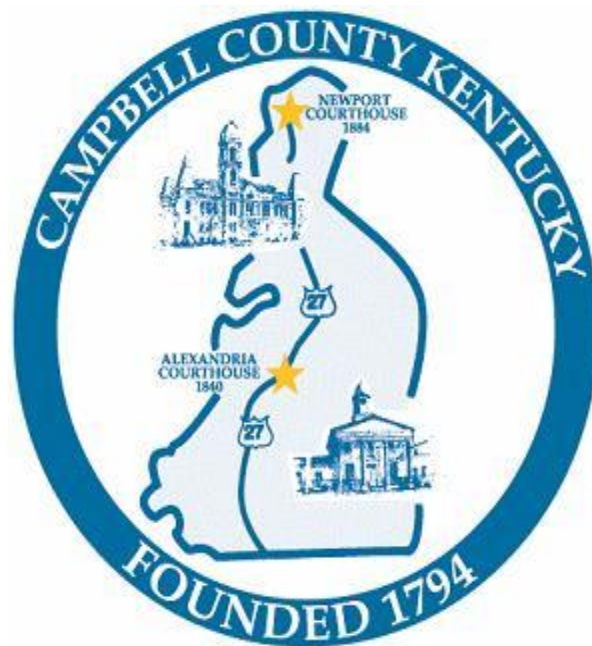


Campbell County

Emergency Operations Plan



Prepare Respond Recover

Prepared by:

*Campbell County Office of
Emergency Management*

William Turner- Director

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Campbell County Emergency Operations Plan

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ADMINISTRATIVE APPENDICES - LIST of Attachments

Appendix A - List of Abbreviations

EMERGENCY SUPPORT FUNCTIONS

[ESF # 1 – Transportation](#)

[ESF # 2 – Communications & Alerting](#)

[ESF # 3/12 – Public Works / Energy](#)

[ESF # 4 – Fire Fighting](#)

[ESF # 5 – Emergency Management](#)

[ESF # 6 – Mass Care, Housing & Human Services](#)

[ESF # 7 – Resource Management](#)

[ESF # 8 – Health and Medical Services](#)

[ESF # 9 – Search & Rescue](#)

[ESF # 10 – Oils Spills & Hazardous Materials](#)

[ESF # 11 – Agriculture](#)

[ESF # 12 – See ESF 3](#)

[ESF # 13 – Law Enforcement](#)

[ESF # 14 – Long-Term Community Recovery and Mitigation](#)

[ESF # 15 – Public Information](#)

Campbell County Emergency Operations Plan

SUPPORT PLANS

Animal Disaster Response Plan
Chempack
Civil Unrest
Coroners Plan
Damage Assessment
Debris Management
Donations Management
Earthquake Plan
Evacuation Plan
Family Assistance Plan
Flood Plan
Joint Information Crisis Communications
POD Plan (Point of Distribution)
Resource Management Plan
Search and Rescue Plan
Shelter Plan
Special Needs Plan
Strategic National Stockpile
Volunteer Management Plan

INCIDENT SPECIFIC PLANS

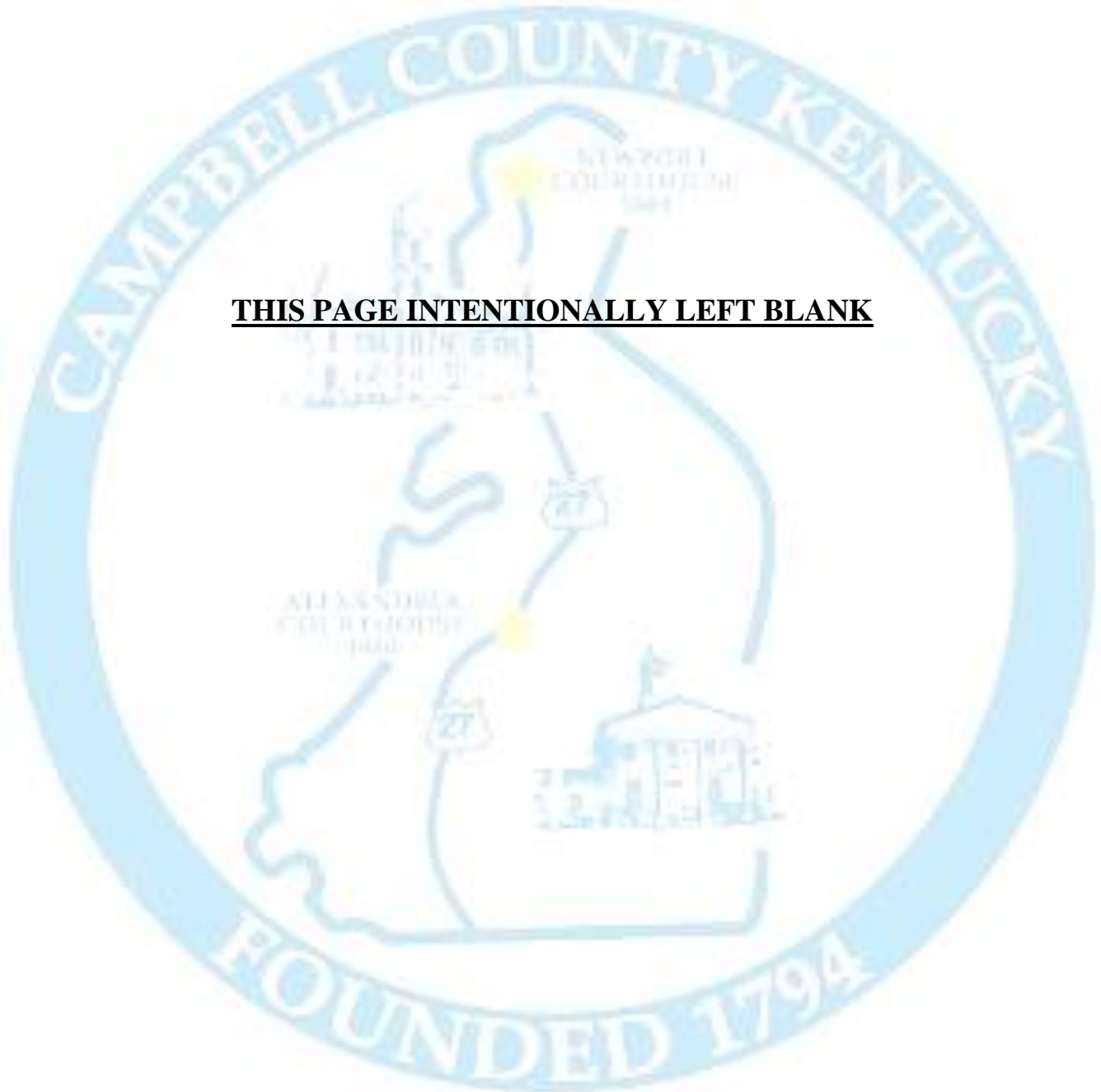
Aircraft Incident Planning
Dam Incident Planning
EHS Facility Response (Tab Q-7)
Mass Casualty Incident Planning
Regional Mitigation Plan

Campbell County Emergency Operations Plan

RECORD OF CHANGES

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Campbell County Emergency Operations Plan

SIGNATORIES TO THE CAMPBELL COUNTY EMERGENCY OPERATIONS PLAN (EOP)

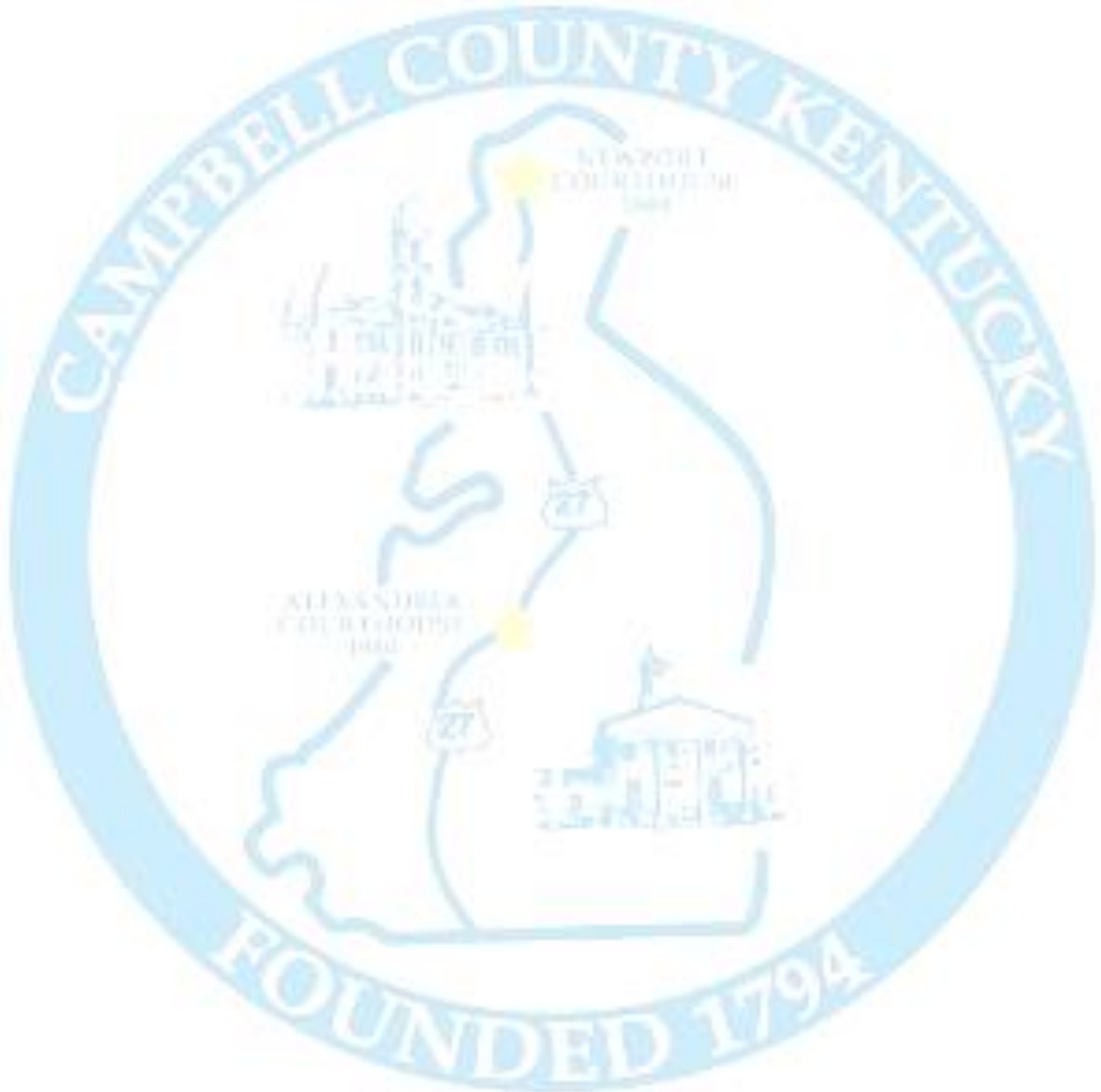
The following signatures document that all Local response organizations tasked within the **Campbell County EOP** have coordinated their portion of the plan and are committed to its effective implementation.

The Campbell County Emergency Management Plan and its supporting Emergency Support Functions dated November 30, 2018, is adopted as the official plan for the providing of emergency management services when life-saving and property protection services cannot be accomplished as a normal daily function of county government departments and offices.

County Judge Executive

Emergency Management Director

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Campbell County Emergency Operations Plan

FOREWORD

This is the Campbell County Emergency Operations Plan (EOP).

Annexes to the EOP are functional and expand upon the concept of operations contained in the basic plan. Emergency Support Functions (ESFs) provide specific responses for agencies of government and define their responsibilities.

The Standard Operating Procedures (SOPs) required for the implementation of the County EOP are not included because of the voluminous nature of the SOPs. SOPs are the detailed operating procedures of departments and agencies and are maintained by those departments and agencies.

Incident, when used in this, the Basic Plan, Annexes, Appendices, ESF's, SOP's, SOG's, Support Plans or "Stand Alone" Plans, will mean: "An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland 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", as stated in the National Response Framework.

An annual review of the EOP will be undertaken by the EM Director and those agencies, departments, county and city governments having emergency assignments. The EM Director will insure that a list of all plan holders is maintained at the EM Office and that updates are made available to each one of these individuals.

This plan requires fair and equal treatment to all regardless of race, creed, color, national origin, sex, age or handicap.

First priority will always be to save lives, second is protection of the environment and third is mitigation of damage to property.

The county will conduct all response and recovery operations following the **National Incident Management System** guidelines and the **National Response Framework**. The Integrated Emergency Management System is the cornerstone of the County's emergency and disaster preparedness, response, recovery and mitigation program. This includes both governmental and non-governmental organizations that have a role in saving lives, caring for the injured, recovering the dead, mitigating property loss and restoring services and facilities.

This plan, including updates, remains in effect from the time it was adopted until modified by executive order.



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Campbell County Emergency Operations Plan

Introduction

Authorities

The following authorities have been used in the development of the Campbell County Emergency Operations Plan (EOP).

- Governor of Kentucky Executive Orders 2004-1314
- The Atomic Energy Act of 1954, (PL 83-703 as amended)
- The Robert T. Stafford Disaster and Emergency Relief Act of 1966 (PL 89-769), and all amendments to date.
- Flood Disaster Protection Act of 1973 (PL 93-234)
- Earthquake Hazards Reduction Act (PL 95-124)
- The Superfund Amendment and Reauthorization Act of 1986, (PL99-499), Title III (SARA)
- National Flood Insurance Reform Act (PL 103-325)
- Disaster Mitigation Act of 2000 (PL 106-390)
- Kentucky Revised Statutes Chapter 39 A-G
- National Incident Management System (NIMS)
- National Response Framework (NRF)
- Presidential Homeland Security Directives 1 to 12
- Executive Order 11795, Delegating Disaster Relief Functions Pursuant to the Disaster Relief Act of 1974
- Executive Order 11988, Flood Plain Management.
- Executive Order 11990, Protection of Wetlands.
- Executive Order 12656, Assignment of Emergency Preparedness Responsibilities.
- Presidential Directive Decisions 39 & 62
- Campbell County Ordinance(s) 0-13-2001

Purpose

The purpose of the Campbell County EOP is:

- To outline the responsibilities of local governments in the event of an incident;
- To provide guidance to local agencies as to their responsibilities in the event of an incident;
- To provide procedures to determine the severity and magnitude of incidents and outline the integrated emergency management system to be utilized for overall coordination of the incident response in the County;
- To outline the aid and assistance available to local government, individuals and businesses when a Local, State or Federal Disaster Declaration is issued;

Campbell County Emergency Operations Plan

- To outline the actions required of local governments to be eligible for state and federal assistance under Public Law 93-288, the Homeland Security Act of 2002 and other related Public Laws.

Scope

This Plan establishes direction for coordinating local, state and federal emergency response to an incident. The plan also details preparedness actions to be taken by local governments prior to an incident. This plan does not restrict the development of more complex and in-depth local, state and other agency plans or standard operating procedures.

Structure

The Campbell County EOP consists of the following components:

The Basic Plan which describes the purpose, scope, situations and assumptions, hazard analysis, concept of operations, plan management, and authorities of the County, local jurisdictions and agencies in response to an incident.

Emergency Support Functions (ESF) delineate primary and support agencies concept of operations, roles and responsibilities, and recommend necessary standard operating procedures/guidelines to implement those functions.

Resource List (ERIL) – a typed listing of resources available to support local jurisdictions during an incident.

Support Annexes to the Plan which provide additional information necessary for an informed and managed response to incidents.

Incident Specific Annexes to the Plans.

Administrative supplements that include: a list of acronyms/abbreviations, terms and definitions, a compendium of emergency authorities and directives, and hazard analysis and assessment, which serve as points of reference and information for the users.

Emergency Support Function Descriptions

EMERGENCY SUPPORT FUNCTION #1 - TRANSPORTATION – To coordinate and organize transportation resources for Local and County agencies in preparing for, responding to and recovering from incidents which impact the citizens of the County.

EMERGENCY SUPPORT FUNCTION #2 – EMERGENCY COMMUNICATIONS – To maintain a reliable communications capability for alert & notification instructions by key officials of the County, and to communicate with local and state agencies in an incident.

EMERGENCY SUPPORT FUNCTIONS # 3 & # 12 - INFRASTRUCTURE MANAGEMENT – To coordinate the overall response of the County to a major failure of infrastructure due to natural or manmade incidents.

EMERGENCY SUPPORT FUNCTION # 4 - FIREFIGHTING – To provide for the protection of life and property and to minimize actual or potential fire damage resulting from an incident, and to assist in rescue operations.

EMERGENCY SUPPORT FUNCTION # 5 - EMERGENCY MANAGEMENT – 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.

EMERGENCY SUPPORT FUNCTION # 6 - MASS CARE, HOUSING, AND HUMAN SERVICES - To provide staff, facilities and procedures for the coordination of state, local, federal and private care and sheltering agencies during an impending or existing emergency or disaster; and to assist the Governor in formulating policy, establishing priorities, gathering and analyzing information, monitoring the execution of plans, and directing response and recovery operations as necessary as they relate to the care and sheltering of evacuees.

EMERGENCY SUPPORT FUNCTION # 7 - RESOURCE SUPPORT - The Mission of ESF 7 is to provide resource support consisting of emergency relief supplies, telecommunications, transportation services, security services and personnel to support immediate response activities.

EMERGENCY SUPPORT FUNCTION # 8 – PUBLIC HEALTH AND MEDICAL SERVICES - To coordinate and direct health care related activities within the County to provide emergency care and treatment of casualties resulting from an incident, including CBRNE incidents that could occur during a war or terrorist attack. To help continue provision of routine emergency and medical care for the general population. To provide emergency public health services that will prevent and/or mitigate the spread of

Campbell County Emergency Operations Plan

infectious diseases. To provide mental health services for both victims and emergency responders.

EMERGENCY SUPPORT FUNCTION # 9 - SEARCH AND RESCUE - To provide an organizational structure and guidance for search and rescue, by means of ground, marine, or air activity, of any person who becomes lost, injured, stranded, trapped or has died. The procedures include searches for lost persons, downed or missing aircraft, structural explosions or transportation accidents, and natural or man-made incidents, where search and rescue is an integral part of the overall operations.

EMERGENCY SUPPORT FUNCTION # 10 - OIL AND HAZARDOUS MATERIALS – To protect human health and the environment from releases of hazardous materials.

EMERGENCY SUPPORT FUNCTION # 11 - AGRICULTURE – To ensure the safety and security of the county's agricultural market (crop, livestock production, transportation and processing) and ensure that animal and veterinary issues in natural disasters are supported. To provide guidance for dealing with animals impacted by disaster or disease.

EMERGENCY SUPPORT FUNCTION # 12 / # 3 - ENERGY – Combined with ESF #3.

EMERGENCY SUPPORT FUNCTION # 13 - LAW ENFORCEMENT & SECURITY – To maintain law and order, protect life and property, undertake traffic control, provide law enforcement support to other law enforcement agencies, guard essential facilities and supplies, and coordinate law enforcement mutual aid.

EMERGENCY SUPPORT FUNCTION # 14 - LONG-TERM RECOVERY & MITIGATION – To provide coordination and guidance for recovery operations to include restoration of damaged or destroyed public property, services and assistance to private citizens affected by a major incident. Coordinate damage assessment activities, county/state declaration requirements and facilitate Damage Assessment Reports and Project Applications and to coordinate and administer the county's Public Assistance, Individual Assistance and Hazard Mitigation Programs.

EMERGENCY SUPPORT FUNCTION # 15 - PUBLIC INFORMATION – To keep the citizens of the County informed of the developing situation, to give instructions for protective actions in a threatened or actual incident, to control rumors and speculation, and to provide recovery operations instructions.

Campbell County Emergency Operations Plan Template

Agency/Organization	Emergency Support Functions														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Transportation	Emergency Communications	Infrastructure Mgt ESF 3 and 12	Fire Fighting	Emergency Management	Mass Care, Housing & Human Services	Resource Support	Health and Medical Services	Search & Rescue	Hazardous Materials	Agriculture	Refer to ESF 3	Public Safety & Security	Long-Term Community Recovery and Mitigation	Public Information
County Judge Executive / Mayors					S									S	P
Local Emergency Management		S			P		S								S
Local 24-Hour Warning Point/911/Dispatch/		P			S										
City-County Public Works			P				S								
County/Local Law Enforcement							S						P		
County/Local Fire Departments				P			S		S	S			S		
Regional Health Departments						P		P							
Regional Wastewater/Solid Waste			S												
Regional Airports	S														
Regional Transit Systems	S														
CSX or other Rail Company	S														
Hospital(s)								S							
Board of Education / Schools (Secondary and Higher Education)	P														
Local Media (Radio, TV, Cable, Newspaper) / Public Information		S													S
American Red Cross / VOAD						S									
County Search and Rescue Teams									P						
Regional Hazmat Team										P					
Campbell County Fiscal Court – Finance															
Campbell County Fiscal Court – Human Resource Director							P								
Campbell County Fiscal Court – PAZ Director														P	
US Corp of Engineers	S	S													
US Coast Guard		S							S						
Campbell County Agriculture Extension Office											P				

Situations and Assumptions

Situations

The County is subjected to a variety of hazards and must contend with the possibility of an incident or threat of an incident.

Flooding and wind damage are the most prevalent weather related hazards; however, , winter snow/ice storms occasionally restrict highway transportation.

Geologic faults increase the vulnerability to seismic disturbances. No faults are located in the county however we may be affected by larger faults in the western part of the state.

A terrorist type attack using conventional, chemical, biological or nuclear weapons is a possibility. Such attacks could be directed against human beings, animals, property, or any combination thereof. Radioactive materials are employed by industry, medical institutions and educational centers. Consequently, these radioactive materials are shipped by air, rail and highway and create a potential for a radiological hazardous materials incident.

Hazardous materials (chemical, biological, radiological and explosive) are transported and used throughout the Commonwealth. This increases the probability of the occurrence of a hazardous materials incident within the County.

Hazardous Materials planning is done in conjunction with the requirements of Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986 and the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) of 1980.

Other incidents may result in cases where there will be mass casualties and/or mass fatalities.

All emergency response agencies have appointed an emergency response coordinator who is empowered to commit resources of the agency.

All the cities in Campbell County KY have signed an inter-local agreement appointing the Campbell County Emergency Management office as the city EMA resource. Campbell County EMA per Chapter 39B.010 of the KRS has created supported and maintains a local EMA program

The National Weather Service (NWS) sends critical data out through Tone Alert Radios (TARs) and local media, enabling local governments to receive rapid warnings of impending severe weather.

Campbell County Emergency Operations Plan

Assumptions

The County EM Director will act on behalf of the Chief Elected Official(s) to coordinate incident response by and between all county/local agencies and all local political subdivisions in conformance with KRS Chapter 39B.

Local resources will be made available to respond to incidents affecting any area of the county.

Local governments will fully commit their resources before requesting assistance from the state, but may be unable to satisfy all emergency resource requests during an incident.

State assistance will be requested when incident response relief requirements exceed the county's capability. State assistance will be provided under the provisions of the National Response Framework (NRF).

The federal government will provide funds and assistance to areas of the County declared major disaster areas by the President.

Situation Overview

The following describes how Campbell County has prepared for disasters:

- Campbell County Emergency Management Agency is the lead emergency planning agency for Campbell County and has developed basic planning policies, guidelines, and an Emergency Operations Plan
- the Campbell County Judge Executive and/or the Mayor will declare a local State of Emergency in their respective jurisdictions in consultation with the Campbell County Emergency Management Director
- the Emergency Operations Plan is maintained by the Campbell County Emergency Management planner and is updated in accordance with KRS Chapter 39B.060, 106 KAR 1:201, and guidelines from the Kentucky Division of Emergency Management
- the Emergency Operations Plan is distributed to all Emergency Operations Center (EOC) staff, support staff, and upon request to appropriate parties, and is available on the Campbell County Emergency Management Agency website at [website address]
- the Emergency Operations Plan outlines primary organizational structure, roles, and responsibilities of all partner agencies
- each Emergency Support Function (ESF) has been developed through planning sessions and is continually reviewed by the primary agency

Campbell County Emergency Operations Plan

- each lead and support agency is required to develop, update, and distribute operational procedures and ensure consistency with the Emergency Operations Plan and define specific internal procedures
- the Emergency Operations Plan will be updated as changes occur or according to state and federal requirements
- the Campbell County Emergency Management Agency Director will act for the Chief Elected Official(s) to coordinate incident response by and between all county/local agencies and all local political subdivisions in conformance with KRS Chapter 39B

County Demographics (2020 Census)

County Seat.	Alexandria
Total Population	93,050
Total Square miles	160
Total Housing units	42,121

Cities in County * The following communities list Campbell County as EMA for the city*

Alexandria, Bellevue, California, Cold Spring, Crestview, Dayton, Ft Thomas, Highland Heights, Melbourne, Mentor, Newport, Silver Grove, Southgate, Wilder, Woodlawn

Hazard Analysis and Assessment

The Hazard Analysis for the county indicates no population area is hazard free. The vulnerability to these hazards offers a continuing threat (earthquakes, landslides, transportation accidents, and human actions); many vary according to seasonal and climatic factors. The county covers 160 square miles with a population of 88,616 (2000 census). The terrain is primarily Hills. Principal Rivers are the Ohio and Licking, flooding occurs mainly along the Northern, Eastern and Western borders. Possible Dam failure exists at the Campbell County Park in the south end of the County. Major transportation routes are US 27, Interstate 275, 471 and AA highway. Railroad. Pipelines of Natural Gas transmission lines cross the county. Hazardous facilities and storage areas are identified by the Northern Kentucky Emergency Planning Committee in ESF 10.

Hazard Matrix

Severe Risk Hazards	Flash Flooding Thunderstorms
High Risk Hazards	River Basin Flooding Tornado
Moderate Risk Hazards	Winter Storms

Campbell County Emergency Operations Plan

	Energy Shortages/Outages Transportation Accidents
Limited Risk Hazards	Earthquakes Dam Failure Hazardous Materials Accidents Extreme Heat Landslides Wildfires Terrorism
Low Risk Hazards	Drought/Water Shortages

Severe Weather

- **Thunderstorms** and related activity – quite frequent in our county. A severe thunderstorm may be accompanied by strong winds, hail or other phenomena. Lightning is the most deadly phenomena associated with thunderstorms.
- **Winter storms** – due to its mild, temperate climate, Campbell County has experienced few severe winter storms. Occasionally severe ice and/or snowstorms do occur, but they are commonly light and of short duration. Severe weather conditions normally occur during January and February.
- **Floods** are probably the most common hazard to affect the State and are usually more prevalent during spring and summer months. Two types of flooding have been identified: Flash Flooding and River Basin Flooding.
 - **Flash Floods** - occur as the result of excessive rainfall over short periods of time. This type of flooding is experienced in specific areas of the county
 - **River Basin Flooding** – Campbell County is surrounded by rivers to the North, East and West. Flooding is possible all year with the areas weather patterns. Most flooding is minor however moderate flooding has been experienced in the area.
 -

Since January 2008 Campbell County experienced the following weather-related events:

- February 2008- ice storm
- March 2008- major snowstorm
- March 2008- flooding
- September 2008- major windstorm from Hurricane Ike
- January 2009- ice storm with crippling and prolonged effects
- February 2012- one confirmed tornadoes in the same night
-

Each of these weather-related events initially paralyzed the county and required a well-coordinated recovery from the county's incident management team.

Campbell County Emergency Operations Plan

Campbell County's worst flooding occurred in March 1997. This flood established the 100-year record for the county. Through a joint project with FEMA and the Kentucky Division of Water, Campbell County has received updated flood plain maps. As a mitigation action, all new construction projects in Campbell County are required to coordinate building with the flood plain coordinator, which is the Director of Campbell County Emergency Management Agency.

Campbell County has experienced other events as well that have not risen to the level of Presidential Declarations, which serve as keen reminders of the county's vulnerabilities requiring planning and preparation for response.

Dam Failure

Campbell County has six (6) major dams which present risks to the community:

- A. J. Jolly Lake
- Claryville Lake
- Upper Alexandria Lake Dam
- Lower Alexandria Lake Dam
- Dietz Lake
- Newport Water Works Detention Dam

Through grants with the U.S. Army Corps of Engineers, comprehensive engineering studies have been done to predict the results of failures of all three dams. These studies have helped provide an understanding of the worst-case scenario of dam failure, identified the residents at risk, and produced emergency plans that have involved the affected residents and applicable emergency services agencies. Community hearings have been held on these studies with affected residents. Each affected household received a weather/all-hazards radio to help provide early warning of possible dam failure.

Tornadoes

Tornadoes may occur in any part of the county mainly during the months of March, April, and May, and a second wave in Late January to February. Tornadoes have been recorded in the state as far back as 1830, but they seem to have become more frequent in recent years. Injuries, damages and fatalities attributed to tornadoes have also been on the increase in recent years.

Earthquakes

Campbell County is situated in an area which may be affected by an earthquake along the New Madrid fault or an uncharted fault. Campbell County has not been affected by an earthquake of major proportion since 1812, but there have been numerous tremors

Campbell County Emergency Operations Plan

over the years to serve as reminders of this threat. Any Moderate earthquake is expected to cause other problems such as releases of Hazardous Materials, Dam Failures, Road and Bridge Failure and Debris Management issues.

Transportation Accidents

With the amount of transportation routes in the county, Roadway, Railway and Waterway. Campbell County is susceptible many forms of transportation accidents. I-275, I-471, US 27 and AA Highway, Ohio and Licking Rivers. The county also has main railway spurs that impact the county.

Bridge Vulnerability

In Campbell County there are three (3) major bridges:

- AJ Roebling Bridge
- Daniel Carter Beard Bridge
- Taylor Southgate Bridge

Major Transportation Routes and Major Supply Routes

Major transportation routes and major supply routes (MSRs) that cross through Campbell County include:

- Interstate I-275
- Interstate I-471
- US Highway 27

Aircraft

Aircraft risk for Campbell County lies in its proximity to Northern Kentucky/Cincinnati Internal Airport in Boone County and its proximity to Cincinnati Municipal Airport (Lunken Field) Airport in Hamilton County, Ohio which places it in the flight path of arriving and departing aircraft. As a result, fire department personnel need to train to respond to an aircraft incident.

Campbell County does not have a public airport. There are no known privately owned and operated air strip(s) in rural Campbell County.

Energy Related Hazards and Energy Shortages/Outages

- Natural gas presents several potentially hazardous situations. Most of these are concerned with transportation of natural gas in the county. Accidental rupture of pipelines can result in fire, explosion, or both, resulting in property damage and possible injuries or loss of life. Another major hazard involves the accident potential within storage areas. The potential is especially great for fires and explosions in these areas, when

Campbell County Emergency Operations Plan

careless handling or improper use of fire can produce catastrophic accidents.

- Electrical transmission within the county creates some additional energy hazards. Rupture or breakage of transmission lines is probably the most common hazard; this may result in structural fires or loss of life.
- Power shortages/outages in the county are a possibility and may be intensified by restrictions that could be placed on energy supplies nationwide. The county will work with the appropriate utility provider in a situation where energy allocation is required.

Water Shortages

The county water system can be affected by equipment failures, and occasional droughts, which may require voluntary conservation measures; the issuing of water advisories or mandatory conservation orders; and locating emergency pumps at other water systems. This occurs primarily during summer months.

Hazardous Materials Accidents

Campbell County has a substantial risk for hazardous materials incidents from transportation accidents on Highway/Interstate (I-471) or on the two railways that cross the county. There are Tier II facilities reporting to the Kentucky Emergency Response Commission and the Northern Kentucky Emergency Planning Committee that they manufacture, store, or use one or more of the substances covered in Section 302 - Emergency Planning and Community Right-To-Know Act of the Superfund Amendments and Reauthorization Act of 1986. You can find the most current list of facilities within the Tier II software/system. All Extremely Hazardous Substance (EHS) plans are submitted and reviewed by the Northern Kentucky Emergency Planning Committee annually.

The most serious threat comes from a transportation accident when chemicals or other hazardous materials are involved. These have the potential of affecting great numbers of people over large distances. Businesses that store or use hazardous materials on their property may pose a threat to life and property. Campbell County has 6 such facilities within its boundaries.

The following pipelines are in Campbell County:

- Duke Energy Pipeline
- TC Energy Pipeline

Campbell County Emergency Operations Plan

Terrorism

Possible targets in the County include Interstate bridges and overpasses, historical sites, government centers, industrial plants and agricultural production sites). CBRNE (Chemical, Biological, Radiological, Nuclear, Explosives) are agents that may be illegally employed to promote a specific philosophy or goal.

County Specific Hazards

- EHS facilities or chemical storage facilities
- World Peace Bell Newport, KY
- Northern Kentucky University Highland Heights, KY
- Water and Waste Treatment Plants
- DAV National Headquarters
- Large Assemble locations. Newport Aquarium/ Newport Levee
- Bank of Kentucky Center Highland Heights

Summary

Campbell County has come to understand the risks of terrorism and natural hazards in a variety of ways. Our greatest experience lies in the area of dealing with the effects of natural hazards, particularly weather-related incidents. Since 2010, Campbell County has had [number] Presidential Declarations surrounding such weather-related incidents, [number] of which have occurred since. Campbell County has responded to disaster events in other Kentucky counties on a consistent basis as well as sending help to other areas of the United States in response to a hurricane in 2008.

Situated in the Northern Kentucky region, requires this county to have mutual aid agreements in place and to be ready to respond in the event of man-made actions that threaten the safety of the public. Additionally, in the past [number] years, Campbell County has held exercises in the areas of a school shooting, a double tornado striking the county, pandemic flu shots, a train derailment, and several simulated hazardous materials incidents. In each one, not only have first responders exercised, but the county's Emergency Operations Center has also been exercised.

Direction and Control

To provide the framework for an integrated emergency management system which will support the mitigation, preparedness, response and recovery activities of a disaster incident which impacts, or may impact, residents and property in the County. The policies in this section provide for a centralized and coordinated response and allocation of resources using a command structure which is capable of adapting to changes in the situation.

In order for the county to adequately respond to an incident, the Chief Elected Official(s) has/have appointed an Emergency Operations Center (EOC) staff to coordinate government and private response to an incident. They will operate from the County

Campbell County Emergency Operations Plan

EOC under the direction of the Chief Elected Official(s). ESF Coordinators will report to the EOC as requested.

The County Judge Executive is responsible for emergency operations in the unincorporated areas of the County. The Mayor(s) is responsible for emergency operations within the city limits.

While operating in an activated EOC, each ESF Coordinator will act as a liaison for their agency and coordinate all information through the EOC.

Alternate Locations for Essential Operations

When government departments and/or offices are displaced to another building by an incident, prompt action will be taken by all agencies to re-establish their offices at their normal site as soon as possible. Each department has the responsibility to establish written procedures for accomplishing this and department heads are responsible for keeping the plans current and their employees informed of these plans. Destruction caused by an incident can cover a large or small area. County and city buildings may be partially or completely destroyed. Destruction of government property and records does not end the responsibility of government to provide prompt and timely services.

Kentucky Revised Statutes 39D.020 addresses the issue of continuity of operations for Campbell County Fiscal Court,

- the governing body of each county, urban-county, charter county, and city of this Commonwealth may meet at any place within or without the territorial limits of that political subdivision, at the direction of the elected chief executive officer or his or her successor
- the governing body shall proceed to establish and designate by ordinance, resolution, or other manner, alternate or substitute places as the temporary locations of government where all, or any part, of the public business may be transacted and conducted during the emergency situation
- the alternate or substitute places may be within or without the territorial limits of the county, urban-county, charter county, and city, and shall be within those of the state
- if practicable, they shall be the places designated as the temporary locations of government in the current local emergency operations plan
- while the public business is being conducted at a temporary location, the governing body and other officers of a county, urban-county, charter county, and city of this Commonwealth shall have and exercise, at that location, all of the executive, legislative, administrative, and judicial powers and functions conferred upon that body and officers under state law
- the powers and functions, except judicial, may be exercised in the light of the exigencies of the emergency situation without regard to or compliance with time-consuming procedures and formalities prescribed by law and pertaining thereto
- all acts of the body and officers shall be as valid and binding as if performed within the territorial limits of their county, urban-county, charter county and city

Concept of Operations

General

All incidents within the County begin with an initial level of response and will escalate in accordance with the requirements of the incident.

In the event of an incident in the County, affected local communities will respond in accordance with their citizens' needs and request additional support as needed through local, state and federal response networks.

Continuity of Government

Each Department Head of the local governments will designate a Deputy to act in their place during an emergency

Continuity of government (COG) will be maintained during or following an incident in the county and city governments through the:

- utilization of all available resources and manpower
- pre-designation of alternates for key county and city officials
- identification and appointment of standby officers to various county and city boards and committees
- selection and preparation of alternate sites for government
- preservation of vital records needed for government to function

Kentucky Revised Statutes 39D.030 addresses the issue of continuity of government for Campbell County Fiscal Court;

- the governing body of each county, urban-county government, charter county government, and city shall enact the ordinances and resolutions necessary to provide for the continuity of government throughout the duration of a state of emergency
- the ordinances and resolutions shall provide a method by which temporary emergency appointments to public office are made, except as limited by express constitutional provisions, and shall define the scope of the powers and duties which may be exercised and provide for termination of the appointment so made

Kentucky Revised Statutes 39D.040 addresses the issues of emergency interim successors, order of successions, vacancies, and the applicability of the statute to all special districts and political subdivisions:

- "emergency interim successor" is defined in KRS 39D.040(1)(a) and refers to the person designated to exercise the powers and discharge the duties of that office until a successor is appointed or elected and qualified as provided by law, or until

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the lawful incumbent is able to resume the exercise of the powers and discharge the duties of the office

- "unavailable" means during a state of emergency that:
 - a vacancy in office exists and there is no deputy authorized to exercise all of the powers and discharge the duties of the office or
 - the lawful incumbent of the office and any duly authorized deputy are absent or unable to exercise the powers and discharge the duties of the office.
- the local legislative bodies of cities, counties, urban-counties, and charter counties shall enact ordinances or orders governing the manner in which vacancies in offices and employment shall be filled, and for the prompt filling thereof during times of disaster and emergency, if the filling of these vacancies is not otherwise provided for by law
- the legislative bodies shall enact ordinances providing for the appointment of not fewer than three (3) nor more than seven (7) emergency interim successors for each local office, department, and agency specified in the Kentucky Emergency Operations Plan and local emergency operations plans and annexes thereto
- emergency interim successors, in the order of their successions, shall have the full power to exercise all powers of the office, department, or agency and to commit its resources during a time of emergency or disaster if the person normally exercising the position is unavailable
- if the preceding emergency successor becomes available, he or she shall resume the duties being performed by the emergency interim successor, unless he or she chooses to permit the emergency interim successor to remain in the position until relieved
- the administrative orders and ordinances shall not be inconsistent with this section

Planning

Planning considerations for COOP and COG capability include:

- maintaining a high level of readiness
- ensuring capability of implementing the plan elements with and without advance warning
- becoming operational no later than 12 hours after activation
- maintaining sustained operations for up to 30 days
- taking advantage of existing government/agency field infrastructures
- outlining the processes that government/agencies will follow to designate essential functions and resources
- define short- and long-term goals and objectives
- forecast budgetary requirements

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- anticipate and address issues and potential obstacles
- establish planning milestones

The elements of a continuity of operations plan include:

- response procedures
- roster of fully equipped and trained emergency personnel with authority to perform essential functions
- an organizational chart that shows lines of succession
- identification of essential functions
- delegation of authority
- provision of operational capability
- reliable processes and procedures to acquire resources to continue essential activities
- procedures for employee advisories and alerts and COOP plan activation with relocation instructions
- personnel accountability
- alternate facilities
- interoperable communications
- vital records and databases
- tests, training, and exercises
- sustainability

Logistics Staging and Points of Distribution (PODs)

Resources and supplies that are received from other counties or resources outside Campbell County will require a location for staging and as well as distribution of the resources. Such sites require:

- space for temporary storage
- a forklift or pallet jack
- at least one point of ingress and several points of egress

POD locations and Plans are found in the County POD Plan and the Resource Management and Logistics Plan

Local Emergency Operations Plan (EOP) Implementation

This Plan will be implemented when an emergency has been declared by the Chief Elected Official(s), or their designee, and/or an incident is considered imminent or probable and the implementation of this Plan and the activation of the County

Campbell County Emergency Operations Plan

Emergency Operations Center (EOC) is considered a prudent proactive response to the impending incident.

Execution of Plan

This plan is effective for planning and operational purposes when:

- An incident occurs or is imminent.
- An emergency is declared by the Chief Elected Official(s) or their designee.
- Directed by the EM Director, Deputy EM Director or designee.

Phases of Emergency Management

Mitigation

Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with 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 temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Preparedness

Normal readiness and preparedness operations to select and train staff and emergency response personnel, develop operations plans, equip an EOC, and develop procedures and skills to effectively respond to emergencies and disasters.

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 involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

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 execution of incident mitigation activities designed to limit the loss of life, personal injury, property

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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 the 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.

Recovery

The objective of the Recovery Phase is to return the area to normal as soon as possible. However, this phase may extend for a lengthy time depending upon the effects of the incident and the resources available to cope with them. It is not unusual for this period to take more than 5 years.

The development, coordination, and execution of service- and site- restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Organization and Assignment of Responsibilities

General

Local Government has the responsibility, thru the Emergency Management Director, for mitigation, preparedness, response, and recovery.

Local Emergency Operations Center (EOC)

The primary EOC is located at Campbell County Emergency Management Office 8774 Constable Drive, Alexandria, Ky. Alternate EOC#1 located at the Campbell County Fire Training Center, 10 Training Center Drive. Alternate EOC #2 Is located at the Campbell County Fiscal Court building 1098 Monmouth Street Newport, Ky.

EOC Activation Levels

Level 3 – Normal Operations/Steady State – Activities are normal for the EOC when no incident or specific risk or hazard has been identified. Routine watch and warning activities if the EOC continue in the EOC.

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Level 2 – Enhanced Steady/State/Partial Activation - Certain EOC staff are activated to monitor a credible threat, risk or hazard and/or to support the response to a new and potentially evolving incident.

Level 1 – Full Activation - The EOC is fully Activated, including personnel from all assisting and support agencies, to support the response to a major incident of credible threat.

Deactivation of EOC

The deactivation of the Campbell County EOC is determined by the progress made on the objectives of the incident action plans. The plan to scale down the size of the EOC will be a joint decision of the EOC Manager with the ESF Coordinators in conjunction with the Chief Elected Officials of Campbell County Fiscal Court, and the Campbell County Emergency Management Agency. Some of the emergency support functions may deactivate prior to others depending on the situation as determined by the EOC management team. All decisions are made based on the objective evidence of the current situation as presented by the ESF Coordinators and other information sources.

Resource Management

Preparation and readiness for emergency/disaster events require knowledge of the public and private sector assets and resources jurisdictions have available to them to address the hazards which have been identified in the community. Resource management is a systematic development of methods for using personnel, services, materials, and major items of equipment for essential emergency functions. Emergency management and incident response activities require carefully managed resources to meet incident needs. Utilization of the standardized resource management concepts such as typing, inventorying, organizing, and tracking will facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

Response Trailers

Campbell County has seven (7) emergency response trailer(s) to be utilized for preparedness and recovery efforts. Campbell County currently has the following trailer(s) for the function(s) (mobile command post, shelter, etc.) specified:

- Emergency Shelter Trailer
- Special Needs Shelter Trailer
- Decontamination Trailer
- Animal Disaster Response Trailer
- Point of Distribution Trailer
- Land Search and Rescue (Command) Trailer
- Mass Casualty Trailer

Campbell County Emergency Operations Plan

The resource management process can be separated into two parts:

- resource management as an element of preparedness
- resource management during an incident

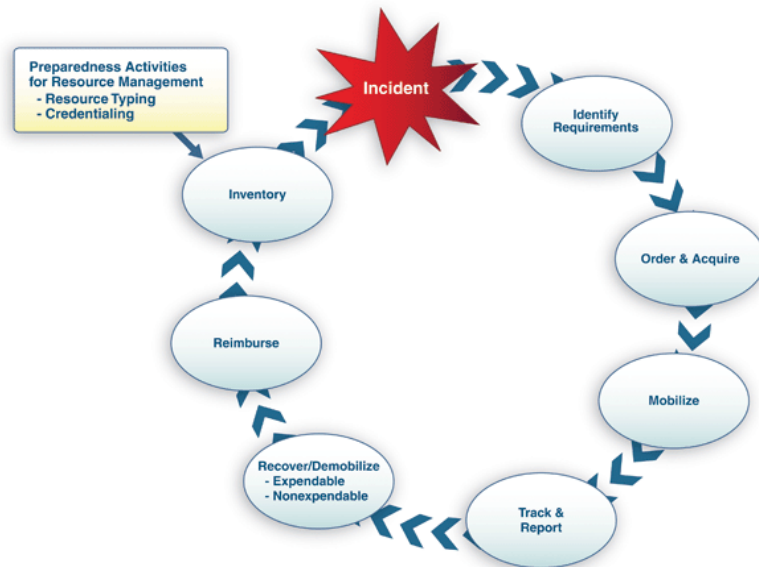
C-POD

Incident Resource Management

Resource management during an incident is a finite process, as shown in the below figure, with a distinct beginning and ending specific to the needs of the particular incident.

Resource management should be flexible and scalable to support any incident and be adaptable to changes. Efficient and effective deployment of resources requires that resource management concepts and principles be used in all phases of emergency management and incident response.

When a disaster/emergency occurs, resource management is the responsibility of ESF-7/Resource Support as outlined in the Campbell County Emergency Operations Plan. Campbell County Emergency Management is the lead agency for this emergency support function. The Director of Campbell County Emergency Management activates this support function.



In the Campbell County Emergency Operations Center, ESF-7 Resource Support operates within the established Incident Command Structure and is located in the Logistics section.

NOTE: POD Locations and Staging Areas can be found in the POD Plan and the Resource and Logistics Management Plan.

Campbell County Emergency Operations Plan

D. Requesting Resources

All requests for resources from Campbell County Fiscal Court, emergency/disaster event are routed through the Campbell County Emergency Operations Center (EOC) as outlined in the Campbell County Emergency Operations Plan (EOP).

The reason for this procedure is:

- to provide a single source to request resources
- to maintain an organized approach for requesting resources
- to provide accountability and fiscal responsibility for requesting resources
- to prevent multiple sources from requesting duplicate resources

Requesting resources for an emergency/disaster event in Campbell County is progressive as demonstrated in Figure 1: “Progressive Requests for Emergency/Disaster Resources”.

All requests for resources to respond to the emergency/disaster are routed through the Incident Commander to the Campbell County EOC. There may be multiple incidents and incident commanders requiring resources. Requests for resources are lifted to the Campbell County EOC. As the request is received at the EOC, it will be reviewed by the EOC Operations section and routed to the appropriate Emergency Support Function desk where it is reviewed and appropriate action to fulfill the resource request is made.

Campbell County Emergency Operations Plan

Preparedness/Planning Activities

The preparedness activities (resource typing, credentialing, and inventorying) are conducted on a continual basis to help ensure that resources are ready to be mobilized when called to an incident.

Resource management includes implementing procedures, which provide information on the resources in the community including:

- identification of resources
- location
- acquisition
- storage
- maintenance
- timely distribution and accounting
- capacity
- capability
- inventory management
-

Campbell County utilizes the following protocol in preparedness for resource management:

Step 1: Identify associated risks/consequences

- severe weather
 - tornados
 - windstorms
 - earthquakes
 - flooding
 - windstorms
 - winter storms
- technological disaster
- man-made disaster
- hazardous materials incident
- major transportation accidents

Campbell County Emergency Operations Plan

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Step 2: Identify probable resource needs

- personnel
- facilities
- equipment
- vehicles
- teams
- aircraft
- supplies

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Step 3: Identify potential sources of resources

- in-house sourcing
- mutual aid
- other levels of government
- volunteer organizations
- commercial sources
- contracts
- donations

The resources available for the jurisdictions within Campbell County are managed through the Campbell County Emergency Management Agency using resource typing. Resource typing is the categorization and description of response resources by capacity and capability that are commonly exchanged in emergency/disaster situations through mutual aid agreements. In this manner, resources are typed, or clearly described by function and capability, using universal terms, and classified by levels of capability and capacity. This systematic approach:

- provides the necessary information to ensure that the correct resource is requested, ordered, and received in Campbell
- County during an emergency
- provides a method by which disaster response resources can be tracked, documented, and inventoried in terms of categories, kinds, components, and typing definitions by Campbell County during an emergency
- provides the necessary information to ensure that the correct resources are offered and respond from Campbell
- County to requesting jurisdictions

Resource assets in the jurisdictions in Campbell

County are organized for each ESF with the following information:

Campbell County Emergency Operations Plan

- resource
- FEMA type
- detailed description of the resource
- location by physical address of the resource
- quantity
- point of contact information, including name, 24-hour contact information, and email address

Maintaining current information on all public and private resources is critical to planning, readiness, and response. In general, the maintenance of current information is a joint responsibility between the ESF Coordinators and the Campbell County Emergency Management Agency.

Additionally, it is important to be aware of and identify shortages in resources on a continuous basis. This is a joint responsibility of the ESF Coordinators, the governments, and agencies of Campbell County Fiscal Court, and Campbell County Emergency Management Agency. This will enable identification of resources to be:

- purchased and stockpiled
- requested through hazard mitigation grants
- secured through contracts and agreements with commercial vendors
- requested through mutual aid agreements with other counties and agencies in the region
- anticipated in order to make an early request to the state Emergency Operations Center in the event of a disaster/emergency

To ensure that information concerning resources is current:

- members of emergency support functions should report new resource acquisitions to the ESF Coordinator as soon as possible
- members of emergency support functions should report changes in status/availability of current equipment to the ESF Coordinator
- members of emergency support functions should report changes resource shortages to the ESF Coordinator
- ESF Coordinators should review the current resource list for new resource acquisitions, changes in status/availability of current resources and resource shortages as a standard agenda item during the regular meetings of Emergency Support Function planning committees
- ESF Coordinators check with members of their planning committees for information on new resource acquisitions, changes in status/availability of current resources and resource shortages on a quarterly basis in January, April, July, and October
- ESF Coordinators forward all information on new resource acquisitions, changes in status/availability of current resources and resource shortages to Campbell

Campbell County Emergency Operations Plan

County Emergency Management Agency upon receiving the information and on a quarterly basis on January 15, April 15, July 15, and October 15

- Campbell County Emergency Management County Emergency Management updates the information in the resource management database
- Campbell County Emergency Management distributes the updated data base to the ESF Coordinators as it is received and quarterly on February 1, May 1, August 1, and November 1

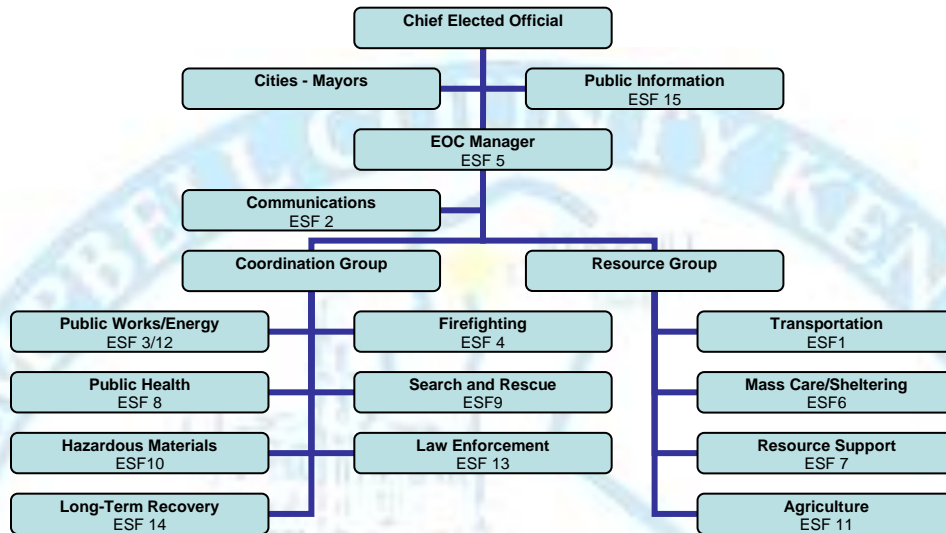
Organization

- The County Emergency Operations Center (EOC) is located at The Campbell County Emergency Management Office at 8774 Constable Drive Alexandria, KY and contains the maps and charts to function effectively. The Chief Elected Official's or the County Emergency Management Directors may activate the EOC. Assigned responsibilities of EOC personnel and detailed agency representatives are contained in this plan. The alternate EOC is dependent on the incident location. The EOC serves as the point for collection, analysis and dissemination of disaster related information for response agencies and the public.
- The EOC staff, along with operating procedures for the center, is maintained by the Campbell County Emergency Management Office. These materials are located at the Primary EOC.
- The Primary/ Alternate EOC is equipped with a backup generator for 24 hours operations capability.
- The EOC is equipped to provide the agencies and officials with communications to their offices, field units, disaster site, and other locations. Systems include: Commercial telephone systems, UHF and VHF County Radio System, and the amateur radio service. Other services are available for specialized notifications. (Communicator and Geocast)
- When requested by the County, Kentucky Division of Emergency Management (KyEM) will initiate and coordinate the response operations of state agencies assisting the county.
- The EOC Standard Operating Procedures (EOC-SOP), which describes the activation, staffing and operations of the EOC, will be followed.

All responses shall utilize an Incident Command or Incident Management System as outline in KRS 39A.230.

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EOC Organization Tree



Command and Control Section

Under KRS 39B.020, the County Judge Executive has appointed an emergency management (EM) director who has direct responsibility for the organization, administration, and operation of the local organization for disaster and emergency response. The Chief Executive retains legal responsibility for development and implementation of the emergency preparedness program.

Roles and Responsibilities

Role of the Federal Government

The Federal Government, through the Federal Emergency Management Agency (FEMA), shall provide assistance in a timely manner to save lives and to protect property, the economy, and the environment. Federal response will be organized through the use of the National Response Framework (NRF) to facilitate the delivery of all types of Federal response assistance to States to help them deal with the consequences of significant emergencies and disasters.

Role of the Commonwealth of Kentucky

Campbell County Emergency Operations Plan

The Commonwealth of Kentucky, through its Emergency Management Plan and Emergency Operations Center, shall coordinate all emergency management activities of the state, to protect lives and property of the people, and preserve the environment. Further, it will take appropriate actions to mitigate the effects of, prepare for, respond to, and recover from the impacts of emergencies or disasters.

State government departments are responsible for providing various services such as specialized skills, equipment, and resources, in support of state and local government emergency operations.

Role of Local Government

The following are basic responsibilities for emergency management operations provided by and through the County. Detailed responsibilities and essential activities are found in the appropriate emergency support functions (ESFs), and appendices to this document. Department level operating procedures detail how individual departments shall perform their responsibilities as delineated in this basic plan, ESFs and appendices.

- The County has the responsibility for disaster mitigation, preparedness, response, and recovery for unincorporated areas of the County, and a county-wide responsibility for coordination of response and recovery operations including warning, public information, damage assessment, resource coordination, and recovery guidance for individuals and political jurisdictions.
- Municipal governments are responsible for providing mitigation, preparedness, response, and recovery within their jurisdictions, except where contracts or agreements with the County are in place for such services.
- Various response agencies are responsible for their own different communications systems.
- Each department in the Campbell County has basic responsibilities in the four phases of emergency management: mitigation, preparedness, response and recovery.
- All County Departments (including judicial & legislative organizations) shall:
 - Ensure that all employee work areas are safe, clear of equipment and supplies, that may compromise access/egress routes, and that no equipment or supplies can injure employees.
 - Participate in emergency management training, drills and exercises to test County plans and procedures.
 - Train department employees on disaster plans and procedures to ensure operational capabilities and facilitate an effective response.

Campbell County Emergency Operations Plan

- Ensure that equipment and tools are protected from seismic activity (computer and file server tie-downs, secure file cabinets, shelving, and storage areas, etc.).
- Ensure that adequate disaster supplies and equipment are available for department staff.
- When appropriate, develop mutual support agreements with other “like” departments or organizations in other jurisdictions.
- Develop procedures to re-establish department operations, including notification of critical personnel, assessment of damage and resources, relocation of critical department functions, and estimated time to open for business.
- Provide department resources (supplies, equipment, services, personnel), as coordinated through the EOC.
- Develop procedures to document all costs of disaster response and recovery.

City Mayors and City Councils

As the Chief Elected Officials of the Cities, the roles and responsibilities of the Mayor and the City Council include:

- formulating major policy decisions for the city
- preserving the continuity of the executive branch of city government
- coordinating emergency operations and provide liaison, as required
- coordinating and managing the use of all available resources in the city
- issuing emergency proclamations for the city when needed
- requesting Mutual Aid for the city when needed
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- requesting support for the city from the Kentucky Division of Emergency Management

City Police Department

The roles and responsibilities of city Police Departments include:

- coordinating crime prevention and detection programs and the apprehension of criminals
- providing efficient service to the public through crowd and traffic control, emergency aid and safety programs
- preventing and controlling civil disorder
- providing security to the Campbell County EOC, shelters, food and water distribution staging areas, and transportation, as needed
- provides personnel and equipment to assist in the rapid dissemination of warnings and emergency

Campbell County Emergency Operations Plan

- providing the use of available resources required to conduct search and rescue
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Emergency Operations Center as required
- collecting information and compiling data for operational reports necessary to emergency
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities

City Public Works Departments

The roles and responsibilities of the City Public Works Departments include:

- assessing damage, blockage, debris (including ice and snow) removal, and determining clearance strategies
- closing flooded and damaged roadways
- providing repairs to damaged roadways
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Emergency Operations Center as required
- collecting information and compiling data for operational reports necessary to emergency
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities

The roles and responsibilities of the City Treasurer/Finance Officers include:

- providing assistance in the preparation of city government emergency operating reports by providing budgetary, fiscal, and program development analysis and data relevant to emergency operations and management provided by city government
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Campbell County Emergency Operations Center as required
- providing public information officers or support personnel as required

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- collecting information and compiling data for operational reports necessary to emergency resources
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities
- providing assistance in emergency financial management
- providing assistance in the preparation of city government emergency financial reports
- providing for the receipt, disbursement and accounting of federal and other funds provided to city government for emergency welfare services
- providing emergency procedures for purchasing of equipment and supplies needed by all city Departments and other outside governmental agencies required to provide city government emergency services
- planning for and developing procedures to manage disaster procurement operations and staging areas as part of the EOC Logistics Section

City Clerks

The roles and responsibilities of the City Clerk include:

- establishing and making available services to city agencies for the protection of vital records
- consulting with agencies regarding the management of vital records
- providing agencies with guidelines for the recovery of city records after an emergency
- providing assistance to agencies in the recovery of damaged city records after an emergency when feasible

The County Judge Executive shall:

- Formulate major policy decisions.
- Preserve the continuity of the executive branch of county government.
- Coordinate emergency operations and provide liaison, as required.
- Coordinate and manage the use of all available resources.
- Make emergency proclamations when needed.
- Request Mutual Aid when needed.
- Request support from the Emergency Management Division of the Commonwealth of Kentucky

The County shall:

- Provide for continuity of the County in order to continue legislative duties.

Campbell County Emergency Operations Plan

- Pass ordinances and motions pursuant to emergency proclamations; and appropriate revenue and expenditures as needed for disaster mitigation, preparedness, response and recovery.
- Conduct public meetings and actions to assist in reassuring and informing the public, and identify public needs.
- Provide for auditing of the emergency financial operations of county government and for emergency performance audits.
- Assist in public information and the dissemination of emergency information through County offices, coordinated with the Emergency Operations Center and Public Information Officers of affected jurisdictions.
- Direct citizen's requests for assistance to appropriate governmental agencies.
- Provide public information officers or support personnel as required.
- Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Re-establish county operations.
- Provide resources (supplies, equipment, services, personnel), as coordinated through the EOC.
- Support response and recovery activities as required.

County Property Valuation Administrator shall:

- Assess property damage and provide assessments to the County Judge Executive and Emergency Operations Center (EOC).
- Provide information to the Office of Emergency Management for damage assessment reports.
- Assist in the preparation of public information on property damage. Provide department resources (supplies, equipment, services, personnel), as coordinated through the EOC.
- Report to the EOC any damage of department occupied facilities, equipment, or resources.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.
- Provide representatives to the Emergency Operations Center when required.
- Provide public information officers or support personnel as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.

The County Attorney shall:

- Advise county government officials on legal matters relating to emergency management authority and responsibility.

Campbell County Emergency Operations Plan

- Represent county government in all criminal and civil proceedings in which it may be a party, as a result of emergency planning and operations.
- Report to the EOC any damage of department occupied facilities, equipment, or resources.
- Provide a representative to the Emergency operations Center when required.
- Provide public information officers or support as required.
- Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.

Presiding Judge, Circuit/District Courts, shall:

- Provide for continuity of Administrative Office of the Campbell County Court (AOC) operations.
- Continue to operate the judicial courts as efficiently as possible in order to maintain due process of law in civil and criminal justice matters.
- Perform coordination with other Divisions, County Probation Division, Health and Human Services, Prosecuting Attorney, and Adult and Juvenile Detention to insure efficient trial operations.
- Report to the EOC any damage of department occupied facilities, equipment, or resources.
- Provide representatives to the Emergency Operations Center as required. Provide public information officers or support personnel as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.

Campbell County Treasurer/Finance Officer shall:

The roles and responsibilities of the Campbell County Treasurer/Finance Officer include:

- providing assistance in the preparation of Campbell County government emergency operating reports by providing budgetary, fiscal and program development analysis, and data relevant to emergency operations and management provided by Campbell County government
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Campbell County Emergency Operations Center as required
- providing public information officers or support personnel as required

Campbell County Emergency Operations Plan

- assisting in collecting information and compiling data for operational reports necessary to emergency resources
- returning department activities to normal levels unless involved with recovery activities
- providing assistance in emergency financial management
- providing assistance in the preparation of Campbell County government emergency financial reports
- providing for the receipt, disbursement and accounting of federal and other funds provided to Campbell County government for emergency welfare services.

Additionally:

- Provide assistance in the preparation of County government emergency operating reports by providing budgetary, fiscal and program development analysis and data relevant to emergency operations and management provided by County government.
- Report to the EOC any damage of department facilities, equipment, or resources.
- Provide representatives to the Emergency Operations Center as required. Provide public information officers or support personnel as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.
- Provide assistance in emergency financial management.
- Provide assistance in the preparation of County government emergency financial reports.
- Provide for the receipt, disbursement and accounting of federal and other funds provided to County government for emergency welfare services.
- Provide emergency procedures for purchasing of equipment and supplies needed by all County.
- Departments and other outside governmental agencies required to provide county government emergency services.
- Plan for and develop procedures to manage disaster procurement operations and staging areas as part of the EOC Logistics Section. Appoint a trust officer for unclaimed funds from estates.
- Provide representatives to the Emergency Operations Center as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return office, division and/or department activities to normal levels unless involved with recovery.
- Act as Applicant Agent for the County in the recovery process following a Presidential declared disaster.

Campbell County Emergency Operations Plan

Director, Office of Emergency Management shall:

- Establish and manage the Emergency Operations Center (EOC).
- Advise and assist county officials on direction and control of emergency operations and act as liaison with appropriate organizations, as requested.
- Act as coordinating agent and prepare requests for emergency resources to the Commonwealth of Kentucky Division of Emergency Management or Federal agencies.
- Provide advice and assistance for the preparation and dissemination of emergency information.
- Collect emergency operations information, analyze data, and prepare operational reports.
- Maintain, operate, coordinate and recommend the appropriate use of Emergency Alert System (EAS) messages through the National Weather Service as it pertains to the County.
- Advise executive heads of political subdivisions within the county on direction and control of their emergency operations, and coordination with county operations and plans.
- Advise county officials on emergency administrative and recovery procedures and requirements.
- Develop and coordinate the preparation and use of emergency plans necessary to county government's accomplishing essential emergency management phases of mitigation, preparedness, response and recovery. Advise and assist county officials in obtaining and using military support to civil authority.
- Coordinate between telephone companies and the Campbell County Consolidated Dispatch Center to assure high quality and continuous operation of the 911 system, and the timely restoration of 911 services in the event of service disruptions.

Manager of Human Resources shall:

- Provide for the recruitment, allocation, and general management of labor forces required during emergency operations, to include managing the staffing requirements of the EOC.
- Provide for the identification, recruitment, and allocation of County employees for emergency operations in coordination with directors of County departments.
- Report to the EOC any damage of department occupied facilities, equipment, or resources.
- Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery.

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Campbell County Clerk shall:

The roles and responsibilities of the Campbell County Clerk include:

- establishing and making available services to Campbell County agencies for the protection of Vital Records
- consulting with agencies regarding the management of Vital Records
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing agencies with guidelines for recovery of records after an emergency
- assisting agencies in the recovery of damaged records after an emergency when feasible
- providing resources for elections as soon as is feasible
- collecting information and compiling data for operational reports necessary to emergency operations
- supporting response and recovery activities
- returning office activities to normal levels unless involved with recovery
-

Campbell County Solid Waste shall:

The roles and responsibilities of Campbell County Solid Waste include:

- conducting assessment of damages to recycling and/or solid waste services in Campbell County
- reporting to the Campbell County EOC any damage of department occupied facilities, equipment, or resources
- keeping the Campbell County EOC apprised of emergency repair and restoration of recycling and solid waste services
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities as required
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- assisting in collecting information and compiling data for operational reports necessary to emergency operations
- supporting response and recovery activities
- returning office activities to normal levels unless involved with recovery

Campbell County Emergency Operations Plan

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Campbell County Animal Control shall:

The roles and responsibilities of Campbell County Animal Control include:

- conducting assessment of damages to animal services in Campbell County
- reporting to the Campbell County EOC any damage of department occupied facilities, equipment, or resources
- keeping the Campbell County EOC apprised of emergency repair and restoration of animal control services
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities as required
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- collecting information and compiling data for operational reports necessary to emergency operations
- supporting response and recovery activities
- returning office activities to normal levels unless involved with recovery
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Campbell County Coroner's Office shall:

The roles and responsibilities of the Campbell County Coroner's Office include:

- conducting assessment of damages to affecting fatality management in Campbell County
- keeping the Campbell County EOC apprised of emergency repair and restoration of fatality management services
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities as required
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- collecting information and compiling data for operational reports necessary to emergency operations

Campbell County Emergency Operations Plan

- supporting response and recovery activities
- returning office activities to normal levels unless involved with recovery

Director (or designee), Northern Kentucky Health Department, shall:

- Coordinate and provide public health emergency services; act as the lead agency in the county for planning related to bioterrorism response, recovery and mitigation.
- Coordinate and/or provide emergency public health services, including communicable disease control and containment measures, mass prophylaxis, immunizations, and isolation and quarantine measures. Coordinate and provide for triage, screening, and limited first aid care at designated facilities.
- Coordinate and /or provide emergency environmental health services, including inspections and investigations related to food safety, water borne illness public health nuisance enforcement, and inspections of emergency shelter and emergency food distribution sites.
- Provide public information, risk communication, and community education concerning public health emergency preparedness, response and recovery.
- Assist emergency medical service providers and disaster response agencies (fire department, EMS services, mental health, and coroners) with logistic coordination of:
 - Basic and advanced life support services.
 - The distribution of emergency medical resources (supplies and equipment) to hospitals and other designated health facilities.
 - Mortuary services, including assisting in the handling of mass fatalities, proper disposition of corpses, investigations, and public information on the identification and confirmation of deceased disaster victims.
 - Information and education programs on emergency health treatment, prevention and control.
 - The provision of Critical Incident Stress Management services for emergency services workers during and after emergency operations.
 - Vital records, including maintenance, collection and recording of environmental health, public health, and vital statistic data and information for required operational reports.
- Report to the County EOC any damage of health department facilities, equipment, or resources.
 - Regularly communicate and interact with the Emergency Operations Center, and provide a representative when appropriate and resources allow.
- Provide or support public information officer, as resources allow.
- Support response and recovery activities as appropriate.

Campbell County Emergency Operations Plan

- Maintain health department operations related to emergency and return to normal activities after recovery phase.

Police Chief, County Police Department shall:

- Coordinate crime prevention and detection programs and the apprehension of criminals.
- Provide efficient service to the public through crowd and traffic control, emergency aid and safety programs.
- Prevent and control civil disorder.
- Provide security to the County EOC, shelters, food and water distribution staging areas, and transportation, as needed.
- Provide personnel and equipment to assist in the rapid dissemination of warnings and emergency information.
- Provide for the self-protection monitoring and the reporting of environmental and other type hazards, including radiological and unexploded ordinance (bombs), by department field forces.
- Conduct a public information program on public safety to include, but not limited to, traffic and crowd control, and safety and crime prevention. Provide for the use of available personnel and equipment to support emergency communications requirements.
- Direct and control the use of available resources required to conduct search and rescue operations.
- Report damage to department facilities, equipment, or personnel to the EOC.
- Provide representatives to the Emergency Operations Center as required.
- Provide public information officers or support personnel as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.

Campbell County EMS Agencies

The roles and responsibilities of the Campbell County Emergency Medical Services include:

- responding to calls for emergency medical care to all of Campbell County, it's cities and pursuant to mutual aid agreements with other jurisdictions
- offering safety programs to the public
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency
- providing the use of available resources required to conduct search and rescue

Campbell County Emergency Operations Plan

- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Emergency Operations Center as required
- collecting information and compiling data for operational reports necessary to emergency
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities

Campbell County Consolidate 911 Dispatch

The roles and responsibilities of the Campbell County Consolidate 911 Dispatch

E911 Dispatch include:

- working with appropriate telephone companies to assure high quality and continuous operation of the 911 system, and the timely restoration of 911 services in the event of service
- reporting damages of department facilities, equipment, or resources to the [Campbell] County Emergency Operations Center
- providing representatives to the Emergency Operations Center as required
- collecting information and compiling data for operational reports necessary to emergency
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities

Campbell County Extension Agent shall:

- Be responsible for, but not limited to, coordinating the disposition of abandoned, diseased, disabled or dead animals, animal protection, animal health emergency management and agro-terrorism. Will recognize certain catastrophic events related to animals, animal and production agriculture as events requiring activation of the state emergency operations plan. Will coordinate with and support ESF 8 in zoonotic disease or toxicosis where the public health may be affected. Will support ESF 8 in acts of terrorism where animal industry and or production agriculture is the vehicle for dissemination of a chemical or biologic agent.
- Implement a response to an outbreak of a highly contagious or economically devastating animal disease, an outbreak of a highly infective exotic plant disease, or an economically devastating plant pest infestation.
- Ensure, in coordination with ESF #8, that animal/veterinary/wildlife issues in an incident are supported.

Campbell County Emergency Operations Plan

- Develop mutual aid agreements with government agencies, professional associations and private agencies and organizations. Provide for surveillance for foreign animal disease or an animal disease, syndrome, chemical, poison or toxin that may pose a substantial threat to the animal industries, economy or public health of the county. Provide for surveillance of plant pest of unknown or questionable origin which may pose a potential or substantial threat to agriculture, horticulture, economy or public health of the county.
- The primary agency must have access to or the authority to restrict movement, detain in one location or move to another, animals, equipment, products and personnel for the purpose of control and eradication of disease. Such authority or access to authority must be both interstate and intrastate.
- Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
- Coordinate with appropriate agencies and organizations to ensure operational readiness. The primary and support agencies will develop and maintain standard operating procedures (SOP) for surveillance and response to include, but not limited to, poultry, cattle, swine, dairy, sheep, goats, equine and companion animal industries as well as wildlife and exotic animals. Such SOPs will be developed for surveillance and response to pests of crops and horticulture. These procedures will relate to catastrophic disaster and disease that pose a significant impact on human life, property or the economy.
- Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
- Assist in monitoring and reporting environmental hazards.
- Provide personnel and equipment available to support the emergency operations of other county departments and agencies consistent with capability.
- Provide for self-protective monitoring and the reporting of environmental and other hazards, by department field forces.
- Provide assistance in preparation and dissemination of emergency public information.
- Provide ESF representatives to the Emergency Operations Center as required.
- Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Support response and recovery activities as required.
- Return department activities to normal levels unless involved with recovery activities.

Director, County Transportation/Road Department, shall:

Campbell County Emergency Operations Plan

- Coordinate and provide emergency bus and vehicle transportation support and services for the County and other jurisdictions.
- Coordinate emergency transportation services with other private and public transportation providers for the movement of people, equipment, and supplies.
- Provide personnel and resources to plan for, coordinate, and distribute food and water resources through the same system that provides shelters. Assist other first responders (fire, police, emergency medical services, and public works) by assisting with barricades and other traffic related activities.
- Report to the EOC any damage of roads, bridges, department facilities, equipment, or resources.
- Coordinate and provide for the maintenance, repair, construction or restoration of damaged or destroyed County roads, bridges, and transportation facilities.
- Assist in the planning, upgrading and construction of emergency public shelters by providing personnel, equipment, and engineering support. Provide and coordinate a public information program on the Department of Transportation's emergency services.
- Direct, control, and manage sandbag resources for the County.
- Provide facilities, personnel, vehicles, heavy equipment and supplies, to assist the County in disaster planning, emergency operations, response and recovery.
- Restore transit services to normal levels as soon as possible following the emergency or disaster.
- Provide representatives to the Emergency Operations Center as required. Provide public information officers or support personnel as required. Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Return department activities to normal levels unless involved with recovery activities.

Fire Protection Districts

The roles and responsibilities of the County Fire Protection Districts include:

- responding to and providing fire protection/suppression and rescue operations to the district and pursuant to mutual aid agreements
- responding trained and certified personnel to EMS runs pursuant to protocol
- offering safety programs to the public
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency
- providing the use of available resources required to conduct search and rescue
- reporting damages of department facilities, equipment, or resources to the Campbell County Emergency Operations Center
- providing representatives to the Emergency Operations Center as required

Campbell County Emergency Operations Plan

- assisting in collecting information and compiling data for operational reports necessary to emergency
- supporting response and recovery activities
- returning department activities to normal levels unless involved with recovery activities

Northern Kentucky Health Department The roles and responsibilities of the Northern Kentucky District Health Department include:

- coordinating and providing emergency health services, including communicable disease control immunizations and quarantine procedures
- providing staff and resources as the lead agency in Campbell County for Bio-Terrorism planning, response, recovery, and mitigation
- coordinating and providing environmental health services, including inspections for water and food contamination, vector control, inspections of temporary emergency housing and schools for proper sanitation, and disposal of disaster related solid waste
- conducting public information and education programs on emergency health treatment, prevention, and control
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- collecting information and compiling data for operational reports necessary to emergency operations

The roles and responsibilities of Northern Kentucky Water District include:

- assessing damages to water service in Campbell County
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- keeping the Campbell County EOC apprised of emergency repair and restoration of water and sewer service
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required and

Campbell County Emergency Operations Plan

- collecting information and compiling data for operational reports necessary to emergency operations

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The roles and responsibilities of Sanitation District #1 include:

- assessing damages to sewer service in Campbell County
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- keeping the Campbell County EOC apprised of emergency repair and restoration of water and sewer service
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required and
- collecting information and compiling data for operational reports necessary to emergency operations

The roles and responsibilities of Duke Energy include:

- assessing damages to electrical and gas service in Campbell County
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- keeping the Campbell County EOC apprised of emergency repair and restoration of electrical and gas service
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required and
- collecting information and compiling data for operational reports necessary to emergency operations

The roles and responsibilities of Kentucky Utilities include:

- assessing damages to electrical and gas service in Campbell County
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center

Campbell County Emergency Operations Plan

- keeping the Campbell County EOC apprised of emergency repair and restoration of electrical and gas service
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required and
- collecting information and compiling data for operational reports necessary to emergency operations

The roles and responsibilities of Owen Energy Cooperative

The roles and responsibilities of Owen Energy Cooperative include:

- assessing damages to electrical service in Campbell County
- keeping the Campbell County EOC apprised of emergency repair and restoration of electrical service
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- collecting information and compiling data for operational reports necessary to emergency operations
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The roles and responsibilities of Non-Government Organizations

The roles and responsibilities of Non-Government Organizations include:

- advising the Emergency Operations Center of the services it can provide, e.g., food, water, shelter, post-disaster cleanup, etc.
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required

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- collecting information and compiling data for operational reports necessary to emergency operations

The roles and responsibilities of Volunteer Organization in Active of Disasters (KYVOAD)]

The roles and responsibilities of Kentucky Volunteer Organization in Active of Disasters include:

- advising the Emergency Operations Center of the services it can provide, e.g., food, water, shelter, post-disaster cleanup, etc.
- reporting damages to facilities, equipment, or resources to the Campbell County Emergency Operations Center
- supporting response and recovery activities
- returning department activities to normal levels as soon as possible unless involved with recovery activities
- providing representatives to the Emergency Operations Center when required
- providing public information officers or support personnel as required
- collecting information and compiling data for operational reports necessary to emergency operations
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Communications

The need to ensure that first responders can communicate with one another when needed is vital in our efforts to keeping our community safe. Communications consists of both voice interoperability and data interoperability. Interoperability is the principle that different systems are compatible and able to work together. Voice interoperability is the ability for public-safety officials to share information via voice signals on demand, in real time, when needed, and as authorized. Data interoperability is the ability of public-safety officials to share information via data signals on demand, in real time, when needed, and as authorized. The use of mobile-data communications in the roadside environment is the fastest emerging technology tool to assist first responders.

On a daily basis, communications abilities occur through a variety of methods in Campbell County.

Amateur Radio

Campbell County Emergency Management Agency has access to amateur radio communications through its association with ARES .

- offering a forum by which licensed amateur radio operators and other interested individuals can meet on a monthly basis to discuss amateur radio technologies and practices as well as learn new methods of communicating
- offering classes for interested individuals to become amateur radio operators

Campbell County Emergency Operations Plan

- providing a testing site for the various levels of amateur radio licensing
- providing amateur radio communications at various community events
- supplying amateur radio communications during major disaster/emergency incidents

The ARES is associated with the Campbell County Emergency Management Agency. The public is invited and encouraged to attend this event to learn more about the operations of amateur radio communications and to find out how they can become involved and help their community.

Satellite Phone/Radio

County Emergency Management Agency owns/maintains [number] satellite phones/radios through the Kentucky Department of Public Health program:

- Unit One is located in a Campbell County EMA vehicle for use as a portable command center
- Unit TWO is assigned to Campbell County E911 for permanent installation

Campbell County Emergency Management is responsible for and does participate in the regularly scheduled satellite phone/radio tests conducted quarterly by the Public Health Preparedness Branch of the Kentucky Department for Public Health.

A third satellite phone/radio is at the Northern Kentucky Health Department.

Public Safety

Campbell County Consolidated Dispatch is the single point of communications for all law enforcement, all emergency services agencies in Campbell County. Specifically, Campbell County Consolidated Dispatch is the primary dispatching service for:

- Campbell County Sheriff Department
- Campbell Police Department
- All City Police Departments
- All Campbell County Emergency Medical Services
- All Campbell County Fire Departments
- All Campbell County Road Maintenance Department
- Campbell County Emergency Management Agency

Additionally, Campbell County Consolidated Dispatch has direct communications capabilities with agencies that augment public safety in Campbell County such as:

- Kentucky State Police
- Kentucky Motor Vehicle Enforcement
- Kentucky Fish and Wildlife

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Communications are by two-way radio between Campbell County Consolidate Dispatch and the emergency responders. Campbell County has established a network of repeaters and satellite receivers throughout the community to enhance responders' abilities to communicate with one another. The various public safety agencies within Campbell County have written agreements to share frequencies.

Campbell County Consolidated Dispatch is governed through the Campbell County Consolidated Dispatch Advisory Board in conjunction with Campbell County Fiscal Court, the City of Newport and the City of Fort Thomas. The Advisory Board is comprised of representatives from Campbell County Police Department Chief, One County Fire representative, Fort Thomas Police & Fire Department Chiefs, Newport Police & Fire Department Chiefs, One rotating police officer from Campbell County Police Department or Newport Police Department or Fort Thomas Police Department. The Advisory Board meets at City of Newport Multi-purpose room on the 3rd Wednesday of each month at Noon.

Department of Military Affairs Radio Communications System (DMARCS)

Campbell County has a memorandum of agreement with the Kentucky Division of Emergency Management to communicate through the Kentucky Department of Military Affairs Radio Communications System. This allows for Campbell County to communicate directly with the State Emergency Operations Center by two-way radio utilizing their established protocols. It also provides a means for statewide communications abilities. The Kentucky Department of Military Affairs Radio Communications System is part of the Kentucky Emergency Warning System, which is a statewide telecommunications network designed to be shared by a wide range of state agencies. The KEWS utilizes 144 wireless radio tower sites throughout the state with reliable battery and generator backup that provides an "always on" microwave backbone (transport) for state public-safety agencies.

KSP Mutual Aid and Interoperability MOU

In partnership with the Kentucky State Police and Commonwealth's Office of Technology, the state is making great strides towards fulfilling this all-important goal. Every first responder in Kentucky has the ability to communicate with one another during an incident.

Each public safety agency in Campbell County has a memorandum of understanding with the Kentucky State Police for mutual aid and interoperability. This provides authorization to operate on radio frequencies granted and assigned to the Kentucky State Police (KSP) by the Federal Communications Commission. These channels are collectively referred to as the Mutual Aid Frequencies and are offered to applicant agencies who agree to abide by the rules of use. The Mutual Aid program is provided to applicant agencies at no cost, and may be used with existing radios currently in use in the Commonwealth. The Kentucky State Police staffs the program so no additional personnel resources are required by participating agencies. By virtue of signing and submitting an MOU, the applicant affirms it will comply with the operational and technical guidelines, and the terms prescribed within the agreement.

Immediate Mutual Aid Interoperability is the capability for agencies to tune into a dedicated frequency using the "Conventional Analog Mode" protocol that is shared

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among one or more public safety agencies. Public safety agencies can use either Talk-Around Mode or the Mutual Aid Repeaters to establish interoperable voice communications with other first-responders at the scene of an emergency. It allows first responders to establish an emergency communication link into the KSP Dispatch Center, and to request cross connects across the three separate frequency bands used by first responders in the commonwealth. Achieving immediate voice communication interoperability among disparate systems enables public safety workers to communicate with each other in order to manage their immediate responses to emergencies and situations where risk of life and limb are probable. These situations include, but are not limited to, natural disasters like:

- flooding,
- forest fires,
- tornados,
- plant explosions,
- terrorist attacks, and
- situations requiring mutual aid such as:
 - hot-pursuits,
 - large traffic accidents,
 - hostage situations, or
 - Amber alerts.

The Mutual Aid Memorandum of Understanding establishes operational and technical guidelines to support immediate mutual aid interoperability between public safety first responders that adds a new dimension to effectiveness and efficiency to improve all aspects of Emergency Management in protecting citizens and first responders.

The frequencies licensed by the FCC include the following:

150 MHz frequency band

	RX	TX
VCALL10	155.7525	155.7525
VTAC11	151.1375	151.1375
VTAC12	154.4525	154.4525
VTAC13	158.7375	158.7375
VTAC14	159.4725	159.4725

450 MHz frequency band

	RX	TX
UCALL40	453.2125	458.2125
UCALL40D	453.2125	453.2125

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UTAC41	453.4625	458.4625
UTAC41D	453.4625	453.4625
UTAC42	453.7125	458.7125
UTAC42D	453.7125	453.7125
UTAC43	453.8625	458.8625
UTAC43D	453.8625	453.8625

Campbell MHz Primary Call Channel

- 800 MHz frequency band

	RX	TX
8CALL90	851.0125	806.0125
8CALL90D	851.0125	851.0125
8TAC91	851.5125	806.5125
8TAC91D	851.5125	851.5125
8TAC92	852.0125	807.0125
8TAC92D	852.0125	852.0125
8TAC93	852.5125	807.5125
8TAC93D	852.5125	852.5125
8TAC94	853.0125	808.0125
8TAC94D	853.0125	853.0125

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Kentucky Open Portal Solution (KyOPS)

The Campbell County Sheriff Department, the Campbell Police Department and all city Police Department all participate in the Kentucky Open Portal Solution (KyOPS) program, which is a data communications system utilizing a mobile data communications system. The KyOPS program, headed by Kentucky's Justice and Public Safety Cabinet, allows officers to submit vehicle collision reports electronically. Now the system includes programs for reporting crime, traffic citations, warnings, and other information to include a new intelligence report function.

Through the electronic-intelligence function, law-enforcement officers can inform the Kentucky Intelligence Fusion Center (KIFC) of suspicious behavior that could be related to terrorism or other crime.

The KIFC receives this intelligence information within seconds of the officer completing the report. Upon receipt, KIFC staff determines what to do with the information: file for future reference, contact the submitting agency for additional information, or forward it to the FBI and/or Joint Terrorism Task Force.

E. KYWINS Messenger

KYWINS is a data communications program which provides first responders across the state with instant messaging communications capabilities.

KYWINS allows all public-safety users on the state's wireless data system to exchange messages with one another from mobile-data computers inside response vehicles or from a stationary computer. The program can also quickly broadcast a message to all users within seconds. Mobile-data messaging technology provides a redundant form of communication for public-safety officials if voice communication is unavailable.

The project is the result of a collaborative effort between the Kentucky Office of Homeland Security, Justice and Public Safety Cabinet, Commonwealth Office of Technology, and the Center for Rural Development.

Early Warning/Notifications/Alert System

Reliable early warnings can substantially improve and coordinate responses. Timely and accurate warnings can help people take actions that save lives, reduce their losses and reduce human suffering. Equally important is the benefit emergency services organizations receive from early warnings by being prepared to respond rapidly with the appropriate resources. Getting accurate and timely information to the public and to emergency responders is critical during an emergency/disaster. More than one method of notification provides redundancy in addition to reaching a larger percentage of the population.

Campbell County has an excellent warning system in place. Early warning is a method of alerting the public that a potential emergency situation exists. The public should quickly seek shelter and should listen to sources of communication that can provide information to them. Such information sources may include:

- all hazards/weather radio with broadcasts by the National Weather Service;
- AM/FM radio broadcasts; and/or

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- television

There are Campbell County Outdoor Warning Sirens strategically located throughout the county. The sirens are a collaborative effort between the Campbell County Emergency Management Agency and Campbell County Consolidated Dispatch. Campbell County Emergency Management has the responsibility for funding new sirens, finding locations for new sirens, funding the monthly electrical services for each siren (unless other agencies are assuming this cost), maintaining the sirens and ensuring their regular testing and operational ability. Campbell County Emergency Management Agency contracts with licensed electricians to check each individual siren for operational ability two times a year and as needed for individual maintenance issues. As reports are received from the public, emergency personnel or other sources that a siren is not operating correctly, Campbell County Emergency Management Agency provides the proper maintenance to the site.

The sirens are activated by Campbell County Consolidated Dispatch for tornado warnings issued by the National Weather Service, major hazardous materials incidents, and for any other events for which early warning is deemed necessary by the Director of Campbell County Emergency Management Agency in consultation with the elected officials of Campbell County Fiscal Court, emergency services and law enforcement officials. Policies and procedures for activation of early warning messages are jointly developed by the Campbell County Emergency Management Agency and Campbell County Consolidate Dispatch. Regular testing of the outdoor warning sirens are conducted by Campbell County Consolidate Dispatch at noon on the first Wednesday of each month..

An additional warning system, known as the Campbell County Alerts is offered to the residents of Campbell County. The Campbell County Office of Emergency Management has partnered with Rave Wireless to provide an emergency alert system capable of delivering messages to Campbell County residents, sending alerts to their personal email addresses, as well as land line and cell phone.

Citizens are encouraged to login to the 'Campbell County Alerts (Rave Wireless) site via the link on the Campbell County portal to enter their contact information and choose their notification preferences. They can enter up to 3 email addresses, 3 mobile phone numbers, and 3 voice only telephone numbers.

Campbell County Emergency Management Agency has an agreement with the National Weather Service to issue emergency alert (EAS) messages over the weather/all-hazards radio receivers. An example of this would be a major hazardous materials incident in which the public might obtain information on the safest actions for them to take in response to such a situation. Such messages are carefully and collaboratively written between the National Weather Service and the Campbell County Emergency Operations Center.

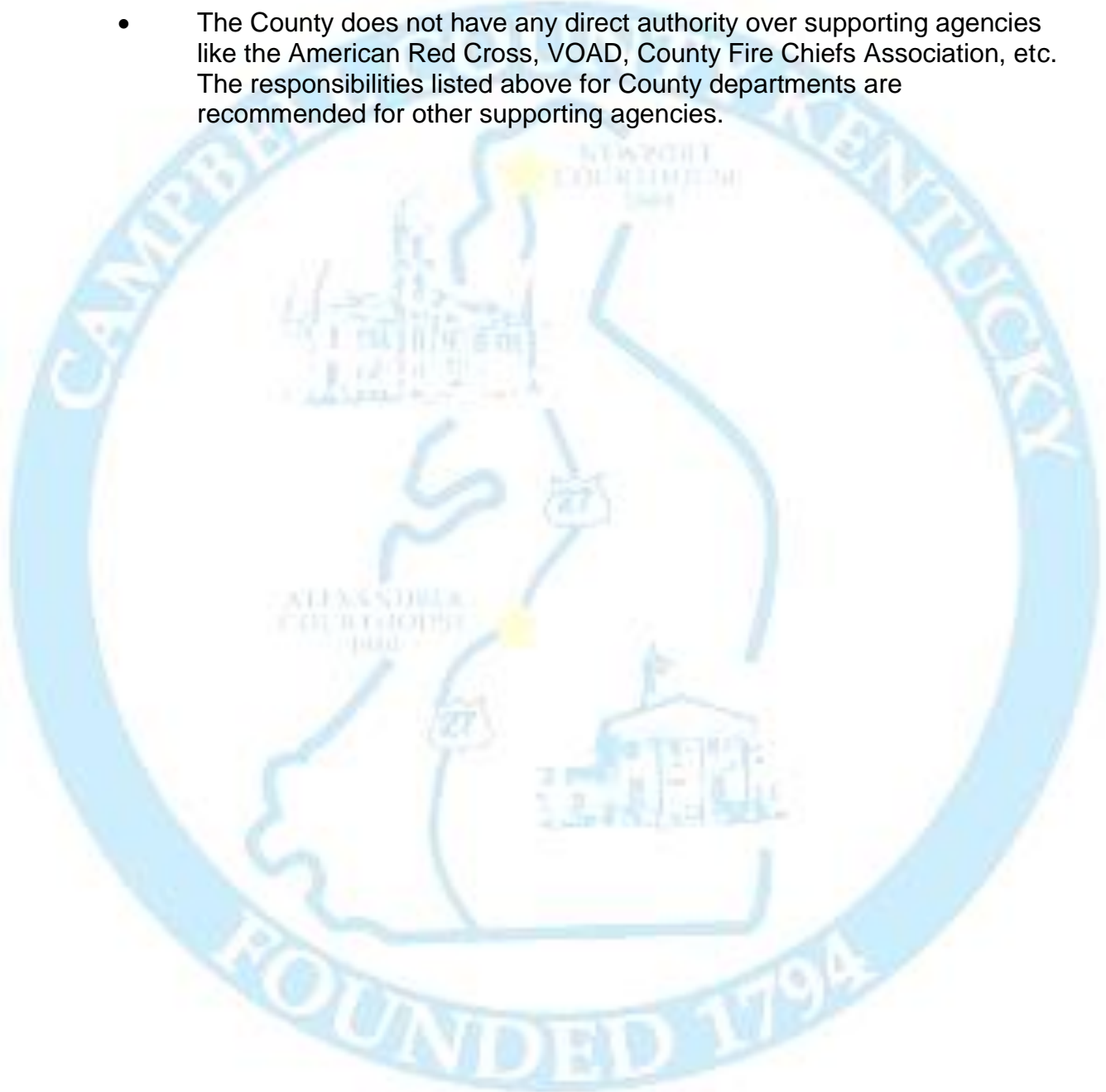
Campbell County Emergency Management also has two Emergency Alert AM broadcast stations that can be used to provide follow-up information to the public after a disaster/emergency has occurred. Both radio stations are located in Cincinnati, OH and are licensed through the FCC. Emergency Management personnel record a scripted

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message, which is played over the broadcast station. Anyone with an AM radio can tune into these frequencies and hear the message. These are portable units, which can be easily transported to various locations for broadcast.

Other Agencies/Organizations

- The County does not have any direct authority over supporting agencies like the American Red Cross, VOAD, County Fire Chiefs Association, etc. The responsibilities listed above for County departments are recommended for other supporting agencies.



Plan Maintenance

INSTRUCTION FOR MAKING REVISIONS TO THE COUNTY EMERGENCY OPERATIONS BASIC PLAN AND/OR EMERGENCY SUPPORT FUNCTIONS

The following instructions are to be followed for making revisions and updates to the County Emergency Operations Basic Plan (Basic Plan) and/or Emergency Support Functions (ESF):

- All revisions will be accompanied by a change memorandum giving details of the revision.
- Make all changes as indicated in the memorandum.
- Change the dates and change numbers only on the documents you are making changes to.

If you **are not** making a change to the Basic Plan or an ESF, the dates and changes numbers **will not** change.

- Enter the following on the Record of Changes page (Page 3).
 - Change Number
 - Date of Change
 - Basic Plan or ESF # you are changing
 - Date Change is entered
 - Signature of person making change
- Retain a copy of the memorandum for future reference and place in Basic Plan or ESF behind Record of Change page. Send to KYEM Area Manager a copy of memorandum and a complete corrected copy of Basic Plan or ESF no later than July 31st of each year.
- The Basic Plan and all ESFs will be submitted to the Kentucky Division of Emergency Management Planning Branch annually for concurrence, review and reference.



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Appendix A

Acronyms and Abbreviations

Aerosol - Fine liquid or solid particles suspended in a gas, for example, fog or smoke.

After Action Review - An After-Action Review (AAR) is a learning tool intended for the evaluation of an incident or project in order to improve performance by sustaining strengths and correcting weaknesses. An AAR is performed as immediately as possible after the event by the personnel involved. An AAR should encourage input from participants that is focused on (1) what was planned, (2) what actually happened, (3) why it happened, and (4) what can be done in the future. It is a tool that leaders and units can use to get maximum benefit from the experience gained on any incident or project.

Agency - A division of government with a specific function offering a particular kind of assistance.

Agency Representative - A person assigned by a primary, assisting, or cooperating 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.

Amateur Radio - A service of radio communications, performed by persons interested in the radio art solely for personal gain and without pecuniary interest. Operates in the public interest, convenience, or necessity and therefore is available for use in emergency situations.

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 multijurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Biological Agents - Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.

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 Disaster - For the purposes of this plan, a catastrophic disaster is defined as an event that results in large numbers of deaths and injuries, causes extensive damage or destruction to facilities that provide and sustain human needs, produces an overwhelming demand on State and local response resources and mechanisms, causes a severe long term effect on general economic activity and severely affects State, local, and private sector capabilities to begin and sustain response activities.

CERCLA Hazardous Substance - A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4, which mandates facilities to comply with specific release notification requirements under CERCLA and Title III. (reportable quantity chemicals).

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

Chemical Agent - A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. Generally separated by severity of effect: lethal, blister, and incapacitating.

Chemical Transportation Emergency Center (CHEMTREC) - A chemical information center provided by the Federal Government as a source of first response advice in substance/chemical spills. CHEMTREC can usually put those on scene at an emergency in touch with the product shippers.

Chief - The ICS title for individuals responsible for management of function sections: Operations, Planning, Logistics, and Finance/Administration.

Civil Air Patrol (CAP) - A civilian auxiliary of the United States Air Force. The CAP provides volunteer pilots, aircraft, communications, and ground personnel for emergency use in search and rescue, messenger service, light transport flights, airborne communications, ground search, and reconnaissance support.

Civil Disturbance - The degeneration of a law-abiding group into an unruly, unmanageable and law challenging mob.

Civil Preparedness Guide (CPG) - A FEMA Publication that provides guidance to State and Local Emergency Preparedness Directors and others with emergency responsibilities.

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.

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) - Legislation (PL 96-510) covering hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites. CERCLA established the "Superfund" to provide resources for these cleanups. Amended and extended by SARA (See CERCLA).

Consequence Management - Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism (Source: Federal Response Plan [FRP] Terrorism Incident Annex, page TI-2, April 1999). The Federal Emergency Management Agency (FEMA) has been designated the lead agency for consequence management to ensure that the FRP is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government (COG) - Efforts to maintain the governmental body and identify emergency delegation of authority in accordance with applicable laws during emergencies or disasters. COG planning ensures continued line of governmental authority and responsibility.

Continuity of Operations (COOP) - Efforts in which individual departments and agencies ensure the continuance of essential functions/services during emergencies or disasters. COOP also includes activities involved with relocation to alternate facilities.

Continuity of Operations (COOP) Plan - A contingency plan that provides for the deliberate and planned deployment of pre-identified and trained personnel, equipment and supplies to a specific emergency relocation site and/or the transfer of essential functions to another department, agency, or organization.

Crisis Management - This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism. The FBI is the lead agency for crisis management for such an incident (Source: FBI). During crisis management, the FBI coordinates closely with local law enforcement authorities to provide successful law enforcement resolution to the incident. The FBI also coordinates with other Federal authorities, including FEMA (Source: Federal Response Plan Terrorism Incident Annex, April 1999).

Critical Incident Stress Debriefing (CISD) - CISD is counseling and educational group process designed specifically for emergency response workers to mitigate the impact of a critical incident on personnel and to accelerate recovery in normal people experiencing normal reactions to very abnormal events.

Cyberterrorism - Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures, such as energy, transportation, or government operations to intimidate or coerce a government or civilian population, or any sequence thereof, in furtherance of political or social objectives.

Dam Failure - Full or partial collapse of a dam constructed to hold back large volumes of water.

Damage Assessment (DA) - The conduct of on the scene surveys following any disaster to determine the amount of loss or damage caused by the incident. Extent of damage is assessed in all types of disasters such as flash flood, tornado, winter storm, hurricane, earthquake, nuclear power incident, and chemical explosion.

Decontamination - The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.

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.

Disaster - An event that creates an inability to provide critical functions/services for a significant period of time. Normally this is a widespread event causing destruction and distress. However, while this may include a large-scale event, as in a "natural disaster," a localized event may present sufficient impact to a jurisdiction to be classified as a disaster.

Disaster Medical Assistance Team (DMAT) - Team from The Office of the Assistant Secretary for U.S. Health/Office of Emergency Preparedness - National Disaster Medical Assistance (OASH/OEP-NDMS), that assists in providing care for the ill and injured victims at the site of a disaster or emergency.

Disaster Mortuary Operational Response Team (DMORT) - Is a federalized team of private citizens associated with the National Foundation for Mortuary Care, which respond under ESF-8, Health and Medical Services through FEMA. The DMORT is responsible for maintaining temporary morgues, victim identification and processing, preparing, and disposing of remains. DMORT also provides technical assistance and personnel to recover, identify, and process deceased victims.

Disaster Recovery Center (DRC) - A center established in or near a disaster area to provide information and/or deliver assistance to disaster victims. DRCs are established when a Presidential Disaster Declaration is issued. Local, State, and Federal agencies will staff the DRC (i.e., social services, State public health, and the IRS).

Disaster Welfare Inquiry (DWI) System - System set up by the American Red Cross to collect, receive, and report information about the status of victims and assist the family with reunification within the disaster area.

Distribution Centers - Facilities operated by local governments, local churches, community-based organizations, and voluntary agencies for providing donated goods directly to disaster victims.

Division - The partition of an incident into geographical areas of operation. A division is located within the ICS organization between the branch and resources in the Operations Section.

Donations Coordination Center - An area designated for the coordination of goods, services, and volunteers. The Donations Manager/Coordinator, the Volunteer Coordinator, State Donations/Volunteer Coordinator, and representatives of participating volunteer agencies will operate from this center. In the event of a declared disaster, the FEMA Donations/Volunteer Coordinator may also operate from this center.

Donations Coordinator/Manager - The person designated by the Director of Emergency Management who will coordinate the donations effort. This person will oversee the phone bank, Donations Coordination Center and coordinate efforts of the reception and distribution center(s).

Duty Officer - Refers to the individual(s) who staff the 24-hour operations desk at the State Emergency Operations Center located at Boone National Guard Center in Frankfort, Kentucky. These individuals receive incident reports and contact the appropriate personnel to respond if necessary. The Duty Officer maintains a log of all calls received and assigns a specific number to each incident.

Emergency - An unexpected situation or event, which places life and/or property in danger and requires an immediate response to protect life and property. Any occasion or instance in which the Governor determines that State assistance is needed to supplement local response efforts and capabilities to save lives and protect property and public health and safety, or to lessen or avert the threat or impact of a catastrophe in any part of the State.

Emergency Alert System (EAS) - A voluntary network of broadcast stations and Inter-connecting facilities, which have been authorized by the Federal Communications Commission (FCC) to disseminate information during an emergency, as provided by the Emergency Alert System plan. EAS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/man-made emergencies or disasters at National, State, or local levels.

Emergency Management (EM) - A system of organized analysis, planning, decision-making, assignment, and coordination of available resources for the mitigation of preparedness for, response to or recovery from major community-wide emergencies. Refer to local and State emergency legislation.

Emergency Management Director/Coordinator - The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response and recovery from the effects of disaster.

Emergency Medical Services (EMS) - Local medical response teams, usually rescue squads or local ambulance services, which provide medical services during a disaster.

Emergency Operations Center (EOC) - A protected site from which government officials and emergency response personnel exercise direction and control in an emergency. The Emergency Communications Center (ECC) is normally an essential part of the EOC.

Emergency Operations Plan (EOP) - An all-hazards document, which briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

Emergency Public Information (EPI) - Information disseminated to the public primarily in anticipation of an emergency, or at the actual time of an emergency as a means of warning the public of impending danger and/or to provide instruction as to emergency preparedness action to be taken.

Emergency Response Team (ERT) - FEMA group, composed of a headquarters element and a regional element that is deployed by the Director, FEMA, to the scene of an extraordinary situation to coordinate the overall Federal response.

Emergency Support Function (ESF) - A functional area of response activity established to facilitate the delivery of State or Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety.

Environment - Water, air, and land, and the interrelationship, which exists among and between them and all living things.

Evacuation - Relocation of civilian population to safe areas when disaster, emergencies, or threats thereof necessitate such action.

Exercise - Maneuver or simulated emergency condition involving planning, preparation, and execution carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of an emergency operations plan (EOP).

Extremely Hazardous Substance (EHS) - 366 "acutely toxic" chemicals on the Environmental Protection Agency's (EPA) list of extremely hazardous substances listed in the in 40 CFR 355 Appendix A. Since the requirement for this list is contained in Section 302 of the Emergency Protection and Community Right to Know Act (EPCRA), these chemicals are also known as 302 chemicals. The list and additional information about each chemical can be obtained by contacting the EPA.

Event - A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Facility - As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or placed, or otherwise come to be located but does not include any consumer product in consumer use or any vessel. For the purpose of the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Federal Coordinating Officer (FCO) - The senior Federal official appointed in accordance with PL 93-288, to coordinate the overall Federal response and recovery activities.

Fixed Nuclear Facility (FNF) - Nuclear power plants, reactor fuel fabrication, or processing plants, test and research reactors, or any other facility using or producing large quantities of radioactive material.

Function - Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration.

Functional Areas of Responsibility - Numerous ESFs are tasked with the responsibility of providing a variety of essential services/functions during emergencies/ disasters in support of local response operations. Each of the ESFs should identify those areas of responsibility within their portion of the State/Local EOP. The ESFs should identify the services/functions provided (e.g., traffic control, disaster relief services), and the department/agency responsible for providing those services/ functions, and the primary tasks/activities associated with the particular service/function (e.g., coordinate the provision of temporary housing assistance). If an ESF/Functional Area or Group has developed a team structure to provide those services, the team(s) should be identified. However, the composition and specific of the team(s) should be addressed in an SOP/SOG for each essential service/function identified. Any specialized teams (i.e., Search and Rescue teams, EOD, etc.) are to be addressed in the section of the ESF/Functional Area or Group component labeled Specialized Units/Teams.

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.

Governors Authorized Representative (GAR) - The representative (usually the Director of Emergency Management) of the Governor who coordinates the State response and recovery activities with those of the Federal Government.

Governor's Designated Representative - In terms of the Kentucky Radiation Health Branch, the individual(s) to whom conveyors of radioactive material across the Commonwealth that is required to be tracked by satellite or both tracked and escorted by the Radiation Health Team must report their presence in the Commonwealth. A contact list for this individual(s) is provided to the Duty Officer in the State Emergency Operations Center.

Group - Established to divide the incident management structure into functional areas of operation.

Hazard - Any situation that has the potential for causing damage to life, property, and the environment.

Hazard Analysis - A process used by emergency managers to identify and analyze crisis potential and consequences.

Hazardous Material (HazMat) - A substance or material, which may pose an unreasonable risk to safety, health, or property. HazMat may be chemical, biological, etiological (infectious materials), radiological, or explosive in nature.

Hazardous Materials Incident - The unplanned release or potential release of a hazardous material to the environment.

Hazardous Waste - Materials declared by the U.S. Environmental Protection Agency (EPA) to be toxic, corrosive, ignitable, or chemically reactive.

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

Incident Action Plan (IAP) - The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Command Post (ICP) - The location where primary command functions are made. May be the Emergency Operations Center (EOC), Joint Field Office (JFO), or Logistical Staging area. As command transfers, so does the ICP.

Incident Command Staff - Members of the Incident Command System including the Safety Officer, Liaison Officer, Operations Section Chief, and Public Information Officer who report directly to the Incident Commander. Members of the Command Staff may have assistants.

Incident Command System (ICS) - A combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. The structure can be expanded, if a situation requires larger resources, without requiring new, reorganized command structure.

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.

Incident Management Team (IMT) - 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 and the tactical direction of resources.

Infrastructure Protection - Proactive risk management actions intended to prevent a threat from attempting to or succeeding at destroying or incapacitating critical infrastructures. For instance, threat deterrence and vulnerability defense.

Intelligence Officer - The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities.

In-kind Donations - Donations of goods or materials, such as food, clothing, equipment, and building materials instead of money.

Job Aid (JA) - A document or checklist designed to provide the user with help in completing a specific task.

Joint Field Office (JFO) - The office established in or near the designated area to support Federal and State response operations.

Joint Information Center (JIC) - A central point that houses Joint Information System operations for coordination of incident information, public affairs activities, and media access to information regarding the latest developments in an incident.

Joint Information System (JIS) - Integrates incident information and public affairs into a unified organization that provides consistent, coordinated, accurate, accessible, timely, and complete information to the public and stakeholders during incident operations.

Joint Operations Center (JOC) - A centralized operations center established by the FBI Field Office during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving Federal assets.

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, geographical, or functional (e.g., law enforcement, public health).

Kentucky Emergency Operations Plan (State EOP) - The State plan designed to cover all natural and man-made emergencies and disasters that threaten the State.

Lead Agency - The Federal department or agency assigned lead responsibility under U.S. law to manage and coordinate the Federal response in a specific functional area. The FBI is the lead agency for crisis management, and FEMA is the lead agency for consequence management. Lead agencies support the overall Lead Federal Agency (LFA) during all phases of the response.

Lead Federal Agency (LFA) - The agency designated by the President to lead and coordinate the overall Federal response is referred to as the LFA and is determined by the type of emergency. In general, an LFA establishes operational structures and procedures to assemble and work with agencies providing direct support to the LFA in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure each agency exercises its concurrent and distinct authorities under U.S. law and supports the LFA in carrying out the President's relevant policy. Specific responsibilities of an LFA vary according to the agency's unique statutory authorities.

Liaison - A form of communication for establishing and maintaining mutual understanding and cooperation between people or organizations.

Liaison Officer - An Incident Command's point of contact for representatives of other governmental agencies, nongovernmental organizations, and the private sector (with no jurisdiction or legal authority) to provide input on their agency's policies, resource availability, and other incident-related matters.

Local Emergency Management Director/Coordinator - The local government official responsible for the emergency management program at the local level, county or municipal.

Local Emergency Planning Committee (LEPC) - A committee appointed by the State Emergency Response Commission (SERC), as required by SARA Title III, to formulate a comprehensive emergency plan to deal with hazardous materials within its jurisdiction.

Local Government - A political subdivision of the State that is usually at the county or municipal levels.

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 PL 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objectives - 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; directing efforts to fulfill them in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mass Care - Provides life-sustaining services to the affected population, including sheltering, feeding, hydration, distribution of emergency supplies, and reunification of adults and children.

Memorandum of Agreement/Understanding (MOA/MOU) - A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. A MOA/MOU must contain such information as who pays for expense of operations (financial considerations), the party that will be liable for personal or property injury or destruction during response operations (liability considerations), and appropriate statements of non-competition of government resources with private enterprise (commercial considerations).

Mitigation - Mitigation actions eliminate or reduce the probability of some disaster occurrences and include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Some mitigation examples include flood plain management and public education programs. Mitigation seeks to prevent disasters and to reduce the vulnerability of people to disasters that may strike. Hazard mitigation should follow all disasters.

Mobilization - The rapid assembly, procurement, production, or deployment of resources to meet the requirements of a disaster/emergency situation.

Multi-Hazard - A functional approach to planning, which treats the numerous emergency management requirements that are present in any disaster situation as common functions. This reveals a broad base foundation of recurring disaster tasks that are common to most disasters. In this manner, planning which concerns an application of the recurring tasks can be used in response to any emergency.

Multiagency Coordination Systems - Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination.

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

Mutual Aid Agreement - A formal or informal understanding between jurisdictions pledging the exchange of emergency or disaster assistance.

National Contingency Plan (NCP) - The National Oil and Hazardous Substances Pollution Contingency Plan's (NCP) purpose is to provide the organizational structure and procedures for preparing for and responding to discharges of oil and releases of hazardous substances, pollutants, and contaminants (Protection of Environment, 40 C.F.R. § Part 300) .

National Disaster Medical System (NDMS) - A nation-wide medical mutual aid network between the Federal and non-Federal sectors that include medical response, patient evacuation, and definitive medical care and mental health services.

National Emergency Operations Center (NEOC) - The EOC for DHS/FEMA, which provides a centralized point of direction and control for Federal response operations. (Formerly the National Interagency Emergency Operations Center (NIEOC)).

National Flood Insurance Program (NFIP) - A Federal program to provide flood insurance coverage in those communities, which enact and enforce floodplain management regulations.

National Hurricane Center (NHC) - A Federal tracking center that forecasts and plots the formation and movement of tropical storms. It also alerts appropriate areas of the danger.

National Incident Management System (NIMS) - A system mandated by HSPD-5 that provides a consistent nationwide approach for 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.

National Oceanic and Atmospheric Administration (NOAA) - A Federal agency within the U.S. Department of Commerce, which deals in ocean survey/exploration and atmospheric studies in coastal storms and lower atmospheric disturbances. Emergency Management relies heavily on the coastal hazards office of NOAA for storm surge modeling.

National Response Center (NRC) - A part of the federally established National Response System and staffed 24 hours a day by the U.S. Coast Guard. It is the designated federal point of contact for reporting all oil, chemical, radiological, biological, and etiological discharges into the environment, anywhere in the United States and its territories.

National Response Framework (NRF) - A guide to how the nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts identified in the National Incident Management System to align key roles and responsibilities.

National Response Team (NRT) - Provides technical assistance, resources and coordination on preparedness, planning, response, and recovery activities for emergencies involving hazardous substances, pollutants and contaminants, oil, and weapons of mass destruction in natural and technological disasters and other environmental incidents of national significance.

National Security - Measures taken to protect the Nation from the direct or indirect acts of war, sabotage, or terrorism directed at the United States. These acts include but are not limited to, conventional and unconventional war, chemical, biological, and nuclear war, or terrorism.

National Warning System (NAWAS) - The Federal warning system, used to disseminate warnings of imminent natural disaster or enemy attack to a regional warning system, which passes to the State warning points for action.

National Weather Service (NWS) - A Federal agency tasked with forecasting weather and providing appropriate warning of imminent natural disaster such as hurricanes, tornadoes, tropical storms, etc.

Non-persistent Agent - An agent that, upon release, loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate, is lighter than air, and will disperse rapidly. It is considered to be a short-term hazard. However, in small, unventilated areas, the agent will be more persistent.

Nuclear Regulatory Commission (NRC) - The Federal agency tasked with oversight and regulation for all domestic nuclear devices, plant processes, and construction.

Operational Period - A period of time set for execution of operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

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

Operations Section Chief (OSC) - senior official designated to oversee the technical operational procedures relating to containment, control, removal of the hazardous material(s) release(s). This position is always staffed during hazardous material incident responses.

Persistent Agent - An agent that, upon release, retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate, and its vapor is heavier than air. Therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Personal Protective Equipment (PPE) - Refers to the garments and devices worn by emergency response personnel to protect them from chemical and respiratory hazards presented by a hazardous materials release.

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 - Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the Incident Action

Plan. This section also maintains the information on the current and forecasted situation and on the status of resources assigned to the incident.

Plume - Airborne material spreading from a particular source the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Preliminary Damage Assessment (PDA) - An assessment of damage taken immediately following a disaster or potential disaster. Emphasis is on high-level infrastructure such as roads and power production.

Preparedness - Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs, alerting, and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect people from the effects of disasters to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment, and people are developed.

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.

Primary Agency - An agency, organization, or group designated as an ESF/Functional Area or Group primary agency serves as the executive agent under the ***State/Local EOP*** to accomplish the assigned ESF/Functional Area or Group Mission. Such a designation is based on that agency having performed that function on a day-to-day basis or by direction of a statutory mandate and/or regulatory requirements. Certain ESFs may have more than one agency designated in which cases they would be identified as "co-primary" agencies.

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.

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.

Promulgate - To promulgate, as it relates to the Local Emergency Operation Plan (EOP), is the act of the jurisdiction officially proclaiming, declaring, and/or adopting, via local ordinance, Executive Order (EO), or etc., the ***State/Local EOP*** as the emergency operations plan for the jurisdiction.

Protective Action Zones (PAZs) - Work zones around a hazardous incident site determined by the Safety Officer and provided in the Site Safety Plan. The zones are established to reduce or to prevent the migration of contaminants and protect emergency responders from the hazards caused by the incident.

Public Health - A common function in multi-hazard planning, which focuses on general health and medical concerns, under emergency conditions, including provisions for accomplishing those necessary actions related to disease and vector control activities. Concerns extend to sanitation and preventing contamination of food and water.

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

Radiation - High-energy particles or gamma rays that are emitted by an atom, as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Radioactive - A substance giving off, or capable of giving off, radiant energy in the form of particles (alpha or beta radiation) or rays (gamma radiation) by the spontaneous disintegration of the nuclei of atoms.

Radiological - Any radioactive material dispersed in the air in the form of dust, fumes, mist, vapor, or gas.

Radio system - A combination of electrical and electronic equipment, including but not limited to radios, consoles, mobile units, towers, antennas, generators, etc., which together enable communications between desired points.

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.

Reception Center - A donations management facility to receive specific, undesignated, or unsolicited goods such as food, water, clothes, and building supplies.

Recovery - Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damages, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

Release - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including abandonment or discarding barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance.

Resources - Personnel, 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 Agencies, Organizations, or Groups - Other agencies, organizations, groups, and individuals, not assigned as primary or support to an ESF/Functional Area or Group may have authorities, expertise, capabilities, or resources required for disaster operations. Those agencies, organizations, groups, or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services and resources. (Resources provide personnel and/or stuff (equipment, resources, or supplies).

Response - Response is the actual provision of emergency services during a disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Revised Statutes Annotated (RSAs) - The specific form of State Law, codified and recorded for reference.

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, and Finance/ Administration.

Shelter - A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas, the primary shelter and the reception center are usually located in the same facility.

Site Safety Plan - Written plan formulated for each incident by the Safety Officer that addresses the safety and health hazards of each phase of site operations and includes the requirements and procedures for employee protection in accordance with KY-OSH regulations 29 CFR 1910.120 (q) (2). The plan must be conspicuously posted at the Incident Command Post and appropriate locations within the response area.

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.)

Specific Activity - A measure of the amount of radioactivity per unit amount of substance. This is based on the number of disintegrations per minute (dpm) per unit amount where the amount can be expressed as grams or moles.

Staging Area (SA) - A pre-selected location having large parking areas such as a major shopping area, schools, etc. The SA is a base for the assembly of personnel and equipment and resources during response operations. A SA can also serve as an area for assembling people to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees.

Standard Operating Guide (SOG) - An SOG is a complete reference document focused on the collection of actions and activities established to accomplish one or more functions. The document user is afforded varying degrees of latitude in accomplishing functional actions or activities. As necessary, SOGs can be supported by one or more standard operation procedures (SOPs).

Standard Operating Procedures (SOP) - A SOP is an instructional document constituting a directive that provides prescriptive steps towards accomplishing a specified action or task. SOPs can supplement SOGs by detailing and specifying how assigned tasks are to be carried out.

State Coordinating Officer (SCO) - The representative of the Governor (usually the Director/Coordinator of Emergency Management) who coordinates the State response and recovery activities with those of the Federal Government. See GAR, Governor's Authorized Representative.

State Emergency Response Commission (SERC) - Designated by the Governor, the SERC is responsible for establishing HazMat planning districts and appointing/overseeing Local Emergency Planning Committees (LEPC).

State Emergency Response Team (SERT) - A team of senior representatives of State agencies, State level volunteer organizations, and State level corporate associations who have knowledge of their organization resources and have the authority to commit those resources to emergency response. SERT operates from the State EOC, and the Director/Coordinator of EM serves as the SERT leader.

State Warning Point (SWP) - The State facility (KYEM SEOC) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

Subject Matter Experts (SMEs) - Other agencies, organizations, groups, and individuals who have authorities, technical expertise, and/or capabilities required for disaster operations. Those agencies, organizations, groups, or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services.

Superfund - Trust fund established under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) and extended under the 1986 Superfund Amendments and Reauthorization Act (SARA) to provide money for cleanups associated with inactive hazardous waste disposal sites (See Superfund Amendments and Reauthorization Act of 1986, PL99-499).

Support Agency - An agency, organization or group that provides an essential function or service critical to the ESF/Functional Area or Group and has a requirement in the decision process for the conduct of the operation using its authorities and determines priorities in providing cognizant expertise, capabilities, and resources.

Task Force - A group of resources with shared communication and leader. It may be pre-established and sent to an incident, or it may be created at the incident.

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 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.

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

Title III (of SARA) - The "Emergency Planning and Community Right-to Know Act of 1986." Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances, minimum plan content, requirements for fixed facility owners, and operators to inform officials about extremely hazardous substances present at the facilities, and mechanisms for making information about extremely hazardous substances available to citizens. (42 USC annotated, sec. 1101, et. seq.-1986).

Toxicity - A measure of the harmful effects produced by a given amount of a toxin on a living organism.

Trans-species Infection - An infection that can be passed between two or more animal species. This may include human hosts.

Ultra high frequency (UHF) - Ranges from 300 MHz to 3000 MHz. For public safety use, defines the frequency sub bands of 450-512 MHz and 800-900 MHz. Also includes 960 MHz and 2 GHz microwave sub bands.

Undesignated/Unsolicited Donation - Unsolicited/undesignated donation are those goods that arrive in the State but have not been requested by an agency.

Unified Command - A team that allows all agencies (with geographical or functional responsibility for the incident) to co-manage an incident through a common set of objectives and strategies. Agencies' accountability, responsibilities, and authorities remain intact.

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.

Very high frequency (VHF) - Ranges from 30 MHz to 300 MHz. For public safety use, defines the frequency sub bands of 30-50 MHz and 150-174 MHz.

Vital Records - Records or documents, for legal, regulatory, or operational reasons, which cannot be irretrievably lost or damaged without materially impairing the organization's ability to conduct business or provide essential services.

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.

Vulnerability - Susceptibility to a physical injury or attack. Vulnerability also refers to the susceptibility to hazards.

Vulnerability Analysis - A determination of possible hazards that may cause harm. Should be a systemic approach used to analyze the effectiveness of the overall (current or proposed) emergency management, emergency services, security, and safety systems at a particular facility or within a jurisdiction.

Warning Point - A facility that receives warning and other information and disseminates or relays this information in accordance with a prearranged plan.

Weapons-Grade Material - Nuclear material considered most suitable for a nuclear weapon. It usually connotes uranium enriched to above 90 percent uranium-235 or plutonium with greater than about 90 percent plutonium-239.

Weapon of Mass Destruction - Any destructive device, as defined in 18 USC 921, is any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a). In 18 USC 921, a destructive device is defined, with certain exceptions, to mean any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or a mine, or a device similar to the above any type of weapon by whatever name known that will, or that may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more 0.5 inch in diameter any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

