Section Chief, who then reports to the Incident Commander.

- The EOC command structure will request, guide, and evolve the mission and task responsibilities of each ESF both before an incident as it relates to planning activities throughout the year for disaster services and operations, as well as, operations during an EOC activation.
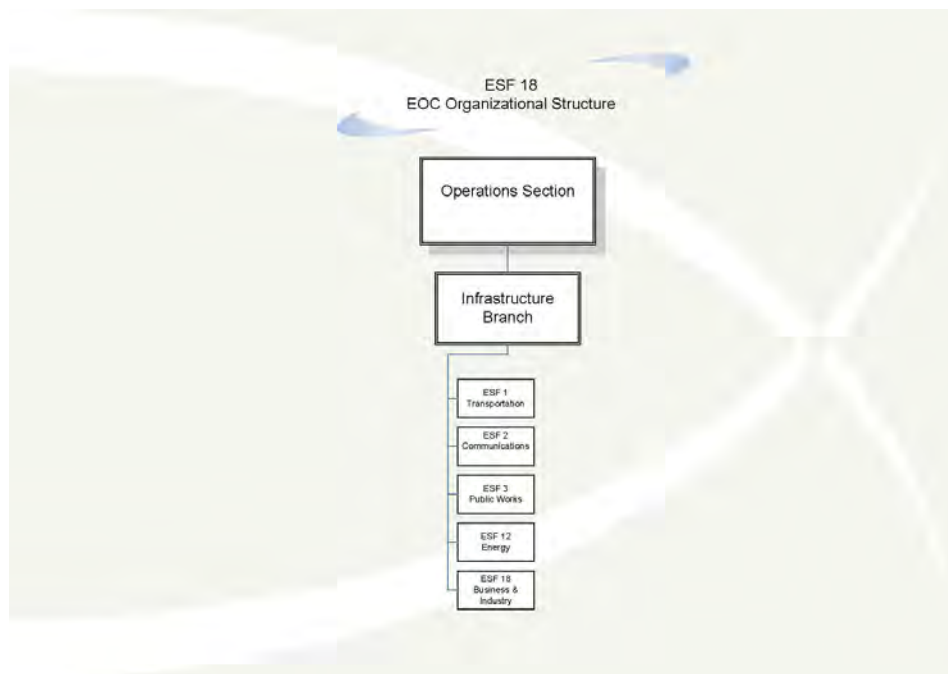
Incident Command System Structure: ESF 18 – Business and Industry

B. ALERTS/NOTIFICATIONS

- The Division of Emergency Management is regularly monitoring the community for potential disaster threats that may rise to the level of acting. Should there be any need to act in response to a potential or imminent threat, the Division will reach out to the appropriate EOC position(s) and/or ESFs for further coordination.

- The Division of Emergency Management has several tools from which communications to EOC partners and organizations may be contacted as it relates to providing any potential threats, any decision-making meetings, briefings, or EOC activations. Depending upon the situation, the appropriate people will be contacted as it may relate to any varying degree of actions that may need to be taken.

- ESF lead organizations will follow up with any ESF support organization to coordinate any staffing or resource needs for the situation and to make sure appropriate ESF staffing coverage is provided in support of any EOC activation.

C. DIRECTION AND CONTROL

- When the EOC is activated, ESF 18 falls under a coordination and management structure within the EOC.

- BCC departments and divisions will be required to report and support EOC operations as the plan identifies and as the Incident Commander may stipulate.

- Other non-BCC organizations and jurisdictions in support of ESF 18 are voluntarily participating in EOC operations and voluntarily falling within the EOC ICS management structure to efficiently and effectively coordinate resource and operational support in response to community disaster incidents.

- Many disaster response and recovery operations are planned cooperatively between EOC organizations and jurisdictions prior to disaster incidents. It is expected that any commitments from those organizations and jurisdictions made during the planning process will be provided and supported during an actual incident as may be needed.

- For any disaster response and recovery operation not previously planned, each EOC organization and jurisdiction may voluntarily, at their discretion, coordinate resources and support in meeting the needs of the community as may be coordinated through the EOC ICS management structure.

- Each EOC organization and jurisdiction will maintain sole operational and financial responsibility for their own resources and organizational presence within the EOC and any resources that may be requested, utilized, and coordinated through the EOC operation unless specifically identified and agreed upon by all coordinating parties as otherwise identified.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds for high profile vehicles.

- o Professional assessment input from other public safety professionals as may be found in ESF 4, 8, 9, 10, & 16 to determine when conditions may be unsafe for personnel and equipment.

- All resource and task requests to and from ESF 18 will be managed and coordinated by ESF 18 with those other ESF organizations providing cooperative support.

D. PLANNING

- ESF 18 lead and support organizations will coordinate, facilitate, and/or participate in activities to develop plans, procedures, commit resources, initiate mutual aid agreements, and contract service arrangements in the effort to enhance the coordination and development of operational activities as needed and requested in support of the ESF mission. Some of the activities that should be planned may include:

  - o Development and testing of methods to communicate effectively and efficiently to and from the business community.
  - o Develop and implement outreach efforts to enhance awareness about preparedness, response, recovery, and mitigation activities and programs relevant to the business community.
  - o Develop and implement outreach efforts to enhance awareness and actions in the development of business continuity plans within the local business community.
  - o Development and testing of methods to survey the business community on the level of supply and demand for critical goods items import to the response and recovery effort of the community and to communicate that information to the general public consumer to enhance local commerce activity pre and post disaster impacts.
  - o Develop relationships with appropriate business community organizations to leverage existing communication and supply networks as appropriate.
  - o Develop and coordinate processes with other ESF organizations to enhance support to the business community and enhance local commerce pre and post disaster impact.
  - o Promote, support, and coordinate with state ESF 18 positions as it relates to the Virtual EOC and promote the access and use during disaster response and recovery efforts. Website www.floridadisaster.biz
  - o Support EOC ESFs with business community networks and resources as needed and as appropriate.
  - o Develop relationships and coordinate ESF 18 activities with neighboring County ESF 18 groups, business community organizations, and EOCs to leverage resources in business communities that are tied together not just within the County, but in a more regional approach.

- ESF 18 lead and support organizations will develop, initiate, coordinate, facilitate, and/or participate in any training or exercise activities as requested and as resources may allow, to refine and hone disaster response plans, procedures, guides, and checklists utilized to carryout activities in meeting the mission requirements.

- Assess vulnerabilities to critical services, facilities, and equipment and take protective and mitigation actions for those resources.

- Develop and maintain a list of essential employees, support organizations, and appropriate vendors, contractors, or other resources to support operations as appropriate.

- Identify and develop a list of local resources that will be available to support the ESF 18 mission.

- Support additional planning initiatives where resources may allow and coordinate with support or other community organizations as appropriate.

- Identify and set policy to dictate safety precautions and measures that will be taken in any activity for the life safety and physical and mental protection of responders and equipment protection in disasters.

- Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

- Throughout the planning effort, make sure plans are in place and activities are coordinated in such a manner that will allow access and reasonable accommodation to any disaster service that is provided to the rest of the community in compliance with the Americans with Disabilities Act (ADA).

E. OPERATIONS

ESF 18 will:

- Provide appropriate staffing to manage the ESF 18 EOC desk and any functions and responsibilities of ESF 18 in the EOC as requested or required.

- Attend and/or participate in any meetings, briefings, discussions, and other activities as needed and requested in support of EOC operations.

- Monitor operational status of resources and assets under the purview of ESF 18.

- Evaluate, analyze, and process information and data and undertake contingency planning to meet anticipated demands or needs. Identify and report on any anticipated gaps in service and develop contingency plans to address those gaps or any unanticipated demands on resources.

- Acquire appropriate intelligence information and data from ESF resources and complete any reporting needs and requirements in support of the EOC operation and at the request and direction of EOC management and leadership.

- Coordinate resources to meet resource requests within the EOC operation.

- Coordinate any on-scene management and communications with on-scene IC.

- Coordinate with ESF 14 and Citizens Information Center for any public information dissemination needs.

- Coordinate and communicate information to and from the business community as requested and appropriate.

- Determine when to cease any operation when conditions may become unsafe utilizing several conditional factors to include:

  o Coordination with cessation of other disaster response activities that may include other first responder operations when conditions may become unsafe for personnel and equipment.
  o Utilizing a guideline to cease operations when winds in the area reach sustained 39 mph speeds.
  o Professional assessment input from other public safety professionals as may be found in ESF 8, 9, & 10 to determine when conditions may be unsafe for personnel and equipment.

- Assess and evaluate damage and impacts to infrastructure as appropriate and coordinate response and recovery efforts. Report data and information as appropriate.

- Coordinate with other EOC partners for any resource support needed to meet the mission of ESF 4.

- Coordinate with the Logistics Section as appropriate, with any requests for mutual aid resources to support resource needs that exceed ESF 4 local capabilities.

- Coordinate, manage, and/or facilitate the use of mutual aid resources to meet the transportation needs of ESF 4.

- Make sure all ESF 4 planning efforts and operations include consideration for the maintenance of access for all services provided to the community at large as required by the Americans with Disabilities Act (ADA).

- Make sure each ESF organization is familiar with the EOC COOP and to be able to maintain their operational capacity and integrity at any of the potential alternate EOC locations should the EOC operations need to relocate. Additional plans and procedures may need to be developed by ESF 4 to enhance operations at these alternate EOC locations.

- Demobilize resources as requested by EOC command structure.

- Initiate financial reimbursement processes for recovery activities when such support is available. Coordinate with the Finance Section as appropriate.

- Provide any after action improvement comments and suggestions as requested to continue planning efforts and to improve operational readiness for the next disaster incident.

- Coordinate with various long-term recovery efforts and support initiatives in coordination with disaster recovery centers, disaster field offices, the local mitigation strategy group, the post-disaster redevelopment committee, or any other relevant long-term efforts as appropriate.

Emergency Support Function (ESF) 18
Business & Industry Unit

- Identify and report on critical business sector operational and inventory status in impacted areas as the EOC may require and in response to community needs. Provide information to ESF 14 and command staff as requested and required. These industries may include the following:

  - Grocery Stores
    - Food
    - Water
    - Propane-(just for grocery stores, not distribution companies)
  - Gas Stations (separate those on an evacuation route and those that are not) Not distribution storage sites
  - Hotels/Motels
  - Hardware Stores
  - Plywood
  - Tarps
  - Generators
  - Chainsaws
  - Sand bags
  - Ice
  - Ready Ice
  - The individual self-service locations
  - Convenient Stores-fuel and food
  - Restaurants-serving food
  - Banks-cash availability, ATMs, etc.
  - Insurance Companies-claims numbers, claims locations, agent contacts, etc.
  - Radio Stations   (ESF 14)
  - Television Stations   (ESF 14)
  - Fuel-distribution storage facilities (gasoline, diesel, propane, natural gas) ESF 12-Energy
  - Fuel-distribution companies that offer small grill size storage tanks (propane & natural gas) (ESF 12).
  - Sand and gravel yards (ESF 18)
  - Pet boarding, etc. (ESF 17)

- Provide appropriate business community intel to assist with EOC decision-making as appropriate and as requested.

- Coordinate and manage business community issues related to EOC operations. Finding solutions and coordinating actions within the EOC that will assist in efficient response and recovery for the business community.

- Coordinate and manage activities that will enhance and reengage commerce within the community, coordinating the needs of the business community with the resources that can meet those needs.

- Coordinate and manage local business resources that can support community response and recovery needs and reinvigorate commerce that has been disrupted by disaster.

- Coordinate and share relevant intelligence information and EOC activities with the business community that may be impactful to a quick and efficient response and recovery for the community.

- Promote local business recovery and operational status in the community to reenergize local commerce to pre-disaster levels.

- Coordinate and leverage any local, state and federal economic recovery programs for the betterment of the local business community.

- Coordinate all ESF 18 activities with local business associations and membership groups leveraging existing communication networks as appropriate.

- Coordinate and leverage the use of technological tools and reporting programs to maximize the dissemination of important economic recovery and commerce motivating information, programs, and activities.

- Coordinate and manage business community data and intelligence as appropriate.

- Coordinate with EOC GIS Unit on any data/GIS management needs.

   o Department of Agriculture Food Safety Inspection Rapid Response Teams (FLERT)-door to door teams that acquire the status of grocery retail stores.
   o SBA teams can be tasked to go door-to-door for intel missions.
   o Gas Buddy App on open and closed gas stations and who has fuel.

F. RESPONSIBILITIES

1. **PRIMARY AGENCY – Greater Pensacola Chamber of Commerce**

   a. Serve as the designated point of contact for Escambia County ESF 18, representing the business community in the EOC during a disaster or emergency.

   b. Serve as a clearinghouse and repository of business preparedness guidance that is developed by ESF 18 participants or provided by the Escambia County Emergency Management Division or other sources.

   c. Coordinate the dissemination of information to community businesses following a disaster, including supporting agencies.

   d. Coordinate the receipt of pre- and post-incident assessment information from the community through to the EOC and appropriate sections for decision-making processes.

   e. Provide status information for use by all EOC sections and liaisons for inclusion into EOC briefings and Incident Action Plans as appropriate.

2. SUPPORT AGENCIES

a. Participate in business preparedness seminars, awareness programs, disaster preparedness training, and exercises.

b. Assist in the dissemination of recovery information and guidance to member businesses following a disaster.

c. Support ESF 18 in providing resource support in meet mission needs and requirements.

d. Assist in the collection and compilation of business community data for use by all EOC sections and liaisons that may be included into EOC briefings and Incident Action Plans as appropriate.

e. Utilize each support agencies communications networks already developed (membership groups, etc.) to enhance the sharing of information to and from the business community.

G. FINANCIAL MANAGEMENT

- Each organization is responsible to track and manage its own expenses related to a disaster/emergency response and recovery effort, whether the EOC has been mobilized or not.

- Mutual aid sharing of resources should be tracked by each and all organizations offering and receiving those resources, to ensure non-consumable resources and assets are returned appropriately, timely, and in the same condition from which it was received.

- Any expected compensation for mutual aid services or resources offered, rented, leased, bought, and/or requested from any organization and provided to any organization, should have all financial expectation pre-identified in advance of service or resource delivery. Any expenses not clearly identifying a financially responsible party will be at risk for non-payment.

- Any disaster/emergency expenses incurred by any organization may be requested, in summary, by the Finance Section to satisfy reporting requirements to the state or federal authorities, or even from media requests as may be appropriate. Release of such information will ultimately be at the discretion of those organizations and as applicable by law.

H. REFERENCES AND AUTHORITIES

- State of Florida CEMP ESF 18 Appendix
- Florida Statues 1893, Emergency Management, chap. 252 (252.31- 52.61)
- ESF 18 Priority Business Contact List
- EOC Continuity of Operations Plan
- Escambia County WebEOC User Information, Board and Menu Responsibilities Manual (Escambia Emergency Management)
- EOC ESF position checklist
- American's With Disabilities Act (ADA), as amended
- U.S. Small Business Administration

- Small Business Administration Disaster Loan Programs