

Annex C

Hazard Specific Incidents

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MULTIPLE VEHICLE ACCIDENT

SITUATION

As there are main east-west and north-south thoroughfares, substantial volumes of traffic utilize roadways within the City that could significantly impede City traffic should they become impassable.

RESPONSIBILITIES *(may consist of but not limited to)*

Police Department

- ☐ Initial response and assessment
- ☐ Interior and outer perimeter control
- ☐ Traffic rerouting
- ☐ Notifies and coordinates state law enforcement agencies
- ☐ Investigation of collision and/or fatalities
- ☐ Notifies Emergency Management Director

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of scene
- ☐ Extrication and rescue
- ☐ Implement Mass Casualty Plan
- ☐ Fire Control
- ☐ Hazardous Materials Response
- ☐ Notifies and coordinates regional and state agencies regarding hazardous materials

General Services Department

- ☐ Assist with equipment and personnel
- ☐ Assist police with road closure
- ☐ Provide containment materials for spills if requested
- ☐ Provide sand/salt of roadway if requested
- ☐ Assist with post clean-up and opening of roadway if requested

HAZARDOUS MATERIALS

SITUATION

Hazardous materials may be released in an uncontrolled fashion endangering either personnel or the environment. A hazard can be in the form of solid, liquid, or gaseous contaminants.

RESPONSIBILITIES (may consist of but not limited too)

Fire Department

- ☐ Initial response and assessment
- ☐ Command and control of the scene
- ☐ Implementation of department standard operating procedures (SOPs)
- ☐ Recommend protective actions to be taken
- ☐ Notify Emergency Management Director
- ☐ Coordination of mutual aid response
- ☐ Coordination of state and federal agencies in mitigating the release
- ☐ Initiate investigation of the release, in coordination with local and state police.
- ☐ Request assistance from the Health Officer, Emergency Management Director and Engineering/GIS Department

Police Department

- ☐ Initial response and assessment with Fire Dept.
- ☐ Establish perimeter security
- ☐ Establish on scene security
- ☐ Coordination of mutual aid response of law enforcement agencies
- ☐ Coordination of state police response when applicable
- ☐ Conduct criminal investigation if appropriate
- ☐ Implementation of department standard operating procedures (SOPs)

General Services Department

- ☐ Assist with personnel and equipment
- ☐ Provide containment materials for spills if requested
- ☐ Assist police with road closure if necessary
- ☐ Assist with opening of roadway if requested

Emergency Management Director/Coordinator

- ☐ Staff EOC as necessary
- ☐ Assists fire and police as requested
- ☐ Assists in long term planning strategies

EARTHQUAKE

SITUATION

The City is within an area prone to seismic activity. Most activity is of a minor nature yet the potential exists for a significant event.

RESPONSIBILITIES *(may consist of but not limited too)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of the scene
- ☐ Search and rescue of affected property
- ☐ Collapsed building rescue
- ☐ Implementation of Mass Casualty Plan
- ☐ Hazardous Materials Response
- ☐ Assist with evacuation

Police Department

- ☐ Initial response and assessment
- ☐ Assist in providing emergency information to residents
- ☐ Establish perimeter control
- ☐ Establish security of affected areas
- ☐ Recommend public restrictions to the City Manager (curfew)

General Services Department

- ☐ Inspect and assess the municipal infrastructure
- ☐ Assist the fire department with equipment and personnel
- ☐ Inspect and assess structural stability of buildings, bridges and dams in conjunction with the Building Inspector.

City Manager

- ☐ Initiates Emergency Public Information System
- ☐ Request and assist with state and federal agencies as required
- ☐ Authorizes public restrictions (curfew)

Emergency Management Director/Coordinator

- ☐ Staffs EOC as necessary
- ☐ Coordinate shelter services
- ☐ Tracks the deployment of personnel and equipment
- ☐ Coordinates state and federal agencies and resources

HURRICANES

SITUATION

As an eastern seaboard community, the City is susceptible to high winds and torrential rains associated with hurricanes. The nature of many structures (un-reinforced masonry, wooden, mobile homes) as well as the nature of flood plains creates the potential for severe damage.

RESPONSIBILITIES *(may consist of but not limited too)*

A. At a Hurricane “Advisory”

Emergency Management Director/Coordinator

- ☐ Assess the availability of department head personnel
- ☐ Discuss standby plans with department heads.

B. At a Hurricane “Watch”

Fire Department/EMS

- ☐ Review general operating guidelines and determine availability to recall additional personnel
- ☐ Review vehicle/equipment resource status (fuel, pumps, tarps, saws)

Police Department

- ☐ Determine availability to recall additional personnel per department standard operating procedures
- ☐ Review vehicle/equipment resource status (fuel, protective clothing)

General Services Department

- ☐ Review general operating guidelines and determine availability to recall additional personnel
- ☐ Review vehicle/equipment resource status (fuel pumps, tarps, saws)
- ☐ Monitor weather and advise Emergency Management Director of Hurricane Watch

City Manager

- ☐ Review all departments personnel availability status
- ☐ Initiates Emergency Alert System and issues statement to the media on the City's plans as needed

Emergency Management Director/Coordinator

- ☐ Monitor Hurricane behavior
- ☐ Consider activation of the EOC

C. At a Hurricane “Warning”

Fire Department

- ☐ Staff the EOC
- ☐ Assemble available equipment
- ☐ Prepare department facilities for high winds and loss of power

- ☐ Assist the General Services Department as necessary
- ☐ Respond to emergencies
- ☐ Assist in the setup of shelters

Police Department

- ☐ Recall additional personnel, as necessary
- ☐ Staff the EOC
- ☐ Assemble available equipment
- ☐ Prepare department facilities for high winds and loss of power
- ☐ Assist the General Services Department as directed by the Emergency Management Director
- ☐ Provide security to severely damaged areas
- ☐ Monitor traffic conditions and determine alternative routes where required

General Services Department

- ☐ Recall additional personnel, as necessary
- ☐ Staff the EOC
- ☐ Assemble available equipment
- ☐ Prepare department facilities for high winds and loss of power
- ☐ Anticipate flood and wind damage conditions
- ☐ Maintain roadway passage
- ☐ Obtain additional equipment as directed by the Emergency Management Director
- ☐ Assist in blockading roadways due to hazardous conditions
- ☐ Inspect and assess structural stability of buildings, bridges and dams in conjunction with the Planning Department

City Manager

- ☐ Advise City residents through the Emergency Public Information System
- ☐ Request state and federal assistance
- ☐ Authorize procurement of additional equipment as necessary

Health Officer

- ☐ Monitor safety of food, water and sanitation services provided at shelters

School Department/s

- ☐ Open school for shelter
- ☐ Identify availability of food, water and sanitation services
- ☐ Identify available personnel to assist with shelter operations
- ☐ Coordinate with Police Department on security concerns
- ☐ Coordinate with the EMD on shelter needs

Emergency Management Director/Coordinator

- ☐ Coordinate shelter services
- ☐ Assemble all available equipment lists and track deployment of equipment
- ☐ Monitor hurricane movement and storm status
- ☐ Review special needs facilities and personnel lists for distinct considerations (medical supplies, special transportation)
- ☐ Prepare informational bulletins for release through Public Information Officer
- ☐ Monitor utility services and coordinates activities
- ☐ Coordinate emergency transportation with bus companies

TORNADO

SITUATION

Shifting weather patterns could result in severe weather affecting the City through a “watch” issued by the National Weather Service or a “warning” involving and actual sighting in the area. Destruction from a tornado could be severe as several higher populated areas are dominated by wooden structures.

RESPONSIBILITIES *(may consist of but not limited too)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Search and rescue
- ☐ Collapsed building rescue
- ☐ Implement Mass Casualty Plan

Police Department

- ☐ Provide security to severely damaged areas
- ☐ Provide traffic control
- ☐ Assist fire & Community Services departments

General Services Department

- ☐ Prepare personnel and equipment upon notification of a tornado “warning”
- ☐ Maintain roadway passage
- ☐ Inspect and assess structural stability of buildings, bridges and dams in conjunction with the Building Inspector/Fire Prevention
- ☐ Assist police department in traffic control
- ☐ Monitor weather and advise Emergency Management Director of Tornado Watch

City Manager

- ☐ Initiates Emergency Alert System and issues statement to the media
- ☐ Solicits state and/or federal resources as required

Emergency Management Director/Coordinator

- ☐ Coordinate shelters services
- ☐ Assembles all available equipment lists and track deployment of equipment
- ☐ Monitors tornado movement and storm status
- ☐ Review special needs facilities and personnel lists for distinct considerations (medical supplies, special transportation)
- ☐ Prepare informational bulletins for release through Emergency Alert System
- ☐ Monitor utility services and coordinates activities
- ☐ Staffs EOC as necessary
- ☐ Coordinates emergency transportation with bus companies

DOWNED AIRCRAFT

SITUATION

With an airport within City boundaries and the close proximity of surrounding airports, the potential exists for general aviation aircraft to affect the City in an accident as a result of an in-flight emergency or plane crash.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of the scene
- ☐ Fire control
- ☐ Rescue operations
- ☐ Hazardous materials response
- ☐ Initiate Mass Casualty Plan
- ☐ Request mutual aid

Police Department

- ☐ Initial response and assessment
- ☐ Perimeter control
- ☐ Assist fire department
- ☐ Provide scene security
- ☐ Assist in any evacuations
- ☐ Coordinate investigation with state and federal agencies

General Services Department

- ☐ Assist with equipment and personnel
- ☐ Provide temporary facilities for debris storage

City Manager

- ☐ Initiate Emergency Alert System if required, and issues statements to the media with additional personnel as needed
- ☐ Solicit state and/or federal assistance if required

Emergency Management Director/Coordinator

- ☐ Staff EOC if required
- ☐ Prepare information for release by City Manager/PIO.
- ☐ Coordinate the needs of the emergency responders
- ☐ Establish fatality management with health officer and the State
- ☐ Coordinates American Red Cross activities if required
 - a. Coordinates the needs for the un-injured
 - b. Coordinates the needs of the families

FLOODING

SITUATION

With pre-identified flood plain areas, the City is vulnerable to flooding resulting in restricted travel ways and possible evacuation.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of the scene
- ☐ Water rescue
- ☐ Evacuation of flooded areas
- ☐ Assist with damaged buildings
- ☐ Evaluate hazardous materials storage for impact
- ☐ Assist with notification of residents
- ☐ Oversee the evacuation of residents

Police Department

- ☐ Initial response and assessment
- ☐ Assist with notification of residents
- ☐ Establish perimeter security of evacuated or flooded areas
- ☐ Evacuation of flooded areas
- ☐ Establish traffic rerouting
- ☐ Provide scene security
- ☐ Blockade roadways

General Services Department

- ☐ Assess road and bridge conditions
- ☐ Monitor river elevations and dams
- ☐ Monitor erosion and roadway stability
- ☐ Maintain storm drain system
- ☐ Assist with heavy equipment
- ☐ Fill/disperse sandbags
- ☐ Assist Police Department in blocking of roads.

City Manager

- ☐ Initiate Emergency Alert System and issues statement to the media
- ☐ Solicit state and/or federal assistance if required

Emergency Management Director/Coordinator

- ☐ Coordinate shelters services
- ☐ Assembles all available equipment lists and track deployment of equipment
- ☐ Monitors flooding and weather status
- ☐ Coordinate evacuations win coordination with fire and police
- ☐ Prepare informational bulletins for release through Emergency Alert System

Health Department

- ☐ Providing flood contamination assessment
- ☐ Food and health safety inspection

EXPLOSIONS

SITUATION

A detonation of any origin resulting in personal injuries, structural damage or the interruption of services.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of the scene
- ☐ Fire control
- ☐ Rescue
- ☐ Stabilize structures
- ☐ Emergency medical services/Mass Casualty Plan
- ☐ Coordinate outside agency response
- ☐ Initiate origin and cause investigation of incident to determine if intentional

Police Department

- ☐ Initial response and assessment
- ☐ Interior and outer perimeter control
- ☐ Traffic rerouting
- ☐ Assist with evacuation
- ☐ Assist Fire Department
- ☐ Provide scene security
- ☐ Contact State Police Explosives Division
- ☐ Coordinate investigation of the incident with cooperation of the Fire Department and State Fire Marshall's office if intentional

City Manager

- ☐ Issues public statement to the media as needed
- ☐ Solicit state and/or federal assistance if required

Emergency Management Director/Coordinator

- ☐ Staff EOC if required
- ☐ Coordinates American Red Cross activities if required
 - a. Coordinates the needs for the un-injured
 - b. Coordinates the needs of the families
 - c. Coordinates the needs of the emergency responders
 - d. Establishes temporary morgues if needed

SNOW/ICE STORM

SITUATION

The City may experience an unusually severe storm for which the residents are prohibited from travel for essentials such as food or medical care or experience prolonged services outages resulting in the need for coordinated assistance.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Monitor weather conditions
- ☐ Notify the Emergency Management Director
- ☐ Implement storm coverage standard operating procedures
- ☐ Assemble available equipment and check operation.
- ☐ Prepare generators for use
- ☐ Ensure all vehicles are fueled prior to the storm
- ☐ Place 4WD units into service, if available

Police Department

- ☐ Evaluate parking ban requirements
- ☐ Evaluate personnel status. Call back off duty personnel as needed
- ☐ Patrol and search for abandoned vehicles/hazards
- ☐ Place 4WD units into service, if available
- ☐ Ensure all vehicles are fueled prior to the storm

General Services Department

- ☐ Initial response and assessment of the storm
- ☐ Keep Emergency Management Director informed of conditions
- ☐ Work to maintain clear/sanded roadways for emergency vehicle access
- ☐ Assist with barricading roadways in coordination with Police

Emergency Management Director/Coordinator

- ☐ Staff EOC as necessary
- ☐ Assist Fire, Police and DPW as necessary
- ☐ Provide informational bulletins to the City Manager
- ☐ Coordinate shelter services
- ☐ Track deployment of personnel and equipment
- ☐ Determine special needs for the community
- ☐ Request/coordinate state and federal assistance
- ☐ Assess the requirements for fuel, food, and water

PROLONGED SERVICE OUTAGE

SITUATION

The potential exists for essential services to be interrupted for long periods of time. Essential services are defined as: electric, potable water, natural gas, vehicle fuel shortages.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Assist the Emergency Management Director with personnel and equipment
- ☐ Call back off duty personnel if required

Police Department

- ☐ Increase patrol services and visibility
- ☐ Call back off duty personnel if required
- ☐ Assist the Emergency Management Director with personnel and equipment

General Services Department

- ☐ Assist the Emergency Management Director with personnel and equipment
- ☐ Coordinate utility restoration service

City Manager

- ☐ Request private utilities and state/federal assistance
- ☐ Release public information bulletins

Emergency Management Director/Coordinator

- ☐ Determine the extent of the emergency
- ☐ Coordinate shelter services
- ☐ Review special needs facilities and personnel lists for distinct consideration
- ☐ Develop a restoration priorities plan
- ☐ Track progress of restoration
- ☐ Coordinate state/federal resources

Health Officer

- ☐ Monitor safety of food, water and sanitation services provided at shelters

CIVIL DISTURBANCE

SITUATION

A public gathering of people at one location could result in civil disorder or riot over a multitude of issues and could become well organized in a matter of a few hours or spontaneously.

RESPONSIBILITIES *(may consist of but not limited to)*

Police Department

- ☐ Initial response and assessment
- ☐ Command and control of the incident
- ☐ Notify the Emergency Management Director
- ☐ Determine crowd control equipment needs and their locations
- ☐ Determine protective measures for facilities and personnel
- ☐ Establish inner and outer perimeter control
- ☐ Anticipate traffic reroute patterns and coordinate with the General Services Department
- ☐ Initiate criminal investigation
- ☐ Determine suitable facility for mass confinement if necessary
- ☐ Coordinate mutual aid law enforcement agencies
- ☐ Recommend public restrictions to the City Manager (curfew)
- ☐ Establish scene security

Fire Department/EMS

- ☐ Initial response and assessment in coordination with the Police Department
- ☐ Call back off duty personnel as needed
- ☐ Extinguish fires under the protection of the Police Department
- ☐ Provide medical assistance to the injured
- ☐ Assist the Police Department as requested

General Services Department

- ☐ Provide crowd control equipment at locations determined by the Police
- ☐ Assist in traffic reroute
- ☐ Assist with equipment and personnel as required
- ☐ Conduct post incident clean-up for return to public use

City Manager

- ☐ Advise the affected businesses of anticipated events and response actions
- ☐ Request state/federal resources
- ☐ Authorize public restrictions

Emergency Management Director/Coordinator

- ☐ Staff the EOC as required
- ☐ Prepare and release informational bulletins for the public
- ☐ Assist the Police Department
- ☐ Assist in notifying the public of authorized restrictions
- ☐ Coordinate state/federal agencies
- ☐ Track deployment of personnel and equipment

CONFLAGRATION

SITUATION

An unplanned ignition of structures, vehicles, land or property of significant magnitude. The community has numerous large structures, tracts of woodlands and property which could affect normal operations of the community and tax its resources should they become involved in fire.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- ☐ Initial response and assessment
- ☐ Command and control of the incident
- ☐ Rescue trapped occupants
- ☐ Coordinate utility service requirements
- ☐ Protect exposures
- ☐ Control the fire
- ☐ Determine severity of fire threat
- ☐ Establish perimeters for forest fires
- ☐ Treat and transport injured
- ☐ Conduct fire investigations
- ☐ Assess evacuation needs if necessary

Police Department

- ☐ Initial response and assessment
- ☐ Establish and maintain a security perimeter control
- ☐ Assist the Fire Department in evacuations
- ☐ Conduct criminal investigations in coordination with the State Fire Marshall's Office.

General Services Department

- ☐ Support Fire Department with equipment and supplies
- ☐ Conduct post incident clean-up for return to public use

City Manager

- ☐ Consider activating the Alert System
- ☐ Provide support to the Fire Department

Emergency Management Director/Coordinator

- ☐ Staff the EOC as required
- ☐ Coordinate shelter services
- ☐ Track the deployment of personnel and equipment.
- ☐ Provide for shelter/food for emergency responders

TERRORIST ACTIVITY

SITUATION

The deliberate destruction or damage to services, facilities, roadways, railways, or functions could occur at anytime with or without notice and may take place in phases with the potential for additional targets.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department

- ☐ Initial response and assessment
- ☐ Command and control of the incident/unified with Police Department
- ☐ Control fires
- ☐ Search and rescue operations
- ☐ Hazardous materials response
- ☐ Initiate Mass Casualty Plan
- ☐ Evacuate area if required

Police Department

- ☐ Initial response and assessment
- ☐ Command and control of the incident/unified with the Fire Department
- ☐ Notify the Emergency Management Director
- ☐ Investigate for further threat
- ☐ Evaluate other potential targets
- ☐ Assist in evacuation if required
- ☐ Coordinate mutual aid law enforcement agencies
- ☐ Conduct criminal investigations
- ☐ Provide facilities for long term investigation

General Services Department

- ☐ Work to monitor and maintain roadway passage
- ☐ Assist departments with personnel and equipment

City Manager

- ☐ Prepare and release public information announcements

Emergency Management Director/Coordinator

- ☐ Staff the EOC as required
- ☐ Coordinate shelter services
- ☐ Request/coordinate state and federal agencies
- ☐ Track the deployment of personnel and equipment
- ☐ Develop strategic plan for the incident
- ☐ Coordinate evacuation process as required