

## **ESF #5 – EMERGENCY MANAGEMENT**

### **PRIMARY AGENCY**

ESF 5 Coordinator- Mason County EMA Director and Deputies

### **LOCAL RESOURCES**

All County Agencies, Boards and Voluntary Organizations

### **STATE RESOURCES**

KyEM

### **PURPOSE**

Directs controls and coordinates emergency operations from the Emergency Operation Center (EOC).

ESF #5 coordinates the response of all the departments within the community and the use of community resources to provide emergency response.

Identify actions to be taken in the pre-incident prevention phase.

Coordinate with agencies, organizations, and outside organizations when capabilities are exceeded.

Identify post-incident response phase activities.

### **SITUATION AND ASSUMPTIONS**

In the event of an incident in the County, affected jurisdictions will require support and assistance in mitigation, response and recovery efforts. Agencies of county

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government, along with private relief agencies, will provide support to restore essential services.

In the event of a threatened, or actual, usage of weapons of mass destruction, state and local government must perform the missions of warning, evacuating, sheltering, protecting from the threat, treating the injured, returning evacuees, restoring essential services and rehabilitating property.

### **DIRECTION AND CONTROL**

The Chief Elected Official(s) is/are responsible for overall coordination of government operations. The EM Director will ensure a timely, coordinated emergency response to any incident within the County.

Each agency involved in emergency/disaster response will appoint an ESF Coordinator to coordinate emergency activities of their respective agencies with the EOC.

### **CONCEPT OF OPERATIONS**

#### **A. GENERAL**

- If the Emergency Operations Center (EOC) is activated, ESF 5 is automatically activated.
- ESF 5 serves as the single point of coordination between local agencies/jurisdictions, EOC operations, and (when needed) Kentucky Division of Emergency Management (KyEM).
- ESF 5 coordinates assets to support local jurisdictions in need of supplemental emergency or disaster assistance.
- The County EOC, staffed by ESF 5 and other ESFs as required, coordinates operations and provides situation reports, as needed.
- During recovery operations, the County Emergency Management Office will coordinate with state/federal operations if needed.

#### **B. ORGANIZATION**

##### **1. County**

- Emergency operations will be directed and controlled from the Emergency Operations Center (EOC).
- Identify the EOC staff.

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- Identify the departments that have a role in the emergency management organization.
- Develop and scale the Incident Command System to the particular incident.
- Exercise the plan annually.

The Director of Mason Co. Emergency Management will assure that all actions are completed as scheduled.

The Director of Mason Co. Emergency Management will coordinate training for this emergency support function and conduct exercises involving the EOC.

### 2. Region

Kentucky Division of Emergency Management serves as the lead agency for ESF 5 comparable coordination and support and will designate a liaison to the Mason Co. EOC to assist Emergency Support Function 5 and to the extent capable provide coordinators, assessors and operational personnel in support of EOC or field activities.

### 3. State

- During an emergency or disaster event, the primary and support agencies of ESF 5 comparable at the State Emergency Operations Center will report and function under the overall direction of the Director, Kentucky Division of Emergency Management.
- During the response phase, ESF 5 comparable will evaluate and analyze information regarding Emergency Management requests. ESF 5 comparable will also develop and update assessments of the situation and status in the impact area and initiate contingency planning to meet anticipated demands and needs.

## C. ALERT/NOTIFICATION

Mason Co. emergency communications is operated by Mason Co. 911. All 911 calls for emergency assistance go through Mason Co. 911, 24 hours a day seven days a week. Mason Co. does have a 24 hour warning point in the county to receive and broadcast weather warnings.

**D. PHASES OF MANAGEMENT**

**1. Preparedness**

Prepare and maintain current list of personnel, equipment and their locations needed to carry out responsibilities as assigned under ESF # 5.

Develop Continuity of Operations Plans for ESF # 5 to ensure uninterrupted operations during disasters

Prepare and maintain ESF administrative and financial procedures as required to properly document activities of the ESF during activations.

Maintain a trained staff to fulfill tasks associated with ESF 5 operations.

Maintain and update needed computer data and programs, including GIS, maps, critical facility information, evacuation studies, demographics and critical county data.

Develop/maintain Memorandums of Understanding (MOUs) and mutual aid agreements.

Exercise and train staff, agencies and other private organizations to support local/county emergency operations.

Prepare staff and other county/local agencies to coordinate support to emergency operations.

**2. Response**

Activate ESF 5 through the County Emergency Operations Center.

Coordinate with County/local governments on emergency response activities.

Activate County EOC and staff ESFs as necessary.

Collect, verify, analyze and disseminate incident information as needed.

Continue to coordinate with key personnel in the field to determine the extent and location of damage to people and property.

Coordinate/monitor/oversee public information activities.

Establish and maintain contact with local governments.

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Facilitate planning meetings to develop Incident Action Plans, and Situation Reports as appropriate.

Receives and processes requests from local jurisdictions for specific state and federal emergency and disaster related assets and services.

Conduct regular briefings for County EOC staff.

Disseminate situation reports and develop resource plans for the duration of the event.

Maintain current status report of all assets deployed.

Initiate recovery activities with appropriate agencies.

### 3. Recovery

Collect and process information concerning recovery activities while the response phase of the disaster is on-going.

Deploy appropriate ESF assets in support of recovery operations.

Coordinate with the local and county officials on short-term and long-term recovery operations and recovery planning.

Develop resource plans and situation reports as appropriate.

Coordinate with state and federal assets to support local jurisdictions in need of supplemental emergency or disaster assistance.

Track reimbursement expenses.

Disseminate recovery information, plans and reports to County EOC.

Conduct after-action critique of the overall response and recovery efforts and document lessons learned and recommendations for improvement of Emergency Operations Plans, Procedures and Guidelines.

### **GENERAL ORGANIZATION RESPONSIBILITIES**

Duties include but are not limited to the following:

Provide EOC support, conduct briefings, direct needs assessments, distribute key information and serve as liaison to the State EOC for resource requests.

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Collect and process information received from Damage Assessment Teams and predictive models, analyze this information, and share with the Planning section.

Coordinate the development and implementation of the Preparedness activities, as outlined in the Plan.

Coordinate with ESF 7, Resource Management, to ensure that all available resources are logged and requests for resources are filled.

Ensure that copies of all news releases and Situation Reports are transmitted to the State EOC.

### **SUPPORT AGENCIES**

Support agencies will provide assistance to the ESF 5 with services, staff, equipment and supplies that complement the entire emergency response effort as the Emergency Operations Center addresses the consequences generated by the hazards that may affect the county (i.e., severe weather, earthquake, environmental, biological and/or terrorism). Services and resources are subject to change. Emergency coordinators are responsible for frequently updating their resource capabilities with the ESF 5.

County Sheriff's Office will provide timely information on population and traffic control.

Health Department (ESF 8) will collect information and intelligence on estimated damages to health and medical facilities, and identification of potential impediments to response and immediate recovery.

The American Red Cross and other community agencies (ESF 6) will provide field support to emergency response personnel (food, water, basic assistance, etc.) and shelter support as required for displaced populations.

National Weather Service will provide real time information on status and location of inclement weather.

Fire Dept. will provide first line response for fires and other major disasters requiring trained personnel and equipment.

Mason County Public Schools will open shelters at the request of the Emergency Management Agency and provide buses for transportation of evacuees, each contingent on resource availability.

Transportation support includes the following:

Performance of and assisting with evacuation and re-entry;  
Processing of all transportation assistance requests & tasks received in the EOC;

Prioritizing transportation resources for the transportation of people, materials, and services;

Performing all necessary actions to assist with recovery operations.

- **ESF 2 – Communications & Alerting**

Responsible for coordinating actions to be taken to assure the provision of required communications (2-way radios) and telecommunications (computer and telephone systems) support to disaster personnel.

Activation of warning systems and restoration of essential communication systems.

- **ESF 3 – Public Works**

Responsible for providing technical advice and evaluations, engineering systems, construction management and inspection, emergency contracting, emergency repair of wastewater and solid waste facilities, removal and handling of debris, and the opening and maintaining of roadways.

- **ESF 4 – Firefighting**

Responsible for firefighting activities and support services including training, suppression, investigations, and code compliance.

- **ESF 5 – Emergency Management**

Responsible for collecting, processing, and disseminating information to facilitate emergency response and recovery efforts. To provide staff, facilities and procedures for the coordination of local, state, federal and private response agencies during an impending or existing incident; and to assist in formulating policy, establishing priorities, gathering and analyzing information, monitoring the execution of plans, and directing response and recovery operations as necessary.