EMERGENCY OPERATIONS PLAN

2013

APPROVED April 8, 2013

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Goochland County Emergency Operations Plan

Preface

The "Commonwealth of Virginia Emergency Services and Disaster Laws of 2000" (Code of Virginia, § 44-146.13 to 44-146.29:2, requires that each locality in the state develop and maintain a current Emergency Operations Plans (EOP) in order to be prepared for a variety of emergencies or hazards that may occur. This is based on the finding that planned-for and coordinated response on the part of local officials in support of in-the-field emergency responders can save lives, protect property, and more quickly restore essential services. The law further requires that the EOP be up-dated every four years.

Goochland County, like the other localities in Virginia is vulnerable to a variety of hazards such as flash flooding, major-river flooding, hurricanes, hazardous materials incidents, and resource shortages.

Consistent with the preceding premises Goochland County develops the following Local Emergency Operations Plan (LEOP).

The Goochland County Emergency Operations Plan (GCEOP) consists of a Basic Plan, Emergency Services Functions Annexes, Incident Annexes, Support Annexes, and additional annexes or attachments as needed.

Goochland's Basic Plan (hereafter referred to as the "the Plan") describes the basic concept of operation, assigns emergency services functions, duties and responsibilities to county officials, departments and agencies. It is designed to be compatible with the State's Emergency Operations Plan and the National Response Framework. It is modeled after these and other public domain documents and excerpts from relevant local, state, and federal authoritative sources identified in the Reference section.

Emergency Operations Preparation

The basic premise underlying the development of the Goochland Local Emergency Operations Plan is that local personnel are adequately grounded in the basic knowledge, skills, and abilities in their area of service and will deliver sufficiently adequate services regardless of the nature of the event. Possibilities of shortfalls in services during an event are a function of the size and scope of the event, which may be of such dimensions that local resources, in terms of personnel and equipment, will be overwhelmed. The county needs to be prepared to sustain itself for at least 72 hours.
The Goochland County Emergency Operations Plan is capabilities based, task oriented all hazards plan. These characteristics make it possible to measure the county's readiness to deal with emergencies and disasters of any type or scope.

Annexes

Annexes to the Basic Plan explain in general terms how the County will organize and conduct emergency response operations in the event of a disaster. These annexes organize county agencies and support organizations into emergency support functions (ESFs) in order to be compatible with the Commonwealth of Virginia Emergency Operations Plan and the Federal Response Plan.

Funding assistance for the maintenance of the LEOPs is provided by the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA). The Goochland Emergency Operations Plan is prepared in accordance with guidance provided by those agencies. For maximum effectiveness and efficiency emergency operations must be compatible with State and Federal operations. In the event of a major disaster, state manpower and resources will be available to augment and supplement local emergency operations as needed. If state resources are not available VDEM will request out-of-state assistance. During the recovery period, The Federal Emergency Management Agency (FEMA) will implement "The Stafford Act" whereby federal disaster assistance is provided to affected local governments and individuals as needed to help them to return to pre-disaster conditions.

Emergency Response Annexes

Annex 1 - Emergency Support Function # 1 – Transportation
Annex 2 - Emergency Support Function # 2 – Communications
Annex 3 - Emergency Support Function # 3 – Public Works
Annex 4 - Emergency Support Function # 4 – Fire fighting
Annex 5 - Emergency Support Function # 5 – Emergency Management
Annex 6 - Emergency Support Function # 6 – Mass Care
Annex 7 - Emergency Support Function # 7 – Resource Management
Annex 8 - Emergency Support Function # 8 – Public Health
Annex 9 - Emergency Support Function # 9 – Search and Rescue
Annex 10 - Emergency Support Function # 10 – Hazardous Materials
Annex 11 - Emergency Support Function # 11 – Agriculture (Food Chain)
Annex 12 - Emergency Support Function # 12 – Energy
Annex 13 - Emergency Support Function # 13 – LE, Public Safety and Security
Annex 14 - Emergency Support Function # 14 – Community Recovery
Annex 15 - Emergency Support Function # 15 – External Affairs
Annex 16 - Emergency Support Function # 16 – Military Support
Annex 17thru 19 reserved for future use

Incident Annexes

Annex 20 - Terrorism Annex
Annex 21 - Hazardous Substance and Oil Spills

Annex 22 - Dam Safety
Annex 23 - Animal Handling and Care
Annex 24 - Radiological Emergency Ingestion Exposure Pathways Plan
Annex 25 thru 29 Reserved for future use

Support Annexes

Annex 30 - NIMS/ICS/UCS
Annex 31 - Financial Management and Administration
Annex 32 - Long term Recovery
Annex 33 - Legal Support
Annex 34 - Debris Management
Annex 35 thru 39 Reserved for future use

Factors Affecting Emergency Operations and Planning

Geography and Location

Goochland is located in Central Virginia midway between the Richmond and Charlottesville. When viewing the county it is seen as long and narrow lying along Interstate Route 64. It is approximately 35 miles long; for about one half of its length it is approximately 13 miles wide; the other is about 6 miles wide. In land area in covers 188,000+ acres.
The county is in the Piedmont section of the state. Geographically that is between the Blue Ridge Mountains and the Coastal Plain. The highest point in the county is 525 feet above sea level; the lowest, 120 feet. Surface areas are moderately high plateaus divided by creeks. The western part of the county is drained by Byrd Creek; the eastern by Tuckahoe Creek. The remainder of the county is drained by Beaverdam, Courthouse and Lickinghole Creeks.

Population and Demographics

According to the County Planning Department Goochland has experienced a steady but moderate growth. The county population in 2010 was 21,717. By 2020 its population may hit the 25,000 mark its population density is 76.4 people per square mile.

The US Census reports that 1,012 (4.66%) are ages 0-4; 3,388 (15.6%) are age 5 -17; 14,080 (64.83%) are 18-64; and 3,237 (14.91% are age 65 and above.

The Comprehensive Plan indicates that the population trend is shifting from a young family dominated population to more evenly distributed older aged groups with the over-40 age group growing while the under-40 group is declining. This trend is expected to continue into the future. Demographic characteristics and population movements are important in emergency planning.

Housing and Households

There are 8,758 housing units in the county with 6,052 occupied by households. According to the US Census the average household is 2.35 persons. Owner occupied housing is estimated at 92.5%.

Two state penal institutions located in the county have 847 people in them.

Building and Fire Code Provisions

Building construction in the county is regulated by the County Building Inspection Dept.'s Office using the Uniform Statewide Building Code. Supplements to this are the Uniform Building Maintenance Code and the Uniform Statewide Fire Prevention Code. The Fire

Prevention Code is enforced by the County Fire Marshal's Office located in the County Fire-Rescue Department.

Transportation Infrastructure

Three highways run the length of the county: I-64; U. S. 250; and State Route 6. It is bisected north-south by U. S. 522. Route 288 is located at the extreme eastern end of the county. This is a four-lane limited access divided circumferential highway around Richmond, connecting I-95 and I-64. That connection in turn makes a link connecting I-95 and I-85, high volume north-south coastal routes, with I-81, a high volume north-south inland route. These characteristics make 288 a heavily traveled transportation route.

In addition to the above there are about 290 miles of surfaced roads in the county.

The CSX Railroad runs along the James River the length of the county.

Utilities and Services

Water

There are four public waterlines access location that are supplied from Henrico County at the east end of the County. The four waterline 'Access Locations' are as follows: Broad Street, Ridgefield, Patterson Avenue, and River Road. There is one waterline access location that is supplied to the Courthouse zone from the Department of Corrections on Route 6.

Communication

Telephone communications in Goochland County is provided by Verizon and Centel, a private telephone company out of Charlottesville.

Natural and LPG

The Columbia Gas Transmission Corporation has three (3) 18" natural gas transmission lines which cross the extreme eastern and northeastern sections of the County and run along the Goochland-Louisa boundary line. Two industrial parks (Goochland Industrial Park) and (West Creek) and one subdivision (Fox Downs) are presently served by natural gas. Lower Tuckahoe Subdivision has gas service provided by a propane tank farm.

Electricity

Eighty-five percent (85%) of the county is supplied electricity by the Dominion Virginia Power Company. A small part of the northeastern edge of the County is supplied by the

Rappahannock Electric Cooperative and sections along the north western corner and southwestern edge receive power from the Central Virginia Cooperative. A 500 KV bulk power transmission line extends from the North Anna generating plant in Louisa through Goochland County to locations in Chesterfield and beyond.

Food and Fuel

There are two (2) full service food stores and eleven (11) convenience stores in the county. Most of the convenience stores dispense both gasoline and diesel fuel for vehicles.
There are two local residential LPG providers in Goochland.

Land Use

Ninety-two percent of the land in the county is forest and agriculture (176,076 acres of 188,800).

Forestry is considered to the most important natural resource playing an important role in the economy of the county.

Western Goochland contains the most forested land while the eastern section of the county is mostly agricultural.

Agriculture will be an important part of the local economy for many years.

Most of the flood-prone lands - expectancy of the land to flood on an annual basis is greater than 50% - are areas along the James River and mostly undevelopable.

Industry and Commerce

The Industrial Development Authority identifies 18 major employers in Goochland.

It also lists four business/industrial parks:

- Oilville Business park (53 acres)
- Mid-Point Industrial Park (43 acres)
- Old Dominion Industrial Park
- West Creek Business Park (3,500 acres)

Four (4) quarries located in the county make up its largest industrial operation; Luck Stone (2 locations) Manakin and Ashland Road (Rt. 623); Martin Marietta Aggregates and Vulcan Materials Co. (both on Ashland Rd).

The bulk of employment is located in the West Creek Office Park with Capital One Services having the largest employment. It currently employs 8,600 people. When completed it is expected to employ in excess of 12,000 people.

There are five employers having 100 or more employees:

Virginia Farm Bureau 275
Luck Stone Corporation 200
Mega Construction 200
West End Behavioral 100
Hermitage Country Club 100

Medical Facilities

There are no hospitals in the county. The West Creek Emergency Center is located in the West Creek complex and is operated by HCA. It is phase one of a proposed medical complex that is to include a hospital as well as a Medical Office Building (MOB). The hospital was initially proposed for construction by 2016. Those currently in need of full hospital services go to Richmond-Henrico area or Charlottesville hospitals.

There is one nursing home located in Goochland.

College Facilities

J. Sergeant Reynolds Community College has a campus in the Courthouse area of Goochland County. It is a commuter school with no dormitory facilities and has estimated maximum on-campus staff and students of 250 people. The college has limited law enforcement staff and relies heavily of local assets for support. Goochland County has first responder responsibilities for the facility. The facility does include local authorities as required by 44-146.16 of the Code in its planning and coordination.

Government Structure and Organization

The County government structure and organization for delivering services is established by the State Constitution, State Statutes; and rule of law. In Virginia localities, cities and counties, have only the authority granted them by the State.

Goochland has a County Administrator type of government. This is characterized by a strong Board of Supervisors/weak County Administrator - the County Administrator having only the power and authority conveyed to him/her by the Board of Supervisors.

There are services that are totally within the authority of the locality. Personnel are county employees subject to the policies established by the Board of Supervisors.

Some local services are provided by Constitutional Officers. These are elected officials. State law requires the Board of Supervisors to provide facilities, equipment, and some financial support. By law the Board can require reports from these officials but has no supervisory authority over them.

There are services in the locality provided only by state agencies. Others are provided by a cooperative arrangement in which the Board of Supervisors has appointing and oversight authority.

Some services are provided mostly by volunteers with small paid augmentation unit.

Finally, there are necessary services provided only by the private sector.

Vulnerability

The possibility of Goochland being the site of a terrorism event as generally understood is small. However, the possibility of being the site of a domestic terrorism-like event is the same as any other locality of like characteristics. A deranged or disgruntled person doing physical harm by use of a weapon or a bomb is something that might happen at any time. It is also possible that some domestic organization engaging in terrorism-like activity will commit some such act.

The possibility of a human or animal health event is the same in Goochland as in any other locality. While there has not been anything like this in Goochland there have been such events in the area. In 2007 Richmond and Henrico had medical events that were quickly brought under control but posed a spreading threat. Goochland as an agricultural community is always vulnerable to some animal borne epidemic condition. It is particularly aware of the possibility of one of the equine diseases given its reputation as “horse country”.

The greatest possibility of a county wide emergency is one caused by a weather event. Such events may not be restricted to the county as they usually impact numbers of surrounding localities putting a strain on possible mutual aid resources.

The most common weather event causing disruption of services over a wide area of the county or region are winter storms. They usually result in transportation, electrical and telephone service disruption. They also cause a level of concern given the aging population characteristic of Goochland.

The next weather event possibilities are those caused by heavy rain and wind which occur mostly in the summer months. There is always the possibility of tornados in these

circumstances. These are more localized in scope and not county wide as a general occurrence. The last tornado activity in the county was in the summer 2012 in the Oilville area of the county
Preparation for possible hurricanes occurs almost yearly but the last one having a significant effect on the county was Isabel in September 2003. In 2000 the Richmond area suffered damage by Gaston. This did not strike in Goochland other than producing heavy rain. It did have the result of Goochland providing water rescue mutual aid to Richmond, which was heavily damaged.

Goochland does have a fault line running through the western section of the county. On August 23, 2011 a 5.2 earthquake centered in Louisa County, caused significant damage to many areas of the mid-Atlantic. Goochland County was declared a federal disaster area and became eligible for both Public as well as Individual Assistance.

The event of highest probability is that of a hazardous materials escape, generally associated with a crash on I-64 or Rt. 288. Minor types of these occur with some regularity. The experience seems to be that two or three times a year it is necessary to call for the Henrico Hazardous Materials Response team based on the size of the event being beyond local resource capability.

There are two state adult correctional institutions in the county. The Virginia Department of Corrections is responsible for the care and control of the populations within these institutions. However, incidents at these institutions produce a “halo” effect resulting in a demand on emergency services particularly law enforcement, fire and emergency medical services.

There are three situations to consider when assessing possible emergency contingencies in Goochland County. Two are suggested by specific facilities located in the county; the other results from the county’s geographic position in relation to interstate highways and Hampton Roads.

The specific facilities are suggested by the national level assessment that an operational objective of terrorism is to disrupt and damage economy institutions. The Federal Reserve Bank for the region has a facility in Goochland that could become a target. The second site is a leading financial institution in the country it is the Capital One facility in West Creek.

In the event of an evacuation of the Hampton Roads (this may include North Carolina barrier islands evacuees) the evacuation plan moves evacuees eastward to the Metropolitan Richmond area along I-64 and US 460. Richmond and surrounding localities is the main terminus where evacuees can exit for accommodations and disperse north,

south and west. Goochland should anticipate an influx of west bound travelers along I-64, US 250 and State 6, who sought, but were unable to obtain food, rest, and fuel when they arrived in the Metro area.

Basic Plan

Purpose

A. The Basic Plan is an overview of Goochland County's emergency response organization and policies. It provides for emergency operations in response to any type of disaster or large scale emergency affecting the County. It assigns duties and responsibilities to departments, agencies, and support organizations for disaster mitigation, preparedness, response, and recovery. It also provides the needed framework within which more detailed emergency plans, procedures, and/or implementing instructions will be developed and maintained by all agencies, departments, and organizations involved in delivering services during any emergency incident or event.

B. The County shall develop a Continuity of Operations (COOP) plan that will apply to all county agencies, and other support organizations with essential emergency management program functions. The Continuity of Operations (COOP) plan shall identify the critical and time-sensitive missions, applications, processes, and functions that must continue in an emergency or disaster; including alternate operating capabilities.

Situation and Assumptions

A. "The Commonwealth of Virginia Emergency Services and Disaster Law of 2000" requires that the state and each city and county within the state shall establish an emergency management organization and that those jurisdictions develop and maintain a current Emergency Operations Plan (EOP) structured around existing constitutional government.

B. Historically, major emergencies in Goochland follow the same pattern as found throughout Virginia:
   1) Natural disasters such as floods, hurricanes, winter storms, drought, earthquakes, and tornados, and
   2) Man- made disasters such as hazardous materials accidents, gas pipeline accidents, power failures, resource shortages, and environmental contamination.
   3) Deliberate criminal actions that result in death, personal injury, and extreme property damage.

Man-made emergencies and disasters are increasing in frequency due to factors such as urban development, industrial expansion, traffic congestion, and the widespread use and transport of hazardous materials. While the frequency of natural disasters is beyond human control; increased levels of damage are a possibility as the result of increases in urban development and industrial expansion.

C. The County has the primary responsibility for emergency operations and will commit all available resources to save lives and minimize property damage. Should the county's emergency response capabilities be overwhelmed, outside assistance is available, either through mutual aid agreements with nearby jurisdictions, members of the Commonwealth's Statewide Mutual Aid Program or from the state through the Virginia Emergency Operations Center (VEOC).

D. The county's emergency management mission is to plan and prepare for emergency operations ensuring that casualties and property damage will be minimized and normal operations will be restored as rapidly as possible in the event of a large scale emergency or disaster situation. To carry out this mission it will cooperate with state and federal agencies, other supporting organizations, and local governments.

E. The county will follow appropriate procedures to qualify for available state and federal disaster assistance for such items as the repair and reconstruction of buildings and roads, re-establishment of businesses, or for individual assistance to persons displaced from their homes.

F. The county will follow the required substantial and well documented federal-state-local coordination effort to implement such assistance.

G. In the event that there is an emergency that generates victims (as defined by 19.2-11.01), representatives of the Department of Criminal Justice Services and the Virginia Criminal Injuries Compensation Fund are to be contacted. They shall serve as the lead coordinating agencies for those individuals determined to be victims.

1) Criminal Injury Compensation Fund 1-800-552-4007
2) Virginia Department of Criminal Justice Services 804-840-4276

Concept of Operations

A. The County's Local Emergency Operations Plan (LEOP) is developed on the concept that emergency operations will be conducted using local resources. When it becomes apparent that these resources are in danger of being overwhelmed decisions will be made as to whether assistance should be requested from adjoining localities or from the State. To accomplish this, a local emergency will be declared and before local resources become overwhelmed state and federal assistance will be requested.

B. The LEOP defines the role of the County before (mitigation and preparedness), during (response), and after (recovery) a disaster or major emergency. It establishes the concepts and policies under which all county agencies and departments and other supporting organizations will operate during emergencies. It provides a basis for the preparation of more detailed plans and procedures and for local emergency management training programs. It establishes the concepts and policies under which it will cooperate and work with other local governments, and the state and federal government.

C. The County will maintain the LEOP in accordance with the guidance and operational concepts set forth in the State EOP. To meet this requirement County departments and agencies that have been assigned emergency response or recovery duties and responsibilities must develop and maintain designated part(s) of the LEOP. In compliance with this requirement those agencies, departments and organizations assigned emergency service tasks shall develop plans, procedures, and/or as needed. Incident specific sub plans to the LEOP will contain more detailed procedures as needed, to include increased readiness action checklists and specific reporting requirements.

D. The "Commonwealth of Virginia Emergency Services and Disaster Law of 2000," Section 44-146.19 requires that Goochland County prepares and keeps current a Local Emergency Operations Plan. The Plan will be officially adopted and promulgated by the Board of Supervisors. The Plan will be staffed, revised, exercised, readopted, reprinted, and reissued at least every four years in order to be considered current and in compliance with the above law. Local EOP Guidance and assistance is provided by the Virginia Department of Emergency Management.

E. The "Commonwealth of Virginia Emergency Services and Disaster Law of 2000" further provides that emergency management organizations and operations will be structured around existing constitutional government. The Governor is the Director of Emergency Management for the Commonwealth. As authorized by this law, he appoints a State Coordinator of Emergency Management to head the Virginia Department of Emergency Management (VDEM).

F. The state disaster law requires that cities/counties shall have a Director of Emergency Management and that, in counties, the Director of Emergency Management shall be a member of the Board of Supervisors, be selected by the Board, or be the chief administrative officer for the county. Goochland has chosen the option of having the County Administrator (chief administrative officer) serve as the Director of Emergency Management.

The state disaster law permits the County to authorize the Director of Emergency Management to appoint, with consent of the Board of Supervisors, a Coordinator of Emergency Management. Under this authority the Chief of Fire-Rescue Department has been so designated.

G. The state organization for emergency operations includes:
    1. The Governor and his immediate staff.
    2. The Virginia Department of Emergency Management (VDEM) and the Virginia State Emergency Operations Center (State EOC) located in Richmond.
    3. State departments and agencies assigned emergency responsibilities or having the capability to provide needed assistance in an emergency situation.
    4. Liaison personnel from selected federal agencies and participating quasi-public agencies.
    5. Local governments. Each city and county is required to have an emergency management organization.
    6. Locally-available manpower, materials, equipment, and facilities are identified in each local Emergency Operations Plan (EOP).
    7. Non-affected localities should expect to be requested to provide assistance.
    8. Federal agencies upon request and within their statutory authority.
    9. Non-governmental organizations, including but not limited to:

a. American National Red Cross.
b. Salvation Army.
c. Virginia Association of Volunteer Rescue Squads, Inc.
d. State and Regional Defense Airlift (SARDA) volunteers.
e. Radio Amateur Civil Emergency Services (RACES).
f. Civil Air Patrol.
g. Volunteer search and rescue organizations.
h. Church relief organizations.
i. Civic organizations.
j. Citizen Emergency Response Teams

10. Private Sector (on a voluntary basis only).
    a. Private industry
    b. Private individuals

H. Each functional part- annex - of the County EOP includes a concept of operations and an action checklist to help each function or agency prepare for emergency operations. Agencies with primary emergency duties and responsibilities are also expected to develop and maintain separately published and more detailed procedures or implementing instruction manuals as needed.

I. The following general principles apply to all parts of the LEOP:
    1. On-site incident command is vested in the county agency or department having primary incident response responsibility.
    2. All county agencies and departments having emergency response responsibilities will provide assistance to the agency having primary responsibility agency as needed. County agency and department heads will assure that their agency participates in the LEOP planning process
    3. On-scene coordination of emergency response will be accomplished within the Incident Command System (ICS) framework allowing for the incorporation of local, state, federal agencies and other responsible parties into one organizational framework called the Unified Command. Unified Command will follow the doctrines of the National Incident Management System (NIMS)
    4. State and Federal assistance is supplemental to, not a substitute for, locally available services provided by county agencies, departments and other supporting organizations.

5. All appropriate locally-available forces and resources will be fully committed by the County before requesting assistance from a higher level of government.
6. Support furnished to local government from outside sources will be assigned on a mission-type basis and will be under the operational control of the department, agency, or office furnishing the support

J. Emergency Declarations -Whenever, in the opinion of the Governor, the safety and welfare of the people of the state require extreme emergency measures due to a threatened or actual disaster, he may declare a "state of emergency" to exist in the state, or any portion thereof, for the purpose of aiding the affected individuals and local governments. (See Appendix 1, the Commonwealth of Virginia Emergency Services and Disaster Laws of 2000, Section 44-146.17.)

1. Whenever the Governor declares a state of emergency, the County, if within the disaster area may, under the control and supervision of the Governor or his designated representative, enter into contracts and incur obligations necessary to combat such threatened or actual disaster, protect the health and safety of persons and property, and provide emergency assistance to the victims of such disaster. In exercising this authority under the supervision and control of the Governor or his designated representative, the County may proceed without regard to time-consuming procedures and formalities prescribed by law (except for mandatory constitutional requirements) pertaining to the performance of public works, entering into contracts, incurring obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, and appropriation and expenditure of public funds.
2. Warning of an impending emergency may be disseminated to the County by the Department of State Police, National Weather Service, the State EOC, or other sources. A local emergency may also occur, of course, without warning.
3. A local emergency may be declared by the Director of Emergency Management with the consent of the of the Board of Supervisors or by the Director or any member the Board of Supervisors in the event a quorum of the Board cannot convene due to the disaster. (See Appendix 1, the Commonwealth of Virginia Emergency Services and Disaster Laws of 2000,

Section 44-146.21.) The declaration of a local emergency will activate the local EOP and authorize the furnishing of aid and assistance there under.

4. Whenever a local emergency has been declared, the Director of Emergency Management or any member of the Board of Supervisors in the absence of the Director, if so authorized by the Board of Supervisors, may enter into contracts and incur obligations as necessary to mitigate the effects of the event, to protect the health and safety of persons and property, and to provide emergency assistance to event-related victims. (See Appendix 1, the Commonwealth of Virginia Emergency Services and Disaster Laws of 2000, Section 44-146.21.
5. Upon declaration of a local emergency, the Director of Emergency Management will notify the State EOC immediately, and thereafter will provide a daily situation report for the duration of the emergency period.

K. Emergency duties and responsibilities, to include the preparation and maintenance of appropriate plans and procedures, are assigned to county agencies and departments and other supporting organizations.

L. State agencies and departments having offices in the County are supposed to designate an employee to serve as a state-level coordinator to assure the active participation of these employees of the state department, as appropriate, in the local emergency planning process. The assigned state agency or department employee should be prepared to assist local governments with damage assessment and other services as needed.

M. Command and control authority during an incident remain with, the County at all times, except where state or federal law transfers authority and responsibility to a specific state or federal agency (e.g., EPA at a Superfund site, U. S. Coast Guard at an oil spill in coastal waters, or the State EOC for a multi-jurisdictional search operation involving a missing aircraft.

N. The Governor will direct state level emergency operations through the regularly-constituted structure of state government. Succession to the Office of the Governor is established in the Constitution of the Commonwealth of Virginia.

O. The Board of Supervisors is responsible for establishing an emergency response organization and for developing and maintaining the county's Emergency Operations Plan to accomplish effectively the emergency response responsibilities in the county set forth in the "Commonwealth of Virginia Emergency Services and Disaster Law of 2000," Section 44-146.19.

P. The County's Director of Emergency Management acting through his designee the Coordinator of Emergency Management will establish and maintain a local EOC at the county seat. During disasters, the Director of Emergency Management or his designee, the Coordinator of Emergency Management, will coordinate Goochland's emergency operations from the EOC on a 24-hour basis. County departments, agencies, and supporting organizations will provide the names and telephone numbers of on-call duty personnel to the Coordinator as appropriate. Departments, agencies, and supporting organizations will provide liaison personnel for duty in the EOC as requested.

Q. Primary and backup communication systems necessary for the adequate control and coordination of emergency operations will be established, maintained, and operated as set forth in Annex 2: Emergency Services Function # 2 Communications and plans, procedures, and/or implementing instructions developed pursuant to Annex 2. These systems must be capable of providing an uninterrupted flow of information throughout any large-scale emergency or disaster situation in a timely manner.

R. Formal mutual aid agreements with adjacent political subdivisions for reciprocal disaster assistance are in effect. These agreements are consistent with state plans and programs and are included in the LEOP. In addition the County has adopted the Statewide Mutual Aid Program.

S. The County's Emergency Operations Plan will be executed when a natural or man-made disaster occurs or is imminent; when a notification is made by the State Coordinator of Emergency Management; or when a "state of emergency" is declared by the Governor or, when a local emergency is declared as provided for in J4 above.

T. Operation periods or levels of mobilization will follow the format of the Commonwealth of Virginia Emergency Operations Plan OPERATIONS PERIODS which follows:
    1. Routine Operations
        a. Emergency operations plans and procedures are developed and maintained.
        b. Training and test exercises are conducted periodically as required to maintain readiness.
    2. Increased Readiness - when a disaster threatens, all departments and agencies having responsibilities will take action as called for in their respective parts of the plan. The following optional levels of increased readiness may also be used in developing detailed procedures:
        a. Communications Watch
        b. Initial Alert
        c. Advanced Alert
    3. Response Operations - full-scale operations and a total commitment of manpower and resources are required to mobilize and respond in time of emergency. The Phases of Response Operations are:
        a. Mobilization Phase - Conditions worsen requiring full-scale mitigation and preparedness activities.
        b. Emergency Phase - Disaster strikes or is imminent.
        c. Relief Phase - Assistance is provided to affected individuals and organizations. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services and damage assessment surveys are conducted. This period ends when the locality is no longer in an official state of emergency.
    4. Recovery Operations
        a. Essential facilities and services are restored.
        b. Displaced persons return to their homes.
        c. Federal disaster assistance programs are implemented.
        d. "Normal" conditions are restored. Severely-damaged structures are rebuilt or demolished and replaced.
        e. The damaged parts of the transportation, water, and communications infrastructure are replaced.

f. The economy is restored. The duration of this period may be an extended length of time, depending upon the severity of the disaster.

Note 1: Hurricane plans for coastal localities designate different operations periods based on hours before the arrival of gale force winds (i.e., 72-48 hours, 48-24 hours, 24-12 hours, 12-6 hours, and 6-0 hours). See the Virginia Hurricane Emergency Response Plan (State EOP, Volume 5).

Note 2: The Radiological Emergency Response Plan (State EOP, Volume 3) also sets forth different and hazard-specific operations periods.

U. State support to local governments and the coordination of state-level emergency operations will be accomplished from the State EOC by the State Coordinator of Emergency Management and will be assisted by selected state agencies and departments. The provision of state assistance does not replace local operational, legal, and financial responsibility and authority for emergency/disaster management.

V. The Framework (NRF) was issued in 2007 in order to reflect incident management and other operational changes at the federal level, which were developed after the September 11th, 2000, terrorist attacks. The NRF supersedes the National Response Plan and details the processes, implementing instructions and coordinating structures the Federal Government will use when requested by the State and local governments to provide federal resources and manpower during increased readiness and response periods before and during an emergency as well as during the post-disaster recovery period.

W. Goochland County officials responsible for implementing the LEOP are responsible for thoroughly familiarizing themselves and their personnel with the contents of the LEOP and for developing effective procedures for carrying out assigned tasks and functions set out in ESF Annexes and other applicable annexes.

X. The Goochland Coordinator of Emergency Management is responsible for maintaining, updating, and republishing the LEOP. County departments and agencies will provide their input as requested. All county personnel are encouraged to recommend improvements and changes to the LEOP they think appropriate at any time.

Preparedness and Maintenance

A. Coordination - The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically includes all agencies with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.

B. Plan Maintenance
   1. The county's Coordinator of Emergency Management maintains the LEOP using county agency heads and any other groups or individuals that have a stake in the EOP. The LEOP is updated periodically as required to incorporate new federal and State directives, legislative changes, and procedural changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the LEOP
   2. Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans now contained in statute or regulation.
   3. Any County department or agency head may propose and draft a change to the LEOP. The agency head proposing the change is responsible for sending a draft of the change to the primary and support agency heads of each ESF affected by the change and any associated agency program areas as required. The proposing agency head must obtain the official written acceptance of the change from the heads of the affected agencies. The proposing agency head must then provide copies of the accepted draft change/s to the Coordinator of Emergency Management. The Coordinator of Emergency Management will review the proposed changes for compliance with all laws, rules, and regulations that might be affected and for the impact of the proposed changes on the LEOP in general. After completing this review the Coordinator will forward the draft changes with recommendations and justifications for approval or disapproval to the Director. The Director will consider the proposal and make the final decisions for approval or disapproval of the proposed changes.

4. Notice of Change
    a. After all reviews and actions are completed and necessary signed approvals are received the Coordinator of Emergency Management will issue an official Notice of Change.
    b. The notice will provide the change language on one or more numbered and dated insert pages that will replace the revised pages in the LEOP.
    c. Once published, the changes will be considered part of the Goochland EOP for operational purposes pending a formal revision and re-issuance of the entire document.
5. Distribution
    a. The Coordinator of Emergency Management will distribute each Notice of Change to all participating county agencies and organizations.
    b. Notices of Change to other organizations will be provided upon request.
6. Re-issuance of the LEOP
    a. To achieve the goal of maintaining a state-of-the-art local emergency operating plan the Coordinator of Emergency Management will conduct a full review, revision and re-issuance of the LEOP every 4 years as required by State Statutes or more frequently if it is judged necessary.
    b. The review will consider lessons learned and best practices identified during exercises and response to actual events.
    c. The Coordinator will distribute drafts of any such proposed changes to the LEOP for review and concurrence to the County agency heads prior to forwarding the revised LEOP to the Board of Supervisors for approval

Authorities

A. Federal

1. The Federal Civil Defense Act of 1950, Public Law 81-920, as amended.
2. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended.
3. "Emergency Services and Assistance," Code of Federal Regulations, Title 44.
4. Homeland Security Presidential Directive Eight “National Preparedness.”
5. Homeland Security Presidential Directive Five “Management of Domestic Incidents.”
6. The National Response Framework 2007
7. National Preparedness Goal, 2011

B. State

1. "Commonwealth of Virginia Emergency Services and Disaster Law of 2000," Sections 44-146.13 to 44-146.29:2, Code of Virginia. (See Appendix 1)
2. Commonwealth of Virginia, Office of the Governor, Executive Order Number Four (2002), Delegation of Governor's Authority to Declare a State of Emergency and to Call the Virginia National Guard to Active Service for Emergencies or Disasters …
3. Commonwealth of Virginia, Office of the Governor, Executive Order Number Sixty-Five (2000), Promulgation of the Commonwealth of Virginia Emergency Operations Plan.
4. Commonwealth of Virginia, Office of the Governor, Executive Order Number Sixty-Nine (2000), Virginia's Secure Commonwealth Initiative.
5. Commonwealth of Virginia, Office of the Governor, Executive Order Number One Hundred and Two (2005) Adoption of National Incident Management System and Use of the National Response Goal …”
6. Statewide Mutual Aid Program, 2008
7. The Commonwealth of Virginia Emergency Operations Plan (all sections)

References

1. The National Response Framework, Department of Homeland Security, December 2007.
2. ”Target Capabilities List 2.0 – A Companion to the National Preparedness Goal” Department of Homeland Security, December 2005.
3. “Universal Task List: Version 2.1” Department of Homeland Security, May 23, 2005.
4. “Virginia Emergency Operations Plan” Virginia Department of Emergency Services, Updated September, 2005.
5. “Goochland 2030 The Comprehensive Plan for Goochland County, Va.”, Approved by Board of Supervisors March 4, 2003.
6. “Open for Business”, Goochland County Economic Development Authority, PDF Brochure 2006-2007 Edition

Definitions

Declaration of Emergency - Whenever, in the opinion of the Board of Supervisors, the safety and welfare of the people of the county require the exercise of emergency measures due to a threatened or actual disaster, it may declare a state emergency to exist.

Emergency (or Disaster) – An event that demands a crisis response beyond the scope of any single line agency or service (e.g. beyond the scope of just the sheriff's office, Fire-Rescue department, etc.) and that presents a threat to a community or larger area. An emergency is usually an event that can be controlled within the scope of local capabilities; a major emergency or disaster usually requires resources beyond what is available locally.

Emergency Alert System (EAS) – A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner, according to the State and local EAS Plan to inform the public of needed protective actions in the event of an emergency or disaster situation.

Emergency Operations Center (EOC) - The facility from which government directs and controls its emergency operations; where information about the status of the emergency situation is officially collected, assimilated, and reported on; where coordination among response agencies takes place; and from which outside assistance is officially requested.

Emergency Operations Plan (EOP) - A document, which provides for a preplanned and coordinated response in the event of an emergency or disaster situation.

Emergency Management - The preparation for and the carrying out of functions, other than functions for which military forces are primarily responsible, to prevent, minimize, and repair injury and damage resulting from natural or man-made disasters. These functions include firefighting, law enforcement and security, medical and health, search and rescue, public works and engineering, communications, and the care of displaced persons.

Emergency Support Function (ESF) - A function as explained in the Local Response Plan, which tasks agencies to provide and/or coordinate certain resources in response to emergencies or disasters.

Exercise - An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three specific types of exercises: tabletop, functional, and full scale.

Federal Disaster Assistance - Aid to disaster victims or state and local governments by federal agencies under provisions of the Robert T. Stafford Relief and Emergency Assistance Act of 1988 (PL 93-288).

Hazardous Materials (HazMat) – A substance or material in a quantity or form that may pose an unreasonable risk to health and safety or property when released to the environment.

Incident Command System (ICS) - An open-ended organizational structure designed to effectively direct and control an in-the-field emergency response.

Inter-jurisdictional Agency for Emergency Services - Any organization established between contiguous political subdivisions to facilitate the cooperation and protection of the subdivision in the work of disaster prevention, preparedness, response, and recovery.

Joint Field Office (JFO) - An administrative office established by FEMA and staffed by appropriate federal/state personnel following a disaster declaration by the president.

Local Emergency - The condition declared by the local governing body when, in their judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship, or suffering threatened or caused thereby. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the local governing body.

Local Emergency Services Organization - An organization created in accordance with the provisions of Section 44-146.19 of the Code of Virginia by local authority to perform local emergency services functions.

Major Disaster/Emergency Determined by the President - These terms are defined in the Stafford Act (Public Law 93-288) and have a specific meaning in the context of federal disaster relief and emergency assistance. They are declared by the President when local and state response capabilities are overwhelmed and federal disaster assistance is needed.

Man-Made Disaster - Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition, except enemy action, resulting from man-made causes, such as sabotage, oil spills, and other injurious environmental contamination which threatens or causes damage to property, human suffering, hardship, or loss of life.

Mitigation - Mitigation activities are those that either prevent the occurrence of an emergency or reduce the community's vulnerability in ways that minimize the adverse impact of a disaster or other emergency.

National Weather Service (NWS) - The federal agency which provides localized weather information to the population, and during a weather-related emergency, to state and local emergency Services officials.

Natural Disaster - Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, or other natural catastrophe, resulting in damage, hardship, suffering, or possible loss of life.

National Incident Management System (NIMS) - a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. NIMS describes a “preparedness organization” concept which is used for preparedness and maintenance of the LEOP. The “preparedness organization” concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements. By act of the General Assembly NIMS applies to all jurisdictions, agencies and organizations operating in the state during an incident.

Recovery - Recovery involves restoring systems to normal after the emergency. Some long-term recovery actions may continue for months or even years.

Repatriation - The act of returning U. S. citizens and their dependents to the U. S. by government direction and assistance in response to a major natural or technological disaster, political unrest, or the outbreak of war.

Severe Weather Warning - An advisory broadcast message from the NWS which indicates that a particular severe weather storm has actually been sighted or is occurring in an area or indicated by radar, and serves notice to the public that severe conditions are imminent.

Severe Weather Watch - An advisory broadcast message from the NWS which indicates the probability of a particular severe weather storm is high, and is an alert to the public of such severe weather conditions.

Stafford Act - The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707. In this plan, it is referred to as "the

Stafford Act". A federal statute which provides for the prompt delivery of federal assistance to affected local governments and individuals following a major disaster, especially when state and local relief resources are overwhelmed.

Standing Operating Procedures (SOPs) - Preplanned instructions, usually in checklist format, which are used to facilitate the completion of assigned tasks in time of emergency. SOPs supplement EOPs and are usually published separately. They include items such as call-up lists, manning documents, and resource lists.

State of Emergency - The condition declared by the Governor when, in his judgment, the threat or actual occurrence of a disaster in any part of the state is of sufficient severity and magnitude to warrant disaster assistance by the state to supplement the effort and available resources of any locality or relief organization in preventing or alleviating the damage, loss, hardship, or suffering threatened or caused thereby and is so declared by him when it is evident that state resources are needed to cope with such disasters.

Terrorism - the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in the furtherance of political or social objectives (FEMA Emergency Response to Terrorism).

Voluntary Organizations Active in Disasters (VOAD) - Coalition of nongovernmental agencies that actively participate in disaster response and recovery.

Warning - The alerting of public officials, emergency support services, and the general public to a threatened emergency or disaster situation.

Emergency Support Functions

Duties and Responsibilities of County Agencies, Organizations, Non-Governmental Organizations, and Private Sector Organizations

An Emergency Support Function (ESF) is a grouping of government, non-governmental and certain private-sector agencies and capabilities into an organizational structure for the purpose of providing support, resources, program implementation, and services, which are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following a state of emergency. Each ESF is composed of organizations or agencies designated as primary or support agencies based on their authorities, resources and capabilities.

Some agencies provide Emergency Management Functions and/or perform key ESF roles that are considered essential to the County's Emergency Management Program. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing all Critical Tasks even though all Critical Tasks may not need to be performed depending on the type and circumstances of the event.

These agencies must be prepared to continue essential functions and services during times of emergency even if their facilities and resources are impacted directly by the event or other disruptive incident. Each organization identified as providing essential emergency management program functions will develop its own Continuity of Operations Plan (COOP) to assure it will maintain its normal services as well as the services it must provided during an emergency. As a minimum, the plan(s) will identify critical and time-sensitive missions, applications, vital records, processes, and functions to be recovered and continued during an emergency or disaster, as well as the personnel and procedures necessary to ensure continuity of operations, including alternate operating capabilities.

General Instructions for all Agencies Identified in ESFs

Primary Agencies

The department or agency designated as the "primary" agency is charged with seeing that the ESF mission is accomplished.

The primary agency is responsible for:

A. Coordinating support within the functional area for the county

B. Providing staff for the operations necessary to accomplish missions at fixed and field facilities

C. Notifying and requesting assistance for support agencies

D. Managing mission assignments and coordinating with support agencies, as well as state and non-governmental agencies

E. Working with private-sector organizations to maximize use of all available resources

F. Supporting and keeping other ESFs and organizational elements informed of ESF operational priorities and activities

G. Executing contracts and procuring goods and services as needed

H. Ensuring financial and property accountability for ESF activities

I. Planning for short-term and long-term incident management and recovery operations

J. Maintaining trained personnel to support interagency emergency response and support teams.

Support Agencies

Support Agencies are responsible for:

A. Conducting operations, when requested by the designated ESF primary agency, using their own authorities, subject-matter experts, capabilities, or resources

B. Participating in planning efforts for short-term and long-term incident management and recovery operations
C. Developing supporting operational plans, SOPs, checklists, or other job aids, as appropriate

D. Assisting in the conduct of situational assessment

E. Providing available personnel, equipment, or other resource support as requested by the ESF primary agency

F. Providing input to periodic readiness assessments

G. Participating in training and exercises aimed at continuous improvement of prevention, response, and recovery capabilities

H. Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats

I. Providing information or intelligence regarding their agency's area of expertise

Common Tasks

All departments, agencies and supporting organizations with emergency duties and responsibilities assigned to them in the LEOP have common tasks. Each will:

A. Designate one individual to develop and maintain their agency's part of the LEOP and to serve as the planning point of contact for preparedness and mitigation activities in the County. Each person assigned by an agency will maintain the agency's plans, procedures and/or implementing instructions and to participate in the planning process associated with the maintenance and annual update of the LEOP.

B. Develop and maintain plans, procedures, and/or implementing instructions for tasks assigned in ESFs to be prepared to carry out assigned duties and responsibilities. Emergency notification points of contact should be designated.

C. During an emergency response, maintain liaison as needed to keep the County EOC informed regarding status of assigned missions and related conditions. Situation reports will be provided as required.

D. Establish an internal training program whereby designated individuals will become familiar with their emergency response or recovery duties and responsibilities, and whereby the agency's response is tested and exercised periodically as needed to assure an appropriate level of preparedness.

E. The first named agency in each subdivision of the Critical Tasks section of the ESF description is the “chairman” agency of the group of agencies in the subdivision for the purpose of developing plans, procedures, and/or implementing instructions needed to perform the tasks in the subdivision.

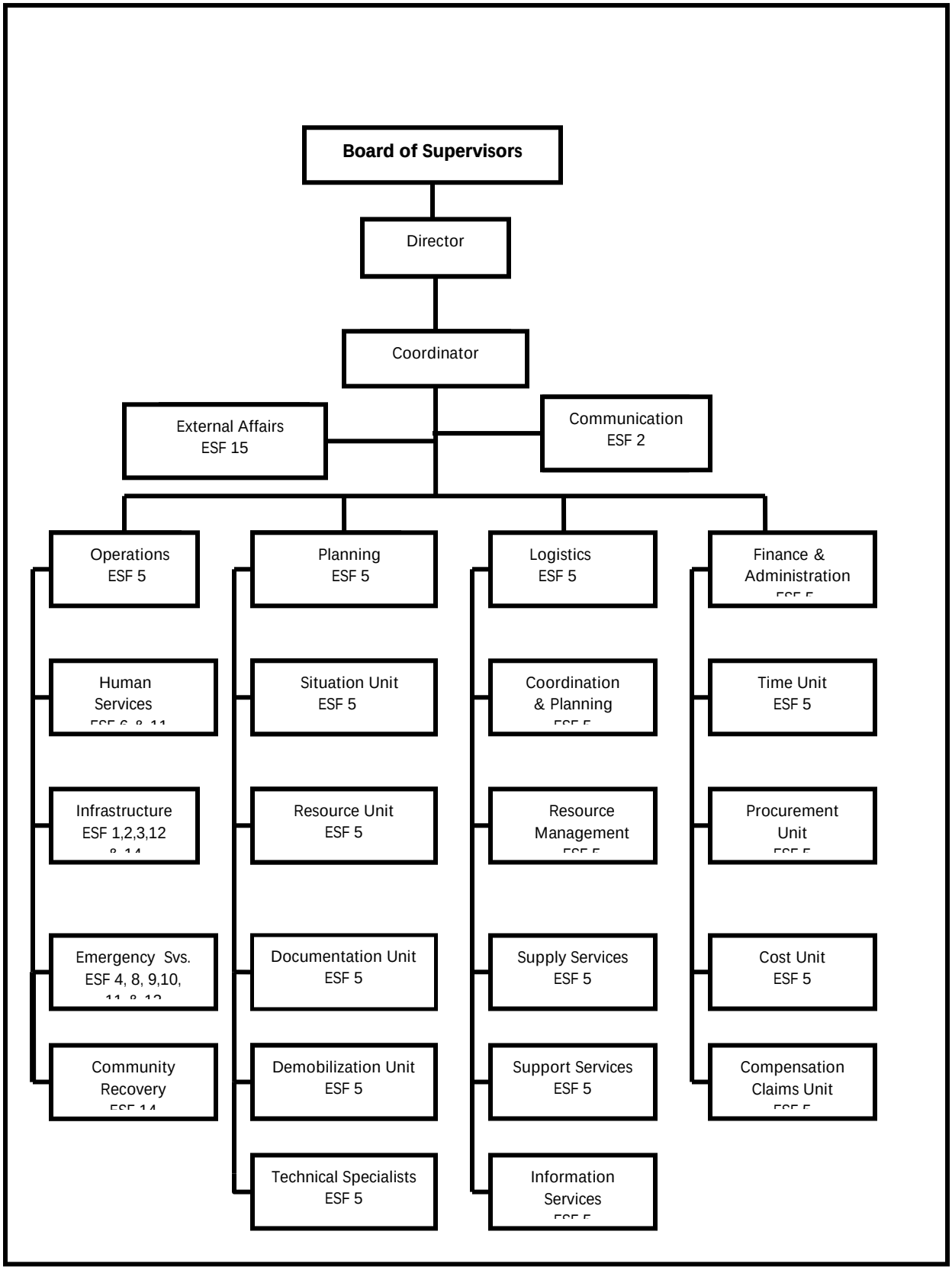
F. The following matrix identifies those agencies providing essential Emergency Management Services:

Matrix of Responsibilities

AGENCY	ESF # 1	ESF # 2	ESF # 3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF # 13	ESF #14	ESF #15	ESF #16
Local																
Animal Control						S	S	S			S					
Building Inspection			S			S	S		S			S				
Clerk of Court							S									
Commissioner of Revenue							S									
Commonwealth's Attorney's Office							S									
Community Development							S	S						P		
Community Services							S	S			S					
County Administration				S			S							S		
County Assessor							S									
County Attorney's Office			S				S		S	S						
Commonwealth's Attorney										S						
Economic Development							S							S		
Emergency Management		S	S	S			P					P		S	P	
Environment & Land Development Review							S									
Finance						S	S									
Fire-Rescue				P	S		S	S	S	P			S			
GIS							S									
Health Department						S	S	P			S					
Information Systems		S			S		S					S				
Mental Health Community Services Board						S	S									
Parks & Recreation							S									
Planning & Zoning			S		S		S									
Public Works	S		P		S	S	S	S	S			S		S		
Public Schools						S	S									
Sheriff's Office	S	P	S	S	S	S	S	S	P	S		S	P		S	
Social Services						P	S	S						S		
Community Services Board							S									
Local Emergency Planning							S			S						
State																
State Corporation Commission							S					S				
Department of Transportation	P		S				S						S			
National Guard													S			
State Police	S						S	S					S			
Department of Forestry	S		S				S					S				
Department of Fire Programs			S				S									
Department of Environmental Quality			S				S	S		S						
Department of CES			S				S	S			P			S		
Department of Health						S	S	S								
Department of Mental Health & Retardation						S	S									
Department of Labor							S	S								

AGENCY	ESF # 1	ESF # 2	ESF # 3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF # 13	ESF #14	ESF #15	ESF #16
State, continued																
Department of Housing & Community Affairs								S			P					
Department of Game & Inland Fisheries								S			S					
Department of Emergency Mgt HazMat Reg RT										S						
Department of Mining Minerals & Energy												S				
Non-Government																
American Red Cross					S	S	S	S	S		S			S		
RACES		S			S		S					S			S	
Community Emergency Response Team			S	S	S	S	S						S			
Neighborhood Watch					S		S									
Salvation Army						S	S									
Faith Based Organizations						S	S									
Home & Family Services						S	S									
VVOAD						S	S							S		
Ministerial Associations							S									
Food Banks											S					
Agriculture Associations											S					
Animal Protection											S					
Private Sector																
nTelos		S					S							S		
Sprint		S					S							S		
Verizon		S	S				S							S		
Computer Internet Servers		S					S							S		
Comcast			S				S							S		
Colonial Pipelines			S				S									
Dominion Virginia Power			S				S					S		S		
Bottled Gas Suppliers			S				S									
Debris Removal						S	S									
HM Removal Contractors										S						
Local Funeral Directors							S									
Private Security Industries							S						S			
LPG/NG Suppliers												S				
Columbia Pipeline												S				
Veterinarians											S					
Food suppliers											S					
Radio & TV															S	
Construction Companies									S							

EOC Organization Chart



Emergency Support Function #1 – Transportation

A. Mission

The Mission of Emergency Services Support Function # 1 – Transportation is to maintain and restore the infrastructure systems needed for moving people, commodities and services into, through, and around the impacted area. Goochland County does have a rail line that transverses the county but at this time it does not carry passenger rail traffic. The most significant mode of transportation within the county is via the road network. This includes a combination if interstates and local/state roads.

B. Scope

The scope of ESF #1 covers reporting damage to transportation infrastructure as a result of the incident; processing and coordinating requests related to the restoration and recovery of the transportation infrastructure; performing the activities that are within the duties and responsibility of the agencies identified in section C below and coordinating and supporting activities among infrastructure stakeholders.

C. Organization

1. Primary Agency - Virginia Department of Transportation
   NOTE: The County has no transportation infrastructure agency.
2. Secondary/Support Agencies
   a. Law Enforcement
      1. Sheriff's Office
      2. Local State Police Personnel
   b. Department of Public Utilities
   c. Goochland County Schools
   d. Virginia Department of Forestry
   e. CERT
   f. Citizen Corp Rapid Assessment Teams
3. Non-Government Agencies (NGOs)
4. Private Sector Entities

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum

for coordination of planning, training, equipping, and other preparedness requirements.

2. Agencies providing services needed for successful completion of the ESF mission have policies, procedures and implementing instructions for performing Critical Tasks.
3. Local transportation infrastructure repair and restoration is the responsibility of the Virginia Department of Transportation.
4. Most reports of disruption and damage to the transportation infrastructure during and immediately after the period of maximum intensity will be made by citizens and emergency first responder personnel to the county EOC and will be processed according to the procedures of the LEOP and SEOP.
5. Travel time and travel routes for personnel, equipment, services and supplies to, from, and within areas of damage will be affected in direct proportion to the degree of disruption or damage there is to the transportation infrastructure.
6. Evacuation operations will add to the problems caused by the disruption of the transportation infrastructure. In the event that a local evacuation is necessary, excess school busses may be needed. The school system currently has several busses that are equipped to handle citizens with mobility issues.
7. Disruption and damage to local and regional transportation infrastructure will require identification of alternative routes to, from and within areas of damage so needed resources can be transported and distributed.
8. Management of significant debris removal operations, emergency protective measures for the public, and the restoration of transportation routes will take immediate precedence over building and structural assessments.
9. Disaster responses, which require usable transportation routes, will be difficult to coordinate effectively during the immediate post disaster period.
10. After the period of maximum intensity detailed assessments of infrastructure damage will be made.
11. Clearing access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period.
12. Local transportation planning will use the most effective means of transportation to carry out the necessary duties during an incident.
13. Local transportation planning will recognize State and Federal policies, regulations, and priorities.

E. Actions

1. Planning - Develop, maintain, and update plans and procedures for use during an emergency.
2. Training - Train and educate personnel in the skill required for response activities.
3. Warning
    a. Alert agencies
    b. Mobilize and pre-position resources
4. Assessment
    a. Assess damage
    b. Set priorities for restoring infrastructure
5. Repair and restoration
    a. Clear debris from highways and roads
    b. Repair and restore transportation infrastructure
6. Management
    a. Provide resources needed for restoring transportation infrastructure
    b. Manage resources used in restoration activities.
    c. Manage contractors
    d. Evaluate and purchase equipment to support and sustain agency resources.
7. Communication - Communicate the situation and request additional resources.
8. Evacuation- if a local evacuation is ordered it will involve the resources of several county agencies.
    a. Primary evacuation routes (RT 250, RT 6, I -64, RT288, Ashland Road, and Sandy Hook Rd.
    b. Designated P/U points will be identified and communicated via the county's emergency notification medium.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
VDOT Law Enforcement Goochland Schools	1. Assess the condition of highways, bridges, signals, and other components of the transportation infrastructure. 2. Determine possibility of immobilized and halted highway transportation. 3. Determine incident effects on transportation infrastructure. 4. Coordinate resources and activities needed to restore and maintain transportation routes necessary to protect lives and property during an emergency or disaster. 5. Maintain and restore critical transportation routes. 6. Determining the most viable transportation routes to, from and within the emergency or disaster area. 7. Identify and control the use access/egress transportation routes to, from and within the emergency or disaster area. 8. Close infrastructure components that are judged to be unsafe. 9. Post signing and barricades. 10. Prioritize reconstruction needs and restoration of critical and strategic transportation infrastructure. 11. Repair and restore transportation routes. 12. Provide current and strategic warnings regarding threat to highway transportation system. 13. Coordinate alternate routes of transportation. 14. Coordinate the recovery, restoration, and safety/security of transportation infrastructure. 15. Coordinate the use of alternative transportation for those residents who don't have the ability to self-evacuate.

Group 2	
Emergency Management Dept. of Public Utilities Dept of Forestry	1. Make information on highway and road closures, alternate routes, infrastructure damage, and debris removal, and restoration activities available on a regular basis. 2. Coordinate transportation routes clean-up and debris management with VDOT to include debris removal within 10 ft. of right of way.
Group 3	
CERT Rapid Assessment Teams	1. Assess local community damage to streets and roads. 2. Verify reports of local community damage to streets and roads.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations - Provide normal day-to-day services; prepare and train for disasters.
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
      b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
      c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services. Damage assessment surveys are conducted. This phase ends when the locality is no longer in an official state of emergency.
   4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
      a. Essential facilities and services are restored.
      b. Displaced persons return to their homes.
      c. Federal disaster assistance programs are implemented.
      d. "Normal" conditions are restored.
      e. Severely damaged structures are rebuilt or demolished and replaced.
      f. The damaged parts of the transportation, water, and communications infrastructure are replaced.

g. The economy is restored.

Emergency Support Function # 2 - Communications

A. Mission

The mission of Emergency Services Function # 2 – Communications is to provide, by all available communication modes, a continuous flow of accurate critical information, among emergency responders, command posts, local, state, and federal agencies, other involved organizations and local governmental officials throughout the timeframe of the incident.

B. Scope

The scope of ESF #2 is to coordinate all local actions needed to provide required communications, and the restoration of the telecommunications infrastructure. ESF #2 supports all departments and agencies in the procurement and coordination of all emergency communications services from the telecommunications and information technology (IT) industry during an incident response. ESF # 2 employs all modes of communication available to the County (radio, telephone, cell phone, paging systems, computers, virtual systems), to maintain a continuous flow of critical information needed to support all agencies and organizations (government, non-government, and private entity/federal, state, county), emergency responders, command posts, and all involved administrators and officials on a multi-jurisdictional and multi-disciplinary (interoperable) basis for the duration of the emergency response operation

C. Organization

1. Primary Agency - Sheriff's Office 911 Center
2. Secondary/Support Agencies
    a. Coordinator of Emergency Management
    b. Information Systems
3. Non-Government Agencies (NGOs) – RACES
4. Private Sector Entities -Local Telephone Service Providers
    a. nTelos (Cell)
    b. Sprint (Cell)
    c. Verizon (Cell and landline)
    d. Internet/Computer Server
    e. WZEZ (Local radio station)

D. Concept of Operations

1. The "preparedness organization" concept described in the NIMS for preparedness and maintenance of emergency operations plans will be used. The concept typically includes all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of

planning, training, equipping, and other preparedness requirements. Goochland expands this to include Non-Government Agencies (NGOs) and Private Sector Entities (PSEs)

2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. Effective and efficient emergency response requires coordination, communication, and sharing of vital information among all county agencies, departments, and organizations that provide needed services during an incident.
4. “Communications” as used in this ESF includes all systems and technologies used by county agencies, departments, and organizations - governmental, nongovernmental and private sector - to send and receive messages, information, and data.
5. The County has an operable Emergency Communications (911) Center that on a day to day basis under normal operations meets the needs of county public safety service agencies and routinely functions as the County Emergency Operations Center.
6. The Communications (911) Center operates 24 hours a day 7 days a week receiving calls for assistance, dispatching resources needed in response to such calls.
7. The Communications (911) Center receives information and data from all official government and/or other credible sources about conditions relative to rapidly developing emergencies or to emergency incidents that develop over time thereby serving as the County’s initiation and warning point, alerting and notifying appropriate personnel in accordance with established SOPs.
8. Daily communications center staffing does not take into account that emergencies can increase in scope and complexity to a point where resources, personnel and equipment, from a broad spectrum of agencies, emergency and non-emergency, may become operational and in doing so communications personnel may become overtaxed.
9. As the size and duration of an emergency increases and the need for multiple agency personnel to meet and confer as necessary for incident management purposes in the EOC it may become necessary to establish an alternate or supplementary site to decrease crowding and reduce noise in the Communications (911) Center. If this eventuality should occur the 911 center will continue to be the emergency communications center (ECC).
10. Receiving early warning information that a developing emergency situation is going to be large in magnitude may dictate that the emergency services functions of the LEOP be activated before effects of the incident become a

reality can justify relocating emergency services functions at a designated alternate site before any effects of the emergency occur.

11. The county does have an emergency notification system that can notify its residents via land-line phones, cell phones, text, as well as e-mail. Designated officials with the Sheriff's Office, Fire-Rescue, IT, and Senior County Leadership are authorized to activate. This system has TTY capability.
12. County first responder emergency service agencies have interoperable communications.(Interoperable is the ability of all agencies to talk within and across agencies and jurisdictions exchanging information with one another via radio, landlines, cell lines, satellite, and/or internet, on demand, in real time, when needed, and when authorized).
13. In a major event interoperable communication exists with adjoining localities permitting exchange of data and information on demand. The county is currently investing in a new 700/800 communications platform that will increase interoperability communication with its neighboring jurisdictions.
14. RACES provides emergency backup radio communications within the County permitting the EOC to maintain contact with emergency first responders, shelter sites and the State EOC, should normal communications be disrupted.
15. Standard or common terminology (plain language) is used so that multiple agencies are better able to interact and understand each other.
16. Telephone communications essential to emergency services will be maintained; additional telephone lines will be established in the EOC to coordinate emergency operations during a major disaster. In addition there are two portable satellite phones available in the EOC.
17. There will be at least one phone with a special publicized number reserved for "rumor control" to handle citizen inquiries.
18. WEBEOC will be used to record and track activities during an emergency and interfaces with the Virginia Department of Emergency Management EOC to give situational awareness to all adjacent localities.
19. The Emergency Operations Center will be adequately staffed by personnel qualified to assess conditions and make decisions regarding appropriate deployment of resources and calling for assistance from other jurisdictions or other levels of government.
20. There is sufficient staff at the EOC to assist with communications, record keeping, and administration.

E. Actions
   1. Planning
      a. Develop a plan for developing and maintaining communications interoperability.
      b. Establish a local/regional communications interoperability planning group.
      c. Establish an agreed upon multi-jurisdictional, multi-disciplinary process for solving interoperability issues.
      d. Develop an interoperability communications plan with participating entities.
      e. Establish agreements such as memorandums of agreement (MOAs) and memorandums of understanding (MOUs).
      f. Maintain a call-down list of all Critical Infrastructure/Key Resource facilities and key personnel.
   2. Standard operating procedures
      a. Develop standard operating procedures (SOPs) for incident response. SOPs typically have both operational and technical components.
      b. SOPs provide agencies and jurisdictions with agreed-upon implementing instructions and procedures that will be used during an incident.

3. Technology
    a. Identify the technology, equipment/infrastructure, network, support systems, and software applications that agencies and personnel need to exchange critical information when responding to incidents.
    b. Acquire the technology to ensure agencies are technically able to communicate with each other.
4. Training exercises
    a. Provide required training and exercises
    b. Ensure staff is adequately familiar with unique communication system requirements
5. Usage
    a. Establish how interoperable communications technologies are used during planned events, day-to-day operations and large-scale incidents.
    b. Use the interoperable communications systems for real-time, on-demand communications during emergency incidents, as well as planned events and routine daily operations as needed.
    c. Using the interoperable communication system, maintain a continuous flow of critical information among all agencies providing services during an incident and with other jurisdictions.
6. Resource management
    a. Evaluate and purchase equipment
    b. Support and sustain communication functions
7. Communication
    a. Communicate the situation
    b. Request additional resources

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	Tasks
Group 1*	
All agencies	1. Develop procedures for the exchange of information and data between and among County agencies, and with State agencies, Federal agencies, other surrounding localities, as well as Non-Government Agencies (NGOs) and Private Sector Entities. 2. Develop supplemental and backup communications and information transfer plans and procedures. 3. Identify emergency communications and data requirements for its needs as a stakeholder in ESF 2.
Group 2	
Sheriff's Office Coordinator of Emergency Management Director of Information Systems	1. Develop and maintain a communication's system that ensures a seamless flow of communications between and among all entities involved. 2. Identify emergency communications and data requirements. 3. Assure that resources (generators, fuel) need to maintain communication systems are on hand.
Group 3	
Sheriff's Office	1. Operates 24 hours a day, 7 days a week serving as a. The County's Emergency Communications (911) Center and the locality's warning point. b. Serves as the County's initiation and warning point, alerting and notifying appropriate personnel in accordance with established SOPs. c. Receives, via V-CIN, official reports regarding developing conditions and provides the information to county agencies according to established SOPs. d. Receives initial calls for emergencies services and according to established SOPs dispatches appropriate resources. 2. Identify emergency communications staff roles and responsibilities. 3. Communicate and coordination information transfer from the incident scene to the Emergency Operations Center.

Group 4	
Coordinator of Emergency Management	1. Develop procedures based on situational criteria giving guidance to the processing of requests for assistance when a major disaster conditions prevail requiring other than the usual "first responder" resources.
Group 5	
Director of Information Systems Private Sector Entities	1. Develop and implement plans and measures: a. necessary to identify damaged critical communications infrastructure assets; b. to repair, reconstitute, and secure radio and associated communications networks; c. To protect these assets from secondary damage. 2. Develop communication plans, policies, and procedures that support the needs of all agencies and organizations providing incident services. 3. Facilitate the development of wireless communication and computer procedures and implementing instructions to permit interoperability between government and local public safety organizations. 4. Develop backup communications and information technology plans and procedures.
Group 6	
All county agencies and organizations	1. Develop and maintain current notification rosters. 2. Establish procedures for reporting appropriate emergency information. 3. Develop mutual aid agreements with like agencies in adjacent localities, and which are approved by the Board of Supervisors. 4. Provide ongoing training to maintain emergency response capabilities. 5. Maintain internal list of all designated EOC personnel.
Group 7	
RACES	1. Provide emergency backup radio communications as needed within the County and between the County EOC and the State EOC, should normal communications be disrupted. 2. Provide communications with some on-site incident commanders and operators.

	3. Promote and facilitate development of redundant communications networks.
Group 8	
Director of Emergency Management Coordinator of Emergency Management Key department heads and/or their designated representatives and personnel	1. Staff the expanded Emergency Operations Center (situation room).

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. PHASES OF EMERGENCY OPERATIONS

1. Routine Operations
    a. Provide normal day-today services
    b. Prepare and train for disasters
2. Increased Readiness – A natural or man-made disaster is threatening
    a. Communications Watch Level
    b. Initial Alert Level
    c. Advanced Alert Level
3. Response Operations
    a. Mobilization Phase – Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
    b. Emergency Phase – Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
    c. Emergency Relief Phase – Assistance is provided to affect individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
        1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
        2. Damage assessment surveys are completed.
4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
    a. Essential facilities and services are restored.
    b. Displaced persons return to their homes.
    c. Federal disaster assistance programs are implemented.
    d. "Normal" conditions are restored.
    e. Severely damage structures are rebuilt or demolished and replaced.

f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
g. The economy is restored.

Emergency Support Function 3 - Public Works and Engineering

A. Mission

The mission of ESF 3 - Public Works and Engineering is to conduct damage and safety assessments before, during and after an incident and to provide clearing and restoration services (e.g., demolition, repairing, reconstruction) during recovery.

B. Scope

ESF #3 provides public works and limited engineering-related services during the entire time-frame of incident management. ESF 3 Public Works and Engineering conducts damage and safety assessments of commercial and residential structures and performs infra-structure inspections and mitigation activities. ESF 3 provides contractor management, construction management, cost estimating, technical assistance, and other engineering services to support and manage response and recovery operations. ESF 3 assures that inspection, enforcement and engineering services are implemented, managed, and coordinated in a way that maximizes the use of resources, aids emergency response, implements recovery operations, and restores the affected area to pre-event conditions.

C. Organization

1. Primary Agency - Department of Public Utilities
2. Secondary/Support Agencies
    a. County
        1. Emergency Management
        2. Building Inspection Dept.
        3. Planning and Zoning
        4. Sheriff's Office
        5. Department of Transportation
        6. County Attorney's Office
        7. Citizen's Corps Rapid Assessment Teams
        8. CERT
    b. State
        1. Virginia Department of Transportation
        2. Virginia Department of Environmental Quality
        3. Virginia Department of Forestry
        4. Virginia Cooperative Extension Service
3. Non-Government Agencies (NGOs)
4. Private Sector Entities
    a. Dominion Power
    b. Rappahannock Electric

c. Central Virginia Electric
d. Verizon
e. Comcast
f. Colonial Pipeline
g. Local bottled gas supply businesses

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. All response entities have the knowledge, skills, abilities, and assets to handle usual and expected emergencies but will become stressed and over extended in disaster incidents.
4. Electrical power lines will be damaged affecting large numbers of residences and businesses.
5. Highways and roads including those in sub-divisions will be damaged and or blocked by debris and water to the extent that emergency service providers will be severely hindered in their response.
6. Water supply systems including treatment facilities and/or pumping equipment may be damaged or destroyed.
7. Gas pipelines may be damaged emitting natural gas in various neighborhoods in the affected area.
8. Normal deployment time for required response personnel will be increased due to damage or disrupted transportation.
9. Telecommunication and cellular facilities will be damaged to the extent that communications is seriously disrupted.
10. Initial safety/health assessments will be required before deploying additional resources to conduct building, structural, and mitigation assessments.
11. Initial and rapid damage assessments of the disaster area will be made using information received at the EOC from first responders, citizen reports, assessment teams and requests for assistance.
12. Following an incident, a multitude of independent damage assessment activities will be conducted by a variety of organizations including the Local Damage Assessment Teams, Insurance Companies, Virginia Department of Emergency Management, Utility Companies and Federal Agencies.

13. Assessment Teams will be deployed as soon as safety permits specifically for the purpose of assessing damage to critical infrastructure facilities (transportation, gas, electric, and communication systems) in order to restore services to essential institutions and facilities (e.g., police, fire, and shelter sites) although many of these facilities already may have contingency plans and backup utilities.
14. Initial assessments will be general in nature and will be used to determine critical response times and potential workloads.
15. Reestablishment of utilities will depend on the scope of the damage done. The utility industry has extensive and frequent experience in restoring its services, and can deliver personnel, equipment and materials within certain time perimeters.
16. The first priority for removal is to allow emergency vehicle movement.
17. The general priority for clearing roadways is: Interstate highways (though not officially designated an Interstate Hwy. Rt. 288 will be in this priority), U. S. Highways (250/522), State Highways (Rt. 6), local roads (600/700 series), subdivision streets.
18. Private roads may be cleared if there is an agreement in effect between the county and the road owners
19. Infrastructure repairs will be based on ownership of infrastructure facilities (public vs. private sector). Electricity providers have established priorities for service restoration.
20. An Initial Damage Assessment Report will be completed by Coordinator of Emergency Management and submitted to the Virginia Department of Emergency Management within 72 hours.
21. Management of significant debris removal operations, emergency protective measures for the public, and the restoration of transportation routes will take immediate precedence over building and structural assessments.

E. Actions

1. Identify individuals or organizational units having damage assessment/inspection responsibilities in the private companies or public agencies providing public works and public utilities type services in the county and establish liaison and lines of communication with them regarding making needed assessments/inspections. This would include but not necessarily be limited to:
    a. Water and Sewer (Henrico County, Department of Corrections, Goochland County
    b. Electric Power (Dominion, Rappahannock, Central Virginia)
    c. Communications System (Verizon)

   d. Transportation System (VDOT, GSX)
   e. Gas pipelines (Colonial)
2. Work with those identified in 1. above to develop information sharing and priority setting processes for follow-up activities that would include but not be limited to:
   a. Conducting structural inspections
   b. Conducting building inspections
   c. Conducting damage detailed assessments
   d. Conducting safety inspections
3. Working with those identified in 1 above monitor repair and restoration activities; and where necessary and appropriate oversee repair and restoration activities.
4. Establish a process for pre-event qualifying of contractors to assist in recovery/restoration of services. Consideration should be given for using pre-negotiated contracts available through VDEM.
5. Establish a county debris management capability for clearing and removing debris from transportation, electric, and communication systems infrastructures.
6. Provide technical assistance to county agencies in:
   a. Identifying and setting priorities for developing mitigation strategies for recovery efforts, including potential security mitigation actions
   b. Estimating costs attached to recovery
   c. Managing contractors engaged in county infrastructure restoration and recovery
   d. Coordinate construction of county facilities and infrastructure
   e. Managing grants received by the county related to the restoration of county facilities and infrastructure
   f. Evaluating and purchasing equipment that supports and sustains county facility and infrastructure restoration
7. Communication
   a. Communicate situational needs
   b. Request additional resources
   c. Communicate with Public Utility providers

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of

agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Dept. Public Utilities	1. Assess damage to public facilities and county property/resources in their area of responsibility or expertise. 2. Assess the condition of public water systems in the county for structural or operational damage. 3. Manage the debris clearing for which the county is responsible as set out in the County's debris management plan. 4. Participate in and facilitate recovery activities related to public works facilities in the county. 5. Participate in post-incident assessments of structures, public works facilities and infrastructure to help determine critical needs and workloads. 6. Provide technical advice, evaluation and engineering support. 7. Maintain current up-to-date and accessible list of all equipment and personnel resources. 8. Incorporate appropriate private-sector entities into incident response activities. 9. Participate in and facilitate recovery activities related to public works and engineering. 10. Compile and submit required damage assessment reports to Coordinator. 11. Manage public works mutual aid agreements.
Group 2	
Building Inspections Dept. Rapid Assessment Teams CERT First Responders (FF/EMS/SO)	1. Assess damage to public and private structures for reoccupation safety. 2. Facilitate plans for regional, State and local mutual aid agreements to share building code enforcement personnel during disasters and provide training for such personnel. 3. Develop procedures for notifying building owners about standards and permitting requirements for repairing and reoccupying condemned or damaged buildings or having utilities reconnected (a recovery package).

Group 3	
Extension Agent	1. Assess damage to agricultural facilities. 2. Collect information about threats to agriculture. 3. Conduct response related activities for agricultural support. 4. Use environmental/agricultural samples to define contaminated zones. 5. Coordinate cleaning and disinfection of agriculture facilities. 6. Coordinate the removal and decontamination of agricultural waste (manure) and excess feed. 7. Coordinate disposal of contaminated agricultural products including dead animals. 8. Coordinate agricultural recovery programs
Group 4	
Health Department Public Works	1. Assess the potability of water; establish required corrective action. 2. Coordinate technical assistance for water and waste-water (sewerage) safety.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-today services
      b. Prepare and train for disasters
   2. Increased Readiness – A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase – Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
      b. Emergency Phase – Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
      c. Emergency Relief Phase – Assistance is provided to affect individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
         1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
         2. Damage assessment surveys are completed.

   4. Recovery Operations
      a. Essential facilities and services are restored.

b. Displaced persons return to their homes.
c. Federal disaster assistance programs are implemented.
d. “Normal” conditions are restored.
e. Severely damage structures are rebuilt or demolished and replaced.
f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
g. The economy is restored.
h. The duration of this period may be extensive depending upon the severity of the disaster.

Emergency Services Function #4 – Firefighting & Emergency Medical Services

A. Mission

The mission of ESF #4 – Firefighting & Emergency Medical Services is to coordinate and conduct all strategies and tactics needed to carry out fire prevention and suppression and emergency medical service operations during a major disaster or event.

B. Scope

The scope of ESF #4 includes providing firefighting services and emergency medical services during an event.

1. Firefighting services provides detection, prevention, and suppression of urban, rural, and wild-land fires that the result of a natural or manmade event and are of disaster proportions.
2. Emergency medical services (EMS) provide triage, pre-hospital treatment and transportation of those who become ill or are injured during a natural or man-made event of disaster proportions.

C. Organization

1. Primary Agency - Goochland Fire/Rescue Department
2. Secondary/Support Agencies
    a. County - Sheriff's Office
    b. State
        1. Virginia Department of Fire Programs
        2. Virginia Department of Forestry
        3. Office of Emergency Medical Services
        4. Virginia Department of Health
        5. Non-Government Agencies (NGOs) - Goochland County's Community Emergency Response Teams

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. Fire and Emergency Medical Services are unified in one department in which the service providers are mostly volunteers.

4. Where an incident is geographically wide spread it is recognized that those volunteers who are employed in other jurisdictions in emergency service capacity may not be available for service, thereby reducing the number of service providers available.
5. Given the conditions set out in 3 and 4 above non standard dispatch criteria may be applied when there are high demands on Fire/EMS resources.
6. Given the conditions set out in 3 and 4 an increase in the number of calls for service may require an alteration in the standard approach to resource deployment, fire attack procedures and the triage, treatment and transportation of sick and injured.
7. Notwithstanding any conditions that may alter procedures the safety of all those involved, service providers or service receivers will be the top priority.
8. Firefighting
    a. ESF #4 (firefighting) has the statutory responsibility and authority to respond to and to employ all strategies, tactics, policies, and procedures required to prevent and suppress fires; to save lives, reduce injury, and to protect property; and to provide for the well-being and safety of citizens from fire.
    b. The County has limited municipal water supply capability and operates under a rural water supply concept, i.e. tanker shuttle.
    c. There may be times when all firefighting resources are committed and the assistance will be needed as per MOUs with adjoining jurisdictions, the Statewide Mutual Aid System, or via requests made to the VDEM EOC.
    d. Non standard dispatch criteria will need to be applied when there are high demands on Fire/EMS resources.
    e. Response to an increase in demand for fire/and/or emergency medical services will require an altered standard approach to fire service resources deployment and treatment and transport of injured or ill patients.
    f. Assistance from adjoining jurisdictions, if available, will take from 0-1 hour to arrive on location; assistance from the state will take from 6-12 hours; and Federal assistance will take from 2-3 days.
    g. Firefighting personnel operate according to NFPA requirements at all times whether they are in a lead or supporting role.
    h. Some volunteers are unable to participate as expected due to their regular occupation requirements.
    i. Fire prevention programs and public fire education programs of County and state agencies and the institution of the CERT program are elevating the level of awareness for citizens to be self-sufficient

for extended periods of time pending restoration of disrupted services resulting from natural or man-made disaster.

9. Emergency Medical Service (EMS)
    a. The primary role of ESF 4 (EMS) during an event is triage, pre-hospital treatment and transportation of patients to definitive care facilities.
    b. The county EMS System is functioning close to peak capacity at the time of the event.
    c. During an event the number of calls for service will increase.
    d. The focus is on maintaining the level of services needed.
    e. As the incident continues relief of EMS personnel will become necessary.
    f. EMS workers will become injured/ill during an event rendering them unavailable for duty.
    g. Special needs populations, i.e. pediatrics, geriatrics and the disabled, etc., will need to be given particular consideration.
    h. Information will need to be provided in multiple languages.
    i. Decontamination and monitoring will be a major issue.
    j. Emergency Medical Service providers in the affected area will be overwhelmed.

E. Actions
1. Firefighting
    a. Safety and Prevention
        1. Implement safety procedures to ensure responder and public safety.
        2. Conduct fire code inspections.
        3. Prevent fire outbreak by conducting fire control and containment operations at potential fires involving structures, wild-land and/or hazardous materials.
        4. Control and Containment - Conduct fire control and containment operations at structural, vehicular, wildfire, and hazardous materials fires.
    b. Planning
        1. Conduct plan reviews for fire and life safety compliance.
        2. Develop pre-fire plans.
        3. Develop emergency response plans and procedures.
    c. Incident response
        1. Develop and implement an incident action plan.
        2. Initiate the ICS and establish command.
        3. Conduct initial command and control functions.

d. Operations management - Ensure operational security.
e. Resource management
    1. Evaluate and purchase equipment
    2. Support and sustain firefighting resources
f. Communication
    1. Communicate the situation
    2. Request additional resources
g. Response
    1. Coordinate initial response with other emergency response entities.
    2. Conduct firefighting operations according to local plans, policies, and procedures.
    3. Provide Rapid Intervention Teams (RIT) to enhance the safety of operating personnel.
    4. Provide mutual-aid response to mutual aid partners.
h. Logistical support - Assess the situation for resource needs and assignments
i. Human Safety and Health - Provide rest and rehabilitation
j. Cause and Origin
    1. Determine cause and origin of fire
    2. Investigate fires of suspicious origin
k. Community outreach - Participate in community emergency response disaster planning through public information and education.

2. Emergency Medical Services
    a. Preparation - Ensure that the EMS system is ready on a day-to-day basis to respond to all emergencies, including a catastrophic event.
    b. Planning
        1. Develop and exercise mass casualty plans and mutual aid agreements.
        2. Coordinate with Federal and/or State medical assets.
        3. Stockpile equipment and supplies, including personal protective equipment (PPE).
        4. Develop plans to access additional emergency medical services resources and personnel as necessary.
        5. Conduct after-action debriefings to identify opportunities for improvement.
    c. Dispatch - Provide a broadly coordinated system that dispatches medical resources consistent with the nature of the incident.
    d. Triage

1. Provide initial and ongoing triage of ill and injured patients that prioritizes treatment and transport.
2. Determine the medical facility destination appropriate for each patient's condition and the nature and magnitude of the incident.

e. Treatment
   1. Ensure that ill and injured patients receive appropriate emergency medical pre-hospital treatment.
   2. Transport patients in vehicles appropriate to each patient's conditions and the nature and magnitude of the event.

f. Logistics - Ensure that sufficient and appropriate equipment and supplies, including PPE, are readily accessible by on-scene personnel.

g. Medical command and coordination - Provide medical coordination of on-scene personnel.

h. Safety - Provide for the ongoing safety, health, and well-being of on-scene personnel.

i. Communications - Ensure reliable voice and data interoperable communications systems for on-scene personnel and other resources, including, communications necessary with healthcare facilities.

j. Operations continuity
   1. Maintain an effective response to emergencies in the community during a catastrophic incident
   2. Restore normal operations as rapidly as possible

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Firefighting

Agency	Tasks
Group 1*	

Fire/EMS Dept.	1. Provide for worker health and safety including decontamination of equip. 2. Activate and conduct onsite incident command. 3. Coordinate incident site communications. 4. Communicate internal incident response information. 5. Mobilize firefighting resources in support of rural and wild-land firefighting operations. 6. Conduct firefighting operations. 7. Conduct fire overhaul operations. 8. Assist in removal of affected individuals from the incident site. 9. Activate mutual aid agreements to obtain resources. 10. Develop plans, procedures, and equipment guidelines to support firefighting response operations. 11. Develop and implement firefighting training and exercise program. 12. Coordinate plans with commercial/private fire response organizations 13. Develop and manage firefighting mutual aid agreements 14. Develop public education programs and materials in multiple languages. 15. Plan, conduct and evaluate public education programs for prevention, preparedness, response, and recovery. 16. Maintain current status list of firefighting and EMS resources (maintained at Fire-Rescue Administration)
Group 2	
Fire Marshal's Office Building Inspection Dept.	1. Conduct fire code inspections and coordinate with appropriate personnel or building inspections. 2. Conduct building plan reviews to reduce or eliminate hazards. 3. Determine cause and origin. 4. Investigate fires. 5. Maintain the chain of evidence
Group 3	
Sheriff's Office	1. Set up and maintain security at fire scenes. 2. Establish and maintain scene control. 3. Assist in investigating fires.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

Emergency Medical Services

Agency	Tasks
Group 1	
Fire/EMS Dept. Coordinator of Emergency Management Sheriff's Office DOH	1. Assess, categorize, and track health and medical resources at the State, regional, and local levels. 2. Ensure appropriate protective resources are available, including vaccinations, prophylaxis, and PPE for appropriate personnel. 3. Ensure sufficient personnel and resources to respond to day-to-day emergencies in the community. 4. Ensure sufficient personnel, supplies, and equipment to manage an incident are available until replacements arrive. 5. Ensure effective, reliable interoperable communications between providers, medical command, public health, and healthcare facilities
Group 2	
Coordinator of Emergency Management Fire/EMS Sheriff's Office	1. Develop catastrophic incidents oriented implementing instructions and procedures for EMS dispatch, assessment, triage, treatment, transport, logistical support, medical command and coordination, safety, communications, and tracking of patients. 2. Develop mechanisms to ensure freedom of movement of medical response, transport, and personnel when faced with restricted travel laws, isolation/quarantine, or security measures

Group 3	
Fire/EMS	1. Based on the type and severity of the incident, establish scene safety. 2. Conduct initial and ongoing pre-hospital triage. 3. Provide ongoing pain management therapy as needed to victims awaiting transport 4. Ensure decontamination of patients prior to treatment and transport 5. Identify transport vehicles, victims, and priority of transport. 6. Coordinate and transport patients to the appropriate treatment facility. 7. Provide ongoing assessment and treatment en route. 8. Transfer care of the patient to medical staff at the facility. 9. Organize and distribute medical resources. 10. Assess need for additional medical resources/mutual aid. 11. Initiate a patient tracking system 12. Provide medical support, safety considerations, and appropriate PPE for responders.
Group 4	
Fire/EMS	1. Implement comprehensive stress management strategies and programs for all emergency responders and other workers. 2. Ensure post-event medical monitoring and care. 3. Ensure decontamination of vehicles.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-to-day services
      b. Prepare and train for disasters
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities

b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
    1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
    2. Damage assessment surveys are conducted.

4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
    a. Essential facilities and services are restored.
    b. Displaced persons return to their homes.
    c. Federal disaster assistance programs are implemented.
    d. “Normal” conditions are restored.
    e. Severely damaged structures are rebuilt or demolished and replaced.
    f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
    g. The economy is restored.

Emergency Services Function #5 – Emergency Management

A. Mission

The mission of ESF #5 - Emergency Management is to provide multi-agency and multi-government coordination for incident management by activating and operating an Emergency Operations Center.

B. Scope

Emergency Management provides management, direction, control, and coordination of response and recovery activities; coordination of efforts among neighboring governments at each level and among local, regional, State, and Federal agencies; coordination of public information and warning; and maintenance of the information systems necessary for coordinating response and recovery activities.

C. Organization

1. Primary Agency - Emergency Management (Coordinator)
2. Secondary/Support Agencies
    a. Fire/Rescue
    b. Sheriff's Office
    c. Department of Information and Technology
    d. Department of Planning and Zoning
    e. Department of Public Works
    f. County Attorney's Office
    g. County Administrator's Office (Finance and Purchasing)
    h. CERT
    i. Citizen's Corp Rapid Assessment Team
    j. Sheriff's Neighborhood Watch
3. Non-Government Agencies (NGOs)
    a. Red Cross
    b. RACES

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.

3. Common terminology, modular organization, integrated communications, unified command structure, coordinated action planning, manageable span of control, pre-designated facilities, and comprehensive resource management is used in managing disasters.
4. This function is applicable to and is activated to coordinate the overall locality-wide, multi-agency system during a disaster when there are multiple incidents each of which requires its own Incident Command structure. It may also be activated in a single large-scale incident the size and intensity of which is such that a multi-agency locality-wide response is necessary. Either condition may require an expansion or augmentation of the Emergency Operations Center beyond its normal activity level.
5. Personnel assigned to Emergency Management know their assigned roles and responsibilities and are adequately trained and sufficient in number to perform all required tasks.
6. Primary and/or alternate communications are functional to coordinate response and incident management.
7. Each County agency or organization will maintain current notification rosters, establish procedures for reporting appropriate emergency information, develop mutual aid agreements with like services in adjacent localities, and provide ongoing training to maintain emergency response capabilities of personnel.

E. Actions

1. ESF activation, notification, staffing, and deactivation
    a. Notify appropriate personnel of the activation
    b. Activate the ESF
    c. Staff the EOC with personnel from all appropriate functions who are capable of making and implementing decisions. Recommended staffing for EOC:
        1. Skeletal Staffing
            a. Coordinator of Emergency Management
            b. EOC Manager
            c. Sheriff or Designated Person
            d. Director of Social Services or Designated Person
            e. Director of Information Technology
            f. Geographic Information System Coordinator
            g. Message Clerk
            h. Phone Operator
        2. Full Staffing
            a. Director of Emergency Management
            b. Sheriff or Designated Person

c. Fire-Rescue Chief or Designated Person
d. Fire-Rescue Business Manager or Representative
e. Superintendent of Schools or Designated Person
f. Health Department Representative
g. Social Services Director or Designated Person
h. Director of Information Technology
i. Administrative Technicians
j. PIO Officer
k. County Purchasing Officer/Accounting
l. RACES representative

3. Remain operational for an extended period of time (habitability requirements).
4. Designate primary and alternate facilities capable of supporting continuity, response, and recovery operations that are fully equipped, periodically tested, and maintained.
5. Return EOC staffing to normal levels at the appropriate time.

d. Operation, management, and coordination
    1. Manage and coordinate interagency activities.
    2. Direct, control, and coordinate response and recovery operations.
    3. Implement relevant portions of the all-hazards plan in the context of EOC operations.
    4. Implement command relationships within the program and with external organizations which will enable the chief executive and other key officials to direct, control, and coordinate both internal and external resources efficiently and effectively during response and recovery operations.
    5. Coordinate mutual aid requests with external organizations.
    6. Produce an incident action plan and a situation report for each operational period.
    7. Coordinate damage and needs assessment activities.
    8. All response and recovery operations will be NIMS compliant, utilizing the ICS system as addressed in Annex 30 of this document.

e. Notification and communications
    1. Maintain and augment primary and alternate communications systems.
    2. Maintain information status displays to enhance situational awareness.
        a. Web EOC
        b. Department reports

c. Damage Assessment Teams
d. Web Ex
e. Conference Calls

3. Develop and maintain a reliable capability to notify officials, alert emergency response personnel and coordinate with other EOCs.
4. Coordinate dissemination to government officials, other EOCs, and the public timely forecasts of all hazards requiring protective and emergency response actions.
5. Develop, periodically test, and use emergency communications and warning implementing instructions, processes, and procedures to alert the populations, including the special needs population, potentially affected by an actual or impending emergency.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Director Emergency Management Coordinator of Emergency Management	1. Establish and implement an order of command succession or continuity consistent with NIMS. 2. Require all County departments and agencies heads, responsible to the Board of Supervisors, to participate in multiagency cooperation. 3. Establish plans and procedures to assure that the EOC is organized and adequately staffed to meet NIMS standards. 4. Develop personnel qualifications and certifications for NIMS specified roles.
Group 2	
Coordinator of Emergency Management	1. Develop, update, and keep current the Goochland Emergency Operations Plan. 2. Develop plans, policies, procedures and implementing instructions describing how personnel, equipment, and

	other governmental and nongovernmental resources will support incident management requirements. 3. Activate, alert, and notify all pertinent county agencies/personnel. 4. Oversee the preparation of situation and assessment reports as needed; transmitting them as required or appropriate. 5. Coordinate emergency management efforts among local, regional, and State EOCs utilizing WEBEOC. 6. Coordinate jurisdictional emergency management operations. 7. Coordinate and integrate nongovernmental organizations and the private-sector entities into emergency management planning and decision making processes. 8. Provide direction, information, and/or support as appropriate to incident command (IC) or unified command (UC) and/or joint field office(s). 9. Implement emergency management policies and procedures. 10. Activate mutual aid agreements utilizing C-SALTT (Capability, Size, Amount, Location, Time, and Type) to obtain resources. 11. Coordinate with organizations outside multiagency cooperation. 12. Provide periodic information releases to the media and the public via all media: television, radio, and so forth. 13. Work with appropriate agency heads to identify potential hazards and threats. 14. Work with agency heads to develop a recovery assistance management plan and activate transition plans to move from response to recovery. 15. Develop and provide training for all personnel involved in providing services during an emergency.
Group 3	
County Attorney's Office	1. Review legal and regulatory documents for conformance with applicable laws. 2. Interpret and coordinate the processing of legal and regulatory issues.
Group 4	

Coordinator of Emergency Management Sheriff's Office Information Technology,	1. Verify that all critical communication links/circuits have been identified and tested; redundant and diverse links exist in case of single point of failure; and all emergency circuits are protected with telecommunications service priority for prompt restoration/provisioning. 2. Verify that primary, alternate, or supplementary means for establishing and maintaining communication services through the event timeline are in place, can be activated promptly, and can continue to operate at acceptable levels.
Group 5	
Sheriff's Office	1. In the event it is necessary to establish supplementary or alternate emergency operations centers or communication centers verify that all: 2. are secure and functional, 3. have established communication links with the EOC, 4. have appropriate supplemental resources and other outlets to provide prompt, accurate public information and effective, timely notifications, and 5. Maintain a valid common operating picture for all responders/participants. 6. Verify that all individuals serving in the Emergency Communication Center and any alternate or supplementary locations have clear and standard operating procedures (SOPs), consistent with the potential needs specifically related to the event.

Group 6	
Coordinator of Emergency Management Sheriff's Office	1. Develop procedures for informing County Administrator and heads of County agencies and organizations of developing disasters. 2. As soon as possible inform agencies and organizations that may be mobilized in the event of no-warning situations.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-to-day services
      b. Prepare and train for disasters
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
      b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
   4. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
      a. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
      b. Damage assessment surveys are conducted.
   5. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
      a. Essential facilities and services are restored.
      b. Displaced persons return to their homes.
      c. Federal disaster assistance programs are implemented.
      d. "Normal" conditions are restored.
      e. Severely damaged structures are rebuilt or demolished and replaced.
      f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
      g. The economy is restored.

Emergency Support Function #6 – Mass Care, Housing, and Human Services

A. Mission

The mission of Emergency Support Function 6 - Mass Care, Housing, and Human Services is to develop, and execute plans and programs to provide a wide range of assistance to all individuals, households and families impacted by potential or actual incidents.

B. Scope

ESF 6 delivers services and implements programs that assist individuals, households and families in three basic areas of necessity:

1. Mass Care coordinates non-medical mass care services to include sheltering of victims, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on victims to family members, and coordinating bulk distribution of emergency relief items;
2. Housing provides short-term and long-term housing needs of victims, whether they are evacuated or sheltered in-place;
3. Human Services provides victim related recovery efforts such as counseling, identifying support for persons with special needs, expediting processing of benefits claims, assisting in collecting crime victim compensation for acts of terrorism, and expediting mail services in affected areas.

C. Organization

1. Primary Agency - Department of Social Services
2. Secondary/Support Agencies
    a. County
        1. Department of Health
        2. Sheriff's Office
        3. School Board
        4. Building Inspection Dept.
        5. Fire Marshal's Office
        6. Animal Control
        7. Goochland Powhatan Community Services Board
        8. Department of Public Works
        9. CERT
    b. State
        1. Department of Health
        2. Department of Mental Health, Mental Retardations and Substance Abuse
        3. Department of Forestry
    c. Non-Government Agencies (NGOs)

1. American Red Cross
2. Salvation Army
3. Faith based organizations
4. Home and Family Services
5. VVOAD

d. Private Sector Entities

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. Local agencies and organizations are able to cope with short-term, limited geographic area incidents.
4. Long-term, countywide incidents will severely stress and probably overwhelm resources.
5. U. S. Census data indicate:
   a. 20 percent of the population have a disability, 15 percent of people needing mass care support have a physical or cognitive disability that will require some level of special care (i.e. personal care assistance, sign language interpreter, mobility assistance, etc.)
   b. Twenty-five percent of the self-evacuee population will seek shelter out of the area.
   c. Sixty percent of the affected population will have pets.
6. An immediate and sustained need for bulk distribution of relief supplies will be required.
7. Requirements will depend on the nature of and human needs produced by the incident.
8. The County is responsible for the security of areas where goods, supplies, and materials are received and dispensed and where services are rendered.
9. There are facilities within the affected area suitable for material support.
10. Resources will have to be brought in.
11. Medical facilities will overflow. There will be people who need medical care coming to shelters who need to be moved to alternate care facilities quickly.
12. Public health and medical care in shelters will be a significant challenge as local emergency medical services (EMS) resources and medical facilities will likely be overwhelmed.

13. Public health and medical personnel and equipment necessary to support medical needs in shelters need to be deployed quickly and will have to be sustained for a substantial length of time.
14. Some previously identified structures will not be useable as shelters due to actual or potential damage.
15. Significant disruption of the affected area's infrastructure, particularly power, transportation, and communications systems, may occur.
16. Timely logistical support to shelters and feeding sites will be essential and required for a sustained period of time.
17. Close liaison and coordination with numerous voluntary and nongovernmental organizations (NGOs) will be necessary on the regional, State, and local levels.
18. Disaster welfare information may be a priority concern for family members throughout the affected area.
19. Transient populations such as tourists, students, and foreign visitors, within the affected areas will require assistance.
20. Immediate response activities focusing on meeting urgent mass care needs should be located in safe areas.
21. Adjacent communities need to be prepared to deal with significant numbers of evacuating persons from the affected area. (Those host communities will also need significant mass care support).
22. Long-term sheltering and decontamination may be required.
23. If decontamination of evacuees is required additional resources and triage areas must be mobilized before citizens can be sheltered.
24. Fire/emergency medical services (EMS), hospitals, and HazMat teams will be required to decontaminate evacuees.
25. Transportation and traffic routes will be severely and negatively affected by the evacuation and many evacuees will require transportation.
26. Public anxiety and stress will result from evacuations, requiring mental health services, appropriate risk communications, and public education/instruction.
27. If evacuation is extensive local resources will be quickly overwhelmed and will require mutual aid from other jurisdictions and support from Federal, State, and regional agencies.
28. Through memorandums of understanding (MOUs) incorporated into planning, adjacent communities will be prepared to handle significant numbers of evacuees from affected areas (Powhatan, Louisa, and Henrico).
29. Execution of memoranda of understanding will be affected by the extent to which the incident has impacted the localities of the MOUs.
30. These host communities also will identify resources, personnel, and equipment to shelter and support evacuees.

31. Pre-event identification of shelter sites has been planned for by emergency management agencies and MOUs are in place for use of the facilities.
32. Shelters will require a minimum time for setup and activation.
33. Evacuees will require services immediately on evacuation, notably those for special needs populations and containment.
34. Well meaning out of area "volunteers" will come into the county on a "free lance" basis to help that will have to be identified and brought under management control.

E. Actions

1. Planning
    a. Develop the decision-making processes for shelter-in-place and evacuations, include voluntary and mandatory requirements.
    b. Anticipate secondary attack, security and survival vulnerabilities of the evacuated or sheltered population.
    c. Train and exercise the response community and the public.
    d. Pre-identify the special needs populations who may need evacuation/shelter-in-place.
    e. Develop policies and procedures to address the sheltering of pets (Annex 23)
    f. Implement effective and robust emergency alert systems.
    g. Pre-identify the agencies involved in evacuations/sheltering, staffing of shelters, logistical supply, and support of shelters.
    h. Develop memorandum of understanding (MOUs) with adjacent communities anticipating they may become host communities during incidents and will be prepared to manage evacuees from other jurisdictions.
    i. Develop public communication plans
2. Identification - Rapidly and effectively identify the potential and/or actual danger to the public.
3. Notification - Notify the public of the danger and give people instructions for protection, either by shelter-in-place or through evacuation.
4. Evacuation
    a. Develop the processes and procedures for evacuating and transporting evacuees to appropriate shelters.
    b. Coordinate evacuations with receiving jurisdictions.
5. Transportation - Manage, support, and transport, if necessary, the at-home special needs populations during evacuations including their care givers and animals.
6. Decontamination
    a. Determine the decontamination needs of the affected populations throughout the county.

   b. Ensure individual gross decontamination of persons prior to admittance to shelters and other mass care facilities, reception centers, and other places as needed
7. Sheltering - Establish short-/long-term shelters for evacuees.
8. Logistical support and supply - Provide support and supply services, including but not limited to:
   a. Mental health services; supplies, and restocking of supplies for shelters
   b. Support to fill informational needs
   c. Facility support
   d. Family services
   e. Communications
   f. Transportation
   g. Shelters for pets/animals
9. Re-entry Planning
   a. Determine conditions to allow re-entry.
   b. Provide cleanup of affected area by governmental, public, and private entities.
   c. Determine environmental/health safety for public reentry.
   d. Educate the public on the safety of re-entry and conduct additional cleanup of residences and businesses, if needed.
   e. Plan for reentry of special needs population.
   f. Prioritize of the re-entry order.
10. Re-entry Execution
    a. Start the safe and organized re-entry of evacuees to homes and businesses.
    b. Demobilize shelters after activating re-entry plans.
11. General population
    a. Immediate sheltering, feeding, provision of relief supplies through bulk distribution
    b. Provision of basic first aid for the general population
12. Special needs - Immediate provision of sheltering, feeding, personal care and durable medical goods, and medical services for special needs populations. People with special needs include individuals who need medical attention/personal care, other than basic first aid, due to physical or cognitive disabilities. Service animals will be evacuated with their owners and will be the only animals allowed to remain in mass care shelters with their owners. Each mass care shelter will designate a location in the shelter where service animals and owners will be housed
13. Animal care - Immediate provision of sheltering, feeding, and medical care for pets. (Annex 23)

14. Public and environmental health oversight - Oversight is provided to ensure sanitation through safe food, clean air and water and waste disposal.

F. CRITICAL TASKS

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Social Services Red Cross Health Dept. School Board EMS Sheriff's Office Salvation Army Faith based organizations Home and Family Services VVOAD	1. Develop procedures, and implementing instructions to establish and manage shelters and shelters-in-place. 2. Develop plans, procedures and implementing instructions for family assistance center operations and family reunification. 3. Develop evacuation and emergency operations procedures for at-risk populations and locations. 4. Develop plans, procedures, and implementing instructions to ensure individual/gross decontamination of persons prior to admittance to shelters and other mass care facilities. 5. Develop hazard/incident specific plans and policies to identify, screen, and manage evacuees who may be a hazard to others. 6. Develop plans, procedures and implementing instructions for the immediate provision of mass care services to shelters for disaster victims to include shelter, feeding, basic first aid, bulk distribution of needed items and other related services. 7. Develop plans, procedures and implementing instructions for the process of returning evacuees to their homes. 8. Develop evacuation and emergency operations procedures for the care of special needs population. 9. Develop plans, procedures and implementing instructions for transitioning shelter operations to interim housing.

	10. Pre-identify suitable locations for Points of Distribution (POD's) for emergency relief items. 11. Pre-identify suitable and accessible shelters for general population. 12. Pre-identify special needs population to include individuals with disabilities, non-English speaking persons, migrant workers, and those with developmental or medical conditions that require attention. 13. Pre-identify suitable and accessible shelters for special needs population, and their care givers. 14. Activate emergency shelters. 15. Assess need for emergency feeding and sheltering activities. 16. Assess need for mass feeding services. 17. Conduct mass feeding services. 18. Manage resources to support emergency feeding and sheltering activities. 19. Register, track, and account for evacuees from the time they are evacuated until returned home. 20. Track and account for shelter-in-place citizens. 21. Acquire and provide resources necessary to support mass care services. 22. Assist in the reentry of people and animals/pets into evacuated areas when appropriate and safe. 23. Provide shelter guidance to agencies responsible for the care of special needs populations to include service animals. 24. Coordinate preparedness efforts for recruitment and training of personnel to provide mass care services.

Group 2	
Sheriff's Office Emergency Management	1. Develop plans and procedures for providing security at shelters, mass care and medical facilities. 2. Identify the evacuation sites. 3. Conduct a door-to-door search to ensure that special needs population and the general population are identified and provided evacuation transportation opportunity. 4. Develop transportation protection strategies 5. Activate the approved traffic control plan.

	6. Conduct traffic control. 7. Anticipate secondary attack security and survival vulnerabilities of the evacuated or sheltered population. 8. Develop an identification process to assist in the return of evacuees to their homes.
Group 3	
School Board Sheriff's Office VDOT VSP	1. Provide transportation/personnel support and resources 2. Transport the evacuated population to shelters as needed. 3. Prepare for transporting evacuees returning to their home. 4. Identify potential transportation targets. 5. Coordinate evacuation transportation response. 6. Monitor evacuation traffic flow/demand and adjust evacuation traffic management plan and measures as appropriate.
Group 4	
Building Inspections Dept. Fire Marshal's Office	1. Conduct building inspections in advance to determine the stability of structures identified as mass housing, shelter, and care facilities. 2. Asses designated shelters making sure they were not damaged during the incident and are safe to use. 3. Conduct inspections to determine whether residences of evacuees are safe for their return.
Group 5	
Emergency Management	1. Distribute public education materials that identify hazards and threats. 2. Develop, coordinate, and deliver evacuation traveler information directly to the public and through the media. 3. Develop public education programs and materials in multiple languages. 4. Identify a course of action to resolve the incident. 5. Identify populations and locations at risk. 6. Assess need for bulk distribution of relief items. 7. Conduct bulk distribution of relief items. 8. Develop plans, procedures, and implementing instructions for safe and organized re-entry of evacuees to homes and businesses. 9. Provide for public information warnings and instructions

	for mass evacuations/shelter-in-place. 10. Implement evacuation/shelter-in-place decisions. 11. Develop and conduct training courses for citizens who participate in incident response activities. Assist in monitoring status of shelter-in-place and special needs population. 12. Assist in monitoring status of shelter-in-place and special needs population.
Group 6	
Fire/EMS Dept	1. Assist in the evacuation of special-needs populations. 2. Provide decontamination services. 3. Assist in the return of medical condition special-needs populations to their residences.
Group 7	
Health Dept	1. Develop plans, procedures, and implementing instructions to manage quarantines. 2. Assist in providing medical care/public health support at shelters. 3. Provide assistance to assure that sanitary conditions of food, air, and water and waste disposal at shelters are maintained. 4. Provide assistance in determining the sanitary conditions permitting the return of evacuees to their homes.
Group 8	
GPCSB Free Clinic and Family Services	1. Provide counseling and mental health services. 2. Provide counseling services at shelters.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-to-day services
      b. Prepare and train for disasters
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

   b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
   c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
      1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
      2. Damage assessment surveys are conducted.
4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
   a. Essential facilities and services are restored.
   b. Displaced persons return to their homes.
   c. Federal disaster assistance programs are implemented.
   d. “Normal” conditions are restored.
   e. Severely damaged structures are rebuilt or demolished and replaced.
   f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
   g. The economy is restored.

Emergency Support Function #7 - Resource Management

A. Mission

The mission of ESF 7 Resource Management is to identify, procure, distribute, mobilize, and demobilize human and material critical resources throughout all incident management phases.

B. Scope

The function of ESF 7 is to accurately inventory, track and record available human and material critical resources throughout all incident management phases. Critical resources are those necessary to preserve life, property, safety, and security, and consist of emergency relief supplies, facility space, office equipment, office supplies, telecommunications contracting services, transportation services, security services, and personnel required to support immediate response activities.

ESF 7 handles requirements not specifically identified in other ESFs, including excess and surplus property. This ESF will continue to function until the disposition of excess and surplus property, if any, is completed.

It includes the management and deployment of unaffiliated and unsolicited volunteers before, during, and after an incident.

C. Organization

1. Primary Agency - Emergency Management
2. Secondary/Support Agencies - All agencies and organizations
3. Non-Government Agencies (NGOs)
    a. VOAD
    b. American Red Cross
    c. Salvation Army
4. Private Sector Entities – Contractors

D. Concept of Operations

1. The County will use the “preparedness organization” concept described in the NIMS for preparedness and maintenance of the LEOP. The “preparedness organization” concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.

3. Plans, procedures, and implementing instructions for resource management will be developed consistent with the State Emergency Response Plan which uses the National Incident Management System (NIMS) as required by the Code of Virginia.
4. Resources will be needed quickly and for extended periods of time.
5. Where and how to replenish depleted resources needed during an incident will be identified beforehand to the extent possible.
6. Pre-planned and pre-contracted services are encouraged through public- and private-sector organizations and partnerships.
7. The Goochland Emergency Response Plan includes pre-contracted services with public and private entities.
8. Unsolicited voluntary assistance agencies and individuals will come into the County during an incident.
9. Resources are categorized by material or service according to a standardized system.
10. Mutual aid agreements with surrounding localities and Statewide Mutual Aid will be used.
11. Warehouse space will be identified that will securely store and handle stockpiled materials under appropriate conditions so their stability, integrity, and effectiveness will be maintained.
12. Appropriate levels of physical security for all materials and facilities will be provided.

E. Actions

1. Develop resource management plans, implementing instructions and procedures.
2. Develop plans, policies, and implementing instructions to coordinate non-governmental support and resources.
3. Establish and maintain financial management support.
4. Needs Assessment - Identify the human and material resources needed during an incident.
5. Resource acquisition - Provide support to incident command (IC) with the human and material resources needed during an incident.
6. Mobilize, dispatch, and demobilize human and material resources needed during an incident.
7. Develop check-in and demobilization plans for mutual aid resources.
8. Logistical support
    a. Meet all support needs for the incident, including ordering resources through appropriate procurement authorities from off-incident locations.

b. Provide facilities, transportation, supplies, equipment maintenance and fueling, food service, communications, and medical services.

9. Account for all resources through proper documentation.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Emergency Management	1. Develop plans describing how personnel, equipment, and other governmental and nongovernmental resources will support incident management requirements. 2. Develop plans for establishing resource staging areas for internal and external response. 3. Develop plans, policies, and implementing instructions for coordination and deployment of private industry. 4. Determine the availability of (and provide) supplies stocked in distribution facilities, national stockpiles, and customer supply centers. 5. Locate and establish warehouses and material handling equipment. 6. Provide property, facility, and materials management for logistics support. 7. Locate resources requested by on-site incident commanders. 8. Provide transportation management for logistics support. 9. Allocate, mobilize, and manage resources. 10. Maintain financial records of management response. 11. Establish operations that adhere to standardized financial management controls, guidance and organization. 12. Develop reimbursement programs and processes to maintain readiness of resources.

	13. Process and manage reimbursement and funding requests. 14. Maintain financial records of management response. 15. Identify liaisons and personnel responsible for financial management response operations. 16. Maintain records of agencies engaged in financial management response operations. 17. Designate and advertise point of contacts for soliciting and receiving equipment and technical (i.e., communications, logistics, housing, and medical) solutions from the private sector, outside jurisdictions, non-governmental organizations, and volunteers. 18. Work closely with a public information officer to disseminate critical information about appropriate ways to donate and volunteer.
Group 2	
Emergency Management	1. Develop plans, procedures, and implementing instructions for resource management in accordance with the National Incident Management System (NIMS). 2. Identify, type, and inventory resources by material, capability or services provided. 3. Inventory and categorize, by material or services provided, facilities, equipment, personnel, and systems available to support emergency operations. 4. Prioritize use of supplies. 5. Coordinate distribution of stockpile assets. 6. Provide logistical support. 7. Develop a strategic facilities management plan (multi-agency warehouse, emergency distribution centers) to include pre-positioned assets, donations, etc. 8. Provide transportation management for logistics support.
Group 3	
Emergency Management VOAD Red Cross Salvation Army	1. Develop plans, policies, and implementing instructions for managing volunteers for non-medical tasks. 2. Develop plans, policies, and implementing instructions for managing donated supplies, services, money and equipment. 3. Develop plans, policies, and implementing instructions for managing volunteers. 4. Coordinate voluntary support/activities with community

	leadership and liaise with local agencies. 5. Coordinate the use of assigned Volunteer Organizations Active in Disasters (VOAD). 6. Review and activate State and local plans for unsolicited donations and unaffiliated volunteers. 7. Activate donations/volunteer coordination teams (DVCT). 8. Establish a donations and volunteer coordination center 9. Establish a liaison with media outlets and other stakeholders to provide information about volunteers and donations. 10. Manage cash donations (suggest to the public that cash is preferred by way of press releases and briefings). 11. Develop just-in-time training program for volunteers to perform required tasks. 12. Provide volunteer services. 13. Gather donations intelligence from the field.
Group 4	
EMS	1. Develop plans, policies, and implementing instructions for managing volunteers for medical tasks.
Group 5	
Sheriff's Office	1. Facilitate implementation of resource security plans. 2. Develop and implement a process for the expeditious transport of resources into secured areas.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations - Provide normal day-to-day services; prepare and train for disasters.
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations
      a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
      b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
      c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.

1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
2. Damage assessment surveys are conducted.

4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
    a. Essential facilities and services are restored.
    b. Displaced persons return to their homes.
    c. Federal disaster assistance programs are implemented.
    d. “Normal” conditions are restored.
    e. Severely damaged structures are rebuilt or demolished and replaced.
    f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
    g. The economy is restored.

Emergency Support Function #8 – Public Health and Medical Services

A. Mission

The mission of Emergency Support Function 8 – Public Health and Medical Services is to provide public health and medical services to protect and care for the citizens in localities affected by man-made or natural disasters or emergencies.

B. Scope

The scope of ESF 8 is a wide range of services necessary for maintaining the public health and medical services to the community encompassing responder safety and health, environmental health, isolation and quarantine, medical surge, medical supplies management and distribution, mass prophylaxis, and arranging for fatality management.

Responder safety and health services provide personnel and resources to protect the safety and health of responders and others support personnel during an event.

Environmental health services provide advice and assistance in locating resources needed to minimize the effects of exposures to hazards that might develop in environmental matrices (i.e., food, air, water, solid waste/debris, and medical waste), animal, insect and rodent vectors.

Isolation and quarantine protects the health of the population through the use of isolation and/or quarantine measures in order to contain the spread of disease/s. Develops a method, working with ESF 6, whereby the Health Department will be kept advised of the location of individuals under isolation or quarantine if the event requires the Health Department to impose such conditions.

Medical surge will rapidly expand the capacity of the existing healthcare system in order to provide triage and then to provide medical care. It will also, provide, where feasible, suitable and medically acceptable pre-hospital triage and treatment of patients.

Medical supplies management and distribution facilitates accessing federal, state and regional medical supplies, equipment and personnel. It coordinates the distribution of pharmaceuticals and medical materials prior to an incident and the transportation, distribution, and tracking of these materials during an incident.

Mass prophylaxis protects the health of the population through administration of critical interventions in response to a public health emergency in order to prevent

the development of disease among those who are exposed or are potentially exposed to public health threats. Provide pre-event PPE training and testing.

Fatality management is accomplished by contacting the Office of the Chief Medical Examiner and arranging for Fatality Management services which are the responsibility of that agency.

C. Organization
    1. Primary Agency - Health Department
    2. Secondary/Support Agencies
        a. Local
            1. Department of Social Services
            2. Department of Community Development
            3. Department of Public Works
            4. Community Services Board
            5. Fire-EMS Departments
            6. Sheriff's Office
            7. Animal Control
            8. Extension Agent
        b. State
            1. State Police
            2. Office of the Chief Medical Examiner (OCME)
            3. Department of Emergency Management (VDEM)
            4. Department of Labor (VDOL)
            5. Department of Environmental Quality (VDEQ)
            6. Department of Health (VDH)
            7. Department of Agriculture and Consumer Services (VACS)
            8. Department of Game and Inland Fisheries (VDGIS)
    3. Non-Government Agencies (NGOs)
        a. Red Cross
        b. Local Ministers
        c. Goochland Community Action Agency
        d. Goochland Free Clinic and Family Services
    4. Private Sector Entities
        a. Local Funeral Homes
        b. Private Security Agencies
        c. West Creek Medical Center
        d. Norman Funeral Home

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. The Local Health Department is the agent of the Virginia Department of Health and is governed by the policies and procedures of VDH.
3. The Local Health Department participates in emergency operations in the same manner as though it is a local agency.
4. Responder Safety and Health
    a. The County has no safety officers with high-level expertise and experience in specialized subject areas, such as radiation, hazardous materials (HazMat), building/structure collapse, biohazard, and so forth.
    b. This program assumes compliance with the Occupational Safety and Health Administration's (OSHA) "HAZWOPER" standard (29 CFR 1910.120, as implemented by EPA or State authorities) and any other applicable Federal and State regulations which is not the case in the County.
    c. Cross-training in the use of Personal Protective Equipment is limited.
    d. Personal Protective Equipment issued at the scene of a major disaster to supplement the County's initial response cache may differ from that used by the County.
    e. Regional, and State response agencies will have access to specialized resources from public- and private-sector agencies and academia.
5. Environmental Health
    a. People will need screening for external contamination as soon as possible after evacuation or rescue and prior to contact with non-contaminated population.
    b. People who self evacuate will need to be found for external contamination monitoring.
    c. Water distribution system and sewage system may be compromised.
    d. Shelter in place population has increased risk of infectious disease (diarrhea, respiratory).
    e. Long-term environmental and ecosystem contamination will raise concerns resulting in the need for food and water advisories.
    f. Immediately available monitoring equipment will be a concern.

6. Isolation and Quarantine
    a. Isolation and quarantine deals specifically with infectious diseases.

b. Isolation and quarantine deals specifically with separation of individuals.
c. Isolation and quarantine addresses community separation and not hospitalized patients.
d. Recognition and assessment of exposure to an illness is an epidemiological function.
e. Cases are occurring in a single wave over 8 weeks. The response is an evolving process – it has a phased approach.
f. Number days in quarantine are 10 to 14 days (epidemiological evidence may allow for a reduction in this time).
g. Number of days in isolation varies by age (7 days for adults; 14 days for children).
h. There is a high percentage of absenteeism related to medical, traditional first responder, and public health personnel.
i. The State statute dealing with isolation and quarantine has not been tested in court of proper jurisdiction.

7. Medical Surge
    a. There will be a significant problem locating displaced family members as well as victims at treatment facilities
        1. Bar Coded Patient Tracking
        2. Utilization of medical control
        3. Regional 211
    b. Response to the overwhelming demand for services will require non-standard (Altered Standards of Care) approaches, including:
        1. Discharge of all but critically ill hospital patients.
        2. Expansion of hospital “capacity” by using all available space.
        3. Less than code compliance beds.
        4. Relaxation of practitioner licensure requirements as deemed appropriate.
        5. Utilization of general purpose and special needs shelters as temporary health facilities which would require appropriate supplemental health care provider personnel and services.
    c. Secondary bacterial infections following any mass casualty event will stress antibiotic supplies.
    d. There will be critical shortages of health care resources such as staff, hospital beds, mechanical ventilators morgue capacity, temporary holding sites with refrigeration for storage of bodies and other resources.
    e. Routine medical admissions for acute medical and trauma needs will continue.
    f. Alternate healthcare facility plans are implemented.

g. Victims and responder monitoring and treatment may be required over a long time frame.
h. There may be a denigration of Healthcare Staff numbers for a variety of causes.
i. The “normal” supply chain may be disrupted.
j. Hospital logistical stores will be depleted in the early hours of any large scale event.
k. Healthcare providers are subject to the affects of disasters and may need decontamination and prophylaxis measures before being able to perform their response roles.

8. Medical Supplies Management and Distribution
    a. Prior to dying, many people would use considerable healthcare resources because of their critical condition at admission.
    b. Existing medical devices (e.g., ventilators, respiratory equipment) would be inadequate.
    c. Surge capacities of pharmaceutical and medical product manufacturers and distributors will diminish compared with projected capabilities due to high absenteeism in all commercial sectors resulting from employees being directly affected by the scenario or choosing to stay home with families.
    d. Transport of medical supplies, pharmaceuticals, and laboratory supplies from federally controlled sources to the Federal mobilization base camp is the responsibility of the Federal Government.
    e. Transport of medical supplies, pharmaceuticals, and laboratory supplies from a Federal mobilization base camp to the State staging area is the responsibility of the State unless otherwise negotiated with the Federal Government.
    f. Any of the services, performance measures, or capabilities can and should be applied to the supply chain for laboratory testing materials as well. Although this does not necessarily fall directly under medical supplies, it is crucial that the diagnostic supplies to support medical functions are not forgotten or ignored.
9. Mass Prophylaxis
    a. Entire population is potential exposure target and requires prophylaxis.
    b. Additional illnesses will occur prior to mass prophylaxis campaign. Many people are likely to present who fear they might have been exposed - Multiple Unexplained Physical Symptoms (MUPS) due to time elapsed prior to plan execution and non-informed public. Studies show that between 4 and 50 times as many people seek

medical care after an event for MUPS than for diagnosable symptoms treatable by medical providers.

c. State/local medicines and medical supplies are insufficient for mass prophylaxis.
d. Federal medical assets requested and received at each location within 12 hours from the federal decision to deploy assets.
e. State/locals have insufficient personnel to fully command or staff a mass prophylaxis dispensing operation. This may require assistance from federal response teams, if requested.
f. Constant flow of people.
g. Constant and adequate staffing is problematic.
h. Points of distributions (PODs) should be located where easily accessible to the public i.e., publicly owned buildings.
i. Jurisdiction has identified a site for receiving, staging, and storing of medical assets.
j. Multiple events could deplete the availability of stockpiled medical assets.
k. The unavailability of staff and volunteers to operate the POD system.
l. Fear and mass panic could escalate.

10. Fatality Management
    a. The local health department representative will contact The Office of the Chief Medical Examiner which under the Code of Virginia §32.1-277 to 32.1-288 has jurisdiction over and responsibility for Fatality Management.
    b. Localities will identify sites that may be suitable in their localities for morgue staging areas and incident morgues.
    c. Family members will gather at the incident scene to search for loved ones.
    d. Families will surge for information on unaccounted family members and share information on unaccounted family members.
    e. Localities will establish a Family Assistance Center.
    f. Identification of remains may take considerable lengths of time.
    g. One pathologist can perform about 250-350 autopsies per year (this is less than 1/day).
    h. Emergency workers, including those necessary for fatality management, may not report to duty due to evacuating their families or because they have been injured or killed.
    i. The locality will support the time requirements for conducting safe, efficient, methodical, and complete collection of human remains and evidence for the purposes of crime scene investigation by law enforcement (LE) and victim ID by the ME.

E. Actions

1. Responder Safety and Health

a. Planning

1. Anticipate all emergencies and associated hazards to responders and address both in emergency response plans.
2. Develop a comprehensive health and safety program that protects responders during emergencies and from exposure to the hazards anticipated.
3. Anticipate the need to protect personnel responsible for the distribution of critical supplies (i.e., biological/chemical countermeasures) and enforcement of isolation or quarantine implementing instructions.
4. Obtain needed chemical, biological, radiological, and other monitoring equipment and ensure that equipment is maintained at a ready state.
5. Work with local and regional counterparts to identify and coordinate health- and safety-related resources and practices.
6. Maintain working relationships with local officials in areas of responsibility.

b. Training

1. Provide required in-service safety and health training, as well as incident- and site-specific training as needed.
2. Ensure that all responders have at least the minimum training required to perform their assigned roles (operations, technician, specialist, safety officer) safely during an incident.

c. Operations management
    1. Manage activities related to responder health and safety for all incident personnel.
    2. Coordinate safety and health assets from individual response agencies/organizations to ensure the consistent protection of all incident personnel.
    3. Manage assistant safety officers (including specialized assistant safety officers).
d. Incident response
    1. Identify and assess health and safety hazards and characterize the incident action environment, to include continued monitoring of incident safety on a 24/7 basis.
    2. Develop incident-specific health and safety plans for all incident personnel.
    3. Ensure that the plans are coordinated and consistent among multiple response organizations and sites (as appropriate).
    4. Implement the health and safety plan, monitoring the responders' compliance with the plan.
    5. Update the health and safety plan as needed.
    6. Ensure compliance with the plan and applicable regulations, accepted procedures, and implementing instructions through comprehensive monitoring of incident activities.
    7. Stop unsafe actions or potential imminent hazards.
    8. Monitor responder exposure, on a 24/7 basis, and take appropriate action based on the data. This includes task- and operation-specific personal and area exposure monitoring.
    9. Assess resource needs related to the safety and health of responders and identify sources for those resources.
    10. Provide for responder medical surveillance and monitoring, and evaluate the need for longer term epidemiological medical monitoring and surveillance.
    11. Assist in developing a medical oriented personal protective equipment program including the selection, use and decontamination or disposal of such equipment and in developing a training program for responders in the use of this type equipment.
    12. Provide advice and technical assistance regarding decontamination procedures for responders and their equipment.

13. Collect and manage worker data (e.g., exposure data, accident/injury documentation), and facilitate consistent data formatting and data sharing among response organizations.
14. Communicate with other response organizations/employers, contractors, and labor unions regarding responder safety and health.
15. Coordinate and provide incident-specific responder training.
16. Provide psychological first aid during and after incident response and recovery activities.
17. Identify appropriate immunization and prophylaxis for responders and recovery workers.

e. Post-incident action
    1. Investigate responder near misses, injuries, illnesses, and fatalities.
    2. Identify responder health- and safety-related lessons learned and incorporate these into existing policies, procedures, and programs. Share these with other response organizations involved in the incident as appropriate.

f. Environmental Health
    1. Identify the spread of possible hazards and epidemiological harmful conditions that might develop
        a. Assess safety of drinking water
        b. Assess epidemiological conditions resulting from damage to sewer systems
        c. Assess food safety concerns
        d. Assess environmental consequences of solid waste issues (physical damage /debris removal)
    2. Implement alternative strategies to alleviate emergency
        a. Recommend safe alternate supplies of potable water
        b. Recommend safe sewage disposal alternatives
        c. Recommend alternate sources of food
    3. Recommend environmental health countermeasures
    4. Assess need for and recommend vector control strategies\
    5. Disseminate best health practices and home treatment information to the public (i.e., hand washing, boiling water)
    6. Monitor the health of those who needed to be evacuated and sheltered.
    7. Assess environmental health concerns for population requiring temporary mass shelter and ensure provision of safe environmental health services.
    8. Assist with stabilizing the incident.

a. Provide input into managing the hazardous materials release, including stabilizing the scene, environmental clean-up and removal of hazard
b. Monitor HazMat operations to ensure environmental safety

9. Safeguard the public's health during recovery.
    a. Provide public health guidance/input into clean-up and debris removal strategies and monitor implementation to ensure environmental quality.
    b. Assess environmental impact on housing, businesses, food establishments, educational facilities, and health care institutions and monitor re-entry and re-occupancy process to protect public health and maintain environmental safety.

g. Isolation and Quarantine
    1. Mass care - Provision of a place for persons needing isolation or quarantine to be cared for or safely provided for during community separation
    2. Legal support - Legal environment of Isolation and Quarantine (legal authority including mass quarantine, close venues, writing of the orders, provision of judicial review, and termination of quarantine)
    3. Logistical support - Provision of logistical support (food, water, support of routine or chronic illnesses)
    4. Mental health support - Assist in accessing psychosocial support (religious and mental health)
    5. Personal Protection
        a. Protection of caregivers or other household members.
        b. Personal protective equipment (PPE)
    6. Medical services - Access to care and medical monitoring related to the epidemic (fever, adverse events related to medication, etc)
    7. Financial impact - Consider the financial impact to the individuals before issuing isolation or quarantine orders (salary, compensation, cost of housing)
    8. Enforcement Compliance monitoring – restriction of access.
    9. Communication - Public education of instructions, warnings, and public buy-in
    10. Transportation and public venues
        a. Assess the need to modify transportation due to developing adverse epidemiological conditions

b. Assess the need to close or restrict use of public venues due to developing adverse epidemiological conditions

h. Medical Surge

1. Monitor and advise on patient care
    a. Triage, to include recognition of symptoms
    b. Treatment including provision of a medical screening, examination, and appropriate outpatient or inpatient care
    c. Patient movement
    d. Victim registry/patient tracking (to include medical monitoring)
    e. Decontamination
    f. Postmortem care and disposition
    g. Special needs populations
    h. Long-term care.
2. Public Health Training and education
    a. Training and event-specific risk communication (provider and public in conjunction with public health officials)
    b. Public health education on aspects of self-care
    c. Training and education regarding worker safety
    d. Training in symptom recognition, identification, and treatment
    e. CBRNE (chemical, biological, radiological, nuclear, and explosive) training for all healthcare providers
    f. Training for paraprofessionals to provide behavioral health services
    g. Re-emphasis on training for injuries/illness related to “Natural Disasters”
3. Resource management
    a. Logistics (supply/resupply, utilities, equipment, mass distribution plans for prophylaxis)
    b. Management of medical resources (prioritization of use, communication, information technology (IT))
    c. Specialty beds, equipment, and staff
    d. Coordination and management (including verification of credentials) of healthcare professionals/volunteers working in private healthcare systems
    e. Clinical labs have to report syndromic and diagnostic data to the Public Health Lab Network
    f. Surge personnel from outside the affected area

4. Recommend hazard mitigation procedures
    a. Management of medical waste
    b. Decontamination
    c. Personal protective equipment (PPE) training
    d. Implementation of infection control precautions (to include isolation and quarantine)
    e. Epidemiological surveillance of initial and subsequent hazards arising from or as a consequence to the initial event
5. Coordinate actions with:
    a. Security
    b. Local and State emergency operations centers
    c. Local and regional healthcare facilities
    d. Mass care shelters
    e. Special needs shelters
6. Financial management - Establishment of an expense tracking system

i. Medical Supplies Management and Distribution

1. Requirements - Estimate medical material required for all hazards response, with the help of subject matter experts (SMEs) who can use various means, including modeling tools
2. Stockpile/Inventory Acquisition and Management
    a. Develop materiel acquisition and life cycle management strategies to optimize response capability and funding
    b. Maintain capability to respond with initial “Push Packages” and follow on material tailored to specific events
    c. Plan and establish supply chain(s) and maintain capability to respond to stakeholder requests, track materiel while in transit and validate receipt
    d. Acquire pharmaceuticals and other medical materiel and manage through stockpiles maintained by federal, state or local authority, or in manufacturer and distributor inventory in connection with government contracts
    e. Assist in stockpiled/inventoried assets to the nation-wide storage and distribution network
3. Coordination of stockpile delivery and transfer to state - Personnel deployed at the same time as stockpile assets to coordinate with state and local officials so that stockpile assets

can be efficiently received and distributed upon arrival at the site

4. Transportation - Assist in developing contingency plans that identify, arrange and coordinate the delivery of medical supplies when there is a disruption of transportation modes, e.g. highway infrastructure breakdown, restricted or denied access to airways)
5. Alternative Sources Of Supplies and Pharmaceuticals
    a. Maintain up-to-date knowledge of potential alternate sources of pharmaceuticals and medical products as well as points of contact should stockpiled resources prove inadequate.
    b. Establish and maintain memorandum of understanding (MOU) with production entities planning for surge capacity production if existing resources prove inadequate for an incident
6. Asset Security
    a. Securely store and handle all stockpiled materials under appropriate conditions that will maintain their stability integrity and effectiveness while providing appropriate levels of physical security for all materials and facilities
    b. Provide appropriate physical security and security personnel during transport while assets are under both federal control and state/local control
    c. Ensure proper credentialing of all personnel involved in the acquisition, maintenance, delivery and distribution of medical assets
7. Hazardous Waste Disposal - Develop and execute a plan to promptly secure and properly dispose of hazardous waste materials associated with large scale use of medical materials in order to minimize the possibility of personal injury or supply cross-contamination

2. Mass Prophylaxis
    a. Medical screening - Triage individuals for need for prophylaxis based on CDC guidelines and instructions
    b. Inventory management
        1. Access and provide appropriate prophylaxis interventions
        2. Ensure adherence to state and federal laws and regulations
        3. Provide management of all medicines, medical supplies and equipment to include proper storage, monitoring, order/re-

ordering and repackaging needed during a mass prophylaxis campaign

c. Transportation - Plan for and coordinate transportation for the movement of people and medical material
d. Command and control - Maintain a plan for managing dispensing operations in response to an emergency. This should incorporate planning, operations, logistics, communications, and reporting systems
e. Public education
    1. Educate the public about the health-related situation and actions they can take to protect their health, including providing information about the availability, use, and risks of prophylaxis interventions
    2. Specify who may need treatment, where the exposures occurred, and how to access prophylaxis
    3. Advise public what information to bring with them when coming to the prophylaxis site (e.g. prescribed medications and other documents indicating medical conditions)
    4. Educate the public about disease facts: signs, symptoms, incubation period, and transmission
f. Mass dispensing
    1. Provide a network of dispensing sites and vaccination clinics
    2. Adhere to State and Federal laws (i.e., dispensing, labeling, and use of investigational drugs and vaccines) and Emergency Use Authorization implementing instructions
g. Security
    1. Plan for and coordinate security to adequately protect medical material and supplies from receipt and storage to distribution
    2. Develop procedures for crowd control and protection from injury
h. Adverse events management and tracking
    1. Provide prophylaxis follow-up to monitor people for antibiotic effectiveness or vaccine immune response
    2. Arrange alternative prophylaxis for people who have adverse effects from the initial prophylaxis. Data collection is essential for monitoring medication compliance in a medical model of distribution

3. Fatality Management - Office of Chief Medical Examiner
    a. Scene Operations
        1. Conduct an initial evaluation of incident fatalities
        2. Document fatalities at the scene

3. Recover human remains, evidence and personal effects

b. Morgue Operations - Store remains temporarily and conduct multi-specialty forensic analysis of human remains to determine the cause and manner of death

c. Ante-mortem Data Management - Integrate fatality management staff into the family assistance center (FAC) for the purpose of interviewing families of the missing and dead to collect information useful for identification purposes. Additional ancillary services and support are also provided as necessary and upon official notification of death.

d. Victim Identification
    1. Compile ante-mortem records of missing individuals and comparing those to the repository of postmortem data collected through Scene and Morgue Operations.
    2. Positive identifications are confirmed by acceptable scientific methods including fingerprints, DNA, skeletal radiographs, dental radiographs, medical records, etc.

e. Final Disposition - Return the human remains and personal effects to the families for final disposition following recovery, decontamination, determination of the cause and manner of death and positive identification. If there is no one to whom to return the remains and personal effects, the designated local authority will take responsibility for final disposition (i.e., ME/C, Sheriff).
f. Fatality Surge - Enhance or augment existing capabilities (Scene Ops, Morgue Ops, FAC Ops and Victim ID) to deal with a surge in number of fatalities.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Responder Safety and Health

Agency	**Tasks**
Group 1*	
Fire/EMS VDEM VDoLab.	1. Identify the operations, hazards, and exposures of greatest risk to site personnel and coordinate with the Incident Command (IC) to develop specific actions to address them and protect site personnel. 2. Assist the incident commander (IC) in developing an incident safety and control plan. 3. Ensure that the exposure monitoring (personnel and environment) specified in the health and safety plan and related standard operating procedures (SOPs) is performed. 4. Observe the scene and review/evaluate hazard and response information as it pertains to the safety of all persons on the scene and responding. 5. Assist the Incident Command (IC) and Incident Command System (ICS) staff in implementing exposure monitoring and enforcing safety considerations.

	6. Implement all corrective actions necessary to ensure the safety and health of all site personnel. 7. Alter, suspend, or terminate any activity judged to be an imminent danger or immediately dangerous to life and health. 8. Provide the Incident Command (IC) and Incident Command System (ICS) staff with observation-based recommendations for the safety of onsite personnel who may be able to assist with safety issues at the incident. 9. Debrief hazardous materials branch/group personnel on site-specific occupational safety and health issues involving hazardous materials/WMD releases. 10. Monitor hazardous site operations and ensure that personnel perform their tasks in a safe manner and follow the safety-related requirements identified in the incident action plan.

Environmental Health

Agency	**Tasks**
Group 2	**Response management and coordination**
DOH Emergency Management	1. Develop a plan to coordinate the actions of the various agencies providing environmental health services. 2. Identify appropriate expertise needed for all aspects of environmental health response. 3. Provide input on forecasting and planning aspects as part of the Incident Command System (ICS) for needs in the coming days. 4. Issue environmental health alerts as appropriate 5. Assist epidemiologists and health providers in linking environmental exposures to health risks, prevention strategies, and disease outcomes. 6. Develop crisis communication plan clearly identifying and communicating environmental health risk issues to the media, public, partners and stakeholders. 7. Disseminate crisis and emergency risk communication information to media, public, partners and stakeholders.

	8. Provide advice to law enforcement authorities regarding re-entry.
Group 3	**Drinking water safety**
DOH Public Works Private Sector Entities	1. Develop guidelines for providing safe drinking water from all sources. 2. Develop a geo-coded database of all drinking water facilities and private systems. 3. Develop Emergency Guidelines and Operation Criteria for Limited Operations (Boil water or do not drink order), and plan for dissemination to public and policyholders in cooperation with water utilities. 4. Develop mutual aid agreements with other water providers and relevant health and environment entities for assistance in disaster/emergency events. 5. Develop and conduct emergency response training relevant to drinking water systems to field staff and managers of state/local drinking water programs and drinking water utilities. 6. Determine potability of all drinking water facilities affected (larger, regulated Safe Drinking Water Act –SDWA) systems and non-SDWA systems such as private wells). 7. Conduct initial assessments and potability of non-SDWA drinking water facilities (private wells, etc.) 8. Conduct assessments of portable water purification systems. 9. Conduct assessments of ice making operations, bottled water and bulk water hauling for quality and safety. 10. Conduct follow-up monitoring of drinking water quality and system pressure in SDWA systems
Group 4	**Wastewater management**
DOH County Engineer	1. Develop communications plan for wastewater issues in emergencies, including instructions for collection systems or treatment plants not operating, operating at limited capacity, or operating in a non-standard manner (e.g.,

	discharge without complete treatment). 2. Develop and conduct relevant emergency response training for field staff and managers of state/local wastewater programs and utilities. 3. Provide technical assistance to individual owners of onsite systems and operators of small communal onsite systems. 4. Assess wastewater and sanitation (including toilets, on-site systems and hand washing facilities) at mass care facilities. 5. Conduct initial assessments of individual or small community onsite systems using Emergency Guidelines and Operation Criteria or applicable code. 6. Provide short-term sewage disposal alternatives until infrastructure is restored. 7. Conduct follow-up monitoring of treatment plant effluent and integrity of collection systems.
Group 5	**Conduct initial assessments of food facilities**
DOH DACS Extension Agent Building Inspection Dept.	1. Determine food facilities that are adversely affected. 2. Conduct product tracing to determine source, destination, and disposition of adulterated/contaminated products. 3. Conduct environmental investigations of disease outbreaks possibly related to food-born exposures, as needed; work in conjunction with epidemiologist, laboratory and health care providers. 4. Create emergency response plan for response to all food operations for retail, food service, mass feeding, and food processing facilities. 5. Develop communications plan for food safety for regulated facilities and the general public. 6. Provide food safety training to responders and volunteers. 7. Conduct follow-up monitoring of food. 8. Conduct follow-up/re-opening assessments. 9. Provide advice through response partners (USDA, State Agriculture Departments, etc.) to

	farmers on protecting their animals and crops from contamination. 10. Determine location of all mass feeding and food preparation sites and distribution points. 11. Conduct safe disposal of damaged or contaminated food. 12. Conduct building/facility inspections in advance to identify food/sanitation capability and suitability of structures identified as mass care facilities (housing, shelters, feeding, and care facilities).
Group 6	**Vector control**
DOH DACS Extension Agent County Animal Control Officer VDGIF	1. Develop plan for assessing local vector control infrastructure prior to event and how it has been damaged during the event. 2. Develop plan to work with local vector control to assist while they rebuild capabilities. 3. Develop disease specific emergency response plan for vector control including; insect, arthropod and rodent vectors. 4. Develop disease specific emergency response plan for vector control including; insect, arthropod and rodent vectors. 5. Implement animal control measures, i.e. for infected animals threatening the public's health (also includes stray pets/domestic animals, wild animals). 6. Establish a vector control technical expertise team for surveillance and monitoring of animal infections until population densities and infection rates return to pre-event levels.
Group 7	**Radioactive waste and cleaning disposal**
DEQ VDOH VDEM	1. Create emergency response plan for managing the type and quantities of waste generated by the event and cleanup efforts. 2. Determine, recommend, and assess appropriate decontamination methods. 3. Determine qualifications for transportation of waste. 4. Identify suitable repositories by type and their capacities for radioactive waste disposal.

	5. Develop plan for long-term environmental monitoring.

Isolation and Quarantine

Agency	Tasks
Group 8	
DOH Sheriff's Office County Attorney's Office Commonwealth Attorney's Office DMHSA DACS DGIF Animal Control DSS	1. Coordinate quarantine activation and enforcement with public safety and law enforcement. 2. Ensure appropriate implementation of infection control precautions for isolated patients. 3. Assist in disease control, quarantine, containment, and eradication. 4. Identify community sites suitable for quarantine. 5. Ensure that adequate food, water, and medication are provided to quarantined or isolated persons (through public health officials; oversight by case manager). 6. Ensure critical medical care for any ill individuals. 7. Track (with a database) the details of the persons who are being placed in isolation or quarantine using Personal Health Identification Numbers (PHINs). 8. Issue/terminate isolation or quarantine orders or agreements for voluntary isolation or quarantine. 9. Issue an order that closes public venues based on the recommendation of an epidemiologist. 10. .Ensure legal authority exists to isolate and/or quarantine individuals, groups, facilities, animals, and food products. 11. Ensure mental health care and access to religious practices. 12. Ensure access to communication with family and friends to reduce unnecessary stress. 13. Direct and control public information releases about those people who have been isolated or quarantined. 14. Coordinate with the agriculture community regarding animal influence.

Medical Surge

Agency	Tasks

Group 9	
Fire/EMS GPCSB Goochland Free Clinic and Family Services	1. Establish criteria for patient decontamination that fully considers the safety of emergency medical services (EMS) personnel and hospital-based first responders. 2. Develop plans, procedures, and implementing instructions to ensure individual gross decontamination of persons prior to admittance to shelters and other mass care facilities, medical and alternate care facilities, reception centers, and other places as needed. 3. Disseminate public health and safety information to the public to improve provision of home healthcare. 4. Provide post-hospitalization regulating and mass movement of patients that matches needy patients with transportation assets and available definitive care. 5. Enhance emergency system patient transport and tracking systems. 6. Activate procedures for altered nursing and medical care standards. 7. Coordinate public health and medical services among those people who have been isolated or quarantined. 8. Coordinate with ESF 6 to address medical needs at Public Shelters 9. Identify local, state and region mental health and substance abuse professionals or paraprofessionals and integrate them within the response planning. 10. Provide emergency medical and dental care. 11. Activate healthcare workers' and volunteers' call systems. 12. Provide accurate and relevant public health and medical information to clinicians, other responders, and the public in a timely manner. 13. Provide counseling support. 14. Provide family support services. 15. Provide worker crisis counseling and mental health and substance abuse behavioral health

	support.

Medical Supplies Management and Distribution

Agency	Tasks
Group 10	
DOH Emergency Mgt. Sheriff's Office VSP NG Private Security Agencies	1. Inventory and categorize, by material or services provided, facilities, equipment, personnel, and systems available to support emergency operations. 2. Identify private vendors and suppliers to fill resource gaps. 3. Prioritize use of supplies. 4. Coordinate distribution of stockpile assets. 5. Process and manage requests for additional personnel or equipment. 6. Develop plans for establishing staging areas for internal and external response personnel, equipment, and supplies. 7. Provide medical equipment and supplies to support immediate medical response operations and to restock medical equipment and supplies as requested. 8. Ensure the timely provision of equipment and materials to shelters and mass care and medical facilities. (Note: This task needs to treat provision of personnel as a separate task because personnel and supplies are handled separately.) 9. Provide physical security, security personnel and credentialing to adequately safeguard the medical material assets at storage locations or in transit whether maintained by federal, state, local or private/commercial entities. 10. Provide and coordinate the use of emergency power generation services at critical facilities.

Mass Prophylaxis

Agency	Tasks
Group 11	
DOH	1. Disseminate health and safety information to

Emergency Mgt. Sheriff's Office VSP NG Private Security Agencies	the public. 2. Create plans and systems for patient movement and tracking. 3. Create plans and systems for transport and tracking of medical supplies and equipment. 4. Coordinate public health and medical services. 5. Provide security to protect medicines, supplies and public health personnel. 6. Maintain a system for inventory management to ensure availability of critical medicines and medical supplies. 7. Coordinate dispensing of mass therapeutics and vaccines. 8. Implement plans for distributing and dispensing prophylaxis. 9. Provide antibiotic prophylaxis and/or immunizations to all responders and their families, including nongovernmental personnel supporting relief efforts. 10. Track outcomes and adverse events following mass distribution of prophylaxis.

Fatality Management

Agency	**Tasks**
Group 12	
OCME Emergency Mgt. Fire/EMS Sheriff's Office VSP Local Ministers GPCSB	1. Develop plans to activate morgue operations in the County. 2. Develop a fatality incident action plan (IAP) by evaluating previously developed plans, procedures, implementing instructions, and systems. 3. Develop plans, procedures, and implementing instructions to recover human remains in a dignified manner. 4. Develop plans, procedures for establishing a family assistance center (FAC). 5. Develop plans, procedures, and implementing instructions for collecting ante-mortem information within the family assistance center (FAC). 6. Identify and arrange local morgue site/s. 7. Coordinate mortuary/morgue services.

	8. Coordinate with public health and regulatory agencies to develop plans, procedures, and implementing instructions to protect the public from communicable diseases and radiological, chemical, and other hazards when handling remains. 9. Conduct training and exercises for establishing and managing fatality retrieval operations. 10. Document (photograph, measure, obtain witness statements) in a manner constant with the Chief Medical Examiner's incident plan.

G. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
            2. Damage assessment surveys are conducted.
    4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        a. Essential facilities and services are restored
        b. Displaced persons return to their homes
        c. Federal disaster assistance programs are implemented
        d. "Normal" conditions are restored
        e. Severely damaged structures are rebuilt or demolished and replaced
        f. The damaged parts of the transportation, water, and communications infrastructure are replaced
        g. The economy is restored

Emergency Support Function #9 – Search and Rescue

A. Mission

The mission of Emergency Support Function 9 – Search and Rescue is to coordinate and conduct search and perform rescue operations of victims in affected areas.

B. Scope

ESF 9 Search and Rescue provides specialized services required to locate, access, and extricate lost, missing, disoriented, traumatized, or injured persons. It is responsible for transporting those individuals rescued to safe locations and for providing emergency medical and pre-hospital care to those that may be injured.

ESF 9 is staffed by emergency service first responder personnel who have the specialized knowledge, skills, abilities and expertise and experience and possess the specialized equipment required for rural, urban, or water rescue operations.

C. Organization

1. Primary Agency
    a. Sheriff's Office (land search –[rural])
    b. Fire-Rescue Department (collapsed building [urban]; Water)
2. Secondary/Support Agencies
    a. Fire-Rescue Department
    b. Sheriff's Office
    c. County Attorney's Office
    d. Building Inspection Dept.
    e. Dept. of Public Works
3. Non-Government Agencies (NGOs) - American Red Cross
4. Private Sector Entities - Construction companies

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.

2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
    a. Sheriffs Office
    b. Fire-Rescue
    c. Collapse Rescue Teams
    d. Water Rescue Teams (Henrico and Chesterfield)
    e.USAR Teams (VATF #1, VATF #2)
    f. Civil Air patrol
3. People may be lost, missing, disoriented, traumatized, or injured in which case the search and rescue agency must be prepared to respond to these incidents and implement search and rescue tactics to assist those who are, or believed to be, in distress or imminent danger.
4. Search operations occurring in “open field” situations, such as parks, neighborhoods, woods, or other open terrain are under the operational direction of law enforcement.
5. The locality is susceptible to many different natural and technical hazards that may result in the damaged or collapsed structures within the county which can require locating, extricating, and providing on-site medical treatment of victims trapped in the collapse.
6. Trapped victims have the best chance of survival if they are rescued within 72 hours. They may survive up to 14 days if provided drinking water.
7. Rescue situations, such as collapsed buildings, underground tanks, trench, rope, and vehicle extrication are fundamental firefighting/EMS operations requiring special techniques, equipment and training.
8. With the whole southern border of the county being a major river “water search and rescue” is a possibility. Operations in these situations will be directed by the fire/rescue department.
9. All people needing rescue services will be located, extricated and moved to a safe location.
10. The will be located and extricated as time and resources permit.
11. The fatally injured will be handled with respect and dignity.
12. Conditions to be considered include the number and size of collapsed structures, number of trapped persons in collapsed structures, and the safety of rescuers.

E. Actions
1. Assessment
    a. Assess situation
    b. Determine search and rescue needs.
2. Operations

a. Conduct rural, urban, and water search and rescue operations in the County.
b. Conduct urban search and rescue operations in various construction types and levels of entrapment.
c. Utilize canine, physical and technical (e.g., electronic, robotic) search capability to search for trapped victims.
d. Situation updates to VEOC

3. Team Management - Provide overall management & coordination of search and rescue operations.
4. Medical
   a. Medically stabilize trapped victims for any condition including crush syndrome and associated confined space injuries.
   b. Transfer victims to more definitive medical care.
5. Extrication - Perform extrication and packaging of trapped victims in any hazard which may include lifting, cutting, breaching, breaking, especially structures of heavy reinforced concrete construction.
6. Operational Planning
   a. Provide necessary planning to support the overall search and rescue mission to include; incident planning, hazard evaluation, structural integrity assessments and technical documentation.
   b. Formulate deployment plans for urban search and rescue assets and personnel.
7. Logistical Support
   a. Provide the logistical support to the overall search and rescue mission to include; mobilization, transportation, equipment, communications and demobilization.
   b. Degree of self sufficiency will depend on the typing.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate of supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Rural

Agency	**Tasks**
Group 1*	
Sheriff's Office	1. Develop plans, procedures, and implementing

Emergency Management	instructions to prepare for rural search and rescue operations. 2. Assess incident site to determine search and rescue course of action. 3. Establish plans, procedures and implementing instructions for logistical support for rural search and rescue operations. 4. Conduct rural search and locate operations. 5. Locate and extract victim. 6. Identify need for additional assistance. 7. Updates to VEOC

Collapsed Building and Water

Group 2	
Fire-EMS Dept. Emergency Management	1. Develop plans, procedures, and implementing instructions to prepare for urban and water search and rescue operations. 2. Assess incident site to determine search and rescue course of action. 3. Evaluate the disaster site for hazardous materials. 4. Establish, maintain, and manage the urban and water search and rescue response operations. 5. Establish plans, procedures and implementing instructions for logistical support for urban and water search and rescue operations. 6. Conduct urban and water search and rescue operations. 7. Locate and extract victims from site. 8. Identify need for additional assistance.
Group 3	
Emergency Mgt.	1. Develop and conduct exercises and training for search and rescue. 2. Manage search and rescue mutual aid agreements. 3. Collect assessment information from damage assessment reports for inclusion in situation reports and for decision-making regarding search and rescue operations. 4. Assess situation and determine need for deployment of additional search and rescue assets. 5. Issue additional advisories and alert and activation orders as required. 6. Coordinate urban search and rescue response. 7. Provide logistical & technical support.

	8. Provide technical assistance and operational support and other needed assets to urban search and rescue teams. 9. Request additional search and rescue resources, if needed, from VDEM. 10. Provide for sheltering and feeding of rescuers, including the K-9 first responders.
Group 4	
Building Insp. Dept. of Public Works Private Construction Companies	1. Identify heavy machinery support requirements. 2. Provide technical assistance for stabilizing support, entry, and exit points for urban search and rescue operations. 3. Direct the use of heavy machinery in recovery effort.
Group 5	
County Attorney's Office	1. Ensure appropriate legal issues pertaining to liability claims, including the application of the Good Samaritan laws, are understood and resolved. 2. Ensure that Memoranda of Understanding (MOUs) are legally correct.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
            2. Damage assessment surveys are conducted
    4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.

a. Essential facilities and services are restored
b. Displaced persons return to their homes
c. Federal disaster assistance programs are implemented
d. “Normal” conditions are restored
e. Severely damaged structures are rebuilt or demolished and replaced
f. The damaged parts of the transportation, water, and communications infrastructure are replaced
g. The economy is restored

Emergency Support Function #10 - Hazardous Materials Response

A. Mission

The mission of Emergency Support Function 10 –Hazardous Materials Response is to assess and manage the consequences of a hazardous materials release thereby reducing the effects of the release by containing, controlling and removing the hazardous materials or substances.

B. Scope

ESF 10 provides for a coordinated response to actual or potential hazardous materials incidents, petroleum products spills and escapes, WMD incidents and acts of terrorism by using the hazard-specific response mechanisms of OSHA and NFPA and employing the principles of NIMS.

It includes testing and identifying of all likely hazardous substances onsite; providing protective clothing and equipment to responders; conducting rescue operations to remove affected victims from the hazardous environment; conducting geographical survey searches of suspected sources or contamination spreads and establishing isolation perimeters; containing and fully decontaminating the incident site, victims, responders, and equipment; managing site restoration operations, including collection of all hazardous substances; and notifying law enforcement agencies having jurisdiction for the incident to begin implementation of their standard evidence collection and investigation procedures.

C. Organization

1. Primary Agency – Fire-Rescue Department
2. Secondary/Support Agencies
    a. Sheriff's Office
    b. Virginia Department of Emergency Management
    c. VDEM HazMat Regional Response Team (Henrico Co.)
    d. Virginia Department of Environmental Quality
    e. LEPC
    f. Commonwealth Attorney's Office
    g. County Attorney's Office
3. Non-Government Agencies (NGOs)
4. Private Sector Entities - Contractors to remove HazMat substances

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. ESF 10 applies to the wide range of incidents and emergencies resulting from planned or accidental discharges, spills, and dispersions of any of the various agents, encompassing those generally termed "WMD/CBRNE", that will injure or kill humans and animals by contact, ingestion or inhalation, or may damage or contaminate the environment – air, land, water, crops – and includes planned or accidental explosions of all descriptions.
4. Implement practices, policies and procedures contained in the Goochland County Hazardous Materials Emergency Response Plan and Annex 21.
5. For operational purposes hazardous materials and WMD/CBRNE incident response levels of training and expertise of personnel are characterized as follows:
    a. Awareness – The individual has been exposed to training at limited levels to the hazards associated with all aspects of hazardous materials (WMD/CBRNE) situations. Performance standards include the recognition of hazards, the principle of time, distance and shielding for generalized situational incidents, general knowledge of exposure hazards, and the effects of exposure to the human body.
    b. Defensive – The individual has been exposed to training which is job specific to their individual duties which allows for the individual to take defensive measures to mitigate the effects of a CBRNE incident by the establishment of exclusion zones, determination of appropriate PPE for work at the edge of the exclusion zone and in job specific cases the methods of mitigation to prevent the expansion of the incident through defensive actions or containment. Personnel trained to defensive levels should have skills and knowledge to use appropriate PPE for job specific defensive tasks. In some job specific cases defensive operation may involve rescue and limited entry into exclusion zones if appropriate PPE is available. Training should include skills and knowledge to establish an Incident Command System to sustain operations to contain and maintain the situation until offensive operations can be mounted.
    c. Offensive – The individual has been exposed to training, which is job specific to their individual duties, which allows for the individual to

take offensive measures to resolve and terminate the effects of a CBRNE incident. Offensive actions can include the removal or render safe of hazards cause by the CBRNE incident. Personnel trained to offensive levels should have skills and knowledge to use appropriate PPE for job specific tasks, which will occur, within the exclusion zone. In some job specific cases offensive operation may involve rescue and extended entry into exclusion zones if appropriate PPE is available. Training should include skills and knowledge to maintain an Incident Command System to sustain operations while resolution of the situation is conducted.

d. Planning and Management Level – Individuals who have experience and training to serve as the Incident Commander or perform general staff positions within the Incident Command System.

6. The operating response level of capability for the County is the Defensive Level (4. b. above) therefore, county personnel are trained in and restricted to:
    a. establishing perimeters
    b. isolating the affected area
    c. initiating public protective actions
    d. assisting evacuations or shelter-in-place
7. There are some county personnel trained at the Offensive level of operation which permits “warm” zone activities.
8. For Defensive actions (hot zone) state hazardous materials response resources will be requested.
9. Regional and State response times will usually be within two hours depending on circumstances in Henrico County where the closest state regional Hazardous Materials Response Team is located.
10. Criminal investigation resources in WMD/CBRNE situations will be requested from the VSP or the FBI as set out in statutes and regulations.
11. Responders shall operate according to the hazard-specific response mechanisms of OSHA and NFPA and employ the principles of NIMS.

E. Actions
1. Hazard and risk evaluation - Evaluate hazards and risks (e.g., toxicity, fire, reactivity, corrosiveness, radioactivity)
2. Identify the problem - Survey the incident and identify the hazard (e.g., use of the Emergency Response Guidebook)
3. Site management and control
    a. Establish command, position staging areas, establish isolation perimeters and hazard control zones, and initiate public protective actions, shelter-in-place, and evacuation

   b. Provide appropriate levels of PPE to responders
4. Information management and resource coordination
   a. Manage information in the field and coordinate resources
   b. Implementing response objectives and rescue operations
5. Define strategic goals
   a. Develop tactical objectives
   b. Take rescue and protective actions
   c. Control, confine, or contain fires, spills, and leaks
   d. Conduct transfer and recovery operations
6. Decontamination (all types)
   a. Select and manage sites
   b. Implement field decontamination procedures and infection control
7. Crime scene considerations - Notify law enforcement for investigation, including collection of potentially contaminated evidence, storage implementing instructions and shipping procedures
8. Terminating the incident and site restoration
   a. Conduct debriefings, post-incident analysis, and critiques
   b. Determine liability issues and restoration considerations

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Sheriff's Office VSP Fire/Ems Commonwealth Attorney's Office County Attorney's Office	1. Investigate HazMat incidents to determine whether the incident is an act of terrorism, is a State Code criminal act, or has civil liabilities attached to it. 2. Carry out investigation in accordance with procedures that apply to acts of terrorism, have criminal intent, and/or civil liabilities. 3. Follow established procedures that assure the chain of custody of evidence is maintained. 4. Coordinate evidence collection, evidence preservation, and forensic analyses. 5. Coordinate the arrest, detention, and adjudication process of

	accused persons. 6. Report results of investigation to appropriate legal entities.
Group 2	
Fire/EMS Emergency Management	1. Notify law enforcement for guidance on collection and management of evidence; including notification for guidance prior to the decontamination of potential crime scenes. 2. Establish criteria for patient decontamination that fully considers the safety of emergency medical services (EMS) personnel and hospital-based first responders. 3. Coordinate and conduct HazMat response (HMR). 4. Coordinate and direct HazMat detection and assessment activities. 5. Coordinate ongoing hazard assessments and predictions. 6. Monitor and track compliance with containment requirements. 7. Coordinate and support decontamination activities. 8. Provide support for decontamination efforts of persons affected by the disaster. 9. Coordinate rescue efforts with law enforcement to ensure safety of rescuers while law enforcement secures the incident site. 10. Recommend the evacuation and/or shelter-in-place of affected populations.
Group 3	
Emergency Management	1. Conduct contamination surveys. 2. Assess HazMat release situation. 3. Collect data for hazard analysis. 4. Establish and implement on-scene management for HazMat material response. 5. Manage on-scene HazMat response operating within the on-scene incident command system. 6. Coordinate and support containment activities. 7. Ensure the safety of all on-scene responders. 8. Provide required PPE. 9. Identify and establish an incident perimeter and zones. 10. Identify evacuation sites. 11. Implement plans, programs, agreements, and requirements for HazMat response.
Group 4	
VDEM Regional Haz-mat Team	1. Assess hazardous material situation and assist incident command (IC) and planning section in developing an incident

Fire/EMS	action plan (IAP). 2. Identify hazardous materials and the extent/scope of the incident. 3. Monitor movement of hazardous releases and formulate predictions on dispersion and characteristics over time. 4. Analyze weather forecast to conduct hazard zone prediction. 5. Develop a site safety plan. 6. Identify and establish perimeter and hazardous materials zones (hot, warm, cold). 7. Extricate and rescue victims from within the hot zone. 8. Monitor exit points for HazMat contaminate movement outside the isolation zone. 9. Monitor and control the operating time of rescuers assigned to the hot zone to minimize rescuer exposure. 10. Monitor all responders for exposure to hazardous materials. 11. Decontaminate victims exposed to chemical, biological, radiological, nuclear, or explosive (CBRNE) materials. 12. Conduct decontamination. 13. Identify assets required for decontamination activities. 14. Determine decontamination procedures. 15. Establish decontamination sites. 16. Decontaminate affected facilities and equipment. 17. Decontaminate people. 18. Screen affected persons. 19. Decontaminate the area.
Group 5	
Private Sector Entities	1. Perform cleanup operations. 2. Implement HazMat disposal plan.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-to-day services
      b. Prepare and train for disasters
   2. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level
   3. Response Operations

a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
    1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
    2. Damage assessment surveys are conducted.

4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
    a. Essential facilities and services are restored.
    b. Displaced persons return to their homes.
    c. Federal disaster assistance programs are implemented.
    d. “Normal” conditions are restored.
    e. Severely damaged structures are rebuilt or demolished and replaced.
    f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
    g. The economy is restored.

Emergency Services Function # 11: Agriculture (Food Chain Protection)

A. Mission

The mission of Emergency Services Function # 11- Agriculture (Food Safety) is to protect the animal and plant food chain from contamination and disease to assure there is no danger to the population.

B. Scope

Animal Food Chain Protection: the actions taken to protect, prevent, detect, respond to, and recover from threats and incidents that would result in the disruption of industries or availability of livestock, domestic animals (including companion animals), and wildlife; and/or endanger the food supply, public health, and local availability of animal food products. It includes the ability to respond to large-scale local emergencies as well as to smaller scale incidents through rapid determination of the nature of the event, initiation of the appropriate response, containment of the disrupting effects, and facilitation of recovery.

Plant Food Chain Protection: the actions taken to prevent, protect against, respond to, and recover from chemical, biological and radiological contaminants, and other hazards that affect the agricultural crop products. It includes the timely eradication of outbreaks of plant diseases/pests, assessments of the integrity of local agricultural food production, the removal and disposal of potentially compromised materials from the local food supply, and decontamination of affected food commodities points of purchase or service. It also includes appropriate laboratory surveillance to detect human illness or food product contamination.

Food chain protection is accomplished concurrent to protecting public health and maintaining domestic and citizen confidence in the food supply. Additionally, the public is provided with accurate and timely notification and instructions related to an event and appropriate steps to follow with regard to disposal of affected food products and appropriate decontamination procedures.

C. Organization

Under Virginia's government agency structure protection of the food chain in all aspects is the responsibility of the Virginia Department of Agriculture and Consumer Affairs. However, agriculture activities are local in nature and the county is a stakeholder in this protection function; therefore, county organizations and agencies have roles to play.

1. Primary Agency
    a. (State) Department of Agriculture and Consumer Affairs
    b. (Local) Extension Service Office

2. Secondary/Support Agencies
    a. Department of Health
    b. Department of Social Services
    c. County Animal Control
    d. Department of Game and Inland Fisheries (Game Wardens)
3. Non-Government Agencies (NGOs)
    a. Red Cross
    b. Local/Regional Food Banks
    c. Agriculture Industry Associations
    d. Animal Protections Organizations
4. Private Sector Entities
    a. Local Veterinarians
    b. Local food suppliers and vendors

D. Concept of Operations

The County uses the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.

Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.

1. Animal Food Chain
    a. A wide range of incidents and emergencies, including accidental or deliberate disease outbreaks, natural disasters, and nuclear and conventional events can affect the Animal Food Chain.
    b. Quarantine may become necessary.
    c. The decision to vaccinate will be made and implemented at the beginning of the outbreak.
    d. Quarantine/movement control strategies will have a negative impact on the marketability of all animal products.
    e. Local economic impact will be significant.
    f. Hunting restrictions will be put in place because of concerns over the disease in wildlife.
    g. All cloven-hoofed wildlife species, including zoological collections, are at risk of exposure, infection, and spread of disease, including deer, feral swine, wild sheep, and goats.
    h. Distribution may be widespread due to extensive livestock transportation.
    i. Extensive labor costs for animal removal will accrue.

j. Increased human morbidity and mortality would occur, including adverse impacts on mental health.
k. Negative economic impacts can be expected due to direct and indirect impacts of the situation including the impact of unemployment which may occur.
l. Consumer confidence in meat and meat products will plummet and will take time to restore.

2. Plant Food Chain
    a. Applies to a wide range of incidents and emergencies including accidental or deliberate disease outbreaks, natural disasters, nuclear and conventional events with potential for contamination of the food supply.
    b. The movement of food products around the country makes it possible that contaminated food will come into the county.
    c. Where no contaminated product are found stepped up efforts will be required to ensure that no contaminated product enters the county. (If terrorists were to introduce a chemical or biological agent into a food product at multiple sites simultaneously, the requirements for resources would increase proportionately and exist at all levels of government and in multiple jurisdictions simultaneously).
    d. The requirements for local tactical (incident command) resources will increase proportionately with the amount of product/products contaminated.
    e. Given the low concentration of food facilities in the county logistical obstacles to obtaining sufficient food supplies for county residents may be encountered.
    f. The time to resolve the situation will vary depending on geographic spread and the number of food items contaminated.
    g. Response personnel are able to respond to their respective response positions after the contaminant has been verified and they respond as expected.
    h. Local levels and the agencies are coordinating as expected.
    i. The following information is needed to effectively detect/respond to/recover from to an event:
        1. Quantity of product affected
        2. Distribution of product
        3. Product type or types contaminated
        4. Laboratory capability
        5. Ability to determine the cause of illness and rule out certain food items
        6. Ability to trace back product

7. Ability to trace forward product
8. Ability to effectively recall all affected product
9. Appropriate disposal of recalled product

j. Appropriate decontamination of food facility or other locations where food was available for purchase will occur.
k. Recovery timeline could potentially be months due to the breadth of the event.

E. Actions
    1. Animal Food Chain
        a. Mitigation
            1. Deter and prevent the intentional and unintentional introduction of a foreign animal disease by collecting information, determining potential hazard areas
            2. Providing timely credible intelligence to key stakeholders
        b. Preparedness
            1. Reduce the likelihood of an attack via a foreign animal disease
            2. Limit the impact should an attack occur by implementing detection measures and developing plans, procedures, and implementing instructions for action at the local level
        c. Planning
            1. Use collection and analysis of information and the development of plans, options, and strategies to effectively respond to and recover from animal health emergencies
            2. Advise on the appropriate content of official communication
        d. Management
            1. Use the incident command system (ICS) to mobilize and coordinate finance, logistics, operations, and planning in the event of an incident
            2. This service includes the overall management and coordination of task force operations and laboratory and field activities as well as the ability to set up field hospitals
        e. Training
            1. Convey scientific and operational information about foreign animal disease to responders and stakeholders in advance of and during an outbreak through just-in-time and on-the-job training
            2. Provide skill-based training for persons who will serve in incident command system (ICS), personnel protection, and bio-security positions in the event of an incident
        f. Research and development
            1. Coordinate basic, applied, and developmental research on therapeutics, vaccines, advanced diagnostic tools, and epidemiological assessment to enhance foreign animal disease prevention, protection, response, and recovery
            2. This service includes validation and deployment of deliverables

g. Communication
    1. Use communication networks and work with national, State, and local entities to inform stakeholders and owners of susceptible livestock of the current risk
    2. Provide timely, accurate, clear information and education to the public and medical communities
    3. Work with national and local veterinary communities, colleges, agricultural extension officers, intelligence and law enforcement communities, nongovernmental organizations (NGOs), and volunteer organizations, including animal care and control
    4. Facilitate communication between all involved entities
    5. Issue bio-security information according to plans and procedures
h. Epidemiology
    1. Establish a case definition
    2. Understand characteristics of disease and outbreak
    3. Design, implement, evaluate, and recommend adjustments to disease control measures
    4. Support epidemiology through appropriate veterinary, laboratory, and diagnostic abilities. This may include using a geographic information system (GIS) to track the progress of the outbreak and to simulate or predict the impact of various management strategies
i. Surveillance
    1. Determine the extent of an outbreak and detect new cases quickly using visual and laboratory techniques
    2. Continue surveillance activities until the area is declared disease free. Early disease surveillance is important to be able to estimate future resource needs for the response
j. Tracing
    1. Use trace-back and trace-forward to identify all contact premises
    2. Determine index premises
k. Intelligence - Differentiate between intentional and accidental introduction of a foreign animal disease agent
l. Operations
    1. Take direct action to eradicate the disease and address the animal health emergency
    2. Identify affected animals and premises and implement quarantine and movement control, euthanasia, carcass

disposal, cleaning and disinfection, bio-security plans, strategic vaccinations and/or treatments, wildlife management, and vector control

m. Logistical support
    1. Coordinate with Federal, State, and private-sector partners for logistical support and supplies in all types of disasters
    2. Includes but is not limited to food and travel arrangements, supply chain management, information technology, accounting, and human resources
n. Human safety and health
    1. Provide education and personal protective equipment (PPE) to all personnel
    2. Special considerations include the possibility of immunization or antiviral agents that may be needed in the event of a zoonotic outbreak
o. Animal welfare
    1. Ensure the well-being of animals throughout the operation
    2. Includes but not limited to euthanasia, husbandry, triage, and treatment
p. Animal sheltering (see Annex 23)
    1. Ensure the well-being of animals by providing a safe environment with, shelter, food, and water
    2. Coordinate with the Mass Care capability for companion animal well-being
q. Valuation
    1. Provide value assessment and indemnity payment to owners of animals and materials requiring destruction
    2. Funds will assist in recovery and repopulation after an outbreak
r. Risk assessment
    1. Establish qualitative or quantitative risk using multidisciplinary teams
    2. Develop and defend a zoning plan to describe disease-free and controlled zones with applications to international trade
s. Restoration
    1. Develop, coordinate, and execute service and site restoration plans
    2. Reconstitute government operations and services by assisting with economic stabilization and risk reduction, conducting site cleanup, disposing of materials, and assessing program effectiveness

t. Laboratory and diagnostic support
    1. Perform sample processing, testing, and reporting
    2. Provide scientific and support expertise, outbreak needs-driven research for surveillance, rapid detection, quarantine release, and disease status certification
    3. Protect laboratory personnel
u. Disease surveillance
    1. Determination of the extent of an outbreak
    2. Timely detection of new cases
    3. Food supply surveillance and investigation (plant)
    4. Collection of product samples for testing for the presence of chemical, biological, or radiological agents
    5. Management of samples to ensure utilization of appropriate collection procedures and chain of custody
    6. Trace back/Trace forward of contaminated food products
    7. Environmental assessment of contaminated food facility

2. Plant Food Chain
    a. Epidemiological investigation
        1. Investigation of disease and its determinants in a population
        2. Characterization, case classification, and identification of a source of a public health event
        3. Determining of source of a plant disease event
        4. Defining the population at risk
    b. Laboratory testing
    c. Testing of food product samples to detect the presence of a contaminant or to confirm the identification of an agent
    d. Testing of plants/crops for diseases
    e. Managing samples to ensure chain of custody requirements
    f. Vulnerability assessments
        1. Assessing vulnerabilities within the farm-to-table continuum for specific commodities
        2. Identify potential mitigation strategies or preventive measures
    g. Logistical support - Coordination with Federal, State, local and private sector partners for logistical support and supplies in all types of disasters
    h. Operations management - Using the Incident Command System to mobilize and coordinate logistics, operations, and planning in the event of an incident
    i. Prevention - Deterring and preventing acts of accidental contamination or intentional introduction of agents into foods or crops

j. Protection
   1. Implementing detection measures to reduce the likelihood of contamination or an attack
   2. Developing plans, procedures, and implementing instructions for action
   3. Training to convey scientific and operational information regarding higher likelihood events to responders and stakeholders prior to an event occurring

F. Critical Tasks

Each ESF will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation; however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access and consultation when needed.

Agency	**Tasks**
Group 1*	
Department of Agriculture and Consumer Affairs (State) Dept. of Health Extension Agent Game Warden Animal Control Local Agriculture Industry Associations Local veterinarians Animal Protection Organizations	1. Collect information about threats to the locality's food supply. 2. Dispose of materials suspected of being, or known to be, dangerous. 3. Plan and prepare to safeguard animal health. 4. Provide coordination and support for animal health care through the incident command system (ICS). 5. Provide food safety and security response support. 6. Develop and implement training and procedures to enable local veterinary communities to recognize exposure to CBRNE materials, and to use tools and equipment to detect CBRNE materials. 7. Develop animal safety and security plans, programs, and agreements. 8. Develop and maintain a list of all veterinarian resources within the county. 9. Coordinate an animal safety and bio-security response. 10. Conduct response-related activities for agricultural support.

	11. Develop plans to collect and dispose of infected material to reduce the spread of animal disease. 12. Coordinate food response and recovery. 13. Coordinate and provide food and agricultural response support. 14. Conduct an animal safety and bio-security response. 15. Implement programs to safeguard animal health. 16. Coordinate with Federal, State, and local agencies to ensure the safety and security of meat, poultry, and egg products in retail groceries and food service establishments and institutions. 17. Provide animal health and veterinary medical services support including mental health services for owners, service providers, and the general public as it relates to the loss of animal life. 18. Implement plans and procedures to provide animal health care. 19. Inspect and monitor meat, poultry, and egg establishments that can continue to operate in the affected area. 20. Implement plans, procedures, implementing instructions, and systems for distribution of prophylaxis for animal health and safety. 21. Develop plans, procedures, implementing instructions, and systems for providing mass animal care. 22. Develop plans, procedures, and implementing instructions for long-term animal health care. 23. Implement implementing instructions for disposing of infectious agricultural waste. 24. Determine wildlife exposure and disposition. 25. Direct agricultural processes for surveillance, testing and isolation or quarantine for threats to agricultural assets and the food supply. 26. Inspect the safety and security of the agricultural infrastructure in the locality. 27. Coordinate and provide food and agricultural response support.
Group 2	**Food Chain (Animal and Plant)**
Department of Agriculture	1. Coordinate with Federal, State, and local agencies

and Consumer Affairs (State) Dept. of Health Sheriff's Office	to ensure the safety and security of products in retail and food service establishments and institutions. 2. Ensure the locality's supply of food is safe and secure following an incident. 3. Integrate surveillance findings related to human health, agriculture, and environment. 4. Compile information about threats to food. 5. Inspect the safety and security of the food infrastructure in the locality. 6. Inspect food facilities that can continue to operate in the locality. 7. Conduct inspection and monitoring of food establishments in locality. 8. Use laboratory testing and field investigations to identify products that are safe and fit for human consumption. 9. Conduct product tracing to determine the source, destination, and disposition of adulterated or contaminated products. 10. Coordinate food response and recovery. 11. Coordinate food facility decontamination. 12. Coordinate cleaning and decontamination of affected food facilities. 13. Coordinate the disposal of contaminated food. 14. Determine the need for food condemnation, retention, or seizure. 15. Determine the need to stop the movement of food. 16. Provide food safety and security response support. 17. Stop all movement of regulated animals and plant articles and means of conveyance as needed. 18. Develop plans, procedures, and polices for coordinating, managing, and disseminating public information. 19. Prepare emergency public information plans. 20. Plan and provide for external media support and operations. 21. Use the results from a food sample analysis to determine the breadth of contamination. 22. Provide for embargoed food storage.

	23. Dispose of contaminated food. 24. Provide security and crowd control. 25. Assist in the enforcement of orders directing quarantines, animal destructions, and closing of facilities.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
            2. Damage assessment surveys are conducted
    4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        a. Essential facilities and services are restored
        b. Displaced persons return to their homes
        c. Federal disaster assistance programs are implemented
        d. "Normal" conditions are restored
        e. Severely damaged structures are rebuilt or demolished and replaced
        f. The damaged parts of the transportation, water, and communications infrastructure are replaced
        g. The economy is restored

Emergency Support Function #12 – Energy

A. Mission

The mission of Emergency Support Function 12 – Energy is to support public and private entities in identifying and assessing disruptions to the energy supply system so appropriate responses can be made to restore disrupted and essential services to the affected population.

B. Scope

ESF 12 has relevance to all sources and types of energy produced and the materials used to produce energy. It covers the transportation and transmission systems that move energy or materials that produce energy. It encompasses the collection, evaluation, and sharing of information on energy system damage. It assists in estimating the impact of energy system outages within affected areas. Energy includes producing, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components.

ESF 12 provides information concerning the energy restoration process such as projected schedules, percent completion of restoration, geographic information on the restoration, and other information as appropriate.

C. Organization

1. Primary Agency - Coordinator of Emergency Management
2. Secondary/Support Agencies
    a. Local agencies
        1. Information Technology
        2. Dept. of Public Works
        3. Sheriff's Office
        4. Building Inspection Dept.
    b. State agencies
        1. State Corporation Commission
        2. Department of Mines, Minerals, and Energy
        3. Department of Forestry
    c. Non-Government Agencies (NGOs) – RACES
    d. Private Sector Entities
        1. Dominion Virginia Power
        2. Central Virginia Electric Cooperative
        3. Rappahannock Electric
        4. Local Propane/Natural Gas Suppliers
        5. Columbia Pipeline
        6. Local bulk and individual customer fuel suppliers

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. Dealing with energy is a recovery and restoration operation.
4. Disruption of the electrical supply system is the most common energy disruption.
5. Other energy sources such as natural gas, LPG, and motor vehicle fuels are part of the energy system.
6. The length of time it takes to restore the transportation infrastructure will have a bearing on the time it takes to restore energy services of all types.
7. The most common causes of energy disruption are accidental; acts of nature are the next most common.
8. Private sector energy providers are well prepared to handle energy disruptions of all degrees.
9. Normal disruptions are cleared and the systems are restored in relatively short periods of time when the cause is accidental or from acts of nature such as storms. Substantial disruption caused by acts of nature such as tornadoes and hurricanes affecting large geographical areas will require longer periods of time which will cause discomfort to the general population.
10. Disruption of electricity will cause problems over the entire spectrum of communication delivery services.
11. Responsibility for energy restoration is the responsibility of the private sector.
12. Damage assessment information gathering is an on-going activity starting at the first report of damage.
13. Restoration of energy is done on a priority basis with communications being the first; critical facilities, then special needs institutions and individuals.

E. Actions

1. Identification - Identify energy supply systems critical infrastructure and key resources (CI/KRs) (including 'top-screen' process if many assets and systems)
    a. Dominion Power **1-866-DOM-HELP (1-866-366-4357) public**
    b. Rappahannock Power 1-800-552-3904
    c. Central Virginia Electric
2. Risk assessment - Assess risk to energy supply system (including assessments of threat, vulnerability, and consequences).
3. Prioritization - Set priorities based on risk assessment.
4. Protection
    a. Based on prioritization and regulations, develop protective or preventive plans and programs to detect, deter, degrade, or mitigate risk to the energy supply system.
    b. Implement and exercise protective or preventive plans to detect, deter, degrade, or mitigate risk to energy supply system.
5. Coordination - Coordinate activities with local and state agencies, and the private sector.
6. Research and Development - Initiate critical infrastructure protection (CIP)-related research and development to address protection needs.
7. Assessment - Assess damage and investigate and set priorities
8. Repair and Restoration –
    a. Repair and restore transportation infrastructure.
    b. Clear debris from lifelines.
    c. Repair and restore publicly owned gas, electric, and other energy related utilities.
    d. Repair and restore privately owned gas, electric, and other energy related utilities.
9. Management
    a. Provide emergency power resources
    b. Manage contractors

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Emergency Management Dept. of Public Works	1. Assess damage to energy production and distribution infrastructure. 2. Identify communities, public sectors, and economic entities affected by loss of energy infrastructure. 3. Process reports on damage to energy supply and distribution systems and requirements for system restoration. Include inspection and evaluation of electrical, gas and generator systems. 4. Coordinate with private sector entities and local authorities on priorities for energy restoration, assistance and supply requirements. 5. Maintain list of Critical Infrastructure/Key Resources and their capabilities. 6. Ensure that utility restoration workers can enter secure areas to restore damaged systems. 7. Locate fuel for transportation, communications, and emergency operations. 8. Provide support to conduct restoration of energy infrastructure. 9. Coordinate local assistance/restoration efforts regarding energy supply and system damage including safety inspections prior to restoration of power. 10. Provide and disseminate recommendations for energy conservation and energy supply information to the public and the private-sector. 11. Ensure integration of private-sector in planning and operations related to response and recovery/restoration of infrastructure-related services. 12. Survey energy distributors to determine distribution capacity.

	13. Identify interdependencies between energy production/distribution infrastructure and other critical infrastructures. 14. Conduct survey to determine degradation of key public services due to degradation in energy infrastructure. 15. Develop energy conservation guidelines. 16. Implement energy conservation guidelines. 17. Execute emergency contracting support for life-saving and life-sustaining services. 18. Provide housing for utility restoration personnel, including facilities for restoration personnel within the impacted area.
Group 2	
Sheriff's Office	1. Identify and provide security for critical local energy infrastructure and key assets. 2. Provide force security for critical energy infrastructure restoration personnel.
Group 3	
Building Inspection Dept. Fire Marshal's Office	1. Coordinate inspections to determine that the electrical or energy system, inside buildings are safe before emergency energy is provided. 2. Identify requirements for alternative delivery of energy resources.
Group 4	
Dept. of Public Works	1. Monitor private-sector planning and operations related to response and recovery/restoration of infrastructure-related services. 2. Identify public and private resources able to provide immediate restoration of key facilities. 3. Execute emergency contracting support energy infrastructure restoration for services.
Group 5	
Dominion Virginia Power Central Virginia Electric Coop.	1. Prioritize energy infrastructure restoration efforts. 2. Establish procedures to determine that the electrical or energy system is safe before emergency energy is provided to the system.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations

1. Routine Operations
    a. Provide normal day-to-day services
    b. Prepare and train for disasters.
2. Increased Readiness - A natural or man-made disaster is threatening
    a. Communications Watch Level
    b. Initial Alert Level
    c. Advanced Alert Level
3. Response Operations
    a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
    b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
    c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
        1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
        2. Damage assessment surveys are conducted.
    d. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        1. Essential facilities and services are restored
        2. Displaced persons return to their homes
        3. Federal disaster assistance programs are implemented
        4. “Normal” conditions are restored
        5. Severely damaged structures are rebuilt or demolished and replaced
        6. The damaged parts of the transportation, water, and communications infrastructure are replaced
        7. The economy is restored

Emergency Support Function #13 – Law Enforcement, Public Safety and Security

A. Mission

The mission of Emergency Support Function 13 – Law Enforcement, Public Safety and Security is to provide law enforcement, public safety, and security operations during potential or actual incidents resulting from acts of nature or man-made excluding WMD/Terrorism. (WMD/ Terrorism incidents are addressed in Annex 20).

B. Scope

ESF 13 provides and coordinates the services needed to reduce the impact and consequences of an incident or major event by securing the affected area, safely diverting the public from hazards, providing security support to other response operations and properties, and sustaining operations from response through recovery.

It includes force and critical infrastructure protection, security planning and technical assistance, technology support, investigation and apprehension of law violators in both pre-incident and post-incident situations. Incidents are assessed and secured, access is controlled, and security support is provided for first responders and to control further negative impact on the public.

C. Organization

1. Primary Agency - Sheriff's Office
2. Secondary/Support Agencies
    a. Virginia State Police
    b. Virginia National Guard
    c. Virginia Department of Transportation
    d. Fire-Rescue
    e. CERT
3. Non-Government Agencies (NGOs)
4. Private Sector Entities - Private security companies

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.

3. Public Safety and Security needs apply to a wide range of incidents and emergencies.
4. The first priority is to protect lives and provide for the personal security of those who may be in harm's way as a result of the incident.
5. Public safety personnel will need to support the evacuation, sheltering, and protection of people in damaged or contaminated areas.
6. Following personal security the next priority is preventing looting and/or damaging to unattended properties, residential and commercial.
7. Traffic will be diverted from damaged or contaminated areas.
8. Access to damaged and contaminated areas will be controlled and prohibited if necessary.
9. Affected population will be directed out of damaged and contaminated areas.
10. Traffic control signs will be needed.
11. Where contamination occurs personnel will be needed to support movement of the population into and out of the decontamination area.
12. Additional resources may be required to contain the area and aid in crowd control.

E. Actions

1. Secure incident site
    a. Secure the incident site
    b. Coordinate with other onsite activities
    c. Support the assessment of secondary threats, and protect key facilities or resources (e.g., hospitals and other medical facilities, distribution sites for logistics or mass prophylaxis)
    d. Control access to incident sites
    e. Establish force protection and perimeter zones to protect first responders and response operations and to mitigate any further risk to the public
    f. Assess the incident and coordinate needed resources to ensure maximum effectiveness of uniformed and volunteer personnel
2. Control traffic and crowds
    a. Direct/redirect traffic to guide the public out of affected areas, including pre-incident crowd and traffic control if the public panics in anticipation of a pending event (i.e. terrorist threat, hurricane)
    b. Provide direction and guidance for emergency traffic routes to critical facilities and resources
3. Secure and protect critical sites
    a. Identify priorities for heightened security (pharmacies, gun stores, hospitals, shelters, etc.)

   b. Establish and maintain visible and effective security presence to deter looting and/or violence
4. Conduct site searches
   a. Use tactical operations teams to conduct searches of high-priority unsecured sites to establish security
   b. Detain lawbreakers as necessary
5. Protect rescue personnel
   a. Provide force protection for search and rescue personnel to allow them to operate safely
   b. Apprehend suspects and accomplices
   c. Interview witnesses/bystanders
   d. Establish process to identify perpetrators and accomplices at incident scene before they can elude arrest
6. Maintain a tactical response reserve - Develop and maintain a reserve corps of tactical officers at the command post to respond to unexpected occurrences
7. Process and document arrests
   a. Arrest lawbreakers
   b. Document arrests
   c. Detain arrestees
   d. Transport to secure lockup facility
8. Manage and coordinate public safety needs
   a. Coordinate public safety needs and demands through on-site incident manager
   b. Request needed assistance through emergency operations center

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	Tasks
Group 1*	
Sheriff's Office VSP Fire Marshal's Office	1. Develop methods to assess personnel safety and security following an incident 2. Conduct a public safety and security response. 3. Use tactical operations teams to conduct searches of high-priority unsecured sites to establish security and detain lawbreakers as necessary. 4. Provide force protection for search and rescue personnel to allow them to operate safely. 5. Secure critical sites. 6. Identify and establish an incident perimeter and zones. 7. Identify security zone requirements. 8. Implement and maintain an on-scene personal identity management system 9. Establish force protection. 10. Develop and maintain a reserve corps of tactical officers at the command post to respond to unexpected occurrences. 11. Provide and plan for access to the site for emergency workers and other necessary and appropriate personnel. 12. Plan and provide protection and security for abandoned properties within and around the incident site. 13. Control traffic and crowds. 14. Arrange for shelter, housing and feeding for law enforcement responders. 15. Interview witnesses/bystanders and establish process to identify perpetrators and accomplices at incident scene before they can elude arrest. 16. Process those arrested (photos, fingerprinting) and document arrests. 17. Detain those arrested (in improvised holding cells). 18. Transport detainees to secure lock-up facility. 19. Arrange for proper sheltering, care and feeding of detainees. 20. Set up improvised holding cells to manage detainees. 21. Secure animals during an animal health emergency.
Group 2	
Sheriff's Office Office of the State Medical Examiner	1. Develop plans, procedures, and implementing instructions to recover human remains in a dignified manner. 2. Develop plans, procedures, and implementing instructions for investigating deaths as the result of incidents.

Fire/Rescue	3. Develop plans, procedures, and implementing instructions for the handling and processing of fatalities. 4. Develop plans, procedures for establishing a family assistance center (FAC). 5. Maintain contact list of all Public Safety agencies within the locality.
Group 3	
Private security industry	1. Develop security and access control plans. 2. Coordinate security for facilities and resources. 3. Identify and establish incident perimeter and zones. 4. Establish public safety and security monitoring and surveillance programs.
Group 4	
Sheriff's Neighborhood Watch	1. Provide "neighborhood watch" type security in local communities.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters.
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services.
            2. Damage assessment surveys are conducted.
        d. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
            1. Essential facilities and services are restored

2. Displaced persons return to their homes
3. Federal disaster assistance programs are implemented
4. "Normal" conditions are restored
5. Severely damaged structures are rebuilt or demolished and replaced
6. The damaged parts of the transportation, water, and communications infrastructure are replaced
7. The economy is restored

Emergency Support Function #14 – Community Recovery

A. Mission

The mission of Emergency Support Function 14 –Community Recovery is to implement short- and long-term recovery and mitigation activities after an incident. This will include identifying the extent of damage, conduct thorough post-event assessments, determining the resources needed for recovery and implementing restoration activities.

B. Scope

This ESF provides for the short and long term recovery of the community by making estimates of the economic impact, setting priorities for recovery operations, minimizing business disruption and economic loss. Support will vary depending on the magnitude and type of incident and the potential for long-term and severe consequences providing appropriate levels and types of relief with minimal delay to individuals and families.

ESF 14 will be activated for incidents that require dealing with significant short-term and long-term impacts in the affected area (e.g., impacts on housing, businesses and employment, community infrastructure, and social services).

Emergency Support Function 14 estimates economic impact, sets priorities for recovery operations, minimizing business disruption and economic loss.

C. Organization

1. Primary Agency - Department of Community Development
2. Secondary/Support Agencies
    a. Economic Development Authority
    b. Emergency Management

c. County Administrator's Office
d. Dept. of Public Works
e. Extension Agent
f. Department of Social Services

3. Non-Government Agencies (NGOs)
   a. American Red Cross
   b. VOAD
4. Private Sector Entities
   a. Power Company
   b. Telephone companies

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission has plans and procedures for performing Critical Tasks.
3. Homes are destroyed or heavily damaged and people will be displaced.
4. Businesses are disrupted and buildings are damaged.
5. As time passes during the incident there will be a shift in EOC emphasis from life protection and security services to providing services dealing with individual needs, providing, restoring and redeveloping housing, businesses, public works, economic development, land use, zoning, and government financing.
6. Damage assessments will be more thorough and comprehensive.
7. Federal and state agencies will provide technical assistance to localities in the long-term planning and redevelopment process.
8. Economic aid will be provided to assist localities and states in rebuilding their economic base, replacing and restoring their housing inventory, and ensuring that all construction and development complies with building codes and plans.
9. Multiple hazardous materials issues will need to be addressed.
10. Assume all displaced families will require some form of government sheltering and housing assistance.
11. Level of losses may result in severe economic impact and possible bankruptcies.
12. Community recovery support services may operate for years after the incident.

13. Management of significant debris removal operations, emergency protective measures for the public, and the restoration of transportation routes will take immediate precedence over building and structural assessments.
14. Need for Federal support will be increased because significant numbers of State, local, and private sector personnel in the impacted area will not be available to support structural damage assessment and mitigation activities.
15. Disaster Recovery Centers (DRC) will be established in the affected areas to accommodate persons and businesses needing assistance.
16. Coordinate with FEMA and other stakeholders to identify long-term restoration issues to include electricity, phone, water, and food. (Annex 32)
17. Mobilize and deploy assessment teams perform necessary tasks immediately following the incident.
18. Initial safety assessments will be required before deploying additional resources to conduct building, structural, and mitigation assessments.

E. Actions

1. Inspections
    a. Conduct structural inspections
    b. Conduct building inspections
    c. Conduct damage assessments
    d. Conduct safety inspections
2. Assessment
    a. Conduct early loss and damage assessments to public and private facilities.
    b. Fire-Rescue First Due areas
    c. FEMA Individual Damage Assessment Form
    d. Standardized FEMA quantifying and marking system.
3. Recovery assistance
    a. Identify immediate recovery needs.
    b. Prioritize and implement early recovery activities.
    c. Coordinate early recovery efforts.
    d. Coordinate with government and private entities to minimize long-term economic impact and recovery.
    e. Provide non-monetary forms of disaster assistance (e.g., crisis counseling, disaster legal services).
    f. Train businesses in continuity planning.
    g. Guide sustainable growth that fosters low impact development.

h. Coordinate with advocacy groups, faith based organizations, etc. to meet the needs of those individuals who require assistance and or have special needs challenges.

4. Repair and restoration
   a. Clear debris from lifelines.
   b. Repair and restore publicly owned gas, electric, communications, and water and wastewater utilities
   c. Monitor the repair and restoration of privately owned gas, electric, communications, and water and wastewater services.
   d. Monitor the repair and restoration of transportation systems

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	**Tasks**
Group 1*	
Economic Development Authority	1. Establish community recovery assistance programs. 2. Implement State and local assistance and recovery plans. 3. Provide economic stabilization, community recovery, and mitigation support and/or financial restitution to key service sectors (e.g., medical, financial, public health and safety). 4. Implement private-sector recovery, local assistance, and recovery and mitigation plans. 5. Establish and implement recovery and hazard mitigation plan. 6. Establish reconstruction and restoration plans. 7. Develop business recovery programs.
Group 2	

Department of Community Development Building Inspection Dept. Fire Marshal's Office	1. Conduct post-event assessment and planning to effect successful long-term recovery. 2. Develop standards and procedures to identify qualified contractors. 3. Coordinate, fund, and implement contracts for construction management and inspection. 4. Participate in post-incident assessments of structures, public works and infrastructure to develop cost estimates. 5. Complete written project worksheets. 6. Determine priority for repair/reconstruction projects and help to prioritize engineering and construction resources. 7. Coordinate resources to conduct building inspections and damage assessment. 8. Conduct building inspections and damage assessments of public and private structures. 9. Establish procedures 10. to provide building owners and occupants information on the extent of damage to their building, 11. procedures for entering and removing personal possessions from damaged buildings, 12. Establish standards for: 13. Repairing the damage to their buildings and standards 14. Re-occupancy or demolition of structure. 15. Coordinate building department, public works and engineering support.
Group 3	
Dept. of Public Works	1. Conduct debris assessment. 2. Assess the requirement for decontamination or safe demolition, removal, and disposition of contaminated debris. 3. Assess the need for emergency flood protection and/or emergency erosion control. 4. Manage, monitor, and/or provide technical advice on debris management. 5. Execute contaminant control measures for in-place debris. 6. Provide emergency flood protection and/or emergency erosion control. 7. Provide technical advice, evaluation and engineering

	support.
Group 4	
Dept of Social Services American Red Cross	1. Develop plans, procedures and implementing instructions to implement plans for family assistance center operations and family reunification. 2. Collect, process, and disseminate disaster welfare and family reunification information. 3. Identify long-term housing needs.
Group 5	
Emergency Management	1. Develop plans, procedures and implementing instructions for locating, establishing, and managing State and Federal assistance programs. 2. Develop plans, procedures and implementing instructions for providing claims information and assistance to affected public. 3. Notify affected public of various sites at which claims information and assistance can be obtained. 4. Manage public works mutual aid agreements. 5. Manage building department mutual aid agreements including plan reviews, damage assessment, and inspection services 6. Integrate appropriate private-sector entities into incident response activities. 7. Coordinate compliance with environmental and historic preservation statutes.
Group 6	
Building Inspection Dept. Fire Marshal's Office	1. Provide monitoring and stabilization assistance for damaged structures deemed as immediate hazards to public health and safety. 2. Provide engineering expertise to assess the electrical, mechanical, plumbing, and other systems within the infrastructure/facility for reuse.
Group 7	
Health Department	A. Develop procedures and implementing instructions for inspection of individual water supplies.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

G. Phases of Emergency Operations
   1. Routine Operations
      a. Provide normal day-to-day services
      b. Prepare and train for disasters

2. Increased Readiness - A natural or man-made disaster is threatening
    a. Communications Watch Level
    b. Initial Alert Level
    c. Advanced Alert Level
3. Response Operations
    a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
    b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
    c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
        1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
        2. Damage assessment surveys are conducted
    d. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        1. Essential facilities and services are restored
        2. Displaced persons return to their homes
        3. Federal disaster assistance programs are implemented
        4. “Normal” conditions are restored
        5. Severely damaged structures are rebuilt or demolished and replaced
        6. The damaged parts of the transportation, water, and communications infrastructure are replaced
        7. The economy is restored

Emergency Support Function #15 – External Affairs

A. Mission

The mission of Emergency Support Function 15 – External Affairs is to develop, coordinate, and disseminate accurate information of all types to the public before, during and after an incident.

B. Scope

ESF 15 – External Affairs coordinates gathering information on the incident in order to providing incident-related information through the media and other sources to individuals, families, businesses, and industries directly or indirectly affected by the incident. It uses a broad range of resources to disseminate information and monitors news coverage to ensure that accurate information is disseminated. The county uses an Emergency Notification System that disseminates emergency information to land-line phone, cellphone, e-mail addresses, and text message. In addition some departments maintain a Social Media presence.

ESF 15 coordinates the dissemination of information advising individuals, business, industry, and home owners where they may go to obtain assistance of all types from Federal, State, and local agencies.

C. Organization

1. Primary Agency - Emergency Management
2. Secondary/Support Agencies - Sheriff's Office
3. Non-Government Agencies (NGOs) – RACES
4. Private Sector Entities
    a. Radio Stations
    b. TV stations

D. Concept of Operations

1. The County will use the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal) with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.
3. Multi-agency involvement and cooperation is required to ensure that public information activities are consistent and coordinated across agencies.
4. The County provides timely and accurate public information.

5. Some incidents will have advanced warning, and others will occur with no warning.
6. Power outages will disrupt radio, television, the World Wide Web, and other power-dependent information outlets.
7. Alternate communications means will be required.
8. Door-to-door notification is not feasible.
9. Systems are in place to conduct emergency notification.
10. A public awareness program will be put in operation whenever people are threatened by a serious hazard.
11. The EOC will include representatives of each agency, the private sector, and nongovernmental organizations (NGOs) involved in incident management activities.
12. A unified effort is needed to ensure all agencies' critical messages are identified and appropriately addressed. To achieve this, the County uses a "one message, many voices" approach which incorporates input from all agencies and organizations involved in disaster operations.
13. A single location at which information releases are developed is preferable.
14. Adherence to the NIMS structure is imperative to ensure consistency of operations and cooperation among the agencies, organizations and entities providing services during a disaster.
15. Effective warning of people with special needs or disabilities will require that the media, the Emergency Alert System (EAS), and other communications systems use multiple communications.
16. The amount of resources needed should be determined by each agency participating in the response, in coordination and discussion with other involved agency heads.
17. Emergency public information and warning is dependent on the timely availability of accurate information on the type of threat or hazard presented.
18. Information has to be verified before it is ready for distribution.
19. Timely, accurate information is essential.
20. It is important that all critical functions providing services during an incident emphasize public information in their respective operations.

E. Actions

1. Warning system
    a. Activate Emergency Alert System (EAS) and other warning systems
    b. Warning systems take into account persons with special needs/disabilities
2. Media relations - Develop and implement a planned strategy for working with the media

3. Joint Information System - Provide and coordinate a unified "one voice" Joint Information Center (JIC) using a joint information system (JIS)
4. Information Release
    a. Research, compile, and disseminate timely and accurate alerts, warnings, and other emergency information
    b. Use languages and formats that address various demographics and special needs before, during, and after an emergency to provide prompt, accurate information to the public via:
        1. Code RED (TTY)
        2. Alternative to English emergency information literature.
        3. Social Service and Advocacy Groups
        4. Special Interest media (AM1320, AM1380, AM1480)
    c. Address all public inquiries via:
        1. County Hotline
        2. Other
5. Media Monitoring
    a. Monitor media coverage to ensure that information is accurately relayed to the public
    b. Identify potential misconceptions or information gaps
    c. Ensure information is released as scheduled, or as it became available
6. Stakeholder Involvement - Develop and implement a strategy for establishing and maintaining stakeholder relations

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate or supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with an SESFLO when needed.

Agency	**Tasks**
Director of Emergency Management Coordinator of Emergency Management	1. Dissemination timely warning to the public by all available means: 2. Emergency Communications Center 3. Emergency Alert System 4. Local radio and television stations 5. NOAA Weather Radio – National Weather Service 6. Mobile public address system 7. Telephone

	8. General broadcast over all available radio frequencies 9. Newspapers 10. Develop, test, and exercise information dissemination plans to enhance effectiveness. 11. Coordinates plans and information with ESF 10 when evacuation or Shelter in Place is indicated/required. 12. Implement plans, procedures, and policies for coordinating, managing, and disseminating public information and warnings. 13. Implement routing and approval implementing instructions for release of information. 14. Provide a central contact for the media through the Emergency Operations Center, ensuring a “one accurate message, many voices” approach to information dissemination. 15. Coordinate and integrate the resources and operations of county agencies and organizations to provide accurate, consistent, and timely information through the Emergency Operations Center 16. Notify public and private partner agencies regarding Emergency Operations Center 17. Disseminate prompt, accurate information to the public in languages and formats that take into account demographics and special needs/disabilities. 18. Develop and disseminate guidance for the public. 19. Disseminate local area travel advisories 20. Provide periodic updates and conduct regularly scheduled media conferences. 21. Monitor media coverage to ensure that information is accurately relayed. 22. Issue corrective messages when errors are recognized in previous public announcements. 23. Track media contacts and public inquiries, listing contact, date, time, query, and outcome. 24. Implement communications and warning systems to include the media, the Emergency Alert System (EAS), and other warning systems that take into account special needs/disabilities 25. Disseminate critical health and safety information designed to alert the public to clinical symptoms and to reduce the risk of exposure to ongoing and potential

	hazards. 26. Disseminate guidance for the public regarding appropriate donation methods and volunteer activities. 27. Implement a community relations plan for ensuring continued communications with citizens other localities, and private industry leaders.

H. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
            2. Damage assessment surveys are conducted
    4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        a. Essential facilities and services are restored
        b. Displaced persons return to their homes
        c. Federal disaster assistance programs are implemented
        d. “Normal” conditions are restored
        e. Severely damaged structures are rebuilt or demolished and replaced
        f. The damaged parts of the transportation, water, and communications infrastructure are replaced
        g. The economy is restored

Emergency Services Function #16 - Military Support

A. Scope

Informs personnel in county department, agencies, and organizations of the services available from the Department of Military Affairs (DMA) and the conditions under which DMA services will be requested and deployed.

B. Mission

The mission of the Department of Military Affairs, which is made up of the Virginia National Guard (VNG) the Air National Guard (ANG), and the Virginia Defense Force is to support the Governor by providing trained personnel and unit equipment capable of deploying to protect life and property, and maintain peace, order, and public safety.

C. Organization

When NOT in Federal Service, the Virginia National Guard and the Air National Guard are under the command and control of the Governor as their Commander in Chief. The Governor has the authority to deploy VNG and ANG in accordance with state law.

The Governor exercises command through the Adjutant General (AG).

D. Concept of Operations

1. The primary responsibility for disaster relief will be with local and/or state government and those federal agencies designated by statute. When the situation is so severe and widespread that effective response and support is beyond the capacity of local and state government and all civil resources have been exhausted National Guard assistance may be provided.
2. National Guard support will be furnished only if it is not in competition with private enterprise or the civilian labor force; therefore, the required resources must not be available from commercial sources when National Guard assets are used. The National Guard can be called for specific special task assignments and/or equipment, if combined governments cannot fulfill that request.
3. When a local government wishes to request National Guard assistance, it will declare a local emergency and notify the State EOC/Governor that adequate response is beyond the capability of local government.
4. To activate the National Guard, the Air National Guard, and the Virginia Defense Force (VDF), the Governor must sign an executive order, putting the Guard and VDF on state active duty. All requests for DMA assistance will be coordinated through the State EOC.

5. When deployed DMA personnel remain under the military command of the Adjutant General.
6. The detail deployed may accept additional missions from the supported agency if they are within the scope of the original deployment.
7. The authorized support cannot be transferred to another agency without prior approval.
8. If additional assets are needed they must be approved by appropriate VNG/ANG command.
9. Local National Guard or VDF units will not respond to requests for assistance from local officials except to save human life, prevent extreme human suffering, or to prevent great damage to or destruction of property. Therefore, unless a request submitted to a local National Guard or VDF unit is a life or death situation, that local unit will refer such requests to the State EOC. The State EOC will then determine if DMA should respond or if another agency could better accomplish the task.
10. When the National Guard is committed to a mission, the responding National Guard unit will be authorized to coordinate directly with the local officials to accomplish the objectives.

E. Actions

The DMA is capable of the following actions:

1. Site & Area Security
2. Critical Facility Security
3. Traffic Control
4. Emergency Shelter
5. Emergency Power
6. Water Purification
7. Logistical Base Support
8. Transportation Support
9. Aviation Support
10. Firefighting
11. Search and Rescue
12. Medical Treatment
13. Debris Clearing
14. Maintain Vital Public Services

F. Critical Tasks

Military Support units are not organized or mobilized to provide services at the local level of government. Therefore, there will no Shift ESF Liaison Officer as in other ESFs.

Agency	Task
Coordinator of Emergency Services	1. Develop plans, policies, procedures and implementing instructions describing what military support personnel and equipment is and how such support has to be requested. 2. Provide information and direction to local agency and organization heads describing how military support personnel and equipment is requested. 3. Develop plans, policies, procedures and implementing instructions describing how military support personnel and equipment will become a part of local operations when assigned a mission to assist local operations. 4. Develop plans, policies, procedures and implementing instructions describing the special conditions and circumstances that prevail before military support can be requested. 5. Develop plans, policies, procedures and implementing instructions describing the special conditions and circumstances that prevail when military support is operating in the county.

I. Phases of Emergency Operations

1. Routine Operations
    a. Provide normal day-to-day services
    b. Prepare and train for disasters
2. Increased Readiness - A natural or man-made disaster is threatening
    a. Communications Watch Level
    b. Initial Alert Level
    c. Advanced Alert Level
3. Response Operations
    a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
    b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.

   c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
      1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
      2. Damage assessment surveys are conducted
4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
   a. Essential facilities and services are restored
   b. Displaced persons return to their homes
   c. Federal disaster assistance programs are implemented
   d. “Normal” conditions are restored
   e. Severely damaged structures are rebuilt or demolished and replaced
   f. The damaged parts of the transportation, water, and communications infrastructure are replaced
   g. The economy is restored

Emergency Support Function #17 - Volunteer and Donations Management

Primary Agency
Emergency Management

Secondary/support Agencies
Virginia Voluntary Organizations Active in Disaster (VVOAD)
Public Information Office
Department of Social Services
County Attorney
American Red Cross

Introduction
Purpose:
ESF # 17 describes the coordinating processes used to ensure the most efficient and effective utilization of unaffiliated volunteers and unsolicited donated goods during disasters.

Scope:
Volunteer services and donated goods refer to unsolicited goods, and unaffiliated volunteer services. Coordination of affiliated volunteers will also be needed during recovery operations.

Policies:
The American Red Cross, in coordination with VVOAD, the Local Recovery Task Force, and Emergency Management has primary responsibility for the management of unaffiliated volunteer services and unsolicited donated goods. The donation management process must be organized and coordinated to ensure the citizenry is able
to take advantage of the appropriate types and amounts of donated goods and services in a manner that precludes interference with or hampering of emergency operations.

- Coordinates with other agencies to ensure goods and resources are used effectively;
- Looks principally to those organizations with established volunteer and donation management structures;
- Encourages cash donations to recognize non-profit voluntary organizations;
- Encourages individuals to participate through local Citizen's Corps Council and/or affiliate
with a recognized organization; and
- Encourages the use of existing nongovernmental organizational volunteer and donations resources before seeking governmental assistance.

Concept of Operations

General:

Volunteer and Donations Management operations may include the following:

- A Volunteer and Donations Coordinator
- A phone bank
- A coordinated media relations effort
- Effective liaison with other emergency support functions, state and federal government officials
- Facility Management Plan

Donated Goods Management Function

- Management of unsolicited donated goods involves a cooperative effort by local voluntary and community based organizations, the business sector and the media.
- VOADD in conjunction with voluntary organization partners and local government, are responsible for developing donations management plans and managing the flow of donated goods during disaster operations.

Volunteer Management Function

- Management of unaffiliated volunteers requires a cooperative effort by local and voluntary and community based organizations, such as Citizen Corps Councils, faith-based organizations, the private sector and the media.
- VOADD in partnership with Goochland County, and voluntary organizations is responsible for developing plans that address the management of unaffiliated volunteers during disaster response and recovery.

Organization:

VOADD will identify sites and facilities that will be used to receive, process, and distribute the unsolicited donated goods that will be sent to the disaster area. The necessary equipment, staff, communications, and security support to these facilities and sites will be provided by Goochland County and volunteer organizations, as required.

VOADD will coordinate the disaster relief actions of quasi-public and volunteer relief agencies and groups. This is necessary to insure maximum effectiveness of relief operations and to avoid duplication of effort and services. The American Red Cross has been incorporated into the local emergency services organization. Standard operating procedures will be developed to address screening, processing, training, and assignments of volunteers who will show up once recovery efforts begin. The service to which personnel are assigned will provide the necessary training. Persons who already possess needed skills or have received specialized training, such as heavy equipment operators, should be assigned duties, which allow for the maximum benefit of their skills. Each individual volunteer will be registered, and a log will be maintained of man-hours worked. Accurate records of all incurred expenses will be maintained.

ESF #17 will coordinate with ESF # 2 – Communications and ESF # 15 – External Affairs to develop public service announcements (PSAs) to notify the public about donations programs. PSAs will be disseminated from the Joint Information Center (JIC). PSAs may also include information about unneeded items, such as used clothing. If additional resources are needed, a request for assistance from the Virginia Voluntary Organizations Active in Disaster (VVOAD) will be made through ESF # 7 – Resource Management to the Virginia Emergency Operations Center (VEOC).

Responsibilities

- Identify potential sites and facilities to manage donated goods and services being channeled into the disaster area;
- Identify the necessary support requirements to ensure the prompt establishment and operation of these facilities and sites;
- Assign the tasks of coordinating auxiliary manpower and material resources;
- Develop procedures for recruiting, registering and utilizing auxiliary manpower;
- Develop a critical resources list and procedures for acquisition in time of crisis;
- Develop procedures for the management of donated goods;
- Receive donated goods;
- Assist with emergency operations;
- Assign volunteers to tasks that best utilize their skills; and
- Compile and submit totals for disaster-related expenses.

Annex 20: Chemical Biological Radiological Nuclear Explosive (Terrorism)

A. Purpose

The purpose of this annex is to establish the organization structure and operations of all agencies, departments, and organizations, Federal, State, and local, involved in managing any incident, whether actual or threatened, involving Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) agents. The purpose of this annex incorporates and is applicable to oil spills, hazardous releases and escapes, hazardous waste sites, and WMD/Terrorism incidents.

B. Mission

The mission of the locality in managing any incident involving Chemical, Biological, Radiological, Nuclear, or Explosive agents, regardless of the cause or motivation underlying the incident, is to prevent, prepare for, respond to, and recover from the consequences of any such incident in an efficient and effective manner that prevents and minimizes injury to or death of responders and citizens; prevents and reduces damage to property; identifies, apprehends and prosecutes those who caused the incident; and, expeditiously return the locality to its pre-incident condition.

C. Scope

In conjunction with the Goochland County Emergency Operations Plan (Basic) this annex becomes the response plan when Chemical, Biological, Radiological, Nuclear, or Explosive conditions comprise an actionable critical incident.

It incorporates and expands the contents of Emergency Services Function 10 – Oil and Hazardous Materials, the emergency response function activated when chemical, biological, radiological, nuclear, or explosive conditions are the by-product of other types of actionable incidents.

It also incorporates and expands the responsibilities of Law Enforcement beyond those set out in ESF 13 – Public Safety and Security.

CBRNE as used in this Annex is to be construed to include petroleum and petroleum product releases; industrial hazardous materials or hazardous substances releases; and, hazardous waste.

A Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) incident may be an act of terrorism, a deliberate or negligent criminal act, not terrorism motivated, or the result of human or equipment failure.

D. Situation (Nature of the Hazard)

1. The distinction between CBRNE incidents as “terrorism” or “non-terrorism” is found in the underlying definition, dynamics, and purposes of acts of terrorism as set out in Federal and/or State statutes; not in the consequences resulting from an incident. (Reference examples: Texas City explosion, 1947, non-terrorism; Oklahoma City explosion, 1995, terrorism)
2. Terrorism is defined as the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in the furtherance of political or social objectives. (FEMA Emergency Response to Terrorism)
3. The definition of terrorism has three elements. If an incident lacks any one of these elements it is not an act of terrorism:
    a. Illegal activities involving the use of force
    b. Intention to intimidate or coerce
    c. Support political or social objectives
4. The expected consequences of CBRNE incidents, terrorism or otherwise, are death, injury, illness, building damage, infrastructure damage, energy disruption, environmental damage, food chain contamination, mental stress, and physical exhaustion or any combination thereof.
5. Goochland has a low possibility of experiencing an act of terrorism in the context of international politics. This is not to be construed to mean that that one cannot or will not happen.
6. Goochland can reasonably expect that a domestic terrorism incident will occur within its jurisdiction.
7. Goochland can reasonably expect that, deliberately or negligently, a criminal act involving chemicals, biological agents, radiological agents, nuclear agents, or explosives will occur within its jurisdiction.
8. Goochland has a relatively high level of expectation that there will be accidental chemical, biological, radiological, nuclear, or explosive incidents within its jurisdiction.
9. Chemical, biological, radiological, nuclear, or explosive events occur with little or no warning.
10. There is a reasonable expectation that a major chemical, biological, radiological, nuclear, or explosive incident, criminal or accidental, will overwhelm local capabilities and may overwhelm regional and state capabilities.
11. The locality must develop the capability to quickly recognize and safely respond to the range of potential incidents that might develop locally or regionally.
12. The following table depicts the variations of CBRNE incidents and may occur singly or in combinations.

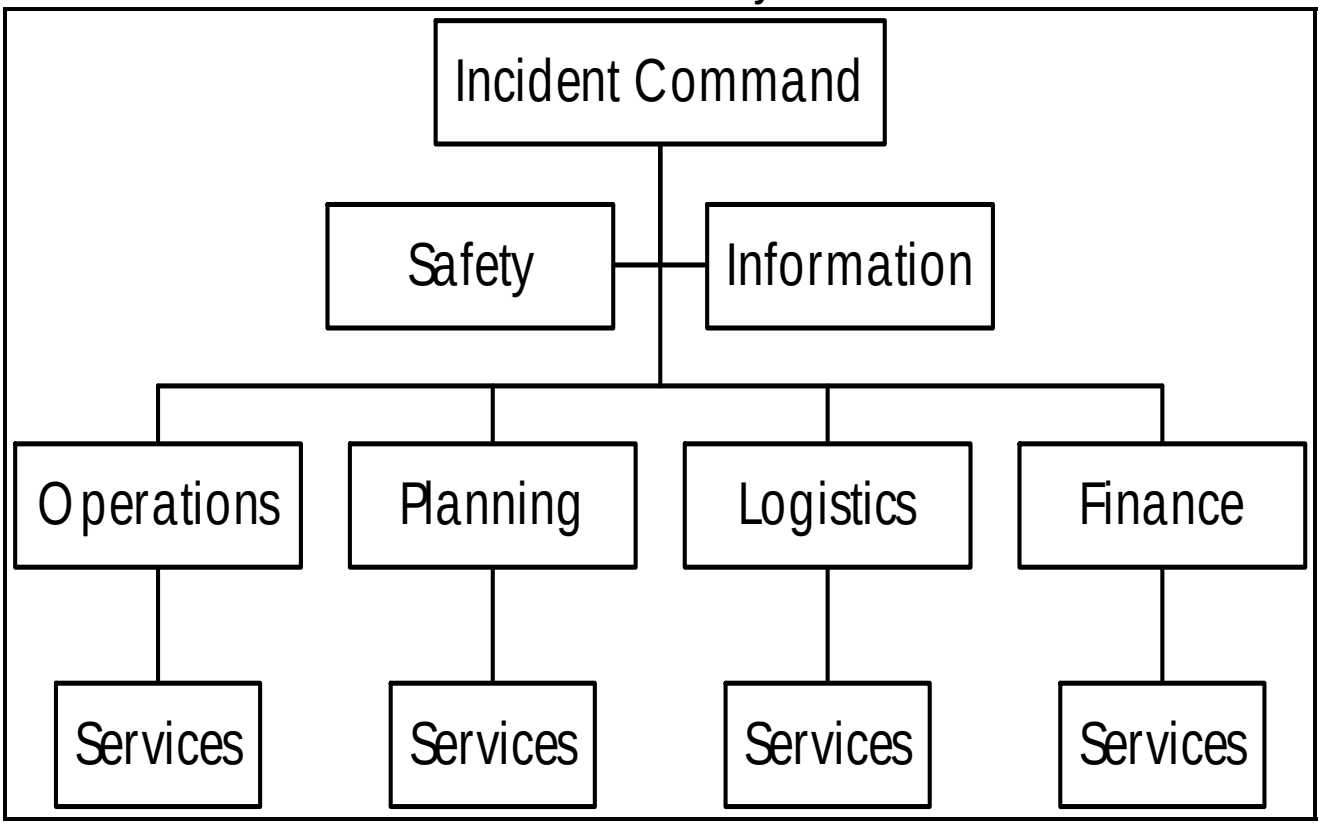
CBRNE Threat Spectrum

Industrial Chemicals	Chemical Warfare Agents	Biological Warfare Agents	Nuclear and Radiological Materials	Explosive Incendiary Devises
Chlorine	Choking agents	Smallpox	H.E. Uranium	
Acids	Blister agents	Anthrax	Plutonium	
Explosive substances	Nerve agents	Hemorrhagic fever	Stolen military devices	
Cyanide		Tularemia	High level reactor waste	
Strong Bases		Plague	Medical Isotopes	
Bulk toxic		Botulism	Co-60 Cobalt	
			Cs-137 Cesium	
			Sr-90 Strontium	

E. Organization

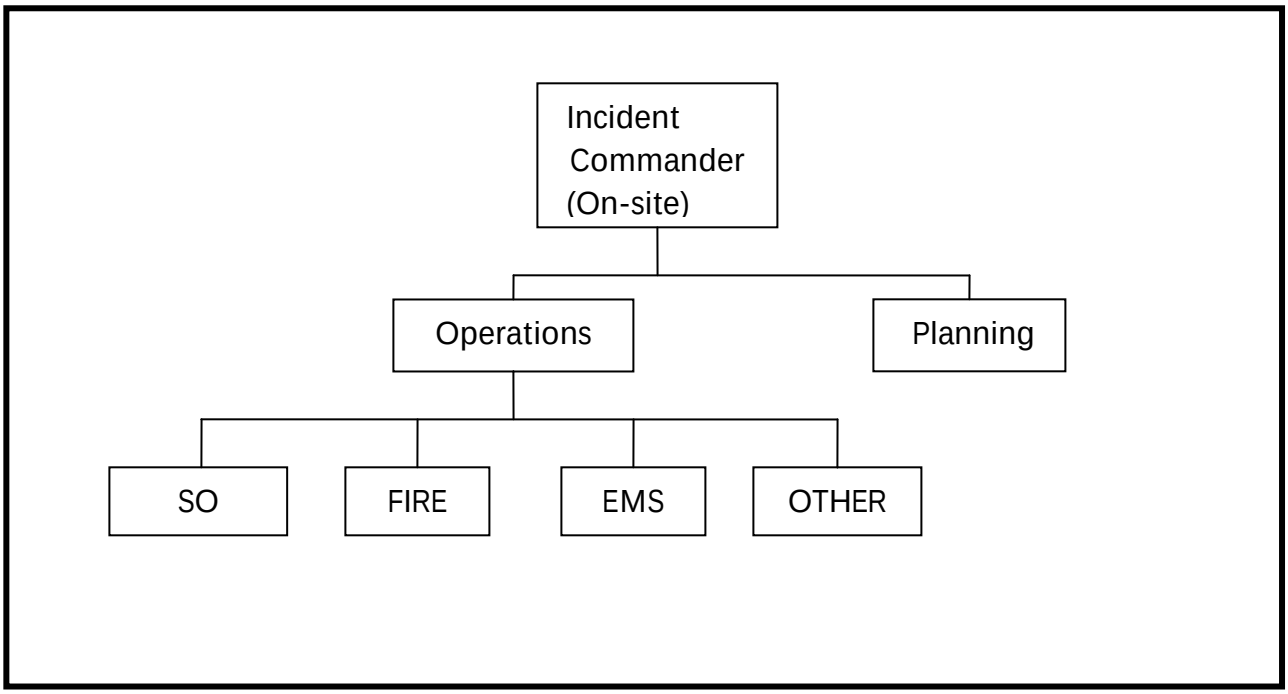
1. All Operations conducted within the scope of this annex will conform to the National Incident Management System (NIMS), and the Incident Command Systems.

The National Basic Incident Command Structure by Function



2. The first emergency responders on scene will establish the local Incident Command System and designate an Incident Commander.

a. The national basic Incident Command System is modified for local use.
b. In the initial stages of response to and recovery from a terrorist event, the existing local emergency management organization will have the following framework under which local resources will be deployed and coordinated.

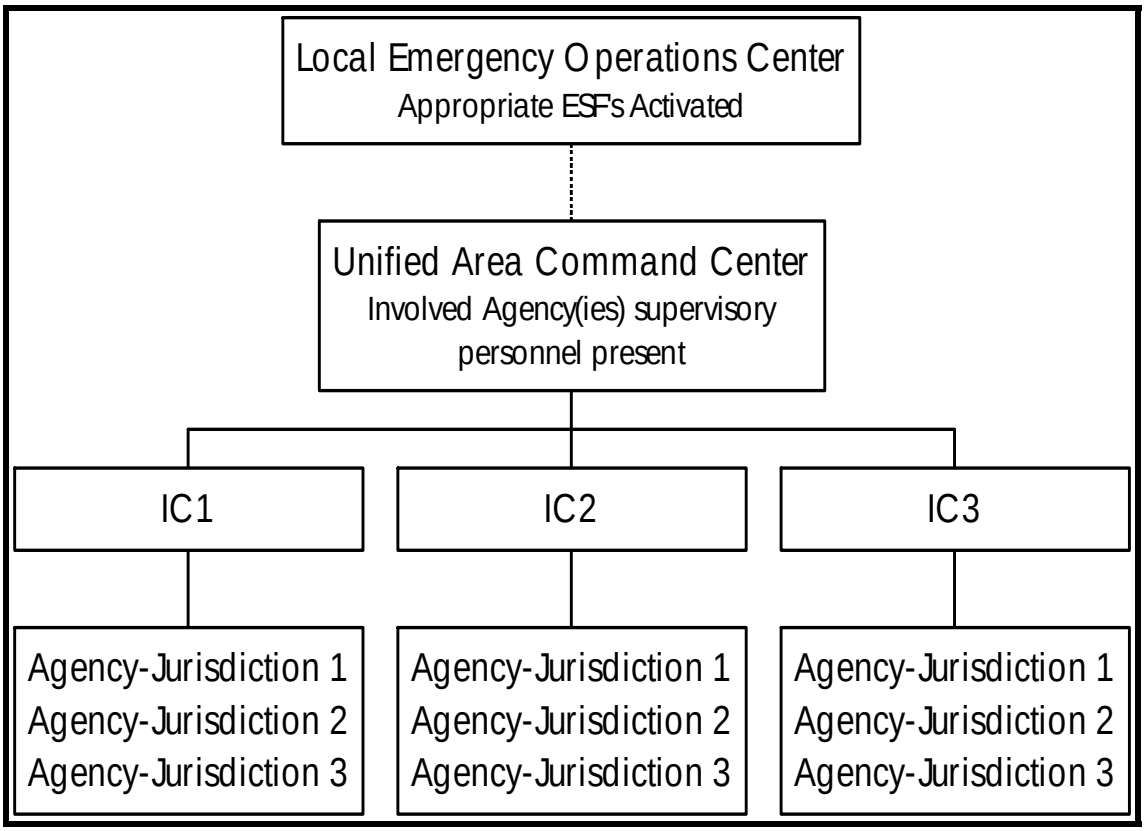


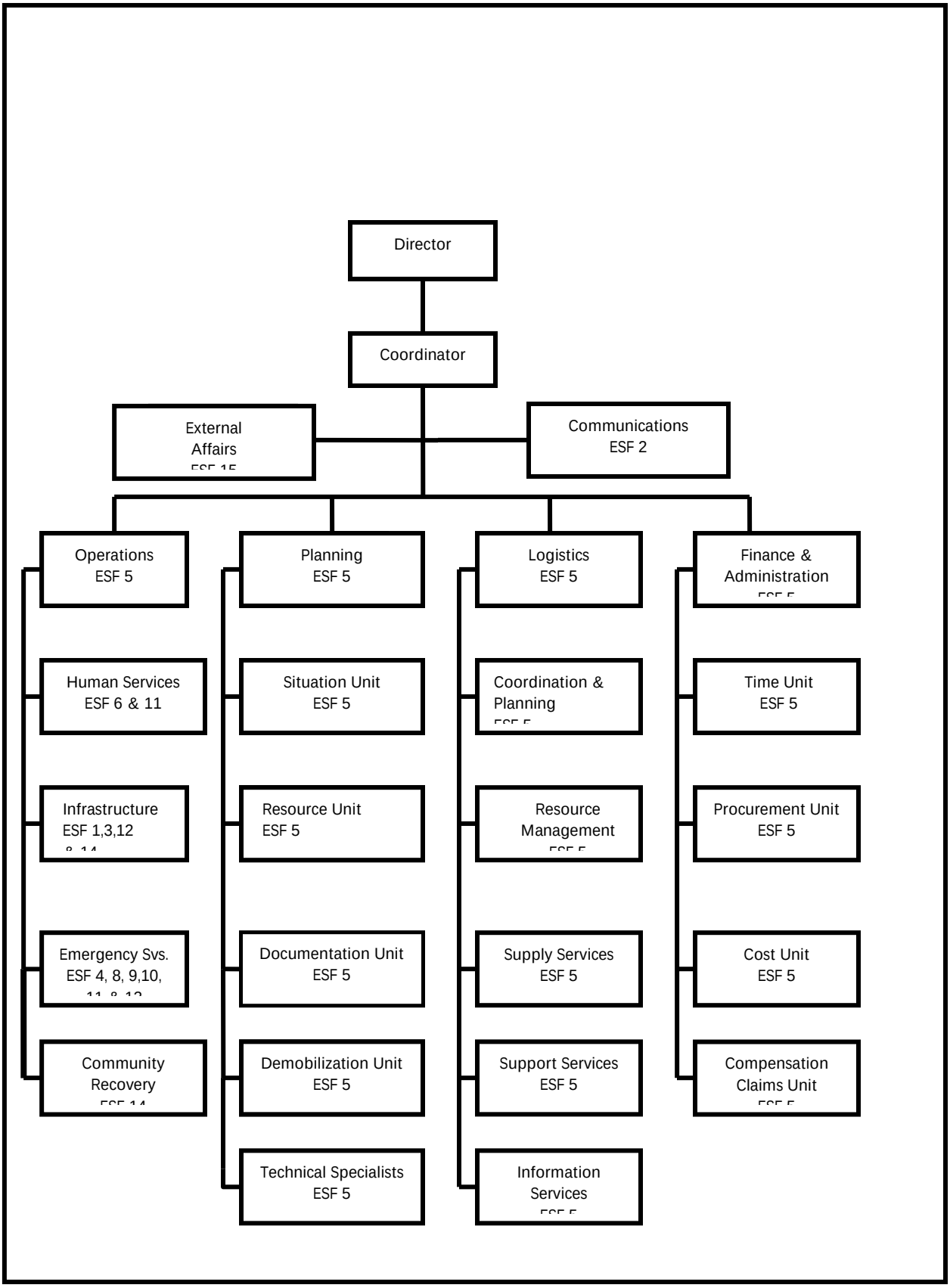
c. In the early stages of an event the functional activities (Incident Command, Operations, Planning, Logistics) may all be performed by one individual.
d. As the size and complexity of the CBRNE event grows the number of individuals performing functional activities may be increased as found necessary by the Incident Commander.

3. In a CBRNE event meeting the definition and criteria for “terrorism” in E2 and E3. The Federal Bureau of Investigation will be notified and the Special Agent in Charge of the Richmond Office will lead the criminal investigation activities.
   a. Federal, State, and local agencies will operate as a unified command according to the Unified Command organization structure and will coordinate their activities accordingly.
   b. The FBI SAC or appointed representative will be one of the agency personnel in the Unified Area Command Center designated in accordance with the following organization chart.

c. FBI agents assigned to the investigation will be one of the agencies in the Agency-jurisdiction designations.

4. The Director of Emergency Management or the Coordinator of Emergency Management may order a full or partial mobilization of the Emergency Operations Center depending on the size and complexity of the event. The County EOC Organization Structure will be in effect.




Director
Coordinator
External Affairs
Communications ESF 2
Operations ESF 5
Planning ESF 5
Logistics ESF 5
Finance & Administration
Human Services ESF 6 & 11
Situation Unit ESF 5
Coordination & Planning
Time Unit ESF 5
Infrastructure ESF 1,3,12
Resource Unit ESF 5
Resource Management
Procurement Unit ESF 5
Emergency Svs. ESF 4, 8, 9,10,
Documentation Unit ESF 5
Supply Services ESF 5
Cost Unit ESF 5
Community Recovery
Demobilization Unit ESF 5
Support Services ESF 5
Compensation Claims Unit
Technical Specialists ESF 5
Information Services

5. The Commonwealth's Hazardous Materials Response program will provide technical assistance and support regarding any hazardous materials issues.
6. In an event involving explosives, the Virginia State Police, in coordination with local, regional and federal assets available, will provide technical assistance and support.
7. Technical specialists located both in the local EOC and on scene will support the law enforcement and emergency management components in the following:
    a. Identifying the hazardous materials involved and the associated risks to responders as well as the entire community
    b. Developing and implementing protective actions
    c. Developing and implementing strategies to effectively respond to and recover from the health and environmental consequences of the incident
    d. Assisting in the development, protection, and preservation of evidence on scene
8. In a non-terrorism incident law enforcement has lead responsibility for confirming that the incident is a criminal act, doing the necessary investigative work, and apprehending the perpetrators. Law enforcement will work with the Commonwealth Attorney's Office preparing the prosecution.
9. In all classifications or categories of incidents the Department of Fire and Emergency Medical Services is responsible for providing site search and rescue, extrication, medical assistance and decontamination services. It will provide support services to VDEM HMR Teams.
10. In all classifications or categories of incidents all other county agencies, organizations, and groups will provide the services and support set out in the ESF Annexes to the Goochland LEOP. They will be incorporated into the NIMS/UCS/ICS which will be in effect throughout the operation. Within NIMS/UCS/ICS local agencies will operate according to their organization structure coordinating their activities to the fullest extent.

F. Concept of Operations
1. The Goochland County Emergency Operations Plan - Basic Plan, in conjunction with this Annex establishes the framework and foundation for preventing, preparing for, responding to and recovering from a CBRNE incident.
2. The expected consequences of CBRNE incidents, terrorism or otherwise, are death, injury, illness, building damage, infrastructure damage, energy disruption, environmental damage, food chain contamination, mental stress, and physical exhaustion or any combination thereof.

3. All county agencies, departments and organizations to develop plans, procedures, implementing instructions, and implementing instructions that prepare them to deal with the consequences of a CBRNE incident.
4. County Emergency Service Functions will be activated as necessary to deal with the scope and magnitude of the incident.
5. The first priority of a CBRNE incident is to prevent the injury or death of emergency response personnel throughout the operation.
6. The next priority is to prevent injury or death to citizens.
7. The loss and destruction of property is the third level of priority.
8. Local law enforcement will report suspected, threatened or actual acts of terrorism to the Virginia State Police Criminal Intelligence Division Fusion Center.
9. Critical facilities, infrastructure and systems located in the county that may be potentially at risk of a CBRNE event are identified and the information has been shared with appropriate state and federal agencies.
10. Timely, accurate, and actionable information and intelligence flows across all levels and sectors of government and the private sector on a continual basis.
11. Processes are in place to detect, deter, and disrupt CBRNE threats or actions in the county to decrease the level of danger, mitigate the impact of the incident, and increase the chance of apprehension or detection.
12. Communications and warning systems comprised of a variety of components that provide system redundancy will provide critical linkages with all levels of government and support facilities.
13. When the 911 dispatch center is notified of a CBRNE incident, normal standard operating procedures will allow for notifications to be made to appropriate county agencies, departments and organizations and designated neighboring jurisdictions, regional response organizations, state and federal agencies.
14. Tactical (on scene) communications are handled through each responding agency's radio system. Interoperability is accomplished through the use of a tactical Command Post containing communications elements from each responding agency.
15. The Radio Amateur Civil Emergency Services (RACES) will provide back-up communications in the event established systems are compromised.
16. Biological events may occur over a long period of time and a wide geographic area with no determined or defined "incident site."
17. Response operations may have to be conducted over on a multi-jurisdictional or regional basis.
18. An incident comprised of a contagious agent may require a wide ranging quarantine to contain the effects of the disease.

19. Essential elements of information are gathered and evaluated in a timely manner in order to effectively make critical decisions, establish priorities, identify, allocate, and deploy appropriate resources, and define and disseminate appropriate protective actions.
20. The County has adopted the federal The National Terrorism Advisory System, or NTAS, which replaced the color-coded Homeland Security Advisory System (HSAS). The NTAS will include information specific to the particular credible threat, and will not use a color-coded scale.
21. Response actions may be delayed until appropriately trained and equipped personnel are on-scene.
22. Response actions into a contaminated area may be delayed until the material has dissipated to a level that is safe for emergency response personnel to operate or until personnel, certified and equipped with personal protective equipment appropriate to the incident and other required capabilities arrive, whichever is sooner.
23. A Strategic National Stockpile plan has been developed for the Commonwealth by the Virginia Departments of Health and Emergency Management, in coordination with local governments, a number of state and federal agencies, the private sector and volunteer groups. The plan establishes provisions to administer the ordering, receipt, management, breakdown and dispensing of the SNS following direction by the State Health Commissioner/designee.
24. As additional resources are committed to the event the ICS will evolve into a Unified Command System. As this occurs, the UCS principle of “scalability” will come into play requiring the size of the group to expand, thereby requiring the Unified Command Organization to re-locate to a more appropriate location with an on-site ICS remaining at the on-site operations.
25. In CBRNE events that have the elements constituting an act of terrorism ICS/UCS principles and structures will be in effect this includes but is not limited to the following: the local Director/Coordinator of Emergency Management, local department, agency, and organization representatives and state agency representatives as summonsed or requested by the County or required by law. State representatives will usually be the Virginia State Police, and a State On-Scene Coordinator. The State On-Scene Coordinator will initially be the Hazardous Materials Officer who arrives on the scene. The designation of the State On-Scene Coordinator may change depending on the type of incident and as more senior officials arrive at the scene.
26. If the incident is only a threat, law enforcement, intelligence gathering, and investigative activities are the priority; if the threat is carried out and an

actionable event results rescue and life safety activities have priority attention.

27. Search and rescue personnel will be aware of and, to the extent that life safety and rescue and extrication operations are not impeded or interfered with, will cooperate with law enforcement in maintaining the crime scene and chain of evidence but securing the crime scene and maintaining the chain of evidence are not to impede or interfere with life safety and search and extrication activities.

G. Actions

1. To manage the consequences of a CBRNE the County will declare a local state of emergency if deemed necessary.
2. The Director of Emergency Management or the Coordinator of Emergency Management is designated the County's principal representative in the Unified Command structure.
3. The Director or the Coordinator can activate/mobilize any or all of the Emergency Services Functions set out in the LEOP Basic Plan. ESFs will perform assigned missions in accordance with plans, policies, procedures, and implementing instructions developed to meet the scope and mission of the ESFs as described in Annexes 1-15 of the LEOP.
4. The primary law enforcement/criminal investigation official and the primary search and rescue official at each level of the UCS/ICS organizational structure shall cooperatively develop and execute strategic, tactical, and site incident action plans that assure:
    a. law enforcement/criminal investigation requirements for preserving the crime scene and maintaining the chain of evidence do not interfere with, impede, or supersede the requirements for life safety and search and rescue
    b. Life safety and search and rescue operations are performed using policies, procedures, and implementing instructions that to the greatest extent possible will the preserve crime scene and maintain the chain of evidence
5. In addition to the actions set out in to the Basic Plan and the ESF descriptions attached thereto the Coordinator of Emergency Management through the Local Emergency Planning Council will:
    a. Develop, implement, maintain, and periodically update this annex and all other annexes to the County's Emergency Operations Plan, complying with State and Federal legislation and regulations pertaining to chemical, biological, radiological, nuclear, and explosive incidents of all types.

   b. Develop, maintain, and share, with all appropriate agencies and levels of government, a database of all lawful CBRNE locations including types and amounts of substances located in the county.
   c. Work with all levels of government and the private sector to identify critical infrastructure and key resources (CI/KRs) located in the county.
   d. Work with all levels of government and the private sector to assess and set priorities of risks they present.
   e. Work with all levels of government and the private sector to develop, implement and exercise plans to detect, deter, degrade, or mitigate risk to priority CI/KRs.
6. In addition to the actions set out in ESF 10 Annex to the Basic Plan the Sheriff's Office will develop the capability to take the following actions:
   a. Gather and share information/intelligence/data that identifies unlawful or suspicious CBRNE activities with departments, agencies, and organizations at all levels of government having a "need to know" the presence of such operations.
   b. Cooperates with all appropriate local, state, federal agencies involved in investigating CBNRE incidents as required.
   c. Develop plans, procedures, and training assuring the only authorized and specially trained and equipped personnel are involved in investigating CBRNE incidents.
7. Chemical, Biological, Radiological, Nuclear, and Explosive Incidents are categorized as follows for operational and responder purposes. All personnel will strictly observe these standards during all Chemical, Biological, Radiological, Nuclear, Explosive activities and will operate only at the level at which they are authorized and certified.
   a. Awareness – The individual has been exposed to training at limited levels to the hazards associated with all aspects of chemical, biological, radiological, nuclear, and explosive situations. Performance standards include the recognition of hazards, the principle of time, distance and shielding for generalized situational incidents, general knowledge of exposure hazards, and the effects of exposure to the human body. Personnel trained at this level operate in the "cold" zone.
   b. Defensive – The individual has been exposed to training which is job specific to their individual duties which allows for the individual to take defensive measures to mitigate the effects of a CBRNE incident by the establishment of exclusion zones, determination of appropriate PPE for work at the edge of the exclusion zone and in job specific cases the methods of mitigation to prevent the

expansion of the incident through defensive actions or containment. Personnel trained to defensive levels should have skills and knowledge to use appropriate PPE for job specific defensive tasks. In some job specific cases defensive operation may involve rescue and limited entry into exclusion zones if appropriate PPE is available. Training should include skills and knowledge to establish an Incident Command System to sustain operations to contain and maintain the situation until offensive operations can be mounted. Personnel trained at this level operate in the "warm" zone.

c. Offensive – The individual has been exposed to training, which is job specific to their individual duties, which allows for the individual to take offensive measures to resolve and terminate the effects of a CBRNE incident. Offensive actions can include the removal or render safe of hazards cause by the CBRNE incident. Personnel trained to offensive levels should have skills and knowledge to use appropriate PPE for job specific tasks, which will occur, within the exclusion zone. In some job specific cases offensive operation may involve rescue and extended entry into exclusion zones if appropriate PPE is available. Training should include skills and knowledge to maintain an Incident Command System to sustain operations while resolution of the situation is conducted. Personnel trained at this level operate in the "hot" zone.

H. Tasks for CBRNE Annex 20 in Addition to ESF 10 Tasks

Agency	**Tasks**
Group 1*	
Law Enforcement	1. Detect illegal manufacturing of CBRNE material at potential manufacturing sites. 2. Provide CBRNE support equipment and threat device handling training to operations and investigation personnel. 3. Develop, implement, and maintain a plan for using specialized units or personnel from other jurisdictions or agencies in an active investigation of a critical event. 4. Develop, implement, and maintain a plan for using specialized units or personnel available from other jurisdictions or agencies to render safe an IED device. 5. Identify CBRNE material at points of illegal manufacture, deployment, emplacement, or use within the locality. 6. Identify and maintain liaisons with appropriate state and Federal terrorism investigation entities.

	7. Establish and maintain a clear line of reporting to all personnel having a need to be apprised of ongoing investigation information. 8. Train appropriate investigative personnel in the proper use of personal protective equipment. 9. Train personnel in the FBI 12-step process of evidence collection/preservation. 10. Develop processes and procedures to identify and respond to suspicious activities and persons through the appropriate channels. 11. Develop processes and procedures to identify individuals planning and coordinating terrorist-related activities. 12. Develop processes and procedures to apprehend and interdict terrorist suspects. 13. Develop processes and procedures to gather, catalogue, and preserve evidence for prosecutorial purposes and attribution.
Group 2	
Coordinator of Emergency Mgt.	1. Develop and implement training to enable personnel to recognize the presence of CBRNE material (e.g., first responders, law enforcement, intelligence, and medical community). 2. Establish key personnel training standards for CBRNE detection 3. Provide training in general safety procedures for a variety of potentially hazardous environments. 4. Train designated personnel to recognize indicators of a hazardous or contaminated environment. 5. Trained designated personnel in the proper use of Personal Protective Equipment. 6. Develop, implement, maintain, and periodically update this annex.

* "Group" as used in Critical Tasks has no operational or organizational significance but is used for reference purposes only.

Annex 21: Oil and Hazardous Materials Response Plan

A. Background

1. Purpose of the Plan

This hazardous material Emergency Response Plan has been developed in response to the requirements of Section 303(a) of the Emergency Planning and Community right-to-Know Act (Title III) of the Superfund amendments and Reauthorization Act of 1986 (SARA) which states:

"Each Local Emergency Planning Committee shall complete preparation of an emergency plan in accordance with this section not later than two years after the enactment of this title. The committee shall review the plan once a year or more frequently as changed circumstances in the community or at any facility may require."

This plan is intended to be a tool for the county's use in recognizing the risks of a hazardous material release, in evaluating our preparedness for such an event, and in planning our response-and-recovery actions. It is related to and should be considered in conjunction with ESF 10 Hazardous Materials and Annex 20 Chemical Biological Radiological Nuclear Explosive (WMD/Terrorism).

The Goochland County Local Emergency Planning Committee (GCLEPC) is the legal authority and responsibility to prepare the hazardous Materials Emergency Response Plan, hereafter referred to as the HMERP.

B. Mission

To provide a preplanned, coordinated response to a release of oil or hazardous materials that may affect the health and well-being of the general public or the environment in Goochland County, Virginia.

C. Authorities

Legal and regulatory authorities upon which this plan is based and which are referenced herein.

1. Local and Regional
    a. Goochland County Emergency Operations Plan, current and future updated
    b. Old Dominion Emergency Medical Services Alliance (ODEMSA): Central Virginia Mass Casualty Incident Plan

2. State
    a. Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended.
    b. Commonwealth of Virginia Emergency Operations Plan, Volume IV, December 1996.
    c. Commonwealth of Virginia, Department of Environmental Quality, Hazardous Waste Management Regulations, as amended.
    d. Code of Virginia, Title 62 (Water Control Law), as amended.
    e. Commonwealth of Virginia Hazardous Materials Transportation Regulations, as amended.
    f. Virginia Waste Management Act, Section 10.1-1400 of the Code of Virginia (1950), as amended.
    g. Code of Virginia, Fire Protection, Section 27-15.1, as amended.
3. Federal
    a. Public Law 96-510, December 1980, Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), also known as "SUPERFUND."
    b. Public Law 99-499, October 17, 1986, Superfund Amendments and Reauthorization Act, Title III, Emergency Planning and Community Right-to-Know, commonly known as "SARA Title III."
    c. Public Law 92-500, Federal Water Pollution Control Act, commonly known as the "Clean Water Act" (CWA), as amended.
    d. Public Law 93-288, The Robert T. Stafford Disaster Relief and Emergency Assistance Act.
    e. National Hazardous Substance Contingency Plan, 40 CFR, Part 300, November 1985, U. S. Environmental Protection Agency.
    f. Federal Region III Oil and Hazardous Substance Pollution Contingency Plan, November 1993.
4. Private - CSX Railroad Hazardous Materials Emergency Response Plan, November, 1998, CSX Transportation, Incorporated

D. Purposes - The purposes of this plan are to:
1. Support the overall intent of The Goochland County Emergency Operations Plan (EOP) and to integrate planned actions for any release of oil or other hazardous materials, which necessitates emergency response and remediation.
2. Establish the organization of local departments and agencies with specific task assignments for emergency response to oil or hazardous materials incidents.
3. Define the specific tasks with the roles and responsibilities of these agencies to reduce or prevent threats to human health and to minimize the damage

to natural systems, property, or the economic well-being of Goochland County that could result from the release of oil or hazardous materials.

4. Describe the assistance available through programs of the state and federal government and the procedures for requesting this assistance.
5. Establish procedures for reporting spills or releases or threats of releases to proper authorities through established channels of communication.
6. Establish procedures for coordinating federal, state, local, and private resources to facilitate their most efficient performance in mitigating, containing, and clean up of an oil or hazardous material spill or release.

E. Scope

1. This plan applies to any incident, involving any substance identified as an oil or hazardous material, particularly those hazardous materials identified in the Title III List of Lists, a consolidated list of chemicals subject to reporting under SARA Title III Section 302, Extremely Hazardous Substances, and Section 313, Toxic Chemicals, and CERCLA, Hazardous Substances.
2. This plan applies to all local, state, and federal agencies and private organizations responding to a release or threat of release into the environment of an oil or hazardous material from a fixed operating facility or transportation mode. It provides for the coordination of multi-agency, multi-governmental response to an incident that poses a threat to the public health and welfare and/or the environment and its living resources.
3. This plan is integral to and supports the Goochland County EOP. Its execution is based on the concepts and procedures outlined in the County EOP. It may be implemented independently for limited emergencies or incidents, or as part of the implementation of the County Emergency Operations Plan.

F. Plan Development

1. Each department or agency tasked with a response role will review the plan annually and provide input for the maintenance of this plan. The Chief of County Fire-Rescue Department (GFRD), who also serves as the County Coordinator of Emergency Management and the County Hazardous Materials Coordinator (HMC), is tasked to insure integration of this plan within the County EOP and applicable facility plans and other emergency operations plans.
2. The facility owner/operator for each facility in Goochland County, reporting under Section 302 of SARA Title III, will provide annual reports or verification as required and will promptly inform the LEPC of any relevant changes in identification or quantities of chemicals at their facility as they occur. (Attachment 6)

3. The Goochland County Coordinator of Emergency Management (CEM) is responsible for coordinating the provision and exchange of information regarding fixed facilities near jurisdictional boundaries that could pose a threat to Goochland and/or neighboring jurisdictions. Such information will be shared with the LEPC of any jurisdictions that may be affected.
4. The LEPC should conduct an annual review and update of this plan and submit corrections or updates to the Virginia Emergency Response Council.
5. The LEPC should also review the plan at the conclusion of a response to an actual event or exercise and make corrections or changes as a result of lessons learned.

G. Organization

The emergency management organization for response to an oil or hazardous materials incident is a flexible organization and is based on that specified in the National Incident Management/Incident Command System specified by the County EOP (2009). (See Annex 20 Chemical Biological Radiological Nuclear Explosive (WMD/Terrorism) for NIMS/ICS for organizational structure charts).

1. It is built on a nucleus composed of the Goochland County Volunteer Fire-Rescue Department and the Goochland County Sheriff's Office. This basic response organization is augmented, as necessary, by other county agencies and volunteer organizations, which are assigned specific tasks in Section VIII. This organization may be expanded further by implementing mutual support agreements or by requesting assistance from state and federal sources. The Chairman of the Board of Supervisors, as the County Director of Emergency Management, is in overall command of any emergency response operation, to include an oil or hazardous material release.
2. On-scene tactical direction and control shall be initially established in accordance with the principles of the Incident Command System (ICS), by the initial arriving County emergency response units. The management of the emergency will transition to a “unified command,” with tactical response units under the supervision of their designated command officer, when the “Responsible Party” representatives, state, federal and other external elements arrive on scene. In a hazardous materials incident, the County Fire-Rescue Chief or Emergency Scene Command (ESC) will coordinate the overall utilization of responding County and external units. Consultant support shall be provided from various agencies with appropriate expertise, including environmental, health, transportation and other resources. The County Coordinator of Emergency Management (CEM) will provide advice, assistance and coordinate requests for outside, state and federal assistance. The CEM will also determine if the situation warrants activation of the

County Emergency Operations Center (EOC). The Deputy Coordinator of Emergency Management, will supervise the activation of the EOC in the absence of the CEM (Tab 4, Annex A to EOP).

3. Other county government and private organizations that may be required to provide supporting actions, dependent upon the magnitude of the situation, are:
    a. School Department
    b. Health Department
    c. Social Services Department
    d. County Red Cross Chapter
    e. County Engineer Department
    f. Building Inspection Department
    g. Department of Economic Development
    h. Finance & Information Systems Departments
4. Other state and federal agencies which are available to provide technical assistance, special equipment, or response team members are:
    a. State
        1. General. Title 44 of the Virginia Code established the Virginia Emergency Response Council to carry out the provisions of SARA Title III and further established the State Hazardous Materials Emergency Response Advisory Council to provide programmatic advice to the Coordinator of the Virginia Department of Emergency Management in the development and implementation of the Virginia Hazardous Materials Emergency Response Program. Both Councils consist of state agency heads appointed by the Governor. The Virginia Department of Emergency Management (VDEM), through the Technological Hazards Division, is the state agency that has the primary responsibility for hazardous materials emergency response and radiological protection functions at the state level. These responsibilities are accomplished through the Regional Hazardous Materials Officers (HMOs) and thirteen (13) regional Hazardous Materials Response Teams.
        2. State Agencies*
            a. Virginia Department of Emergency Management
               VAEOC (800) 468-8892 or
               (804) 674-2400 (24 hr)
            b. State Department of Environmental Quality
               (804) 698-4430; Piedmont Regional Office: (804) 527-5042 (non-emergency, weekdays)
            c. State Health Department

(804)786-6272/556-5343

d. Division of Consolidated Laboratories
(804) 786-3789
e. Department of State Police
(804) 553-3445
f. Virginia Department of Transportation
(804) 752-5511
g. Department of Game & Inland Fisheries
(804) 367-1000
h. Department of Corrections
(804) 674-3000/784-3551

* NOTE: For weekends/holidays/nights (non-business hours) contact VDES EOC.

3. Regional Hazardous Materials Response Teams (RRTs): These teams work under signed agreements with VDEM and will respond at the directions of VDEM to the scene of an emergency without cost to the requesting jurisdiction. The teams are fully equipped and trained to deal with a wide range of hazardous materials emergencies. The Henrico County Fire Department provides the State Region I RRT. State RRT employment considerations are:
    a. Team consists of approximately 30 persons trained to a minimum of the Technician level.
    b. Response Team Regional HazMat Officer (HMO) who responds along with the RRT.
    c. Local Incident Commander maintains control of the incident.
    d. RRT is controlled by the Team Leader (usually a Fire Battalion Chief).
    e. Local jurisdiction must provide for support services, such as fire and EMS standbys, and food and portable toilets, et cetera as required.
    f. The Responsible Party, in coordination with the local jurisdiction, makes arrangements for additional support services, such as clean-up contractors and heavy equipment.
    g. RRT may perform “offensive” operations, such as on-scene entries, if circumstances warrant.
    h. Missions may include plugging, patching, and over-packing leaking containers.

i. Missions do not include major cleanup operations.
j. Cost recovery is the responsibility of the party generating the release.

b. Federal

1. General - Most Federal assistance available in a hazardous materials disaster situation will be provided under the system entitled the National Response System, as outlined in the National Oil and Hazardous substances Pollution Contingency Plan (NCP), found in Title 40 of the code of federal regulations, Part 300. The NCP establishes three organizational levels: The National Response Team (NRT), Regional Response Teams (RRTs), and On-Scene Coordinators (OSCs). The NCP also created the National Response Center which is charged with receiving notifications (800/424-8802) of all chemical, radiological, oil and biological releases regulated by the federal Clean Water Act, as amended by the Oil Pollution Act of 1990 (OPA 90). Located in the U.S. Coast Guard Headquarters Command Center, the NRC immediately relays reports to the cognizant, pre-designated On-Scene Coordinator.
2. National Response Team – The National Response Team's membership consists of 16 federal agencies with responsibilities, interests, and expertise in various aspects of emergency response to pollution incidents. The Environmental Protection Agency (EPA) serves as chair and the Coast Guard serves as vice-chair of the NRT. The NRT is primarily a national planning, policy, and coordinating body and does not respond directly to incidents. The NRT provides policy guidance prior to an incident and assistance as requested by an On-Scene Coordinator via a Regional Response Team during an incident. NRT assistance usually takes the form of technical advice, access to additional resources/equipment or coordination with other RRTs. NRT member agencies are:
    a. Environmental Protection Agency (EPA)
    b. U.S. Coast Guard
    c. Department of Agriculture
    d. Department of Commerce
    e. Department of Defense
    f. Department of Energy
    g. Department of Health and Human Services
    h. Department of Interior

i. Department of Justice
j. Department of Labor
k. Department of State
l. Department of Transportation
m. Department of Treasury
n. Federal Emergency Management Agency (FEMA)
o. General Services Administration
p. Nuclear Regulatory Commission

3. Federal Regional Response Teams – There are 13 Federal Regional Response Teams (FRRT), one for each of ten federal regions, plus one for Alaska, one for the Caribbean, and one for the Pacific Basin. Each FRRT maintains a Regional Contingency Plan (RCP). FRRTs may also provide assistance to state and local governments in preparedness, planning and training for emergency response, as well as review local plans at the request of the LEPC. The Commonwealth of Virginia is located in Federal Region III and hence, covered by that FRRT. Region III FRRT assistance should be requested through the VAEOC. The FRRT's EPA headquarters is located in Philadelphia, Pa, (Tel. # 215/566-3255)

H. Concept of Operations

1. Annex 21 is designed to be supported by other annexes of the Goochland County EOP to address the specific threat of oil or hazardous materials located at fixed facilities within or transported along any transportation routes in Goochland County.
2. Response to an oil or hazardous materials incident is executed under the authority of the Goochland County Director of Emergency Management, through the Coordinator of Emergency Management Coordinator (CEM), who is responsible for coordinating all response by county and private agencies and any requests for outside assistance. Direction and control of emergency response will be under a unified command structure, composed initially of senior officials of the Goochland County Fire-Rescue Department, the County Sheriff's Department, County Engineer, County Building and Grounds Department, Community Development Department. Supplemental or consultant assistance will be provided by other county agencies or other resources as deemed necessary.
3. The LEPC is responsible for maintaining an emergency operations plan for response to an incident involving identified Extremely Hazardous Substances (EHS) at fixed facilities within Goochland County or to accidents along transportation routes (road, rail, or gas pipeline) through Goochland County which may involve an unknown EHS. These plans and procedures

developed for use in responding to an incident involving an EHS material are essentially the same as for any oil or hazardous material, therefore; this plan will be used as the basis for response to all oil or hazardous materials incidents.

4. Assumptions
    a. There will be minimal or no advanced warning of a release of oil or hazardous materials.
    b. Notification will be accomplished by telephonic or radio communications to County Emergency Communications Center (911).
5. General
    a. Upon telephonic or radio notification of an oil or hazardous material release to the County Emergency Communications Center (“911”), the Dispatcher will alert and dispatch appropriate “first response” forces and notify the County Sheriff and Chief of GFRD (as the CES and HMC). Timely response is of the essence and dictates immediate action to employ required emergency response resources to identify the source, severity, and potential vulnerability, and, if possible, to control or contain the material spilled or released, to implement evacuation procedures, if required, and to isolate the incident area to all but emergency services personnel.
    b. Should a situation occur that could escalate into release of an oil, petroleum or hazardous material, notification will be made to the Chief of GFRD, as the County Hazardous Materials and Coordinator of Emergency Management, through the County Emergency Communications Center. When warning of an actual or impending release is received, the Coordinator will evaluate the situation and consider directing precautionary actions such as in-place sheltering, preparing evacuation assembly centers, and/or evacuating the threatened areas.
    c. Upon notification of a release, the County Emergency Communications Center will obtain as much of the information as possible without delaying dispatch of response units. All information available will be relayed to the emergency response units. If an EHS is involved, the Coordinator of Emergency Management will be immediately notified and, upon his direction, a report sent to the VAEOC. Additional follow-up reports will be submitted as significant changes occur.
    d. If an oil or hazardous material release or threat of release has the potential to affect an adjoining jurisdiction, the Dispatcher will be

directed to the Emergency Communications Center serving that jurisdiction.

e. The response by emergency services resources will be determined by the amount and toxicity of the material released. When responding to a fire or reported release, at a location where hazardous materials are known or suspected to be located the responding emergency services units will assume the involvement of the most hazardous material at that location unless otherwise informed. General response guidelines are contained in the current edition of the North American Emergency Response Guidebook, a copy of which will be maintained on all County potential first-response vehicles.

f. OSHA's Hazardous Waste Operations and Emergency Response Standard (29 CFR 1910.120) requires that an Incident Command System (ICS) be used for on-scene management of response activities. The County Fire-Rescue Chief, or senior fire official on the scene, will establish a command post upon arrival at/near the incident site and be prepared to implement a unified command structure if needed to direct response and containment operations, as well as in-place protective actions or evacuation. These decisions will be based on a number of factors, including, but not limited to:
    1. Amount & toxicity of substance released
    2. Duration of release
    3. Weather conditions
    4. Wind speed & direction
    5. Numbers & type of population effected
    6. Effectiveness of available shelters
    7. Availability of usable evacuation routes

g. If the situation warrants consideration that an evacuation be directed, the Incident Commander shall notify the CEM, or his designated alternate, of conditions present. This notification should include considerations that may support declaration of a local emergency as provided for in Section K. 4, of the Concept of Operations of the Basic Plan of the Goochland County Emergency Operations Plan (2009) and that the County EOC be activated and staffed to coordinate the response and evacuation. The County Sheriff's Department, supported by the Fire-Rescue Department and available State Police units, is primarily responsible for supervising evacuation of the County affected area(s). (Annex 6 – ESF 6 Mass Care)

h. GIS maps will be used to define the area at risk which should be considered for emergency protective actions. If an evacuation is necessary, the boundaries, for the evacuation zones, will be defined

by easily recognized landmarks such as streets, roads, rivers, etc. These boundary landmarks will be used in the emergency instructions to the public in emergency public information releases. The Director of Emergency Management, the ESC, or County Administrator will activate the emergency alert AM radio and or Reverse 911 systems with appropriate instructions for at-risk populations. These instructions will also be disseminated in the affected area by public announcements over law enforcement and fire public address systems, bullhorns and/or door-to-door as required by the nature of the threat.

i. The County Sheriff's Department, supplemented by available State Police units, and if requested and authorized by the Governor, by Virginia National Guard (VANG) units, will assist the On-Scene/Incident Commander in controlling access to the hazard area by the placement of traffic barriers and redirecting traffic. Requests for participation of VANG units would be a “last resort” issue. The County Sheriff's Department is also responsible for providing and/or coordinating security for any evacuated area and deterring unauthorized access to the area until residents are allowed to return.

j. If possible, emergency services personnel will ascertain the product(s) involved, including obtaining appropriate transportation and safety data from transporters, facility representatives or other sources, and convey this information to medical authorities to assist them in decontamination of the victims and determining proper medical treatment.

k. When requested, the County Engineer, assisted by the Building and Grounds Department, will provide/coordinate the acquisition of heavy equipment such as front-end loaders, dump trucks, etc., with operators, to assist in containment of hazardous materials surface runoff. State agencies or Private Contractors may be utilized, if approved by the Director or Coordinator of Emergency Management. To prevent contamination of sewer systems, streams, and rivers, they will supply/coordinate personnel and materials to close off storm gutters, drains, etc., and to prevent runoff from fire-fighting operations, liquid hazardous materials, or other contaminants from entering these systems. Contaminated soil, runoff, etc., will be contained to the extent possible and neutralized or removed in accordance with established procedures for the particular material involved. Equipment, which may be contaminated, will be cleaned or decontaminated consistent with the protocols for the substance(s) involved or demobilized and isolated pending further evaluation.

l. In emergencies requiring the implementation of mutual support/aid agreements, assistance of the regional response team, or assistance from state agencies, a local emergency will be declared and the local Incident Commander will be responsible for coordinating and directing response actions at the site of an oil or hazardous materials incident. A State On-Scene Coordinator (SOSC) is expected to coordinate the response of state agencies at the site of the incident. The SOSC will be provided from either the Department of Emergency Management, for releases that do not involve state waters, or from the Department of Environment Quality-Water Division, when the release threatens state waters and there is no “public safety” issue present or unresolved.

m. If the incident requires the assistance of federal and/or State agencies, the County ESC will be designated the Local On-Scene Coordinator (LOSC) to work with the Federal On-Scene Coordinator (FOSC) and the SOSC at the scene of the incident. The Director of Emergency Management or his designee will be the Local Coordinating Officer (LCO) to work with the Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) to facilitate federal, state, and local coordination remote from the incident site.

6. Fixed Facility

a. Goochland County has a number of fixed commercial or government facilities, which utilize oil, chemicals or other potentially hazardous materials capable of causing a hazardous materials incident. (Attachment 3)

b. Facility operators are responsible for identifying and providing to the County LEPC, through the GFRD, the Material Safety Data Sheets (MSDS)for and the quantities of those chemicals located at, or shipped to or from, their place of business/operations which are identified as an EHS by the Environmental Protection Agency (EPA). (The MSDSs may be obtained from representatives of the chemical industry or generated by the facility management.) Facility operators will also designate a Facility Emergency Coordinator and provide specialized training, relative to the oil or hazardous materials used, manufactured, or stored at their location, to the firefighters, emergency medical personnel, law enforcement officials, and other emergency personnel who may be required to respond to an incident involving these materials at their facility.

c. Fixed facility operators will maintain a monitoring system to detect a release of hazardous materials. In the absence of an automatic monitoring system, employees of the facility will be trained in

detailed procedures for detecting and reporting that a release has/is occurring.

d. Fixed facility management will develop an emergency response plan for their facility which provides:
    1. Detection and notification of any release.
    2. Procedures for making timely notifications and warnings of a release to county emergency management officials.
    3. An interface for incorporating assistance from Goochland County emergency response units.
    4. Procedures for reporting to the Virginia Department of Emergency Management EOC (Tel. # 1-800-468-8892 or 804-674-2400), National Response Center (Tel. # 1-800-424-8802 or 202-267-2675), and the Virginia Department of Environmental Quality, if required.
    5. Provisions for cleanup or supervision of contractor operations for cleanup of released materials.

e. A copy of the Facility EOP should be provided to the Goochland County Fire-Rescue Department, where it will be maintained on file. The Facility EOP should be updated regularly.

f. When a release is detected the facility emergency coordinator, shift supervisor, or facility manager will implement the in-house EOP and notify the County Coordinator of Emergency Management, through Emergency Communications Center (911).

7. Transportation Incidents
    a. Transportation hazardous material incidents in Goochland County may fall into one of three categories: motor vehicle, rail or gas pipeline. (Attachment 5)
    b. Transporters of hazardous materials may fulfill reporting requirements by dialing County Emergency Communications Center (911 or cellular 911), calling the Operator (0), or calling the State Police on a cellular phone (#77). Calls to the operator are not expected to provide much information on which response decisions can be made.
    c. Responding units will be alerted to approach the scene of an accident involving transportation vehicles with extreme caution on the possibility that hazardous materials are involved.
    d. Responding personnel are expected to visually survey, from a reasonably safe distance, the involved vehicle(s) for placards or other evidence of the involvement of oil or hazardous materials. This inspection will also check for leaks or other signs of a release of

hazardous materials before moving into close proximity to the vehicle.

e. When approaching the involved vehicle(s) responding personnel will be alert for other indications of a chemical release such as sounds of escaping pressurized gas, strange odors, or physical manifestations such as burning of skin or eyes, dizziness, difficulty in breathing, etc.
f. After performing reconnaissance, personnel will establish an exclusion perimeter until the specifics of the product can be confirmed and a plan established to safely handle the situation.

I. Task Assignments

1. Director of Emergency Management
   a. Provide leadership of public and private organizations for the development and maintenance of this plan, including mutual support agreements with adjacent jurisdictions.
   b. Provide overall policy, direction and control of emergency operations.
   c. Initiate actions to declare a local emergency when necessary.
2. Coordinator of Emergency Management
   a. Supervise and coordinate public and private organizations in the development and maintenance of this plan, including mutual support agreements with adjacent jurisdictions.
   b. Provide advice and assistance to the incident commander concerning the direction and control of incident site emergency operations.
   c. Recommend declaration of a local emergency when necessary.
   d. Serve as the Local On-scene Coordinator (LOSC), when appropriate.
   e. Provide direction and coordination for the County emergency staff in the EOC when activated.
   f. Ensure required reports are submitted to the VAEOC and other state agencies. Direct notification of State Department of Health if radioactive materials or infectious (etiological) agents are involved and notification of Joint Nuclear Accident Coordinating Center (JNACC) if nuclear weapons are involved.
   g. Coordinate, with the County Public Information Office (PIO), the release of public information and implementation rumor control procedures.
   h. Ensure an accurate record of incident-related expenses is maintained.
   i. Employ clean-up contractors as a last resort when the spiller is unable, unwilling, or unknown.

j. Coordinate with state or federal authorities in supervision of clean-up activities to ensure proper removal and disposal of contaminated materials.
k. Provide training and conduct exercises of this plan.

3. County Sheriff's Department
    a. Maintain a point of contact (ECC/911) for receiving notification of an oil or hazardous material release.
    b. Dispatcher
        1. Maintain a general knowledge of the requirements to submit reports to the VAEOC.
        2. Be prepared to act on reports received from facility emergency coordinators, law enforcement officers, private citizens, 911 or telephone operator calls, or any other source.
        3. Obtain as much of the information on the Hazardous Materials involved as possible.
        4. Dispatch initial response units, providing them as much information as possible.
        5. Alert key officials, to include Fire-Rescue Chief, Sheriff. Alert County Administrator and Director of Emergency Management when directed.
        6. Alert neighboring jurisdictions, as directed, if they may be affected.
        7. Transmit initial and follow-up reports to the VAEOC, as directed.
    c. Provide assistance to the Incident Commander to:
        1. Warn and evacuate the public as required.
        2. Control access to the area and provide traffic control.
    d. Provide security for evacuated area.
    e. Maintain emergency communications system.
    f. Assist with investigation and enforcement of illegal or improper hazardous waste disposal.
    g. In coordination with GFRD, train Sheriff's Department personnel in hazardous materials emergency response procedures. (Attachment 10)
4. County Fire-Rescue Department
    a. Administration
        1. Coordinate the training and equipping of County emergency response units and personnel for incidents involving hazardous materials. (Attachment 10)

2. Maintain a list, by facility, of hazardous materials in Goochland County and their related Material Safety Data Sheets through the Tier II and III reporting process.
3. Review and retain facility response plans submitted by oil or hazardous materials facilities (as required) as a GIS layer.
4. Develop and exercise SOPs for response to a transportation incident with potential involvement of oil or hazardous materials.

b. County Fire Companies
    1. Ensure Fire personnel are properly trained and equipped to respond to incidents involving known hazardous materials in the area. (Attachment 10)
    2. Provide a qualified initial on-site Incident Commander.
    3. Maintain a list, by facility, of hazardous materials in the company's response sector and their related Material Safety Data Sheets.
    4. Maintain and exercise response action checklists for each oil or hazardous materials facility to ensure coordination with their emergency plans.

c. County Rescue Companies
    1. Ensure personnel are properly trained and equipped to respond to incidents involving known oil and hazardous materials in the area. (Attachment 10)
    2. Maintain pre-hospital EMS response action checklists for each facility containing oil or EHS.
    3. If sufficient, qualified personnel are available, provide monitors in public shelters to monitor evacuees for symptoms of exposure to the hazardous materials involved when an evacuation has been implemented and public shelters are occupied.

d. County Health Department
    1. Provide emergency health services guidance and coordinate with the Old Dominion Emergency Medical Services Alliance, Inc. (ODEMSA) to develop plans for use of area hospitals to treat and decontaminate hazardous materials incident victims and in response to a mass exposure.
    2. Inspect water supplies and foodstuffs to ensure they are free of contamination.
    3. Maintain and issue a list of warnings to operators of water treatment plants whose water supply may become

contaminated as a result of an oil or hazardous materials release within the County.

4. Coordinate with the Superintendent of Schools and Red Cross Chapter to provide proper sanitation and health care in evacuation assembly centers.
5. Issue public health notices to primary health care physicians and facilities. (Attachment 9)
6. Ensure water supplies and foodstuffs are free of contamination after cleanup.

e. Commonwealth's Attorney's Office
    1. Implement legal actions as directed to recover expenses from responsible parties.
    2. Support enforcement of illegal hazardous waste disposal ordinances and regulations.

f. County School System
    1. Develop crisis procedures for schools located within identified risk areas.
    2. In coordination with the Department of Social Services, the Department of Health, and the Red Cross develop plans to provide food and shelter to evacuees in schools outside the risk area.
    3. Provide mass transportation for evacuation of group facilities or the public, as needed.

g. Department of Social Services
    1. Coordinate the Superintendent of Schools, Red Cross, and others (churches, etc.) for shelter operations.
    2. Identify and maintain a list of individuals and groups within risk areas who need special evacuation transportation or other special care provisions.
    3. Coordinate acquisition and distribution of emergency clothing, if required.
    4. Coordinate assistance from private relief organizations when such assistance is made available.

h. County Engineer, Environmental Specialist, Building and Grounds Department, Virginia Department of Transportation
    1. Develop and maintain in-house SOPs for preventing oil or hazardous materials runoff from entering the sewer/storm drain systems.
    2. Provide heavy equipment, such as front-end loaders and dump trucks, etc., with operators.
    3. Ensure employees are trained in protective measures.

4. Prevent contamination of the water supply.
5. Assist in traffic control by providing traffic barricades.
6. Assist with decontamination and cleanup, if required.

i. Adjacent Jurisdictions - Provide assistance, if available and upon request, through mutual aid agreements to:
   1. Issue warnings and direct appropriate protective actions for citizens located in threatened areas within their jurisdiction.
   2. Be prepared to provide alternate and/or additional evacuation assembly centers and shelters upon request.
   3. Assist with coordination of medical facilities.
   4. Provide back-up emergency equipment and personnel in accordance with mutual aid agreements upon request.

j. State Agencies
   The Virginia Emergency Operations Center (VAEOC) is the common point of contact for Department of Environmental Quality and the Virginia Emergency Response Council. The VAEOC is the primary agency for coordinating response of other state agencies to support local emergency operations. The State Regional Hazardous Materials Officer will provide technical assistance and will be the State On-Scene Coordinator (SOSC) for incidents involving hazardous materials when other state agencies are involved in the response. The Department of Environmental Quality will provide the SOSC for incidents involving oil or hazardous materials, which will affect the water resources of the Commonwealth. The Responsible Party has the direct responsibility to ensure that all required/mandatory notifications are accomplished, to include Federal agencies. The State Emergency Operations Center, upon receipt of notification from the Responsible Party and/or County will report oil or hazardous material events, which meet predetermined criteria, to those state agencies, which require notification of the event, even though direct assistance is not required.

k. Federal Agencies
   Federal agencies will provide technical assistance in accordance with their area of responsibility. Other assistance may be provided by agencies within their statutory, regulatory, or discretionary authority.

J. Fixed Facilities
   (Private Companies, Non-Profit Organizations and Government Agencies with Oil or Hazardous Materials On-Site)
   1. Determine and comply with oil and hazardous materials storage, reporting and emergency planning requirements as specified in Federal and State

codes and regulations, to include development of a Facility Emergency Response Plan and the designation of a “Qualified Individual” and Facility Emergency Response Coordinator.

2. Develop, implement, and maintain a system and/or procedures to detect a release of oil or hazardous materials.
3. Maintain a trained cadre of employees to initiate identification and notification of incidents involving oil or hazardous materials release on-site.
4. Maintain Material Safety Data Sheets to provide emergency medical personnel for use in treating contaminated or exposed victims.
5. Maintain and have readily available "Oil or Hazardous Materials Incident Report" forms and a roster of emergency notification telephone numbers.
6. Develop an alternate means of communication with the Goochland County Emergency Communications Center (911) through the amateur radio group.
7. Provide specialized training to local emergency response personnel for on-site hazardous materials if specialized procedures are required. Conduct Facility EOP review with district Fire-Rescue Companies designated for initial response as requested. Provide copy of Facility EOP to GFRD.
8. Provide neutralization and cleanup of contamination resulting from the operations at their facility(s).
9. Transporters are responsible for cleanup and neutralization at the site of their transporting vehicle.

K. Emergency Management Actions – Oil and Hazardous Materials

1. Normal Operations
    a. Conduct an annual oversight through the CEM to the LEPC to review and update this plan to ensure planned response remains appropriate for current needs.
    b. Conduct a critique of emergency operations after this plan has been implemented in response to other than a routine hazardous materials response and make revisions as indicated by the evaluation.
    c. Conduct exercises and drills and revise this plan as required.
    d. Ensure response personnel receive adequate training on a recurring basis.
2. Emergency Operations
    a. Dispatcher
        1. Dispatch emergency response units as required. Include any available information from the incident report.
        2. Notify Coordinator of Emergency Management

3. Prepare to notify public facilities in the vicinity of a transportation incident if oil or hazardous materials may be involved.
4. Make other notifications on the alert roster as directed by CEM.

b. Coordinator of Emergency Management
    1. Evaluate the situation and the magnitude of the threat.
    2. Accomplish pyramid alert, as required, and direct special facility notification.
    3. Activate the EOC.
    4. Assess need for declaring a local emergency.
    5. Alert adjacent jurisdictions, as required, if:
        a. An oil or hazardous material will cross jurisdictional borders.

b. Maintain mutual aid agreements with:
    1. Henrico County
    2. Hanover County
    3. Powhatan County
    4. Fluvanna County
    5. Louisa County
    6. Cumberland County

6. Alert evacuation-support organizations and implement evacuation plans, if evacuation is required.
7. Notify the VAEOC and request notification of applicable state agencies.
8. Ensure that required reports are submitted to:
    a. VAEOC
    b. Department of Environmental Quality, Water, Waste, Air Divisions
    c. Virginia Emergency Response Council
    d. County LEPC

3. Recovery
    a. Coordinate federal and state agency action with local efforts.
    b. Coordinate with appropriate state and federal authorities to ensure cleanup is completed in accordance with procedures for the material involved.
    c. Initiate procedures for recovery of funds expended in response to the incident.
    d. Review and update this plan, as required, but not less than annually.

Attachment 1: Emergency Response Facilities and Equipment

1. Emergency Operations Center
   The County Emergency Operations Center is located at Goochland Courthouse, Virginia, in the Sheriff's Department. The alternate EOC facility is tentatively located at Fire-Rescue Administration Office supplemented through the use of the Web EOC virtual format. The Coordinator of Emergency Management is responsible for activating the EOC and notification of the EOC staff. The EOC is capable of accommodating limited staff and support personnel. EOC operations procedures are found in Appendix to ESF 5 Emergency Management of the Goochland County Emergency Operations Plan (2009).
2. County Sheriff's Department
   Law enforcement shall be conducted in accordance with ESF 13 Law Enforcement, Public Safety and Security of the Goochland County Emergency Operations Plan (2009).
3. County Fire Companies
   Fire services shall be conducted in accordance with Annex 4 ESF 4 Firefighting and Emergency Medical Services of the Goochland County Emergency Operations Plan (2009).
4. Medical, Health, and Rescue
   Medical and health procedures shall follow ESF 8 Public Health of the Goochland County Emergency Operations Plan (2009). Emergency medical services procedures will follow ESF 4 Firefighting and Emergency Medical Services of the Goochland County Emergency Operations Plan (2009). Response to a mass casualty situation will be based on the County EOP and ODEMSA's Central Virginia Mass Casualty Incident Plan. Emergency medical and health department resources are found in Section J of each Emergency Services Function Annex.
5. Emergency Shelters
   The County public high school has been designated as the primary shelter for emergencies. The VCCW Auditorium has been designated as the alternate shelter. Shelter operations will be conducted in accordance with ESF 6 Mass Care of the Goochland County Emergency Operations Plan (2009).

Attachment 2: Hazardous Materials Response Resources

1. General
   General emergency response resource requirements and donations, other than those addressed in the preceding Attachment 1 or specialized hazardous material response resources, will be controlled and coordinated IAW ESF 7 Resource Management to the Goochland County Emergency Operations Plan (2009).

   Specialized hazardous materials response resources may be required and can be divided into three categories:
   - Category #1 – Hazardous Material Facility Resources
   - Category #2 – County Resources
   - Category #3 – External Resources
2. Facility Resources and Capabilities
   Facilities that use, store, or manufacture Extremely Hazardous Substances (EHSs) in quantities equal to or exceeding the threshold planning quantity (TPQ), must notify the GCLEPC of on-site precautionary measures and equipment that will be utilized in the event of an accidental release of an EHS. Such measures and equipment include:
   e. Protective clothing available on-site, such as overalls, goggles and gloves
   f. Monitoring/sampling devices to detect the release of an EHS
   g. Containment and clean-up equipment such as booms and absorbents
   h. Fire suppression equipment such as extinguishers and sprinkler systems.
   i. Trained employees
3. County Resources
   The Incident Commander is responsible for identifying resource requirements to the County Coordinator of Emergency Management (CEM) to support response activities at the Incident Site. The County ESC will coordinate the provision of County material resources to the Incident Site, and for supporting operations, beyond those identified in the preceding attachment, as required. The commitment of County Staff personnel in support of the response operation will be coordinated with the responsible department director prior to allocation.
4. External Resources
   The County ESC or designated representative is responsible for coordinating the request for and allocation of government resources external to the County assets, except where a pre-existing Mutual Aid Agreement is applicable. In this case, the Requesting Department Director will

immediately inform the ESC of such a request. At Exhibit A is a partial listing of Richmond-area environmental contractor or consultant firms which offer services related to hazardous material control, planning, emergency response, and cleanup. Incorporation in this list does not constitute endorsement or recommendation by the County.

5. Shortfalls

It is anticipated that a major oil spill or hazardous material release within the County would overextend the available resources therein and the provision of external resources would be required. However, there may also be instances where external government resources are inadequate, unsuited or unavailable for employment in the response effort. In this case, the County ESC may utilize private contractor firms in accordance with procedures outlined in ESF 7 Resource Management of the Goochland Emergency Operations Plan (2009) and County purchasing and contracting procedures. The County ESC should maintain a list of essential material resources, supplies and appropriate contracting firms (see Exhibit A, this Attachment) for use in a hazardous material emergency response or recovery operation.

Exhibit A/Attachment 2: Richmond-Area Environmental Contractors/Consultants

Attachment 3: Goochland County Additional Risk Facilities

Name of Facility/Location	Hours	Contact Person	Number	Population	Notes
Camp Hilbert 2203 Maidens Rd	8 am-6pm/M-F Weekend Rentals	Eric Koehler	556-3521	100 persons Children Adults	Occupied 6/1-8/31
Centerville Day Care 74 Plaza Dr	6:30am-6:30pm M-F	Kristina Craig	784-3581	150 Children/Adults	
DOC Academy for Staff Development	7AM -5PM M-F	Jim McCabe	784-6800		
Benedictine Society of Virginia Monastery 12617 River Road	24hrs/7days	Jay Straight or Fr. D. Scales	784-3508 Ext 251	10-50 Adults	Population varies
James River Correctional Center State Farm Road	24 hrs/7days	Samuel Pruett or Bruce Baker	784-3551	400 Inmates 250 Staff	
J. Sargent Reynolds Community College Rte 522 & Fairgrounds Rd	8am-10 pm M-Th	Pamela Hicks	371-3667 or 371-3671	100 - 200Adults	Population numbers vary
Meadows Nursing Center 2715 Dogtown Road	24 hrs/7 days	Ted Leneave	556-4418	100 Adults	Special Population Mobility Considerations
Valuemark Westend Behavioral Healthcare Center 12800 West Creek Pkwy	24hrs/7days	Jim Miller	784-2200	75 Adolescents 100 Adults	Facility has special security features
Virginia Women's Correctional Center 3841 River Road West	24hrs/7days	Wendy Hobbs	784-3582	400 Inmates 250 Staff	
Schools					
Children's Garden Pre-School			556-6260		
Copeland School 591 Broad Street Road	6:30am - 6:30pm M-F/Sep-Jun	Paige Lasky	784-1989	120 Adults and Children	Located in West End Church of the Nazarene
Byrd Creek Pre-School 2704 Hadensville-Fife Road	8am-4pm M-F /Sep-Jun	Dr. Nicholas Kalfatis	457-9415	25 Children 5 Adults	
Byrd Elementary School 2704 Hadensville-Fife road	8am-4pm M-F/Sep-Jun	Dr. Nicholas Kalafatis	556-5380	250 Children 40 Adults	
Goochland Elementary School	8am-4pm M-F/Sep-Jun	Ms. Shirley Osborne	556-5321	350 Children 40 Adults	
Goochland Middle School 2748 Dogtown Road	8am-4pm M-F/Sep-Jun	Dr. Herbert Cox	556-5320	400 Children 50 Adults	County Summer School conducted this location
Goochland High School 1860 Sandy Hook Road	8am-4pm M-F/Sep-Jun	Thomas DeWeerd	556-5322	500 Children 65 Adults	
Randolph Elementary School 1552 Sheppard Town Road	8am-4pm M-F	Dr. Duane Hawkins	556-5385	400 Children 45 Adults	

Attachment 4: Reporting Requirements

A. County Office of Coordinator of Emergency Management
   1. As the County Hazardous Materials Coordinator, direct and ensure that all required reporting associated with a hazardous materials incident is accomplished in a timely manner.
   2. Ensure that proper reports are submitted to the VAEOC for all oil or hazardous materials incidents that meet or exceed the reportable quantity established by CERCLA or SARA Title III.
   3. Contact VAEOC if state assistance, including a Hazardous Materials Regional Response Team, is required.
   4. Ensure that an initial report is submitted to an adjoining jurisdiction when the released material has crossed jurisdictional boundaries.
   5. Ensure that a written follow-up report is submitted to applicable state and federal agencies.

B. Facility Reporting
   1. Commercial ,government or private facilities located within Goochland County and experiencing a release of an oil or hazardous materials substance, as defined and quantified in CERCLA, Section 103(a) or SARA Title III, Section 304, will follow the reporting guidelines below:
      a. If an oil or hazardous materials release poses an immediate or imminent threat to public health or the environment beyond the boundaries of the facility, equals or exceeds the reportable quantity, or is required under CERCLA, Section 103 (a) or SARA Title III, Section 304 to report to the National Response Center, the county shall be notified immediately through its 24 hour-emergency response telephone number: 911 (Emergency Communications Center).
      b. If the released substance poses a threat across state boundaries, the Virginia Emergency Response Council will also be informed of the release.
      c. If an oil or hazardous materials release poses no immediate or imminent threat to the public health or the environment beyond the boundaries of the facility or is not required by law to be reported to the National Response Center, the County Administrator and LEPC shall be notified through the Office of the Coordinator of Emergency Management no later than the next business day.
      d. Written follow-up reports will be submitted as soon as possible to provide updated information as it becomes available or within 72 hours after termination of the event. A complete follow-up report (Hazardous Materials Report) will be submitted to the Goochland

County Coordinator of Emergency Management; Virginia Department of Emergency Management, Technological Hazards Division; Virginia Department of Environmental Quality, and the Virginia Emergency Response Council (through VDEM) as soon as possible but no later than 72 hours after termination of the event.

Attachment 5: Exhibit 1 - Primary Highway Transportation Routes

Reference: VDOT Goochland County General Highway Map, July, 1995.

Designation	Description	From - To	Notes
Interstate #64	East-West 4-lane divided highway	Henrico County Line in East to - Louisa County Line (at Parrish Rd. Overpass) in West	I-64
VA Route #250	East-West 2-lane highway	Henrico County Line (at Little Tuckahoe Creek) in East to Fluvanna County Line in West.	Broad Street Road
VA Route #673	East-West Road	Route #522(at Sandy Hook) West to Route #606 (northeast of Bula)	Whitehall Road
VA Route #6	East-West 2-lane highway	Henrico County Line(at Tuckahoe Creek) in East to Fluvanna County Line (at Columbia)	Patterson Avenue/River Road West
VA Routes#629/606	North-South 2-lane road	Louisa County Line (east of Hadensville) South to Route 6 (at Georges Tavern)	Hadensville Fife Road
VA Route #45	North-South 2-lane highway	Route #6 (at Georges Tavern) South to James River (at Howards Neck)	Cartersville Road
VA Route #522	North-South 2-lane highway	James River Crossing (at Maidens) North to Hanover County Line (at Gum Spring)	Sandy Hook Road
VA Route #288	North-South 2-lane highway	Interstate 64 to Powhatan County	

Attachment 5: Exhibit 2 - Railroad Transportation Routes

1. General
    a. Goochland County has 46 miles (approximately) of single rail line, operated by CSX Transportation, Inc., which traverses the east-west axis of the County, following the James River. The line enters the eastern end of the County, crossing the Tuckahoe Creek County boundary approximately 1 ¼ miles southwest of Saint Mary's Episcopal Church, near the terminus of Hill Point Road. The rail line exits the western end of the County on the eastern edge of Columbia township and immediately contiguous to Route 6 (River Road West). There are 44 recognized road crossings of the CSX rail line in the County. Many are classified as "Private Crossings," yet have a US Dept. of Transportation designator number. At Figure 5-1, is a listing of thirteen (13) primary rail line crossings in the County.
    b. CSX Transportation, Inc. (CSXT) has prepared the previously referenced Hazardous Materials Emergency Response Plan to assist local jurisdictions and emergency response organization in efforts to plan for and respond to a rail-related hazardous materials incident. Included within the Plan are sections that address:
        1. CSXT's points of contact and phone numbers
        2. CSXT's command and control principles
        3. Rail car placarding information
        4. Resources available to CSXT
        5. Training and exercise opportunities
2. Notification Procedures
    a. For emergencies involving CSXT track or equipment, call the CSXT Operations Center manned 24 hours a day and located in Jacksonville, Florida at 1-800-232-0144 (Alternate #: 904-359-7551). Local responders reporting an incident to CSXT should report any rail car initials and numbers for any rail cars at risk.
    b. For local planning and information purposes only, the CSX Roadmaster for the Goochland County section of the CSX rail line is located at Scottsville, VA and can be contacted at (804) 286-3638.
3. Command and Control Principles - CSXT supports the concept of ICS and Unified Command and recognizes the authority of local emergency response officials to take command of any incident, which poses a threat to the health and safety of the general public or to the environment. The senior CSXT representative at an incident site will be in charge of all CSXT employees, contractors or other company resources.
4. CSXT Incident Response Priorities - CSXT has established the following response priorities:

a. Immediate life safety
b. Health of affected persons

c. Protection of the environment
d. Protection of public and private property
e. Rail system restoration

Figure #5-1
Road-Rail Line Crossings

DOT Crossing #	CSX Mile Post #	VDOT Road #	Location	Notes
224435P1	17.6	Non	Luck Stone	
224424C	23.8	Rte 628	Lee (Private)	
224421G	26.8	Rte 310	James River Correctional Center	
2244175	30.5	Rte 710	Maidens	Old US 522
None		Rte 522	Maidens	Bridge Overpass
224416K	30.9	None	Women's Correctional Center	
		Rte 607	Irwin	
224408T	40.1	Rte 600	Rock Castle	
224406E	42.3	Rte 643	West View	
224397H	47.1	Rte 45	Pemberton	
224395U	51.6	Rte 608	Elk Hill	
224393F	53.8	Rte 603	Elk Island	
224388J	56.5	Rte 690	Columbia	Not in Goochland

Attachment 5: Exhibit 3 - Pipeline Transportation Routes - General

1. Columbia Gas Transmission Corporation maintains a natural gas transmission pipeline in the eastern portion of Goochland County. The gas transmission line enters the County from Powhatan County, across the James River, south of the intersection of River Road and Pembrook Lane. The line then follows a northern route and links with another arm of the line immediately west of State Route #623 in the West Creek Corporate Center land tract (near the proposed intersection of Route #623 and Ridgefield Parkway).
2. For emergencies contact the Columbia Gas Monitoring Operations Center located in Charleston, WV at 800-835-7191 EXT 2008/2009 (Alternate #: 304-357-2008/2009).
3. For local planning and information purposes only the Columbia Gas District Engineer, located in Chester, VA., may be contacted at (804) 717-1937.

Attachment 6: Hazardous Materials Facilities

1. Each facility in Goochland County that has present on its premises a substance listed on the EPA list of Extremely Hazardous Substances (EHS) in quantities equal to or greater than the threshold planning quantity, in accordance with EPCRA, (40 CFR 300, 355, and 370) will report the presence and quantity of such substances to the Goochland County LEPC, the Goochland County Fire-Rescue Department, and the Virginia Emergency Response Council (VERC) annually (NLT March 1st). Any subsequent change in the status of chemical inventory at the facility will be reported to the LEPC, through the GFRD, and the VERC within 60 days of the effective date of the change. This notification includes changes as the result of the addition or deletion of a substance by EPA or a change in the threshold planning quantity.
2. Each facility meeting the above requirements will identify, by name, a facility emergency coordinator, and an alternate emergency coordinator, who shall have the authority to make the determinations necessary for reporting releases of an EHS and to implement emergency response.
3. Fixed facility operators will maintain an automatic monitoring system to detect a release of hazardous materials. In the absence of such an automatic monitoring system, employees of the facility will be trained annually in detailed procedures for detecting a release by human sensory perceptions. A record of this training, to include a roster of attendees, will be maintained on file at the facility for three years.
4. Fixed facility management will maintain a trained in-house response capability to contain a release of hazardous materials within their property boundaries as required. Facility management will also develop a written emergency response plan for the facility and provide copies of this plan to GFRD and the Fire Company in whose district the facility is located. The Facility Emergency response Plan will provide:
    a. An interface for incorporating assistance from Goochland County emergency response units.
    b. Procedures for making timely notifications and warnings of a release to county emergency management officials through the County ECC (911).
    c. Procedures for reporting to the National Response Center, Virginia Department of Environmental Quality, and the Virginia Department of Emergency Management (VAEOC).
    d. Identification, location and quantities of hazardous materials stored on the facility
    e. Provisions for cleanup or supervision of contractor operations for cleanup of released materials.

5. When a release is detected that poses an immediate or imminent threat to public health or is required by law to be reported to the National Response Center, the facility emergency coordinator, shift supervisor, or facility manager will implement the in-house EOP and notify the County Fire-Rescue Chief/Coordinator of Emergency Management (Alternate is Deputy Coordinator of Emergency Management/Fire Marshal or Deputy Fire-Rescue Chief, in that order), The CEM will determine the priority for notification of other county and external staff agencies and the LEPC, as required. These will be notified through the Emergency Communications Center.
6. If the release poses no immediate or imminent threat to public health or is not required by law to be reported to the National Response Center, the County Government shall be notified no later than the next business day through the Coordinator of Emergency Management, located at the Goochland County Fire/Rescue Department. The CEM will determine LEPC notification requirements.
7. Written follow-up reports will be submitted as soon as possible to provide updated information as it becomes available. A complete follow-up report will be submitted as required through VDES, as soon as possible, but no later than 72 hours after termination of the event.
8. Copies of all correspondence to state and federal agencies concerning oil or hazardous materials release will be provided to the county, the Coordinator of Emergency Management, and the LEPC.

Attachment 7: Protection of Emergency Responders

1. Mission - To ensure the health and safety of emergency response personnel while assessing, responding to, and recovering from hazardous materials incidents.
2. Situation - The Incident Commander is responsible for the health and safety of all emergency response personnel. Response operations will comply with the regulations and requirements of the Virginia Department of Labor and Industry, OSHA, US Department of Labor, and applicable County regulations and published operating procedures. Emergency response personnel must be properly equipped and trained to execute assigned duties in an effective, efficient, and safe manner while responding to any emergency. Personal protective equipment (PPE) will be identified and utilized based on the initial assessment of the scene to prevent or minimize exposure to any known or suspected hazard. Prior to responding on-site, all responders will be briefed on the site safety and health plan developed by the Incident/Unified Command. Risks associated with any known or suspected hazards will be communicated to emergency responders in a clear and concise manner.
3. Organization - All emergency operations conducted in Goochland County, by Goochland County emergency response units or associated volunteer organizations, will be conducted using an Incident/Unified Command system.
4. Concept of Operations - All personnel designated to support the Incident Command will be trained to the level required for their job functions and responsibilities. Prior to initiating any site response activity, emergency response personnel will be given a pre-entry briefing that will review the following:
    a. Health and Safety Standing Operating Procedures
    b. Organizational Structure/Chain of Command
    c. Communication pathways
    d. Identification of any known or suspected hazards and their associated risks
    e. Required personal protective equipment
    f. Identification of nearest medical assistance
5. The Incident Commander is responsible for establishing a monitoring program to track and record emergency personnel exposure, as well as air and environmental concerns.
6. Emergency responders must be able to recognize the signs and symptoms of exposure to known or suspected hazards on-scene. Basic training for Sheriff's Department deputies and Fire-Rescue recruits includes recognition and identification of hazardous materials and appropriate initial response actions. Emergency responders will have a basic understanding of the types of instrumentation that will be employed in a hazardous materials response incident, the frequency of examination required to ensure effective protection and timely identification of problems. (Attachment 10)

7. A variety of means will be implemented to prevent or limit emergency worker exposure to hazardous materials and ensure the highest level of safety on site. They include use of personal protective equipment, engineering controls, and standard operating procedures. Standard Operating Procedures that protect emergency workers during response operations include such things as staging responders upwind of possible hazards, limiting the number of responders into hazardous areas, and establishing work-time restrictions within hazard area. Engineering control methods, such as use of remotely operated material handling equipment, will be utilized whenever appropriate and advantageous to do so (e.g., explosive situations). Personal Protective Equipment will be recommended and utilized based on the site hazards identified in the initial assessment of the scene, as well as the conditions and duration of the task. The responder must have an understanding of the use and limitation of his protective equipment in the context of the mission given.
8. The number of responders employed at the scene will be limited to the minimum number required to perform the task in a safe and efficient manner. The use of the “buddy system” will always be recommended to ensure the highest level of responder safety while conducting response operations. The Safety Officer, designated by the Incident Command, will have the authority to alter or suspend response operations if unsafe activities are discovered.
9. All personnel, equipment, vehicles, animals, and other property utilized in a response to a nuclear, biological, or chemical incident and removed from a contaminated area will be put through a decontamination process. Equipment and property that cannot be effectively decontaminated will be collected at a designated location on-site and disposed of in accordance with pre-established procedures.

Attachment 8: Protective Actions

1. Mission - To identify and implement the appropriate protective actions in response to a potential or actual hazardous materials incident, in order to ensure the health, safety, and welfare of the population determined to be at risk.
2. Situation - Protective actions include evacuation, in-place shelter, quarantine, or any combination of two or more of these options. Protective actions are selected to minimize the exposure of the public to hazardous substances employing the concepts of time, distance, and shielding. The type of protective action recommended will be predicated on the type and character of incident, site environment, size and character of risk population, time constraints, and resources available to implement strategy. Evacuation will require a greater lead time to implement in contrast to in-place shelter. Protective action guidance must be communicated in a clear, concise, and timely manner in order to ensure the effective implementation of the strategy recommended. A variety of communication pathways may have to be utilized in order to effectively communicate the hazard, level of risk, and the recommended protective action to the public. Despite the comprehensive effort implemented to communicate protective action guidance, some segments of the population may not receive or follow the instructions given.
3. Organization - The ESC will notify the County Fire-Rescue Chief/Coordinator of Emergency Management directly or through the County EOC/ECC, of any protective action decisions. The ESC is responsible for ensuring notification of the appropriate County officials and agencies, and state law enforcement and emergency management agencies. The ESC will also establish an Incident/Unified Command and conduct operations using the Incident Command System (ICS) model.
4. Concept of Operations - Upon arrival on scene, the ESC on-scene will quickly assess the character and scope of the incident, review and evaluate the possible protective actions in the context of the situation at hand and resources available, and select and implement the best protective action or combination of actions to protect life, property, and the environment. The most current North American Emergency Response Guide will be consulted during the assessment of the situation. There are a variety of factors that must be considered in effectively selecting and implementing the appropriate protective action(s). A checklist was developed to assist local, state, and federal officials in evaluating and selecting the best protective action or combination of actions in response to a hazardous materials incident. Once a protective action strategy is selected, it must be communicated to the public quickly and in a clear and concise manner in order for it to be successfully implemented. This requires close coordination with the local Public Information Office or the Joint

Information Center, if it has been established. To ensure that all segments of the population are aware of the hazard and the appropriate protective action guidance is disseminated all communication methods available will have to be employed. Depending on the type of incident, its location, and the resources available, the following methods may be employed: sirens, bullhorns, door to door, broadcast media, print media, etc. The emergency alert AM radio and/or Reverse 911 systems may also be activated to disseminate emergency information to the general public. As the situation evolves, protective actions will be constantly reviewed and modified to minimize injuries, loss of life, property damage, and any adverse health and environmental impacts.

5. Evacuation Procedures
   a. General - Evacuation is one of the primary means of ensuring citizen well-being in the event of a hazardous material emergency. The authority for the County's government agencies, as well as private sector organizations, is contained in the following documents:
      1. Disaster Relief act of 1974
      2. Virginia Emergency Services and Disaster Law of 1973
      3. Virginia Emergency Response Plan
      4. Emergency Support Function 6
   b. Authority to order or recommend evacuation is vested in the Incident Commander on the scene regardless of rank or title.
6. Procedure
   a. It is the responsibility of the Incident Commander to initiate civilian evacuation for the area surrounding a hazardous material incident. Citizen notification and evacuation, and security/isolation of the evacuated area, is the responsibility of the County Sheriff's Department, assisted by appropriate County agencies and volunteer organizations. Evacuation plans are addressed by two methods:
      1. Site-specific plans incorporated within the pre-incident plans for any particular occupancy with known quantities of specific hazardous materials.
      2. Area evacuation plans are determined through the use of plat maps and distance templates, and are based upon recommended evacuation distances for the particular chemical(s) released.
      3. Evacuation plans must include designated routes, assembly sites/shelters and anticipated duration of stay.
   b. Individuals within the evacuation areas will be notified first by official vehicles using loud speakers, followed, where required, by door-to-door contact. The ESC may also utilize either of the technological based systems: the emergency AM radio and/or Reverse 911. The County Emergency

Communication Center (911) should also be provided with details of the evacuation directives.

c. The Incident Commander will determine when the potential danger to human life and health has been removed and the evacuated area may be re-entered. This information will be provided to evacuated persons through shelter supervisors.

Action Checklist – Protective Actions

1. Routine Operations
    a. Develop in-place sheltering guidance.
    b. Coordinate with Public Information Office to disseminate in-place sheltering guidance to the public to ensure an understanding of the procedures when implemented.
    c. Develop mass care plans and procedures that take into consideration special needs populations, transients, non-English speaking segments of the population, persons without autos, and pets.
    d. Prepare guidance for localities on establishing and operating mass care facilities in coordination with the Department of Social Services, the American Red Cross, Salvation Army, and the Virginia Voluntary Organizations Active in Disasters (VOAD).
    e. Assist in the development of mutual aid agreements.
    f. Develop and provide training in shelter operations.
2. Increased Readiness
    a. Review emergency plans and procedures, and update as necessary.
    b. Alert personnel responsible for coordinating mass care operations.
    c. Coordinate with Public Information Office to review guidance on in-place sheltering with public.
    d. Review resource requirements and inventories.
    e. Identify communication pathways available to communicate hazards, level of risk, and recommended protective actions to the public in coordination with the public information office.
3. Response Operations
    a. Evaluate protective action options in context of emergency situation.
    b. Develop and implement protective action strategies in a timely manner.
    c. Coordinate the implementation of the recommended protective actions with the appropriate support department (e.g., PIO, transportation, communications, social services, law enforcement, health and medical).
    d. Project the number of people requiring shelter and ensure adequate facilities are made available and operational.
    e. Identify and deploy the necessary resources to support mass care operations.
4. Recovery
    a. Continue to support mass care operations as long as the need exists.
    b. Conduct damage assessments and determine relief operations needs.
    c. Develop and support relief operations in coordination with local, state, and national relief agencies (e.g., American Red Cross, Salvation Army, and VOAD).

d. Coordinate with federal response team in the implementation of federal disaster assistance programs that provide temporary housing, food, water, and other essential and basic needs.
e. Identity boundaries for possible evacuation areas, to include the immediate danger area and maximum safe down-wind area.
f. Identify possible locations for roadblocks and indicate the direction from which emergency services personnel and equipment can safely approach the affected area.

Attachment 9: Sample Public Information Notices

Attachment 9 - Example 1

SHELTER CENTERS

DATE: [Date]

TO: Medical Aid Station
Shelter Center

FROM: [Name of Health Director]
Goochland County Department of Health

SUBJECT: Health Risks resulting from [event, site, and date]

The [event] at [site] in [city, town, or county] on [date] released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering with chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although residents were evacuated, it is possible that some evacuees may experience symptoms which are characteristic of overexposure to these chemicals.

Shelter residents should be monitored for symptoms which are characteristic of exposure to the chemicals which necessitated the evacuation. These symptoms are [enter the symptoms from the MSDS forms].

In addition to specific information on patient's medical condition and treatment, record specific information related to the incident, such as: patients' location when exposed to contaminants, estimated distance of that location from [site of incident] , and estimated time of onset of symptoms. Please report incidents to the Goochland County Department of Health.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

Attachment 9 - Example 2

HEALTH ADVISORY FOR PHYSICIANS

DATE: [Date]

TO: All Primary Care Physicians Serving Goochland County Residents

FROM: [Name of Health Director]
Goochland County Department of Health

SUBJECT: Health Risks resulting from [event, site, and date]

The [event] at [site] in [city, town, or county] on [date] released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering with chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although precautions were taken, it is possible that some residents in the area may experience symptoms which are characteristic of overexposure to these chemicals.

Exposure to [list name of chemical(s) involved] should be considered with patients experiencing [list symptoms].

In addition to specific information on patients' medical condition and treatment, record specific information related to the incident, such as: patients' location when exposed to contaminants, estimated distance of that location from (site of incident) , and estimated time of onset of symptoms. Please report incidents to the Goochland County Department of Health.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

Attachment 9 - Example 3

PUBLIC ANNOUNCEMENT HEALTH ADVISORY

The Goochland County Health Department has issued a Public Health Advisory concerning possible chemical contamination caused by [event] at the [name of the facility or site location] in [city, town, or county].
The chemical release occurred at [date and time]. Substances released into the environment during this incident can present health risks to susceptible persons. Persons who have been exposed to these chemicals may experience one or more of the following symptoms; [list the symptoms on the MSDS].

Any person who was in the vicinity of [site of the event] between [hours] on [day] should be alert to symptoms indicating exposure to the chemicals released. Persons experiencing symptoms of contamination are advised to consult their physicians or go to the nearest hospital emergency department for evaluation.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

Attachment 10: Training and Exercises

A. Training
   1. The County Coordinator of Emergency Management (CEM) is responsible for the overall coordination of the County's hazardous materials (HAZMAT) emergency response and recovery training program. The training program will involve any one or more of the following segments of the County's population:
      a. #1 - County uniformed emergency services personnel
      b. County government agencies & personnel
      c. Commercial and Non-profit facilities
      d. County citizens/residents.
   2. The County CEM will be responsible for developing, coordinating and conducting HAZMAT-related training which involves two or more departments or agencies, such as Emergency Operations Center exercises or HAZMAT response drills.

B. Exercises
   1. The County CEM is responsible for developing and coordinating an annual County exercise cycle which will maintain a high level of readiness, provide training for newly assigned personnel, and meet State and Federal Emergency Management Assistance exercise requirements. Generally, such a cycle should include a functional or tabletop emergency operations center exercise annually and a full-scale exercise at least once every four (4) years. Exercise scenarios involving a County-level emergency response to a hazardous material release should be incorporated in the exercise program at least every two years.
   2. County Department-level drills, tabletop and functional exercises are the responsibility of the respective department director, but should be coordinated with the County CEM and conducted on a regularly scheduled basis. An orientation exercise, which addresses this plan and the respective department requirements and roles, should be conducted annually for newly assigned personnel and as a refresher for other department personnel.

Annex 22: Dam Safety

A. Purpose

The purpose of this annex is to identify and locate dams in the County that may cause problems in the event they collapse or are breeched in some manner and to provide for the protection of those people who may be affected but such conditions.

B. Mission

To provide protection to those residents in the vicinity of dams by doing those thing necessary to prevent dam failures and in the event there is a dam failure to keep personal injury and property damage to a minimum.

C. Scope

This annex applies to all dams located in the County and those agencies that are involved in dam safety as well as those that would be involved in responding to a dam collapse event.

D. Organization

1. Primary Agency
    a. State - Department of Conservation and Recreation
    b. Local - Coordinator of Emergency Services
2. Secondary/Support Agencies
    c. Sheriff's Office
    d. Goochland Fire/Rescue Department

E. Concept of Operations

1. The Virginia Dam Safety Act covers the basic dam safety responsibility for dams in the Commonwealth. The Virginia Dam Safety Act covers the basic dam safety responsibility for dams in the Commonwealth. All dams are included except those which are specifically excluded.
2. The owner of each dam is responsible for its safe and proper design, construction, operation, and maintenance. Owners of dams that exceed 25 feet in height, impound more than 50 acre-feet (100 acre-feet for agricultural purposes) of water, and are not regulated by others must comply with the Virginia Dam Safety Act. Smaller dams are excluded.
3. Dams that exceed 25 feet in height and impound more than 50 acre-feet (100 acre-feet for agricultural) are classified in one of four classifications according to the degree of hazard potential they impose should the structure fail. The owner of each Class I, II, and III dam covered by the Virginia Dam Safety Act is required to prepare an Emergency Action Plan

(EAP) which shall include a method of notifying local authorities and notifying and warning persons downstream of the dam in the event of an impending dam failure or overtopping. A copy of each EAP must be provided to the affected local government.

a. Class I (High Hazard)
    1. Probable loss of life
    2. Excessive economic loss
b. Class II (Moderate Hazard)
    1. Possible loss of life
    2. Appreciable economic loss
c. Class III (Low Hazard)
    1. No loss of life expected
    2. Minimal economic loss
d. Class IV (Low Hazard)
    1. No loss of life expected
    2. No economic loss to others

4. Standards have been established for three emergency stages.
    a. Stage I - Slowly developing conditions; five days or more may be available for response. Owner should increase frequency of observations and take appropriate readiness actions.
    b. Stage II - Rapidly developing conditions; overtopping is possible. One to five days may be available for response. Increase readiness measures. Notify local Coordinator of conditions and keep him informed.
    c. Stage III - Failure has occurred, is imminent, or already in flood condition; overtopping is probable. Only minutes may be available for response. Evacuation recommended.
5. Dam owners are responsible for reporting abnormal conditions at the dam to the Sheriff and the Coordinator of Emergency Services
6. The Virginia Dam Safety Act covers the basic dam safety responsibility for dams in the Commonwealth. All dams are included except those which are specifically excluded
7. The Virginia Dam Safety Act covers the basic dam safety responsibility for dams in the Commonwealth. All dams are included except those which are specifically excluded
8. There are no Class I dams in Goochland.
9. There is one (1) Class II regulated dam in the county and two (2) Class II non-regulated dams.
10. There are seven (7) Class III regulated dames and seventeen (17) that are non-regulated.
11. Dams are identified at Tab # to this Annex.

F. Actions

1. The affected public will be routinely notified of conditions at a dam during Stage I.
2. When conditions deteriorate to Stage II, the public in the potential inundation area downstream will be alerted for possible evacuation.
3. When conditions deteriorate further to Stage III, local government will declare a local emergency and order an evacuation. It is recognized, of course, that a dam may collapse without warning.
4. The Virginia Dam Safety Act covers the basic dam safety responsibility for dams in the Commonwealth. All dams are included except those which are specifically excluded (See below). The 467 dams regulated by the Act range in size to over 240 feet in height and over 50,000 acre-feet in capacity. About 100 are Class I (high hazard potential) and 110 are Class II (intermediate hazard potential). All regulated dams except Class IV (potential damage confined to the owner) require that the owner prepare an Emergency Action Plan.
5. Each city and county is required to develop and maintain a local Emergency Operations Plan (EOP) which identifies any federal or state regulated dams in their jurisdiction and which sets forth procedures for the evacuation of persons downstream. Each dam EAP will identify the inundation area and persons to be evacuated.
6. Owners of dams that exceed 25 feet in height and impound more than 50 acre-feet (100 acre-feet for agricultural purposes) of water must develop and maintain an "Emergency Action Plan." This plan shall include a method of notifying and warning persons downstream and of notifying local authorities in the event of impending failure of the dam. An "Emergency Action Plan" is one of three items required prior to issuance of an Operation and Maintenance Certificate by the Virginia Department of Conservation and Recreation. In addition to the Virginia Department of Conservation and Recreation, a copy of the plan must be provided to the local Director of Emergency Services and to the Virginia Department of Emergency Management.
7. Standards have been established for "Dam Classifications" and "Emergency Stages." See Tab 1. The affected public will be routinely notified of conditions at the dam during Stage I. If conditions escalate to Stage II, emergency services personnel will immediately notify the public affected to be on alert for possible evacuation of the areas that would be flooded. If conditions deteriorate and overtopping or failure of a dam has occurred or is imminent, as in Stage III, the Coordinator of Emergency Services and/or

the Chairman/Director of Emergency Services will warn the public, order evacuation from the affected area, and declare a local emergency.

G. Tasks

1. Coordinate technical assistance in evacuation planning, and in determining most viable and alternate transportation routes and modes of transport
2. Facilitate evacuation from affected areas
3. Identify evacuation site(s)
4. Develop evacuation and emergency operations procedures for at-risk locations
5. Develop evacuation traffic management plan
6. Monitor evacuation traffic flow/demand and adjust evacuation traffic management plan and measures as appropriate
7. Develop, coordinate, and deliver evacuation traveler information directly to the public and through the media
8. Develop plans, procedures and policies for coordinating, managing and disseminating public information
9. Develop procedures for notifying residents and general public related to entering, repairing, and reoccupying condemned and damaged buildings
10. Identify public information needs of the affected area
11. Provide recovery and re-entry information
12. Notify residents and general public about entering, repairing, and reoccupying condemned and damaged buildings
13. Notify building owners about standards and permitting requirements for repairing and reoccupying condemned or damaged buildings or having utilities reconnected

H. Directory of Regulated and Non-Regulated Dams Monitored by the Virginia Department of Conservation and Recreation.

1. Class I – None

2. Class II - Regulated – 1

Dover Lake Dam	Structural Height: 36'
Maximum Capacity: 1631 acre-feet	Type: Earth
Purpose: Irrigation & Recreation	Owner: Sabot Hill Farm, Inc.

3. Class II - Non-regulated – 2

Gathright's Dam	Structural Height: 20'
Maximum Capacity: 60 acre-feet	Type: Earth
Purpose: Recreation	Owner: L. K. Gathright

Harris Pond Dam — Structural Height: 17'
Maximum Capacity: 143 acre-feet — Type: Earth
Purpose: Recreation — Owner: D. H. Leake

4. Class III - Regulated – 7

Bowles Dam — Structural Height: 37'
Maximum Capacity: 137 acre-feet — Type: Earth
Purpose: Recreation — Owner: William DeRushe

Broad Branch Dam — Structural Height: 29'
Maximum Capacity: 1188 acre-feet — Type: Earth
Purpose: Recreation — Owner: CBR Associates, Inc.

Lake Dillon Dam — Structural Height: 39'
Maximum Capacity: 600 acre-feet — Type: Earth
Purpose: Recreation — Owner: BSA, RE Lee Council

Pickett's Creek — Structural Height: 37'
Maximum Capacity: 1318 acre-feet — Type: Earth
Purpose: Water supply, recreation, flood control, irrigation
Owner: Southbury Corp. Farm Mgmt.

Pruitts Dam — Structural Height: 26'
Maximum Capacity: 180 acre-feet — Type: Earth
Purpose: Recreation — Owner: Lee Hoehny

Reservoir No. 1 — Structural Height: 28'
Maximum Capacity: 360 acre-feet — Type: Earth
Purpose: Irrigation — Owner: Hermitage CC

Westview Dam — Structural Height: 44'
Maximum Capacity: 273 acre-feet — Type: Earth
Purpose: Recreation — Owner: Westview on the James

5. Class III - Non-regulated – 17

Bolling Hall — Structural Height: 20'
Maximum Capacity: 224 acre-feet — Type: Earth
Purpose: Recreation, water supply — Owner: B. C. Gottwald

Bonneys Dam — Structural Height: 15'

Maximum Capacity: 64 acre-feet Type: Earth
Purpose: Recreation
Owner: Henley, Bonney, Markowitz

Broad Branch Dam (Reservoir No. 2) Structural Height: 24'
Maximum Capacity: 333 acre-feet Type: Earth
Purpose: Irrigation Owner: Hermitage CC

Carter & Harrell Structural Height: 24'
Maximum Capacity: 248 acre-feet Type: Earth
Purpose: Recreation, water supply
Owner: Camptown Owners Assoc., Inc.

Childress Dam Structural Height: 16'
Maximum Capacity: 76 acre-feet Type: Earth
Purpose: Recreation Owner: C. P. Childress
Fairfield Dam Structural Height: 19'
Maximum Capacity: 78 acre-feet Type: Earth
Purpose: Recreation Owner: Martha Hume

Killerney Dam Structural Height: 24'
Maximum Capacity: 234 acre-feet Type: Earth
Purpose: Recreation Owner: Thomas Knox Lively

Lake Fullstream Structural Height: 24'
Maximum Capacity: 83 acre-feet Type: Earth
Purpose: Irrigation & Recreation Owner: Dr. J. A. Shield

Licking Hole Farm Dam Structural Height: 24'
Maximum Capacity: 252 acre-feet Type: Earth
Purpose: Recreation, water Owner: F. D. Gottwald, Jr.

Mayo-Alexander's Structural Height: 23'
Maximum Capacity: 165 acre-feet Type: Earth
Purpose: Recreation Owner: Howard and Mayo

Mt. Bernard Dam Structural Height: 16'
Maximum Capacity: 240 acre-feet Type: Gravity
Purpose: Recreation, flood control, water supply, irrigation
Owner: J. K. Perrin-T. J. Starke

Patterson and Stettinius Dam
Maximum Capacity: 98 acre-feet
Purpose: Recreation
Owner: Andrew W. & Nancy N. Dykers
Structural Height: 26'
Type: Earth

Queensmere Dam
Maximum Capacity: 113 acre-feet
Purpose: Irrigation, recreation
Structural Height: 21'
Type: Earth
Owner: Jack Cronley

Reynolds Dam
Maximum Capacity: 105 acre-feet
Purpose: Recreation
Structural Height: 24'
Type: Earth
Owner: Lawrence J. Page

Richmonds Dam
Maximum Capacity: 62 acre-feet
Purpose: Recreation
Structural Height: 23'
Type: Earth
Owner: C. F. Richmond

Volchers Dam
Maximum Capacity: 66 acre-feet
Purpose: Recreation

Structural Height: 24'
Type: Earth
Owner: F. R. Volcher

Windsor Park Lake Dam
Maximum Capacity: 105 acre-feet
Purpose: Recreation
Owner: Windsor Park Land Owners

Structural Height: 21'
Type: Earth

Annex 23: Animal Handling and Care

A. Mission

The mission of Animal Handling and Care is to provide for evacuation of animals during an event and to see they are cared for in a safe and humane manner.

B. Scope

This annex applies to the short time care of household pets, companion animals and service animals brought about by an emergency event. It extends animals of all types, "farm" animals, wild animals, or exotic animals, if the circumstances and/or conditions are such that it is necessary to evacuate and temporarily care for such animals. Where an emergency affects animals as related to the "food chain" such animals and conditions are addressed in ESF 11 Agriculture (Food Chain). In any event, there will be close coordination and cooperation between agencies and entities having animal handling and care responsibilities.

C. Organization

1. Primary Agency - County Animal Control Office
2. Secondary/Support Agencies
    a. Coordinator of Emergency Services
    b. Local Extension Service Office
    c. Department of Health
    d. Department of Game and Inland Fisheries (Game Warden)
    e. Department of Social Services
3. Non-Governmental Agencies
    a. FLAG
    b. Red Cross
4. Private Sector Entities
    a. Local Veterinarians
    b. Local animal owner organizations (NAMES??)
    c. Kennel clubs (???)

D. Concept of Operations

1. The County uses the "preparedness organization" concept described in the NIMS for preparedness and maintenance of the LEOP. The "preparedness organization" concept typically include all agencies (local, state and Federal)

with a role in incident management and provides a forum for coordination of planning, training, equipping, and other preparedness requirements.

2. Agencies providing services needed for successful completion of the mission of this annex have plans and procedures for performing Critical Tasks.
3. Events will occur which will require the evacuation, shelter, and care of animals.
4. Federal and State laws require that specific attention be directed to evacuating and sheltering animals.
5. There is a system for tracking and connecting animals to owners from in-take registration through return to owners.
6. The county will provide shelter for animals manner in which the owners care for, feed, and exercise the animals they own.
7. Service animals will be evacuated with their owners and will be the only animals allowed to remain in mass care shelters with their owners. Each mass care shelter will designate a location in the shelter where service animals and owners will be housed.
8. The county provides as much prior information and notice of developing events, as possible, in an effort to make it possible for animal owners to arrange for the evacuation and shelter of their animals.
9. Although an effort is made to provide sufficient information to animal owners before an event there will be those who do not receive the information or will deliberately ignore it; those who will refuse to be evacuated if their animals cannot also be evacuated; and, there will be those who will return to or attempt to return to their homes to retrieve their animals if they were not evacuated with them. Such actions tend to compromise the safety of the animals, the owners and the emergency responders and may lead to injury the animals, the owners, and emergency responders.
10. There are animal owners who do not have the capability of evacuating themselves and the animals they own without county involvement.
11. There are animals which have to be evacuated and sheltered in the absence of their owners.
12. Horses are not normally perceived as companion animals; however horse owners may act the same as companion animal owners, i.e. will resist

evacuating if their horses are not also evacuated; will attempt to return to retrieve their horses.

13. "Food chain" animals considered by their owners as companion animals and/or pets will be subject to the same actions, conditions, and regulations that apply to "food chain" animals by the Department of Health and the Department of Agriculture and Consumer Affairs.
14. Managers/operators of any animal shelter established in the county are authorized to refuse to accept any animal deemed dangerous and/or aggressive to people or other animals.
15. A Memorandum of Understanding exists between the Virginia Veterinary Medical Association (VVMA), the Virginia Federation of Humane Societies (VFHS), the Virginia-Maryland Regional College of Veterinary Medicine (VMRCVM) and the Commonwealth of Virginia Departments of Agriculture and Consumer Services (VDACS) and Emergency Management (VDEM) to coordinate assistance for pet-owning evacuees and pet-friendly human shelters and facilities that will accept pets in response to the Governor's declaration of a state of emergency.
16. The County assists in obtaining supplies and resources as needed for animal care.
17. Arrangements for returning animals to their owners after an event are in place.
18.

E. Action

1. Preparedness
    a. Prepare a mass care plan for companion animals which includes evacuating, sheltering, feeding, and exercise for animals.
    b. Coordinate the activities of organizations involved in planning for the care and handling of companion animals.
    c. Train involved government agency and NGO personnel and exercise the companion animal care and handling plan.
    d. Educate animal owners specifically and the public in general about animal care and handling during emergency events.
2. Respond
    a. Perform animal evacuation operations

b. Provide shelter for animals that is coordinated with the sheltering of their owners.
c. Acquire items needed for properly sheltering, feeding, and caring for animals.
d. Provide decontamination of animals prior to entering shelters.

F. Critical Tasks

Each ESF Primary Agency Director will designate a Shift ESF Liaison Officer (SESFLO) who in the interest of efficiency and effectiveness should be stationed at the Emergency Operations Center or an authorized alternate of supplementary location for immediate access and consultation however, considering the size of agencies this may not be a reasonable expectation. In those instances alternative means need to be established to bring about immediate access to and consultation with a SESFLO when needed.

Agency	Tasks
Animal Control Department of Social Services Coordinator of Emergency Services Fire/EMS Department	1. Develop plans, policies, procedures and implementing instructions for establishing and managing animal care/handling facilities and services. 2. Develop plans, policies, procedures, and implementing instructions for veterinary services for animals in shelters. Develop plans, policies, procedures, and implementing instructions for intake/registration when admitting animals to shelters to include record keeping that will track animals to owners; decontamination procedures for animals at intake; and, animal health/medical conditions. 3. Develop plans, policies, procedures, and implementing instructions so search and rescue personnel will coordinate the transfer of animal owners to mass care shelters with the transfer of the animals they own to animal shelters so the connection between the two will not be lost. 4. Develop plans, policies, procedures and implementing instructions for providing temporary care for animals in those cases where motorists are temporarily stranded or in need of relief as the result

	of having traveled long distances during a mass evacuation. 5. Develop plans, policies, procedures and implementing instructions for returning animals to their owners. 6. Assure that all emergency first responders who are or may be engaged in evacuation operations are fully informed of statutory requirements for care and sheltering of animals during emergency events. 7. Develop public education materials emphasizing the responsibility of animal owners in the care of their animals during an event emphasizing the need for owners to attach a robust means of identification to their animal. 8. Assure that shelter managers have an adequate record keeping system in place to support requests for reimbursement. 9. Compile a list of anticipated services and supplies and their sources that will be needed for the care and handling of animals during an event.
Animal Control Office Local animal care organizations Dept. of Social Services	1. Educate animal owners regarding the county's policies and procedures regarding care and sheltering of animals. 2. Disseminate educational material to animal owners regarding the care of their animals during an event emphasizing the need to attach a robust means of identification to their animals. 3. Arrange for transportation of evacuated animals to shelters. 4. Implement procedures for animal intake/registration. 5. Implement and maintain tracking system for animals in shelters that starts at intake and tracks the animal until it is permanently returned to its owner. 6. Identify citizens in the county that have service animals so that appropriate arrangements can be made if they arrive at mass care shelters. 7. Designate a location in the mass care shelters where service animals and owners will be housed. . 8. Develop a process for returning animals to owners when being allowed to return home. 9. Train staff on the proper way to notify an owner that

	their animal is missing or deceased 10. Document when, where and how owners are notified their animal is missing. 11. Document when, where and how owners of deceased animals are notified including where the remains of are located.
Animal Control Office Local animal care organizations	1. Manage shelter facility maintenance. 2. Assure there are sufficient needed supplies for the care of animals in shelters such as food, water, bedding material, cage/pen cleaning items. 3. Establish guidance for all staff for maintaining health and safety for staff and animals.. 4. Provide appropriate procedures for the care and handling of animals that are a danger to other animals and staff members. 5. Arrange for the proper feeding of animals. 6. Arrange for the care of non-owned (stray, abandoned, or lost) animals, and wild animals. 7. Arrange schedules for owners to care for their animals. 8. Provide animal owners whose animals are in shelters with information regarding care and shelter procedures. 9. Care, feed, and exercise non-owner animals in shelters. 10. Arrange for the collection and disposal of animal waste from shelters. 11. Arrange for the disposal of deceased animals.
Animal Control Office Local Veterinarians	1. Work with local veterinarians in order to assure there is appropriate animal medical and health care services at shelters. 2. Provide services for injured animals. 3. Arrange for veterinary medical care of animals during sheltering. 4. Arrange for the separation and quarantine of disease bearing animals and for their care and shelter. 5. Arrange for veterinary medical procedures needed to control the spread of disease or sickness among sheltered animals. 6. Arrange for the disposal of bio-hazard material resulting from the care and sheltering of animals.

Annex 30: NIMS/ICS/UCS
(National Incident Management System/Incident Command System/Unified Command System)

A. Purpose

This annex sets out basic principles and concepts guiding Goochland County's incident command and management organization. It follows the National Incident Management System (NIMS) mandated by the President of the United States and the Governor of Virginia. It mirrors the nationally accepted Incident Command System (ICS) which the Department of Homeland Security accepts as NIMS compliant. It is the basis for "the preparedness organization" used in preparing and maintaining Goochland's Emergency Operations Plan.

B. Scope

1. NIMS/ICS/UCS is applicable to all jurisdictional levels (local, State, and federal), all agencies, departments, and organizations, whether from Goochland or elsewhere, and all functional disciplines having a role in incident management.
2. It is also applies to non-governmental and private entities providing services in the County.
3. It provides a forum for the coordination of planning, training, equipping, and other preparedness, response, and recovery requirements.
4. The National Incident Management System applies to the full spectrum of incidents and hazards, regardless of size and complexity.

C. Compliance Requirements

1. On February 28, 2003 The President of the United States (POTUS) issued Homeland Security Presidential Directive – 5 directing the Secretary of Homeland Security to develop and administer a National Incident Management System.
2. The Department of Homeland Security, used the nationally accepted Incident Command System as a base for developing the National Incident Command System described herein and provided for states and localities to comply, until further notice, by adopting the Incident Command System (ICS).
3. HSPD-5 requires that NIMS be adopted by all State and local organizations as a condition for receiving Federal preparedness assistance (grants, contracts and funds for other activities).
4. The Department of Homeland Security is refining NIMS and is in the process of developing other aspects of NIMS which will become conditions of compliance in the future.

5. Section 44-146.17 of the Code of Virginia entitled “Powers and Duties of Governor” gives the Governor the power and the duty to provide incident command system guidelines for state agencies and local emergency response organizations.
6. Gov. Mark R. Warner issued Executive Order 102, formally adopting the National Incident Management System and assigning VDEM the responsibility for implementing NIMS throughout the state.
7. Any state or local government, quasi-governmental entity, private relief organization or other public and private entity desiring federal preparedness funding is required to certify their adoption of NIMS.
8. All county departments, agencies, and organizations will develop policies, procedures and implementing instructions as necessary to assure conformance with NIMS concepts and principles.

D. Concepts and Principles of NIMS/ICS/UCS

1. NIMS provides a flexible framework that facilitates all entities at all levels to work together.
2. NIMS flexibility applies to all phases of incident management regardless of size, location or complexity.
3. NIMS provides a modular standardized organization structure.
4. NIMS provides standardized requirements for processes, procedures, and systems to improve interoperability.
5. The Incident Command System (ICS), which is NIMS compliant, is a modular, standard, on-scene, all-hazard incident command system.
6. ICS permits personnel from a variety of agencies to meld rapidly into a common management structure.
7. ICS permits all responders to communicate in all directions and at all levels to obtain resources and assets needed.
8. The modular construction of ICS makes it possible to establish the Unified Area Command and Area Command structures.
9. Unified Command System/Area Command (UCS) is built on and incorporates the concepts and principles of the Incident Command System.
10. The Unified Command (UCS) structure enables agencies with different legal, geographic, and functional responsibilities to coordinate, plan, and interact effectively.
11. The UCS structure enables all agencies with jurisdictional authority or functional responsibility to contribute to the process of determining overall incident strategies.
12. No agency's legal authorities will be compromised or neglected when operating under the Unified Command structure.

E. Components

NIMS/ICS/UCS is composed of components that work together making a system. The components are:

1. Command and management structures
    a. Incident Command System (ICS)
    b. Multi-agency Coordination System
    c. Public Information System
2. Preparedness (involves a combination of)
    a. Planning, training, and exercises
    b. Personnel qualifications and certification standards
    c. Equipment acquisition and certification standards
    d. Publication management processes and activities
    e. Mutual aid agreements and Emergency Management Assistance Compacts (EMACS)
3. Resource management

    When implemented NIMS/ICS/UCS defines standardized mechanisms and establishes requirements for describing, inventorying, mobilizing, dispatching, tracking, recovering resources over the life cycle of an incident.
4. Communications and information management
    a. NIMS/ICS/UCS Identifies the requirements for a standardized framework for communications, information management, and information sharing
    b. Support at all levels of incident management
    c. Incident management organizations must ensure that effective interoperable communications processes, procedures and systems exist across all agencies and jurisdictions.
    d. Information management systems help to ensure that information flows efficiently through a common accepted architecture.
    e. Effective information management enhances incident management and response by helping to ensure that decision making is better informed.
5. Supporting technologies
    a. Technology and technological systems provide supporting capabilities essential to implementing and refining NIMS/ICS/UCS. Examples include:
        1. Voice and data communications systems
        2. Information management systems, such as recordkeeping and resource tracking
        3. Data display systems

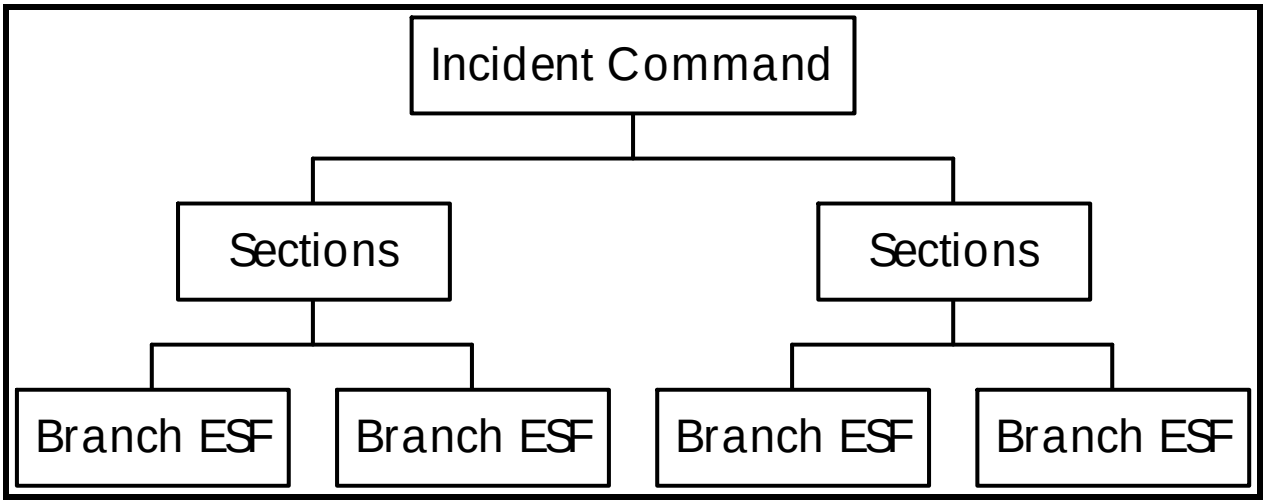
b. Support technologies also include specialized technologies that facilitate ongoing operations and incident management activities in situations that call for unique technology-based capabilities.

F. Features of NIMS/ICS/UCS
1. Common terminology
    a. Communication within ICS/UCS is absolutely critical.
    b. Standard or common terminology is essential to ensure efficient and clear communications.
    c. Uses standard titles for facilities and positions in the organization.
    d. Uses “clear” text – plain English.
2. Organizational Resources
    a. Resources are “typed” to avoid confusion and to enhance interoperability.
    b. Personnel, facilities, equipment and supply items are assigned common designations.
3. Manageable Span of Control
    a. Three to five persons
    b. One supervisor to five reporting elements
    c. Expand the organization structure when numbers fall outside range.
4. Organizational Facilities
    a. Define incident facilities using common terminology.
    b. Clarify the activities that take place at a specific facility; and identify personnel found there
        1. Incident Command Post
        2. Staging areas (may be multiple)
        3. Base
        4. Camps (may be multiple)
        5. Others as needed (Helibases, Marinas, etc)
5. Position Titles in UCS/ICS (rank/agency titles are not used)
    a. Incident Commander - There is only one Incident Commander.
    b. Section heads are called Chiefs (Operations Chief, Planning Chief, etc.)
6. Incident Action Plan
    a. Based on management by objectives
    b. Develop and issue assignments
    c. Direct efforts to attain the objectives.
    d. Document results for use in next operational period
7. Integrated Communications
    a. “Hardware’ systems that transfer information
    b. Plan for use of all available communications resources

   c. Processes and procedures for transferring information internally and externally.
8. Accountability
9. Orderly chain of command
   a. Line of authority within the organizational command structure for the given incident.
   b. Check-in/sign-in for all personnel regardless of affiliation and position.
   c. Each individual has only one supervisor (Unity of Command)

G. Incident Command Organizational Structures

1. The Basic Incident Command Structure for Goochland is:

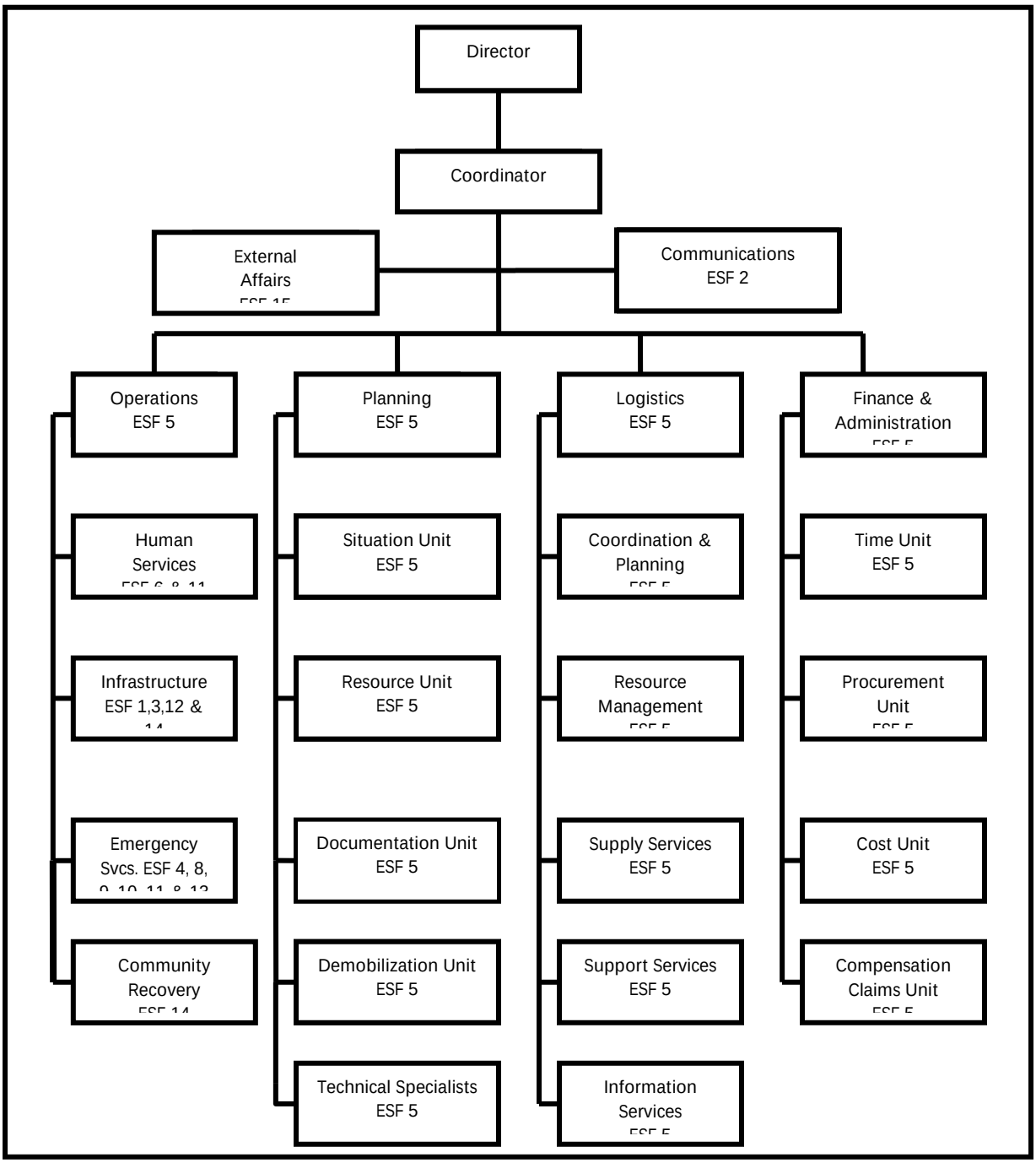


2. The organization levels and corresponding position titles for ICS are:

Organizational Level	**ICS Position Titles**
Incident Command	Incident Commander
Sections: Operations, Planning, Logistics, Finance, Admin.	Chief
Branches: ESF's	Director
Division:	Supervisor
Unit	Leader

*This is the national model and titles and represents a full and complete mobilization that in all probability will not occur in the County.

Goochland's Incident Command (EOC) Organization Structure



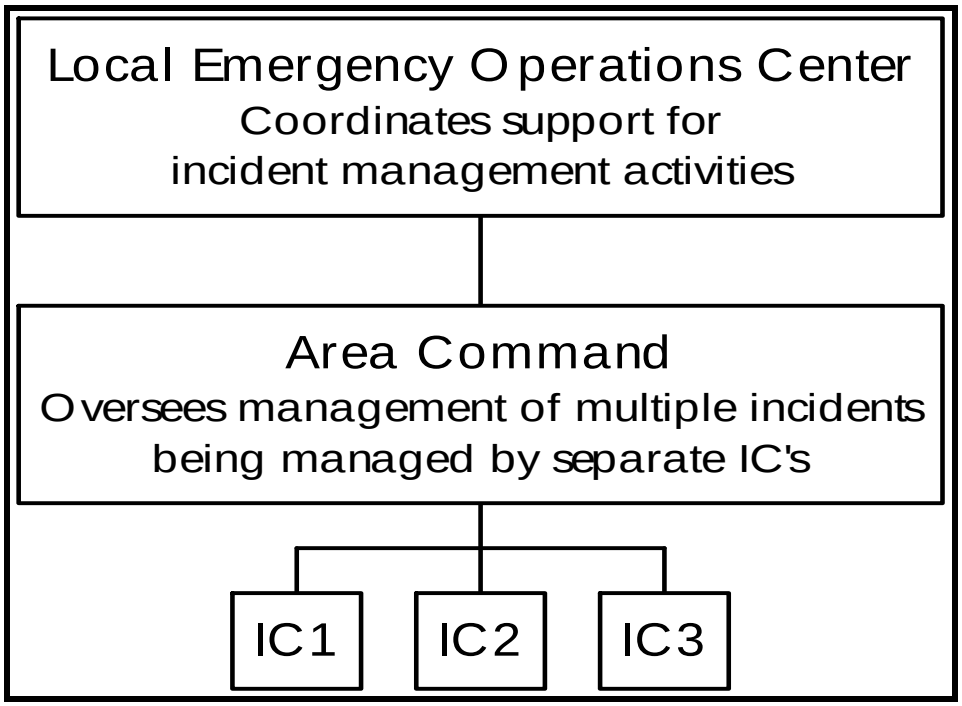
3. Goochland's Incident Command (EOC) Organization Structure
    a. Goochland's Incident Command Structure is consistent with the universally used Incident Command System.
    b. Operations, Planning, Logistics, Finance and Administration and Incident Commander comprise the General Staff.

    c. ICS structure is modular and scalable
        1. Can be expanded as the incident increases in size and/or complexity.
        2. Can be reduced as the incident decreases in size and complexity.

H. Incident Command/Area Command Structure

The modular characteristic of the Incident Command System permits it to be modified to accommodate the incident command needs when there multiple locations each of which has a command post and command structure.

Model for single agency/multiple sites Incident Command System

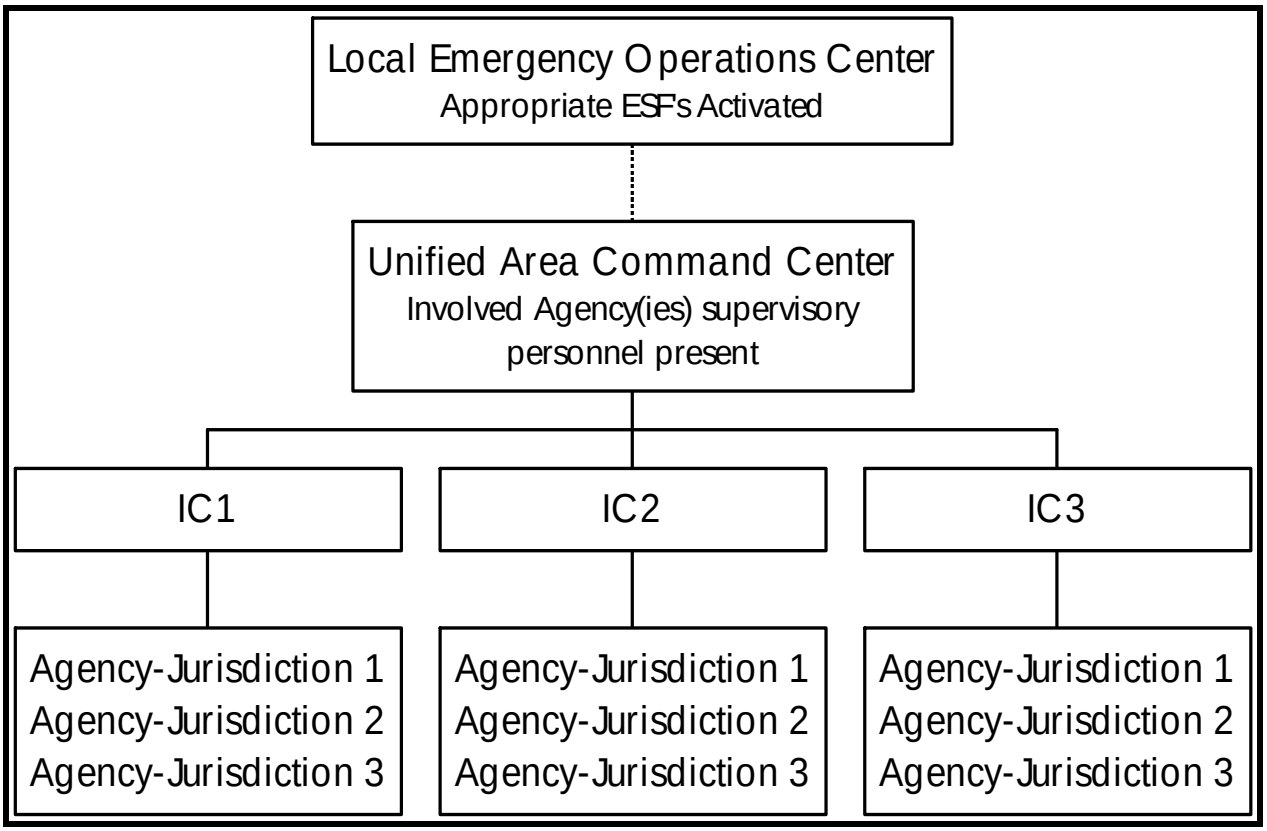


*ICs perform primary tactical level, on scene incident command functions

I. Unified Command System

The Unified Command System model for multiple agencies, levels of government or jurisdictions and multiple sites is another variation of the Incident Command System.

1. The Unified Area Command Center is responsible for overseeing and coordinating management activities at the sites.
2. The Incident Commander at each site is from the primary agency responsible for services.
3. The Incident Commander at each site consults with and seeks advice from the lead personnel from other agencies on-site.
4. On-site agencies may be mixtures of agencies, jurisdictions, and levels of government.



Annex 31: Financial Management and Administration

A. Purpose

The purpose of this annex is to establish basic financial management guidance for all county agencies, departments and organization participating in emergency management activities.

B. Mission

The mission of the Financial Management Section is to ensure that funds to support emergency preparation, prevention, response, and recovery activities are provided expeditiously and that financial operations are conducted in accordance with established local, state and federal laws, policies and procedures.

C. Scope

This annex applies to all county agencies, departments, organization and entities that provide services before, during, and after an emergency incident.

D. Organization

1. The Director of Emergency Management is the County's Chief Financial Officer for the purposes of this annex.
2. The Coordinator of Emergency Management is the delegated and authorized representative of the Director and has the authority to approve and/or disapprove the receipt and expenditure of all funds due the County from State or Federal sources as the result of an emergency incident.
3. The county's Director of Finance is responsible for assuring that all funds received and expended by the County are accounted for as required by County, State, and Federal regulations and statutes.
4. The county's Purchasing Agent is responsible for expediting the process of procuring the necessary goods and services to support emergency operations.
5. All County agencies, departments, organizations, and entities will follow the procedures established by the Director, the Coordinator and the Director of Finance for the receipt and expenditure of funds available to the County from the State and Federal government as a result of emergency incidents and conditions.

E. Concept of Operations

1. The extent of a disaster will dictate the extent of financial management involvement and the level of funding requirements.
2. Agencies providing services needed for successful completion of the ESF mission have plans and procedures for performing Critical Tasks.

3. The Director of Finance is a member of the General Staff serving as the Financial Administration Section Chief and is part of the ICS command structure. The Director of Finance or a designated representative of the Director of Finance will be available for consultation and official actions as needed at the EOC during activation.
4. Upon deactivation the Director of Finance will be available for consultation and official actions as needed.
5. The Financial Administration Section of the EOC provides the assistance needed to prepare a cost projection analysis for each disaster to determine anticipated funding needs.
6. The Financial Administration Section of the EOC provides advice regarding the proper disbursement of funds to support activities as the result of an emergency incident.
7. Account and cost codes are established to enable the County to account for disaster costs including, but not limited to: administrative costs; payments to applicants under the Public Assistance Program; payments to Social Services for the ONA Program; payments to other state agencies that administer other disaster assistance programs such as housing, crisis counseling, etc.
8. Accurate records and documentation such as logs, formal records, and file copies of all expenditures providing clear and reasonable accountability and justification for reimbursement are maintained by county agencies, departments and organization to support all expenditures related to the disaster (e.g., personnel, equipment, facilities, contracts et cetera).
9. Potential needs for emergency/disaster situations are identified and an accurate inventory of resources is available.
10. The accounting process used by all departments follows the County's existing standard accounting practices and procedures.
11. A process is in place for procuring the necessary goods and services to support emergency operations.

F. Actions

1. Account for all funds received and expended during and for emergency incidents.
2. Procure and track equipment and supplies.

G. Critical Tasks

Agency	**Task**
Director of Finance	1. Ensure proper accountability of receipts and expenditures during an incident using State and Federally accepted

	financial principles, policies, regulations, and management controls. 2. Provides financial management support and advice on financial policy issued to County agencies, departments and organizations during an incident. 3. Expeditiously process documented and approved requests for reimbursement and review of bills prior to processing payments to ensure that proper documentation supports the expenditures claimed. 4. Perform periodic reviews of open obligations to ensure accuracy and timeliness and providing financial management reports. 5. Establish accounts and cost codes to facilitate accounting for disaster costs incurred by the County to include but not limited to: a. Public Assistance payments b. Administrative costs c. Payments to Social Services d. Payments to other agencies and entities providing services to the County 6. Inform agency and department directors of the emergency authorities that will be delegated to them in order to make the necessary expenditures to address situations in a timely manner.
Purchasing Agent	1. Establish processes, procedures, protocols and implementing instructions for procuring the necessary goods and services to support emergency operations 2. Establish processes, procedures, protocols and implementing instructions for participating in the development and review of vendor contracts 3. Monitor the ordering, delivery, receipt and distribution of items of procured services, equipment and supplies. 4. Overseeing contracting and acquisitions operations, including credit card purchases and grants management responsibilities. 5. Coordinate acquisition management performed by the County agencies, departments and organizations.
All agencies	1. Maintain documentation to support requests for expenditures and reimbursements. 2. Submitting reports as required and notify County Finance Officer when a task is completed and/or when additional

	time is required to complete work in advance of the projected completion date.

H. Phases of Emergency Operations
    1. Routine Operations
        a. Provide normal day-to-day services
        b. Prepare and train for disasters
    2. Increased Readiness - A natural or man-made disaster is threatening
        a. Communications Watch Level
        b. Initial Alert Level
        c. Advanced Alert Level
    3. Response Operations
        a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
        b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property
        c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
            1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
            2. Damage assessment surveys are conducted
    4. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
        a. Essential facilities and services are restored
        b. Displaced persons return to their homes
        c. Federal disaster assistance programs are implemented
        d. “Normal” conditions are restored
        e. Severely damaged structures are rebuilt or demolished and replaced
        f. The damaged parts of the transportation, water, and communications infrastructure are replaced
        g. The economy is restored

Annex 32: Long-Term Recovery

A. Purpose

The purpose of Annex 32 is to establish a comprehensive process for the long-term recovery from a major natural or man-made disaster which caused considerable personal, infrastructure, and economic damage to the County. It incorporates, expands, and extends the activities described in ESF 14 – Community Recovery. This annex is also designed to provide a seamless transition from early response activities to long-term recovery activities which may take years to accomplish.

B. Mission

The mission of Long-Term Recovery is to:

1. Assist, to the extent possible, individuals directly impacted by an incident return to pre-incident quality of life levels.
2. Assist in restoring, to the extent possible, the environment by reestablishing or bringing water, air, land and human and animal life back to the state of environmental or ecological conditions which existed prior to the incident.
3. Assist in restoring, to the extent possible the infrastructure in affected communities in order to return to pre-incident levels.

C. Scope

1. This annex to the Goochland County Emergency Operations Plan (Basic) expands and incorporates ESF 14 Community Recovery and the recovery activities of all other ESFs to become the guiding document for the long-term recovery of the County in the aftermath of major damage caused by a natural or man-made disaster.
2. The scope of this Annex is directly related to the magnitude and extent of the damage created by the event and will encompass:
    a. Personal health, safety, housing
    b. Structure repair and reconstruction
    c. Infrastructure repair and restoration
    d. Environment cleanup and rehabilitation
    e. Economic recovery and reestablishment
3. Recovery as an activity actually begins during the response phase of an incident and includes:
    a. Ongoing medical care, counseling, rehabilitation and support services
    b. Informing the public as to how to go about receiving aid throughout the recovery process; supplying victims with social assistance

c. Short-term immediate actions taken to address and remove releases of hazardous substances that require expedited response
d. Remove and/or eliminate animal remains and/or agricultural materials; as well as materials, equipment, and facilities affected by an incident
e. Investigate and cleanup any known or suspected discharge or threatened discharge of contaminants, including, preliminary assessment, site investigations, remedial investigations, remedial alternative analyses, and remedial actions
f. Return ecosystem to a close approximation of its condition prior to disturbance; reinstate government services and operations interrupted by, or in response to, an incident
g. Rebuilding physical structures so individuals, businesses, and governments can function on their own, return to normal life, and protect against future hazards

D. Organization
1. Ultimately the County Board of Supervisors has the responsibility for overseeing the effective progress of long term recovery.
2. Operationally, long term recovery oversight is delegated to the County Administrator.
3. The Coordinator of Emergency Management, the Director of the Department of Community Development, and the Director of Economic Development have primary roles in carrying out the long term recovery policies of the Board of Supervisors and the County Administrator.
4. Other County agencies and organizations identified in the Basic LEOP, in ESF annexes, and in this annex have supporting roles in carrying out those policies.

E. Concept of Operations
1. The major responsibility for assisting the victims of a disaster rests with local government.
2. The Governor has declared a state of emergency in accordance with § 44-146.17 of the Code of Virginia.
3. The County has declared a local emergency as provided for under Commonwealth of Virginia Emergency Services and Disaster Laws of 2000, Section 44-146.21.
4. The County Administrator is the administrative official in charge of the long term recovery activities in the County.
5. The Coordinator of Emergency Management is the single original point of contact for the Virginia Department of Emergency Management, the Federal

Emergency Management Agency/DHS and other state and federal agencies that are involved in providing services and assistance to the County during this recovery phase. This is of particular importance from the perspective of financial accounting of any State and Federal funds coming to the County.

6. The County has submitted Initial Damage Assessment (IDA) Local Situation Reports, and Damage Assessment Reports to the State EOC as required by the Virginia Emergency Operations Plan, Disaster Recovery Plan.
7. Accurate situation needs and damage assessments are made and a full range of engineering, building inspection, and enforcement services are in effect. These services are being managed, and coordinated in a way that maximizes the use of resources to restore personal, industrial, commercial, agricultural and governmental properties and services to pre-event conditions in the affected area.
8. Long term recovery may take a number of years.
9. The Commonwealth Emergency Relief for Localities program is designed to assist local governments that suffer uninsured damages to public property.
10. The State's Disaster Recovery Task Force program assists local governments to assure that needed assistance is provided to local disaster victims and establishes a long-term recovery task force which the Governor would need to activate following a catastrophic disaster.
11. Once Local Situation and Initial Damage Assessment reports and supplemental on-site surveys of damaged areas indicate that an incident is, or may be, beyond the recovery capabilities of state and local governments, the state will request assistance from FEMA to conduct a more thorough joint federal/state Preliminary Damage Assessment (PDA).
12. Teams of trained federal, state, and local officials will conduct on-site assessments in the county to verify the general magnitude of damage and the need to pursue a request for federal disaster assistance.
13. The State will provide a sufficient amount of local/state funds to meet the obligation for the federal share of costs for alleviating the effects of the disaster.
14. Local Disaster Recovery Centers (DRCs) are established and functioning to provide information and assistance to disaster victims applying for disaster assistance.
15. The public is informed how to go about receiving aid throughout the recovery process by education programs that target all segments of society and are made available across a variety of media (print and visual).
16. The State will support localities by providing resources to meet the unmet needs of the victims of small-scale localized disasters through Local Disaster Recovery Task Forces.

17. Individuals and families are provided with appropriate levels and types of relief with minimal delay.
18. Victims are provided with a full range of social services.
19. Medical care, counseling, rehabilitation and support services are available for the long-term physical, mental and psychological healthcare of affected individuals.
20. Economic impact is estimated, priorities are set for recovery activities so business disruption is minimized and returned to operation.
21. The County has a Continuity of Operations Plan designed to restore and reconstitute government services immediately after the event has passed.
22. Requirement for Federal support will be increased because significant numbers of State, local, and private sector personnel in the impacted area will not be available to support structural damage assessment and mitigation activities.
23. Sufficient resources from Federal agencies and the private sector will be available for assessment and recovery operations.
24. All operations would be managed out of a Joint Field Office (JFO) established for the disaster incident.

F. Actions

1. Transition from response to recovery.
2. Deactivate the EOC and ESFs.
3. Continue/complete tasks started during response; start long term recovery tasks as needed to:
    a. Assist the public
        1. Educate Public
        2. Provide Long-Term Healthcare
        3. Provide Social Services
    b. Restore Environment
        1. Conduct Site Cleanup
        2. Dispose of Materials
        3. Restore Natural Resources
    c. Restore Infrastructure
        1. Reconstitute Government Services
        2. Rebuild Property
        3. Restore Lifelines
        4. Restore Economic Institutions

G. Tasks

Educate Public	
Coordinator of Emergency Mgt. Building Official Dept. of Social Services Local Health Dept.	1. Disseminate information about disaster assistance to the public in coordination with the DFO and Federal/State JIC. 2. Establish and implement procedures for the flow of information to the public in a disaster situation, including the EAS. 3. Publicize the telephone number of the Public Inquiry Center (PIC) where official disaster information can be provided to the public. Coordinate the provision of this service with the VDEM Public Affairs Office. 4. Notify affected public of various sites for health and claims information. 5. Maintain points of contact with the news media serving their area. 6. Prepare post-incident containment informational program. 7. Establish procedures to provide building owners and occupants information on the extent of damage to their building, procedures for entering and removing personal possessions from damaged buildings, standards for repairing the damage to their buildings and standards for re-occupancy or demolition of structure. 8. Collect, process, and disseminate disaster welfare and family reunification information. 9. Provide medical claims assistance.
Provide Long-Term Healthcare	
Local Health Dept. DMHMRSA	1. Identify and review long-term care facilities. 2. Develop plans, procedures, and implementing instructions for long-term health care. 3. Plan and manage programs for long term medical recovery 4. Identify health care resources. 5. Identify agencies, organizations, and individuals capable of providing long term health care support services or assistance.

	6. Ensure that health care facilities develop patient evacuation and relocation procedures. 7. Identify long-term medical recovery needs in the county. 8. Monitor psychological and medical status of exposed persons. 9. Develop programs for stress management. 10. Identify programs for long-term mental health and substance abuse service counseling. 11. Establish mental health plan for workers and the public. 12. Enhance the training of health care professionals to be able to recognize, treat and coordinate care related to the behavioral health consequences of disasters. 13. Provide long-term mental health and substance abuse behavioral health services to the community. 14. Provide incident site counseling support services. 15. Provide family support services. 16. Provide for worker crisis counseling and mental health and substance abuse behavioral health support. 17. Provide comprehensive stress management strategies, programs and crisis response teams. 18. Improve comprehensive stress management strategies, programs, and crisis response teams among those who have been isolated or quarantined
Provide Social Services	
Dept. of Social Services	1. Develop plans, procedures and protocols to implement plans for family assistance center operations and family reunification. 2. Identify resource needs. 3. Identify long-term housing needs. 4. Establish public assistance centers. 5. Implement and manage Federal Emergency Management Agency (FEMA) public assistance program.

	6. Manage resources to support special needs populations to include non-English speaking persons, migrant workers, as well as those with medical conditions requiring attention. 7. Establish and coordinate reception center activities with appropriate governmental and nongovernmental agencies as needed. 8. Coordinate the establishment of reimbursement agreements. 9. Provide a liaison to interact with nongovernmental organizations. 10. Provide legal counsel. 11. Provide financial counseling. 12. Identify and mobilize resource requirements such as transportation and storage, Federal, State, and local food stockpiles, and staging areas for distribution in response to State and local requests and needs.
Dispose of Materials	
Dept. Public Works	1. Coordinate and conduct environmental decontamination. 2. Develop procedures for demolishing dangerous buildings/infrastructure and removing and disposal of debris. 3. Coordinate transportation of debris from incident scenes to disposal sites. 4. Manage, monitor, and/or provide technical advice in debris management. 5. Execute contaminant control measures for in-place debris. 6. Conduct clean-up and debris management. 7. Conduct decontamination or safe demolition, removal, and disposition of contaminated debris.
Debris removal	
Dept. Public Works	1. Coordinate debris removal and/destruction. 2. Establish processes for safe, verified disposal/destruction of contaminated or damaged food products. 3. Coordinate disposal of contaminated

	agricultural products. 4. Collect, decontaminate, and isolate animal remains. 5. Dispose of diseased and/or contaminated animal remains.

Restore Natural Resources	
Dept. Public Works	1. Develop procedures for environmental testing, quarantine and remediation. 2. Manage surveillance activities for natural resources. 3. Determine wildlife exposure and disposition. 4. Return natural resources to a close approximation of conditions prior to disturbance.
Reconstitute Gov't Services	
County Administrator Economic Development Auth. Dept. Community Development	1. Develop plans and goals for reconstituting government services. 2. Establish long-term recovery goals. 3. Develop and use database of local "experts" with technical and scientific expertise to support recovery operations. 4. Coordinate infrastructure assessments. 5. Prioritize recovery sequence. 6. Conduct recovery operations. 7. Determine residual effects. 8. Declare incident site hazard free. 9. Coordinate phased demobilization.
Rebuild Property	
Dept. Community Development Building Official County Engineer	1. Provide monitoring and stabilization assistance for damaged structures deemed as immediate hazards to public health and safety. 2. Coordinate implementation and management of efforts to repair, replace, or relocate damaged or destroyed public facilities and infrastructure. 3. Provide engineering expertise, construction management, contracting and real estate services to assess the infrastructure/facility for reuse. 4. Provide engineering expertise to assess the electrical, mechanical, plumbing, and other systems within the infrastructure/facility for reuse. 5. Coordinate and/or provide personnel (engineering, contracting, procurement,

	recovery worker, site safety, environmental health, technical) resources, assessments, data, monitoring and other support for all phases of activity. 6. Coordinate and/or provide engineering and contracting, procurement personnel and equipment, environmental health personnel, technical personnel, resources, assessments, data, monitoring and other support for all phases of activity. 7. Implement temporary infrastructure/facilities during restoration or replacement; remove temporary facilities and reopen restored facilities once restoration is completed. 8. Provide emergency repair to priority alternate facilities during restoration of primary facilities. 9. Clear maintenance/construction and otherwise. Modify/improve existing alternate facilities during restoration of primary facilities. 10. Develop procedures and protocols for inspection of individual water supplies. 11. Coordinate resources to conduct building inspections and damage assessment. 12. Recommend prioritization schedule of critical infrastructure services, facilities and assets restoration. 13. Coordinate and implement contracts for emergency repair of utilities and other services. 14. Coordinate and implement contracts for construction management and inspection. 15. Develop standards and procedures to identify qualified contractors offering recovery/restoration services. 16. Develop procedures for coordinating with utility service providers to reauthorize and reconnect services to repaired buildings. 17. Conduct building inspections and damage assessments of public and private structures. 18. Conduct structural assessment and safety assessment of utility systems in all affected

	buildings. 19. Take necessary actions to secure the facility including demolition, and provide public information regarding facility's status and alternative arrangements where necessary. 20. Conduct clean-up and debris management. 21. Implement repair requirements based on damage assessments and inspections. 22. Conduct decontamination or safe demolition, removal, and disposition of contaminated debris.
Restore Lifelines	
Emergency Mgt. Building Official Fire Marshal's Office	1. Process reports on damage to energy supply and distribution systems and requirements for system restoration. Include inspection and evaluation of electrical, gas and generator systems. 2. Coordinate with Federal, State, and private sector organizations on priorities for energy restoration, assistance and supply requirements. 3. Locate fuel for transportation, communications, emergency operations and national defense. 4. Provide and disseminate recommendations for energy conservation and energy supply information to the public and the private-sector. 5. Ensure integration of private-sector in planning and operations related to response and recovery/restoration of infrastructure-related services.. 6. Coordinate assistance/restoration efforts regarding energy supply and system damage including safety inspections prior to restoration of power. 7. Identify communities, public sectors, and economic entities affected by loss of energy infrastructure. 8. Conduct survey to determine degradation of key public services due to degradation in

	energy infrastructure. 9. Coordinate inspections to determine that the electrical or energy system inside a building is safe before emergency energy is provided 10. Identify requirements for alternative delivery of energy resources. 11. Provide and coordinate the use of emergency power generation services at critical facilities. 12. Identify public and private resources able to provide immediate restoration of key facilities. 13. Ensure that transportation workers can enter secure areas to restore mass transportation. 14. Repair or replace public systems and facilities. 15. Restore public utilities. 16. Re-open public facilities.
Restore Economic Institutions	

County Administrator Economic Development Authority Dept. Social Services Extension Agent	1. Implement community recovery, mitigation and economic stabilization plans. 2. Assess economic consequences and determine justification of federal involvement in long-term economic recovery efforts. 3. Develop market-based comprehensive long-term economic recovery plan. 4. Identify representatives and Federal support programs and agencies to engage in support efforts. 5. Conduct post-event planning and operations. 6. Identify appropriate Federal programs to support implementation of long-term recovery plans and gaps under current authorities and funding. 7. Coordinate resolution of issues and delivery of Federal assistance. 8. Assign responsibilities to assure follow through with recovery and hazard mitigation efforts. 9. Identify and provide protection support for critical economic infrastructure and key assets. 10. Coordinate agricultural recovery programs. 11. Coordinate the request for State/Federal aid. 12. Establish public assistance and claims centers. 13. Provide unemployment claims assistance. 14. Manage individual and family grant programs. 15. Coordinate economic stabilization activities. 16. Assist in processing entity restitution/reimbursement claims. 17. Assist in processing requests for recovery assistance.

I. Phases of Emergency Operations
   5. Routine Operations
      c. Provide normal day-to-day services
      d. Prepare and train for disasters
   6. Increased Readiness - A natural or man-made disaster is threatening
      a. Communications Watch Level
      b. Initial Alert Level
      c. Advanced Alert Level

7. Response Operations
    d. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities
    e. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property
    f. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. This phase ends when the locality is no longer in an official state of emergency.
        1. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services
        2. Damage assessment surveys are conducted
8. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
    h. Essential facilities and services are restored
    i. Displaced persons return to their homes
    j. Federal disaster assistance programs are implemented
    k. “Normal” conditions are restored
    l. Severely damaged structures are rebuilt or demolished and replaced
    m. The damaged parts of the transportation, water, and communications infrastructure are replaced
    n. The economy is restored

Annex 33: Legal Support

A. Purpose

The purpose of this annex is to set out legal support services available to county agencies and organizations to assist them make sure actions taken before, during, and after an event are in accordance with applicable statutes, codes and ordinances and will meet tests and requirements in any legal action that might result from the event.

B. Scope

Legal support services apply to civil and criminal matters and will be available to all county agencies and organizations during an event.

C. Mission

The mission of the County Attorney's Office is to provide proper and timely legal guidance to county government officials during an emergency/disaster situation regarding contracts and powers authorized to county government during a declared state of emergency.

The mission of the Commonwealth Attorney's Office is to provide proper and timely legal guidance to county law enforcement officials during an emergency/disaster situation regarding the application of criminal statutes, the gathering of evidence, and the prosecution of offenders.

D. Organization

1. The County Attorney is appointed by the Board of Supervisors and reports to the Board through the County Administrator on all legal matters affecting all facets of county government and activities.
2. The Commonwealth's Attorney is an elected Constitutional Officer and represents the Commonwealth of Virginia in all criminal matters occurring in Goochland County. While that office is not under the control of county elected or appointed officers it acts in close cooperation with all county officials charged with enforcing criminal laws of the Commonwealth.

E. Concept of Operations

1. Civil
    a. In the event of a major emergency/disaster the Board of Supervisors, Director of Emergency Management (County Administrator) or the Coordinator of Emergency Management will take, as well as authorize, a variety of actions under their emergency authority to

prepare for, respond to and recover from the emergency/disaster situation.

b. Laws, regulations, and policies that government follows and complies with every day may have to be temporarily superseded or supplemented by emergency regulations and orders to effectively address the situation at hand.
c. Government's exposure to potential liability issues is greatly enhanced in this situation.
d. To avoid or mitigate against potential liability issues, government officials must be clear on the parameters of authorities provided to them by law during an emergency or disaster event.
e. County agencies and organizations will consult with the County Attorney's Office regarding legal issues that may arise in the course of executing their responsibilities during an event.

2. Criminal
    a. In the event of a man-made emergency/disaster the appropriated law enforcement investigates to determine if the act was criminal.
    b. The Commonwealth's Attorney provides counsel and guidance to investigating officers to assure that the investigation is conducted in such a way as to meet judicial tests.
    c. The Commonwealth's Attorney reviews the results of the investigation to determine sufficiency of evidence and what additional investigation is needed.
    d. The Commonwealth's Attorney makes decisions as to presenting the case for adjudication.

F. Actions
1. County Attorney's Office
    a. Review legal issues
    b. Provide legal advice
2. Commonwealth Attorney's Office
    a. Provide advice during criminal investigations
    b. Proceed with criminal prosecutions where warranted

G. Critical Tasks

Agency	**Tasks**
County Attorney's Office	1. Draft/review the declarations and proclamations that are made by the Board of Supervisors during an event. 2. Draft/review procedures that apply to the relief

	from using normal purchasing procedures as permitted by the State Code to assure protection against waste, fraud, and abuse. 3. Draft/review Mutual Aid Agreements with other jurisdictions, NGOs, and private sector entities. 4. Draft/review pre-event contracts for services and supplies entered into by the County. 5. Provide counsel, guidance, and advice to county officials on questions arising during an event. 6. Draft/review procedures, with particular attention to service of notice, for imposing quarantines, ordering destruction of food chain items, and condemnation of damaged buildings.
Commonwealth's Attorney's Office	1. Provide guidance during the investigation of criminal incidents that occur during an event. 2. Review investigative reports for content in preparation for prosecution of criminal events occurring during an event. 3. Provide advice regarding the gathering of evidence to assure compliance with trial procedural requirements. 4. Interview witnesses in preparing for presenting cases for prosecution. 5. Institute prosecutions for criminal actions that lead to or cause man-made incidents.

H. Phases of Emergency Operations

5. Routine Operations - Provide normal day-to-day services; prepare and train for disasters.
6. Increased Readiness - A natural or man-made disaster is threatening
    a. Communications Watch Level
    b. Initial Alert Level
    c. Advanced Alert Level
7. Response Operations
    a. Mobilization Phase - Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

   b. Emergency Phase - Disaster strikes or is imminent. An emergency response is required to save lives and protect property.
   c. Emergency Relief Phase - Assistance is provided to affected individuals and organizations. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services. Damage assessment surveys are conducted. This phase ends when the locality is no longer in an official state of emergency.

8. Recovery Operations - The duration of this period may be extensive depending upon the severity of the disaster.
   a. Essential facilities and services are restored.
   b. Displaced persons return to their homes.
   c. Federal disaster assistance programs are implemented.
   d. “Normal” conditions are restored.
   e. Severely damaged structures are rebuilt or demolished and replaced.
   f. The damaged parts of the transportation, water, and communications infrastructure are replaced.
   g. The economy is restored.