FORWARD

The Columbus County Emergency Operations Plan (EOP) was developed to ensure a coordinated and effective response to any significant hazard that might threaten the county. The plan is a realistic reflection of the way emergency response will be carried out when an event occurs, and all agencies tasked under this plan contributed to its development. The EOP should be reviewed and updated each year in order to incorporate the most recent technological advances and the timeliest information available to the emergency management community, as well as new partnerships that have been developed during the year.

Through the use of a functional format, reflective of the National Response Framework, the plan builds upon the National Incident Management System (NIMS) which provides a consistent template for managing incidents. NIMS fosters a prompt, efficient, and coordinated response by all of the diverse elements of the emergency response community. NIMS requires a system-wide integration of skills, people, and resources, and recognizes the plans developed for one type of emergency are extremely useful for other emergency situations. From a budgetary perspective, using NIMS ensures the best possible use of limited funds and resources from many sources.

This plan does not attempt to define for each agency how to perform the tasks. The manner in which the tasks are to be performed is contained in the agency's Standard Operating Guidelines/Procedures/Checklists, which are contained in the Implementation Document that supports this plan.

The Basic Plan serves as the conceptual and policy framework for any response effort. There are 15 Emergency Support Functions (ESFs), identifying the primary and support agencies, and assigns the responsibilities for each agency in an emergency situation. Defining the roles of each response agency prior to an event serves to reduce confusion and conflict during emergencies, and significantly decrease the vulnerability of people and property to hazardous threats.

Companion documents referenced throughout this EOP should be consulted when implementing portions of the plan. This document contains some of the referenced mutual aid agreements, standard operating guidelines, memorandums of understanding, etc.

This plan meets the requirements of FEMA planning guidance, CPG 1-8, CPG 1-8A, CPG 101, NRT-1 and the legal responsibilities identified in North Carolina General Statutes, Chapter 166-A. It provides all the necessary elements to insure that local government can fulfill its legal responsibilities for emergency preparedness.

This plan is a realistic reflection of the way emergency response will be carried out when an event occurs, and all agencies tasked under this plan contributed to its development.

This plan upon approval and adoption by the Columbus County Board of Commissioners supersedes Columbus County Emergency Operations Plan for Multi-Hazards dated July 1, 1988, all changes there to, and any other plan prior to this date. All previous plans are rescinded to this document.

LETTER OF PROMULGATION

TO: COUNTY GOVERNMENT
        MUNICIPAL GOVERNMENT
        RESIDENTS OF COLUMBUS COUNTY

By virtue of the powers and authority vested in me as the Chairman, County Board of Commissioners, I hereby promulgate and issue the Columbus County Emergency Operations Plan, dated 2014, as a regulation and guidance to provide the protection of the residents of Columbus County.

This plan outlines the coordinated actions to be taken by County, and municipal officials and volunteer organizations to protect lives and property in natural or man-made disasters. It identifies forces and resources available for employment to prevent, minimize, and recover from injury, loss of life, and destruction of property which tragically characterizes disasters. The Board of County Commissioners adopted NIMS on September 4, 2007 and endorses the use of the Incident Command System (ICS) at all levels of response.

This plan is effective for planning on receipt and for execution when directed. The County Manager is responsible for the maintenance and updating of this plan, as required, in coordination with appropriate participating agencies and units of government.

Sincerely,

, Chairman
County Board of Commissioners

SIGNATORIES TO THE PLAN

The following agree to support the overall concept or operations of the Columbus County Emergency Operations Plan and to carry out the functional responsibilities as assigned in the Plan.

_____   _____
Chairman   Date
Columbus County Board of Commissioners

_____   _____
County Manager   Date

_____   _____
Chairman   Date
Local Emergency Planning Committee (LEPC)

_____   _____
Sheriff   Date

_____   _____
Social Services Director   Date

_____   _____
Emergency Services Director   Date

_____   _____
Finance Officer   Date

_____   _____
Fire Marshal   Date

_____   _____
Health Department Director   Date

_____   _____
Recreation Department Director   Date

_____   _____
Mayor of Boardman   Date

_____   _____
Mayor of Bolton   Date

_____   _____
Mayor of Brunswick   Date

Mayor of Cerro Gordo   Date

Mayor of Chadbourn   Date

Mayor of Fair Bluff   Date

Mayor of Lake Waccamaw   Date

Mayor of Sandyfield   Date

Mayor of Tabor City   Date

Mayor of Whiteville   Date

Town Manager of Chadbourn   Date

Town Manager of Lake Waccamaw   Date

Town Manager of Tabor City   Date

Town Manager of Whiteville   Date

Amateur Radio   Date

American Red Cross Director   Date

President – Fire and Rescue Association   Date

Superintendent – Columbus County Schools   Date

Superintendent – Whiteville City Schools   Date

LETTER OF AGREEMENT

The Columbus County Emergency Operations Plan (EOP) is a multi-discipline, all-hazards plan that established a comprehensive framework for the management of major emergencies and disasters within the county. This plan is implemented when it becomes necessary to mobilize the resources of the identified departments and agencies to save lives and protect property and infrastructure. Organizations with assigned responsibilities should be familiar with the entire plan; however, added emphasis must be given by those organizations to the sections for which they have primary or support responsibility. Governmental agencies and departments are responsible for establishing their own standard operating procedures and guidelines in order to conduct the operational tasks assigned to them in this plan.

By signing this letter of agreement, the county departments and agencies agree to conduct operations in accordance with NIMS and maintain supporting plans, procedures, and emergency support function documents and checklists to accomplish assigned responsibilities.

_____   _____

Sheriff, Columbus County   Date

_____   _____

Director, Columbus County Emergency Services   Date

_____   _____

Director, Columbus County Health Department   Date

_____   _____

Director, Columbus County Social Services   Date

_____   _____

Director, Columbus County Finance   Date

_____   _____

Director, Columbus County Building Inspections   Date

_____   _____

Director, Columbus County Parks & Recreation   Date

_____   _____

Director, Columbus County Tax Office   Date

_____   _____

Director, Columbus County Purchasing   Date

_____   _____

Director, Columbus County Public Utilities   Date

_____   _____

Director, Columbus County Transportation   Date

_____   _____

Director, Columbus County Maintenance   Date

_____   _____

President, Columbus County Fire & Rescue Association   Date

PLAN OVERVIEW

What is the Emergency Operations Plan (EOP)?

The EOP is an agreement among the jurisdictions and partner agencies in Columbus County. The State of North Carolina and the federal government are support agencies. The EOP provides the mechanism for coordinating the delivery of assistance and resources to the residents, visitors, and businesses of Columbus County during a major disaster or emergency.

When is the EOP Implemented?

It is intended that this EOP be implemented in anticipation of, or in response to, a significant event likely to result in a need for countywide, state or federal resources and assistance. The disaster or emergency may be caused by a natural catastrophe (such as a hurricane or tornado); fire flood or explosion, regardless of cause; bio-terrorism event; or any other occasion or instance for which the Chairman of the county Board of Commissioners determines that assistance is needed to supplement county efforts and capabilities.

Who Should Use the Plan?

This plan should be used by elected and appointed officials of county and municipal governments, chief executives and policy officials of non-profit organizations, emergency response personnel, and other governmental departments and agencies to identify, organize and manage resources, and to coordinate emergency response and disaster relief assistance.

How is the EOP organized?

The EOP is modeled after the National Response Framework (NRF).

The Basic Plan presents the policies and concept of operations that guide how the Columbus County government plans to coordinate its disaster response effort. It also includes planning assumptions, response and recovery actions, and assigned responsibilities.

Organizations with assigned responsibilities should be familiar with the entire plan; however, added emphasis must be given by those organizations to the sections for which they have primary or support responsibility. Governmental agencies and departments are responsible for establishing their own standard operating procedures and guidelines in order to conduct the operational tasks assigned to them in this plan. Departments and agencies should submit copies of their procedures to the Emergency Services Director.

Supporting Documents

Emergency Support Functions (ESFs)

Terrorism Annex

RECORD OF CHANGES

PURPOSE OF CHANGE	DATE OF CHANGE	PAGE(S) CHANGED	CHANGE MADE BY
	June 1, 1996		
	March 3, 1997		
	October 1, 1997		
	October 19, 1998		
	April 30, 1999		
	June 15, 2000		
	July 16, 2001		
	May 20 2004		
	2012		

BASIC PLAN

I. PURPOSE

This plan determines actions to be taken by government agencies and certain private organizations of Columbus County to reduce the vulnerabilities of people and property to disaster and establish capabilities to respond effectively to the actual occurrence of a disaster.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

1. Columbus County is located in the southeastern part of North Carolina approximately 55 miles northwest of Wilmington. It is bound on the East by Brunswick County, on the North by Bladen and Pender Counties, on the West by Robeson County and on the South by Horry County, South Carolina. The area of Columbus County is 609,882 acres, or about 953 square miles. Columbus County is part of Emergency Management Eastern Branch.

2. There are ten municipalities within the county. These municipalities are organized as indicated.

Municipality	Form of Government
Boardman	Mayor/Council
Bolton	Mayor/Council
Brunswick	Mayor/Manager/Council
Cerro Gordo	Mayor/Manager/Council
Chadbourn	Mayor/Manager/Council
Fair Bluff	Mayor/Manager/Council
Lake Waccamaw	Mayor/Manager/Council
Sandyfield	Mayor/Council
Tabor City	Mayor/Manager/Council
Whiteville	Mayor/Manager/Council

3. Other characteristics of the County:

Boys and Girls Home of North Carolina, Inc. – Lake Waccamaw
Cape Fear River – Northeast corner of County – North of Riegelwood
Lumber River – Southwest corner of County – Fair Bluff
Lake Waccamaw – State Park
Waccamaw River – Southeast corner – toward South Carolina line

4. The major traffic arteries are:

Road	Direction
U.S. 701	Northern County Line (Clarkton) to Southern County line (Tabor City).

Hwy. 74-76   Eastern County Line (Acme Delco-Riegelwood) to the central area (Whiteville) where Hwy. 74 goes northwest to the county line (Boardman Community toward Lumberton) and Hwy. 76 goes southwest to the county line at Fair Bluff.

Hwy. 211   Eastern part of the county connecting Bladen County southward to Brunswick County through Bolton.

Hwy. 87   Eastern part of the county connecting Bladen County southward to Riegelwood are and connects with Hwy. 74-76.

5. Railroads are:

RJ Corman Railroad Co. in Chadbourn (private)

6. Airport:

Columbus County Airport is located in Brunswick. The runway is 5,500 feet long and 75 feet wide. Navigational vasi lights on both ends. Runway is lighted from dusk to dawn by runway lights and a rotating beacon from dusk to dawn.

7. The North Carolina Department of Transportation has identified a number of key bridges in Columbus County that are crucial for the safe movement of traffic through the county. Similarly these bridges are critical for intra county movement. Blockage of these bridges would isolate areas of the county. These are:

Bridge	Location	Route
#363	Bella Coola Road	Lake Waccamaw, NC
#364	Bella Coola Road	Lake Waccamaw, NC

8. The county is exposed to many hazards, all of which have the potential to disrupt the community, cause damage and create casualties. Potential hazards (natural, technological and national security) for Columbus County are:

A. Major Fires
B. Tornadoes
C. Hurricanes
D. Severe Winter Storms
E. Floods
F. Hazardous Materials
G. Power Failure
H. Aircraft
I. Nuclear Biological Chemical Threat
J. Warnings from the National Weather Service in Wilmington

9. Lake Tabor Dam is located in Tabor City and would present a danger in the county.

10. Hazardous Materials are transported throughout the County. The major routes for movement of Hazardous Materials are:

US Highway 74/76; NC Highway 410; US Highway 701; NC Highway 905; NC Highway 130: NC Highway 87; and NC Highway 211.

11. Residents in the county are either connected to the county's water systems or rely on wells for water sources.

12. The North Carolina Department of Corrections operates two (2) prison facilities. One operates as a medium custody prison housing approximately 700 inmates and is located on Prison Camp Road in the town of Brunswick. The other is a closed medium custody prison housing approximately 1500 inmates and is located on Hwy 904 in Tabor City, NC.

13. In the county there are many low lying areas that are prone to flooding. Other areas of the County subject to flooding are identified by the National Flood Insurance Rate Maps.

14. Many locations within the county have permits to operate wastewater treatment plants. The County Public Utilities maintains information on these locations and operations.

15. Columbus County Government has mutual aid (or similar) agreements with participating jurisdictions/organizations. Written agreements are necessary for FEMA or State reimbursement.

16. All electrical power is supplied by BEMC, Duke/Progress Energy or Four County Electric. Local telephone service is provided by CenturyLink, ATMC, Star, Bellsouth/Intrado, TDS telecom.

17. Many facilities would be vital to emergency response and recovery during a major emergency or disaster event. Other facilities would be critical for immediate and long-term recovery operations.

Vital Facilities

        a. Shelter Facilities
        b. Health/Medical Facilities
        c. Government Facilities
        d. Communication Facilities
        e. Public Buildings
        f. Emergency Services Facilities

Vital Utilities

        a. Communications network components
        b. Electric distribution system components
        c. Water distribution/waste water facilities

Vital Resource and service sites

        a. Landfill and debris sites
        b. Transportation networks

Special Needs Facilities

      a. Correctional Facilities
      b. Congregate Care Facilities

18. Columbus County departments and agencies will use their own resources and equipment during emergencies and will have control over the management of the resources when they are needed to respond to the situation.

19. The commitment of resources from outside governments will be initiated by the Emergency Services Director with operational control being exercised by the on-site commander of the service requiring that resource.

20. Resource management including assignment, deployment & demobilization will be coordinated from the Columbus County Emergency Operations Center during emergency/disaster situations.

21. The Columbus County LEPC (Local Emergency Planning Committee) maintains records of companies located in the county that manufacture or store hazardous materials on-site.

B. Assumptions

1. The occurrence of any one or more of the emergency/disaster events previously listed could include several of the following possibilities:
   a. Loss of electrical power
   b. Failure of the water distribution systems
   c. Severance of road/highway network
   d. Need for mass care and feeding operations
   e. Evacuation of people, control access & public entry into damaged areas
   f. Need for debris clearance and removal
   g. Damage to the communications and telephone networks
   h. Severe economic impact
   i. Drastic increase in media attention as needed for official public information and rumor control
   j. Need for Federal and State assistance
   k. Need for damage assessment
   l. Need of auxiliary power
   m. Management of donated goods/unsolicited & spontaneous volunteers
   n. Contamination of public wells
   o. Overtaxing local resources
   p. Depletion of staffs
   q. Environmental impact/wildlife, natural resources
   r. Management of reconstruction
   s. Coordination of staged resources
   t. A Presidential Disaster Declaration
   u. Management of Donated Goods
   v. Damage or loss of vital records or facilities used to maintain essential services.
   w. Severe weather event
   x. Increased demand of temporary housing units

  y. School or workplace violence

  z. Medical/emergency facilities at capacity

  aa. Needing to identify areas for resource staging (pre-event) and resource management (post-event)

  bb. Potential for release of hazardous materials

  cc. Looting

  dd. Sheltering for special needs populations

  ee. Loss of business, jobs and damage to local economy.

2. The occurrence of more than one of the previously listed emergency/disasters could result in a true catastrophic disaster situation which would grossly overwhelm local and state resources.

3. It is necessary for the county and the municipalities to plan for and to carry out disaster response and short term recovery operations utilizing local resources; however, it is likely that outside assistance would be necessary in most major disaster situations affecting the county.

4. The identification of vital facilities allows for the prioritization of post disaster areas and restoration.

5. Officials of the county are aware of the possible occurrence of an emergency or major disaster and have identified their responsibilities in the execution of this plan and will fill these responsibilities as needed.

6. Due to the threat of disruption, government must develop standard operating guidelines that include encompassing staffing, lines of succession, and mode of operations.

III. CONCEPT OF OPERATIONS

A. Columbus County uses the National Incident Management System (NIMS)

B. As required by General Statutes 166 A-2, it is the responsibility of Municipal/County government to organize and plan for the protection of life and property from the effects of hazardous events within its borders.

C. In significant, multi-jurisdictional emergencies/disasters, direction and control will be carried out by the Emergency Services Director for the Executive Group, consisting of the Columbus County Chairman of the Board of Commissioners, County Manager, the County Commissioners, Columbus County Sheriff, and Emergency Services Director.

D. The County Emergency Operations Center (EOC) located at 608 North Thompson Street, Whiteville, will be staffed and operated as the situation dictates. When activated, operations will be supported by ranking representatives from a number of local government, private sector and volunteer organizations to provide information, data and recommendations as needed to cope with the situation.

E. When an emergency situation develops, the senior elected official (chairman of the Board of County Commissioners) designee of the jurisdiction (as defined in GS 14-288.1) may declare

a State of Emergency to exist within the jurisdiction (or a part thereof) and begin implementing emergency procedures.

F.   Termination of a State of Emergency shall be declared by the authority by whom it was proclaimed.

G.   The Chairman of the Board of County Commissioners, Emergency Services Director or his/her designee, assisted by the County Manager will coordinate and control county resources. Mayors of municipalities or their designee will control their own resources in coordination with the county EOC.

H.   Each agency of local government assigned either primary or supporting responsibilities, is responsible for the development of Standard Operating Guidelines and/or checklists in support of this plan to include: depth of staffing, line of succession, and mode of operation.

I.   Columbus County's Public Information Officer (County Manager) will utilize all available media outlets for the dissemination of emergency information to the public.

J.   Coordination with adjoining counties is essential when events occur that impact beyond the Columbus County borders.

K.   Planning and training are necessary and integral parts of emergency and disaster preparation and must be pre-requisite to effective emergency operations.

L.   It is the responsibility of the elected officials to insure that all legal documents of both a public and private nature recorded by designated officials be protected and preserved in accordance with existing laws, statutes, and ordinances.

M.   Should County or municipal government resources prove to be inadequate during emergency operations, requests for assistance will be made to other jurisdictions, higher levels of government, and other agencies (public or private) in accordance with existing or emergency negotiated mutual aid agreements and understandings. Requests for state or federal resources must be made through the Columbus County Emergency Services Director or his/her designee. The Director or designee will forward the requests to the NC Division of Emergency Management Eastern Branch office, which coordinates such requests with the state EOC.

N.   Federal-State Interface must be included. When a disaster overwhelms the capability of State and local governments, resources of federal department and agencies may be needed. The process for requesting and obtaining these federal resources must be understood by all parties.

O.   Under this plan, departments and agencies having various authorities and resources have been assigned primary and support agency responsibilities for various Emergency Support Functions (ESF's). These ESF's will work in concert with State agencies to provide the needed resources.

P.   Under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a Federal Coordinating Office (FCO) will be appointed as the President's representative

to coordinate overall delivery of Federal assistance. Federal departments and agencies have been assigned missions to provide assistance directly to the State, under the overall direction of the Federal Coordinating Office.

Q.   The National Weather Service Office will detect and track potentially dangerous storm systems. The Weather Service begins issuing advisories containing strategic information on any storm system that might affect the County and continues to issue updated advisories, watches and warning as long as any threat exists. Such advisories are broadcast over the NWS/NOAA Weather Radio System and also local radio and television stations as they become aware of potential problems.

R.   The Columbus County Emergency Services staff will coordinate with the National Weather Service in Wilmington NC to maintain up-to-date information concerning potential storms and watches. As appropriate, such information will be provided to the citizens of the affected areas within the County.

S.   The Columbus County Emergency Services office will be the lead agency for coordination and request for additional resources to natural and/or man-caused disasters.

IV. PLAN DEVELOPMENT AND MAINTENANCE

A.   Columbus County departments and agencies assigned responsibilities are responsible for the development of Standard Operating Guidelines and/or checklists to support operations outlined in this plan, reviewing those portions of the plan actually implemented in an emergency, and providing copies of agreements and Standard Operating Guidelines/Checklists to the Emergency Services office.

B.   The EOP will be reviewed annually and updated as needed.

V. AUTHORITIES AND REFERENCES

A. General

1.   Actions taken during emergency/disaster events require that legal guidelines are followed to assure protection of the general public.

2.   Written mutual aid agreements exist between some agencies and departments with the County and its municipalities.

B. Selected references that form the basis for action of this plan include:

1.   Federal

   a.   Civil Defense Act of 1950
   b.   OSHA 1910.120
   c.   Emergency Planning and Community Right to Know Act (SARA Title III)
   d.   Robert T. Stafford Disaster Relief and Emergency Assistance Act

2.   State

a. Emergency Management Act (NC GS 166-A)
b. Pollution and Hazardous Substances Control Act (NC Oil)
c. NC Governors Executive Order 73
d. Community Right-to-Know Act

3. Local

a. Columbus County Emergency Management Ordinance
b. Mutual Aid Agreements
c. Agreements with American Red Cross
d. Local Emergency Planning Committee By Laws
e. Proclamation for State of Emergency
f. Termination of State of Emergency
g. Agreements with other entities (school, public, private)

VI. CONTINUITY OF GOVERNMENT

A. The line of succession for the County Board of Commissioners proceeds from the Chairman to the members of the Board in accordance with Board policy.

B. Each department/agency is responsible for the preservation of essential records, documents and staff recall lists to ensure continued operations readiness and to comply with existing laws.

VII. CRITICAL FACILITIES

Continued operation of the following facilities and systems is essential to support an immediate response following a disaster or emergency, and for long term recovery operations.

A. General

1. Shelters
2. Health/Medical Facilities
3. Public buildings and schools
4. Emergency Services Facilities
5. Electrical distribution systems
6. Water distribution systems
7. Landfill and debris sites
8. Correctional facilities
9. Sewer systems

B. Specific

Vital facilities listings (include latitude and longitude) are maintained at the Emergency Services office.

DIRECTION AND CONTROL

I. PURPOSE

This section outlines the direction and control procedures for emergency operations and identifies the personnel, facilities and resources which will be utilized in the coordinated response activities.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Direction and control of normal day-to-day emergencies is performed by the senior on-scene emergency responders (i.e. law enforcement, fire, rescue) in accordance with local ordinances, policies, and procedures. Response forces in Columbus County will utilize the Incident Command System (ICS), a component of NIMS.

2. Many hazards exist within or near the County which have the potential to cause disasters of such magnitude as to warrant centralization of the direction and control function from the Emergency Operation Center (EOC) in order to conduct effective and efficient emergency operations.

3. Municipalities within the County may exercise independent direction and control of their own emergency resources, outside resources assigned to the municipalities by the County EOC, and resources secured through existing mutual aid agreements with other municipalities. Requests for state/federal government assistance will be directed to the County EOC. If the EOC is not operational, the requests will be forwarded to the Emergency Management Director or his/her designee.

4. The County EOC may be activated if one or more of the following situations occur:

    a. Imminent threat to the public safety/health.

    b. Extensive multi-agency/jurisdiction response and coordination are necessary to resolve or recover from the emergency situation.

    c. Local resources are inadequate/depleted and significant mutual aid, state and/or federal resources must be utilized to resolve the emergency situation.

    d. The disaster affects multiple political jurisdictions within the County which are relying on the same emergency resources to resolve the emergency situation.

    e. Local emergency ordinances are implemented to control the emergency situation.

    f. Other situations as deemed appropriate by the County Commissioners, County Manager or Emergency Services Director.

5. The County EOC serves as the central direction and control point for countywide emergency response activities. Should this facility become inoperable, the alternate EOC can be positioned in the Department of Social Services (DSS) Conference Room.

6. The EOC will be activated upon the threat or occurrence of a major emergency/disaster and designated personnel will report to the EOC in a timely fashion.

7. Standard Operating Guidelines (SOG's) and checklists have been developed to effectively direct and control disaster operations/recovery. These have been developed by the department and/or agencies have assigned responsibilities.

8. Emergency operations and coordination at all levels of government will be carried out according to plans and procedures.

B. **Assumptions**

1. The municipalities within the County may if needed: dispatch representatives to the County EOC. If not then they would maintain communications with the County EOC via phone, cellular phone, email, fax or radio.

2. Towns would act in unity with the County on such issues as proclamations, security, evacuation, reentry, recovery, public information, instruction on protection of life and property and resource management.

III. CONCEPT OF OPERATION

A. **General**

1. The type and magnitude of any emergency event occurring in Columbus County will dictate the need to activate the EOC.

2. The Columbus County EOC may be activated by the Chairman of the Board of County Commissioners or his/her designee, County Manager or his/her designee, or the Emergency Services Director or his/her designee. The On Scene Incident Commander (IC) may request activation of the Emergency Operations Center.

3. Notification of EOC personnel is the responsibility of the Emergency Services Director.

4. Operational readiness of the EOC is the responsibility of the Emergency Services Director.

5. Administrative decisions regarding food, supplies and other incidental needs for the EOC during activation is the responsibility of the Emergency Services Director.

6. When the Columbus County EOC is activated or activation of the EOC appears to be imminent, the Eastern Branch Office of N.C. Division of Emergency Management will be notified.

7. Frequent staff reviews/briefings will be conducted.

B. The overall direction and control of emergency activities in a disaster situation is vested with the Chairman of the Board of County Commissioners. The Emergency Services Director carries out

the function of disaster coordination at the Commissioner's direction. On site management will be established by the incident commander.

C. Staffing
1. Personnel assigned to the Columbus County EOC will be assigned duties in one of the following groups:

   a. The Executive Group consists of the following:

      1. Chairman, Board of County Commissioners
      2. Sheriff
      3. County Manager
      4. Emergency Services Director

The responsibilities of the Executive Group are:

      1. The approval of policies and strategies pertinent to the emergency/disaster situation.

      2. Provide leadership and decision making for implementation by the Operations Group.

      3. In coordination with the Operations Group, the Emergency Services Director and the Public Information Officer prepare statements for release to the general public.

      4. Upon activation, maintain a presence in the Columbus County EOC to carry out the direction and control function.

      5. Ensure staff support is available within the EOC to support personnel.

      6. In cooperation with the Emergency Services Director and the Operations Officer, maintain an awareness of actions being taken in response to the emergency situation.

   b. The Operations Group

This group consists of the following; however, staffing may be adjusted by deletion or addition of private, volunteer or governmental agencies in response to the specific emergency:

      1. EOC Operations Management Section
         - Emergency Services Director (EOC Operations Manager)
         - Clerical Support Staff

      2. Law Enforcement Section
         - Sheriff's Operation Officer
         - NC Highway Patrol Liaison (if present)

      3. Emergency Services Section
         - Emergency Services Director
         - Fire Marshal/Fire Inspector

      4. Human Services Section

- Health Director
- Social Services Director
- School Superintendents
- American Red Cross Liaison

5. Analysis and Resources Section
   - Finance Officer
   - Damage Assessment Officer
   - Support staff of Damage Assessment Team(s), recorders, analysts, and plotters

6. HazMat Section (when needed)
   - Emergency Services Director
   - Fire Marshal/Fire Inspector

7. Donated/Unmet Needs Section
   - Director, Parks and Recreation Department
   - Register of Deeds
   - Others as Appropriate

8. Volunteers
   - Amateur radio operators
   - Baptist Men
   - Retired Senior Volunteer Program (RSVP)

ASSIGNMENT OF RESPONSIBILITIES

COUNTY AGENCIES:
Airport – Need to Develop
Chairman, Board of County Commissioners
County Manager/Public Information Officer
Cooperative Extension – Need to Develop
Department of Aging – Need to Develop
Damage Assessment /Tax Officer/Building Inspections
Emergency Services Director
Finance Officer
Fire Marshal
Health Department Director
Library – Need to Develop
Maintenance Director – Need to Develop
MIS Director – Need to Develop
Parks and Recreation Director
Public Utilities
Sheriff
Social Services Director
Superintendent of County Schools
Superintendent of City Schools
Chiefs, Fire Departments in County
Chiefs, EMS Departments in County

QUASI AGENCY:
American Red Cross
Amateur Radio
State and Federal Representatives
Utility Representatives

MUNICIPALITIES:
Mayor of Boardman
Mayor of Bolton
Mayor of Brunswick
Mayor of Chadbourn
Mayor of Cerro Gordo
Mayor of Fair Bluff
Mayor of Lake Waccamaw
Mayor of Sandyfield
Mayor of Tabor City
Mayor of Whiteville

I.   PURPOSE

This section tasks departments/agencies within local government that have been designated to accomplish emergency functions which are in addition to their day to day responsibilities. Each department is responsible for the development and maintenance of internal standard operating guidelines, checklists, memorandums of understanding, letters of agreement, and for providing copies of these documents to the Emergency Services office. Additionally, some responsibilities for organizations which are not a part of the County governmental structure are also submitted.

II. **ORGANIZATION**

A. Executive Group (Control)

1. The Columbus County Emergency Control Group consists of:

    - Chairperson of the Board of Commissioners or designee
    - Sheriff
    - County Manager
    - County Emergency Services Director or designee

2. The Municipal Control Group (if established) may consist of the following:

    - Mayor of designee
    - Selected Board Members
    - Town Manager (s)
    - Clerk of Municipal Council
    - County Emergency Services Director or designee if requested.

3. When it is determined necessary in an emergency/disaster event, members of the Columbus County Executive Group or their designees, will report to the Columbus County Emergency Operations Center, and remain until the event is resolved.

B. Support Group

When established, the Support Group shall consist of representatives from predetermined quasi-governmental and volunteer agencies. These groups are tasked with the responsibility of implementing the control group's decisions utilizing predestinated or emergency authorities.

C. Assignment of Responsibilities

1. **<u>Chairman, Board of County Commissioners</u>**

    a. Carry out provisions of N. C. General Statutes, and local ordinances relating to emergencies.

    b. Declare a State of Emergency at the County level and assume direction and control of emergency operation in cooperation with other members of the Columbus County Executive Group to include:

        1. Execution of the Columbus County Emergency Operations Plan.
        2. Order an evacuation to include all or parts of the County.
        3. Restrict the sale of alcohol and/or firearms.
        4. Order a curfew
        5. Restrict entry into Columbus County
        6. Ensure that the line of succession for County departments is adhered to.
        7. Relocate the seat of government if administrative offices become damaged.
        8. Enforce ordinances in effect.
        9. Ensure adequate planning for Hazardous Materials events.

10. Declare a State of Emergency in existence for unincorporated areas of the County, if necessary.

c. Request assistance from State government through the Emergency Services Director as needed to protect life and property.

d. Execute the Columbus County Emergency Operations Plan

e. Serve as Chairperson of the Columbus County Executive Group and authorize implementation of decisions made by the group.

f. Coordinate emergency response actions with the Chairpersons from adjoining jurisdictions and Mayors in Columbus County.

g. Direct departments of County government to develop procedures to assist Emergency Services in recovery operations.

h. Compel County employees to report for emergency duty during disasters.

i. Implement other measures to protect life and property.

2. **County Manager/Public Information Officer**

a. Implement the County Emergency Operations Plan by authority of the Chairperson, County Board of Commissioners, and adhere to the County Personnel Policy.

b. Direct County agencies to develop and update emergency plans and Standard Operating Guidelines, checklists, memorandums of understanding and respond to emergencies.

c. Support the Emergency Services office in annual exercises and tests of the emergency plan/drills.

d. Function as the Public Information Officer or assure that a qualified PIO is in place.

e. Authorize the release of emergency public information, in conjunction with the Chairperson of the Commissioners.

f. Coordinate emergency response actions with Managers of adjoining jurisdictions.

g. Implement direction, control, coordination, and policy making functions as necessary to provide for optimum protection of public health and safety.

h. Ensure that all responding agencies document expenditures related to coping with the emergency/disaster.

i. Issue orders to terminate non-essential functions of local governments and re-direct forces to cope with the disaster.

j. Plan for the activation of damage assessment/recovery functions of local government to include debris removal.

k. Ensure that persons with special needs have been provided assistance, if needed.

l. Provide rumor control in the Emergency Operations Center. Assist with inquiries as to missing relatives, damaged areas, etc.

m. Determine sheltering/evacuation needs, in coordination with the Emergency Services Director.

n. Ensure that debris has been cleared from public right of ways.

o. Inform citizens about evacuation routes, flooded areas, and other impediments to evacuations.

p. Ensure that visually/hearing impaired and non-English speaking groups have been provided adequate warning materials/instructions.

q. Provide media briefing times and locations, when appropriate.

3. **Emergency Services Director**

a. Develop, maintain and update Emergency Operations Plan, Standard Operating Guidelines, etc. used during emergency operations by all County agencies. Ensure that agencies assigned response functions develop Standard Operating Guidelines, checklists, memorandums of agreement and provide copies to the Emergency Services office. ~~for filing~~.

b. Perform assigned duties according to N.C. General Statutes and local ordinances.

c. Develop plans in accordance with Federal and State guidelines.

d. Coordinate emergency operations within the jurisdiction.

e. Maintain current notification and recall lists of operational personnel.

f. Maintain and update a current list of ~~government and private~~ resources in the County.

g. Receive and coordinate requests for resources from municipalities; direct resources to areas of greatest need.

h. Establish and maintain communications network/procedures for two-way communications between the Columbus County EOC, Columbus County field emergency response resources, and the State EOC.
i. Ensure operational mobile command post.

j. Forward requests for additional resources to the Eastern Branch Office of N.C. Emergency Management/State EOC for situations in which County resources are unable to meet recovery requirements.

k. Alert and activate County Emergency Services support staff when informed of an impending emergency in the County.

l. Ensure that emergency information and reports are delivered to responding agencies in a timely manner.

m. Coordinate emergency response activities with Emergency Management Coordinators in adjoining jurisdictions.

n. Serve as the principal advisor to the Executive Group during emergency operations.

o. Maintain operations readiness of the EOC, when activated.

p. Maintain liaison with utility company representatives for back-up power and telephone communications, if required.

q. Maintain administrative records as needed.

r. Disseminate, as appropriate, public information and education programs relating to disaster recovery procedures.

s. Assist with securing Disaster Assistance Center facilities, if established.

t. Ensure that materials are available for public awareness programs concerning the various hazards in the area, and the need to be self-sufficient for a period of three days.

u. Ensure the NIMS training of County staffs to fulfill operational roles.

v. Serves as a member of the LEPC as defined by SARA Title III planning requirements.

w. Support the LEPC in maintaining liaison with facility emergency coordinators to ensure availability of current information concerning hazards and response to an accident.

x. Assist the LEPC in planning for hazardous materials events.

y. Maintain contact with the State EOC during emergency situations.

z. Develop, maintain and update SOG's for communication center operations during emergencies.

aa. Maintains emergency communications with emergency responders on the county radio system.

bb. Develop and maintain Standard Operating Guidelines/Checklists to support operations during emergency and disaster situations.

cc. Identify and notify applicants that may be eligible for public assistance programs.

4. **Sheriff**

   a. Serve as a member of the Columbus County Executive Group.

   b. Provide direction and control for law enforcement, traffic control, evacuations, and re-entry movement.

   c. Identify law enforcement assistance needs and develop necessary mutual aid agreements to support those needs.

   d. Provide security for the EOC, staging areas, shelters, vital facilities, and essential equipment locations.

   e. Coordinate actions with municipal police departments to ensure continuity of operations.

   f. Assist with the dissemination of emergency public information and warnings to the public impacted and/or isolated by the emergency event.

   g. Develop and maintain standard operations guidelines/checklists to direct and control law enforcement operations during emergency and disaster.

   h. Control ingress and egress into damaged, evacuated, and secured areas and facilities.

   i. Relocate and house prisoners when necessary.

   j. Law enforcement personnel are trained at the awareness level for Hazardous Material accidents.

   k. During non-emergency periods, serve as the official spokesperson for law enforcement related events. Otherwise, coordinate the release of all public information/instructions with the County's Public Information Officer.

   l. Provide transportation for EOC personnel on an emergency basis, as warranted.

5. **Public Information Officer (County Manager)**

   a. Function as the official spokesperson for the County during emergencies.

   b. Develop and maintain standard operating guidelines/checklists for public information operations during emergency and disaster operations.

    c.   Prepare procedures for the conduct of emergency public information services during disasters.

    d.   Coordinate all media releases pertaining to emergency planning and operations.

    e.   Provide for rumor control and emergency instructions.

    f.   Develop media advisories for the public.

    g.   Provide emergency information materials for the public including non-English speaking groups.

    h.   Provide liaison to or reports to the Columbus County EOC during time of emergency activation.

    i.   Provide media briefings/interviews at times and locations as needed.

    j.   Maintain adequate inventories of public information materials.

    k.   Coordinate release of information with Incident Commander or other appropriate on-scene personnel.

6. **Fire Marshal**

    a.   Serve as liaison between the Columbus County Fire Departments and the Emergency Operations Center during an emergency event.

    b.   Disseminates emergency information from the Columbus County EOC to the Columbus County Fire Departments during emergencies.

    c.   Maintain status log of available firefighting resources during time of emergency and request mutual aid as required.

    d.   Pursue the procurement of specialized resources not available or exiting in Columbus County during emergencies through the Emergency Services Director.

    e.   Develop and maintain standard operating guidelines, checklists or memorandum of agreements for Fire Marshal's emergency operations during emergency and disaster situations.

    f.   Designate staging areas for mutual aid units.

    g.   Serve as advisor on hazardous materials incidents.

    h.   Assist LEPC in planning and response to hazardous materials events.

    i.   Coordinate the use of available firefighting resources and direct to area of greatest need.

    j.   Assist with development of site-specific response plans for HazMat facilities.

7. **<u>Chiefs, Columbus County Fire Departments</u>**

    a.   Assist with dissemination of warning and notifying the affected population of an existing or impending emergency.

    b.   Plan for coordination of firefighting activities throughout the County.

    c.   Provide support personnel to assist in traffic control and rescue operations.

    d.   Provide direction and control during hazardous materials incidents.

    e.   Provide fire protection for shelters, mass care facilities, vital facilities, and evacuated areas.

    f.   Operations and functions according to the National Incident Command System (NIMS).

    g.   Request additional firefighting resources from state, when appropriate, through the County EOC.

    h.   Support community drills and exercises whenever possible.

    i.   Identify equipment and manpower limitations, shortages, and develop mutual aid agreements for the procurement of needed resources during emergency and disaster events.

    j.   Assist with debris removal.

    k.   Designate staging areas for mutual aid forces responding from outside the County.

    l.   Alert all emergency support services to the dangers associated with hazardous materials emergencies.

    m. Support the evacuation of special institutions and handicapped/disabled and special needs populations.

    n.   Provide resource lists, copies of standard operating guidelines/checklists, letters of agreement, and mutual aid agreements to the Emergency Services office.

    o.   The Fire Chief/designee will provide preliminary damage reports to Emergency Services. This would include weather conditions, ie; hail, sleet, snow, flooding along with physical damage caused by natural and/or man-made disaster.

8. **<u>Chiefs, Columbus County EMS Departments</u>**

    a.   Develop and maintain standard operating guidelines (SOG's)/checklists for emergency rescue service activities during emergency/disaster situations. Provide

copies of agency SOG's, checklists, memorandums of understanding, etc. to the Emergency Services office.

b. Plan for coordination of ambulance/rescue activities throughout the County during emergency/disasters.

c. Identify equipment and manpower limitations, and develop mutual aid agreements for the procurement of needed resources during emergency and disaster events.

d. Coordinate with all hospitals concerning receipt of mass casualties during emergency and disaster events.

e. Operates and functions according to the National Incident Command System (NIMS).

f. Coordinate with the County Health Director and the Social Services Director to determine emergency transportation needs for special needs populations.

g. Coordinate with home health care agencies for the needs for transporting of patients.

h. For disaster/emergencies in which the Incident Command structure is employed, coordinate with the rescue incident commanders to provide Triage services (treatment at scene, categorize injured, priority transportation).

i. Review procedures for recovery, identification, registration and disposition of deceased. Notify next of kin.

j. Coordinate, when appropriate, with funeral home, pathologists, American Red Cross liaison, dentists, and other health care professionals.

k. Provide for the extrication and rescue of victims during emergency operations.

l. Support traffic control and movement operations, if staff permits.

m. Establish liaison with medical facilities and coordinate with receiving facilities, maintain field communications with other response groups.

n. Supplement medical resources in shelters in coordination with the American Red Cross and other volunteer groups if needed.

o. Maintain a casualty tracking system.

9. **Social Services Director**

a. Develop, maintain, and revise standard operating guidelines/checklists for Social Services operations during emergency/disaster periods.

b. Coordinate with the local Health Director concerning the needs for special needs populations.

c. Coordinate transition of emergency shelter operations with American Red Cross.

d. Provide shelter managers, supplies, and other support personnel during sheltering periods.

e. Coordinates emergency shelter openings with Red Cross, the school systems, Emergency Services, and the Health Department.

f. Assist with the receipt, management, and distribution of solicited and unsolicited donated goods following a disaster.

g. Ensure that nursing homes, rest homes, and retirement centers develop evacuation or in-place care plans and coordinate with Red Cross and Emergency Services office.

h. Provide liaison to the Columbus County Emergency Operations Center (EOC) during emergency operations.

i. Develop procedures to provide care for CAP, PCC, pregnant clients (more than 7 months), and home-bound individuals.

10. **Health Director**

a. Develop, maintain, and revise standard operating guidelines and checklists for emergency public health operations during emergencies.

b. Provide nurses to staff emergency shelters.

c. Coordinate health care for emergency shelters and mass care facilities with Department of Social Services and American Red Cross (when shelters are opened).

d. Provide health inspection and immunizations to evaluate, detect, prevent or control communicable diseases.

e. Coordinate environmental public health activities for waste disposal, refuse, food, safety, water, sanitation, restaurants and vector/vermin control in the County.

f. Coordinate with the Social Service Department in the identification and care of special needs populations.

g. Provide inspection of mass care facilities to ensure proper sanitation practices are maintained.
h. Coordinate with the proper authorities to establish a temporary morgue, if necessary.

i. Staff Disaster Assistance Centers, if necessary.
j. Coordinate public health services in shelter and mass care facilities.

k. Coordinate the distribution of exposure limiting drugs, vaccines, or other preventative measures, when required.

l. Provide a liaison to the Columbus County Emergency Operations Center during emergency activation.

m. Coordinate with Columbus Regional Healthcare System on need to reduce patient population (if required).

11. **<u>Finance Officer</u>**

a. Develop financial accounting record procedures for agencies to report their emergency expenses. Issue guidance/guidelines to department supervisors to track/report disaster expenses.

b. Assist damage assessment with documentation of disaster damage to county owned facilities during emergency situations.

c. Provide county budget information in support of the Governor's request for a Presidential Declaration of Disaster.

d. Assist local units in developing methods/forms to track damage expenses.

e. Assist in establishment of post disaster donated funds account.

f. Coordinate emergency related expenditure procedures with municipal finance officers to ensure that state and federal forms are submitted.

g. Develop procedures for the emergency expenditure of contingency funds to support emergency response and recovery activities.

12. **<u>Damage Assessment Officer/Tax Officer</u>**

a. Coordinate and train damage assessment teams conducting field surveys, and assure teams are properly trained and equipped.

b. Collect data and prepare damage assessment reports and forward to the Emergency Services office who will forward them to the Eastern Branch Office of N.C. Division of Emergency Management.

c. Provide assistance to the Disaster Application Centers for tax information to disaster victims.

d. Develop and maintain standard operating guidelines/checklists for county tax operations during emergency situations; provide a copy of the standard operating guidelines/checklists to the Emergency Services Director.

e. Provide liaison to the Columbus County Emergency Operations Center (EOC) during emergency activations, when requested.

     f.   Assist the executive group in prioritizing repairs and restoration of affected facilities during the recovery period.

13. **Superintendents of Schools (City/County)**

     a.   Develop, maintain and revise standard operating guidelines/checklist for the safety and protection of students, faculty, and other personnel during emergency situations.

     b.   Coordinate evacuation and transportation operations for students during emergencies.

     c.   Provide support personnel when possible, equipment, and facilities as necessary (schools, bus drivers, cafeteria personnel, and other equipment, etc.)

     d.   Provide support personnel when possible to the Emergency Operations Center during activation of the facility.

     e.   Provide school facilities for temporary shelters and medical treatment facilities, as needed. Develop Memorandum of Understanding for use of facilities.

     f.   Plan for the transportation of county residents in a disaster or emergency situation, including those without transportation, elderly, handicapped, and other special needs citizens.

     g.   Maintain school transportation resources and provide for the refueling of these resources when necessary.

     h.   During recovery period, effect damage assessment on school properties and report to the Emergency Services Director for computation.

14. **Director, Parks and Recreation Department**

     a.   Coordinates the operation, along with the county maintenance department, the central receiving distribution point.

     b.   Continue to provide recreation programs for residents.

     c.   Provide for the receipt, management, and distribution of solicited and nonsolicited goods following and emergency/disaster event.

     d.   Provide vans and staff to assist in transporting county residents in a disaster or emergency situation, including those without transportation, elderly, handicapped, and other special needs.

15. **Columbus County Chapter of American Red Cross**

     a.   Coordinate activities with the Emergency Services Director, Health Director, Columbus County Social Services Department and school personnel in providing shelter/mass care services and personnel.

     b.   Provide support personnel as requested for shelter/mass are operations.

    c.   Provide shelter managers and staff to operate American Red Cross designated shelters.

    d.   Provide training for shelter staffs in support of shelter operations.

    e.   Arrange for staffing of American Red Cross shelters and feeding of evacuees/emergency workers.

    f.   Designate a coordinator and personnel to assist the Director, Parks and Recreation Department, in the management of post disaster donated goods.

    g.   Operate missing persons inquire service to advise families on status of missing/injured persons.

    h.   Coordinate post disaster damage assessment information with the Emergency Services Director.

    i.   Provide a liaison to the Columbus County Emergency Operation Center (EOC) during emergency activation.

    j.   Coordinate post disaster damage assessment information with the Columbus County Damage Assessment/Tax Administrator.

16. **Amateur Radio Operator**

    a.   Provide a liaison to the Columbus County Emergency Operations (EOC) during emergency activations when needed.

    b.   Transmit/receive emergency traffic as necessary during emergency events.

    c.   Disassemble and relocate radio equipment to alternate EOC if necessary.

    d.   Maintain a message log all emergency traffic.

    e.   Coordinate with amateur radio operators in Columbus County to establish and support post disaster emergency communications.

17. **State and Federal Representatives**

    a.   The N.C. Division of Emergency Management will coordinate State Government resource response to Columbus County Emergency Operations (EOC) during emergency activations.

    b.   N.C. Highway Patrol may provide a liaison to Columbus County Emergency Operations (EOC) during emergency activations when requested.

    c.   N. C. Department of Transportation may provide a liaison to the Columbus County Emergency Operations Center (EOC) during emergency activations.

18. **Utility Representatives**

    a. BEMC, Four County Electric and Duke/Progress Energy may provide a liaison to the Columbus County Emergency Operations Center (EOC) during emergency activations.

    b. Brunswick Electric Membership Corporation may provide a liaison to the Columbus County Emergency Operations Center (EOC) during emergency activations.

19. **Mayors/Managers**

    a. Mayors

        1. Utilize and commit municipal personnel, facilities, and equipment resources in support of Columbus County emergency/disaster response operations, not to conflict with the town's needs.

        2. Assess needs of the municipalities and request resources through the Emergency Services Director.

        3. Carry out appropriate provisions of the North Carolina General Statutes, in addition to local ordinances relating to emergencies.

        4. Chairperson or a designee will declare a State of Emergency for the municipality and will implement appropriate emergency response plans.

        5. Execute the Columbus County Emergency Operations Plan.

        6. Implement other measures as necessary to provide for the protection of life and property.

        7. Conduct damage assessment surveys utilizing municipal officials within municipal limits. Provide for training of damage assessment teams on a regular basis.

        8. Provide County Emergency Services office with damage assessment reports for the municipality.

    b. Town Managers

        1. Coordinate/update internal, interdepartmental and interagency Standard Operating Procedures and Letters of Understanding in support of the County's Emergency Operations Plan.

        2. Insure that periodic drills and emergency exercises are conducted in order to assure that correct procedures within the Emergency Operations Plan function effectively for operation.

        3. Coordinate policy making functions necessary to ensure public health and safety within the municipal borders.

4. Make available municipal resources, as appropriate, in response to resource requests from other agencies.

5. Implement emergency policies, procedures, and ordinances as appropriate for the governing body.

6. Maintain communications with the EOC or Emergency Services Director in the event of a disaster.

TRANSPORTATION

ESF #1

PRIMARY AGENCY: **Columbus County Schools**

SUPPORT AGENCIES: **Columbus County Transportation**
                             Columbus County Purchasing Department
                             Columbus County Department of Social Services
                             Columbus County Health Department

I.   PURPOSE

This section provides for coordinated evacuation and reentry of the County population when the necessary during emergencies.

II.   SITUATION AND ASSUMPTIONS

    A. Situation

        1.   Segments of the population that pose special considerations in any evacuation, non-English speaking groups and persons living in remote areas of the County, are being identified with assistance from several sources.

        2.   An attempt has been made by the Columbus County Department of Social Services and the Health Department to identify special needs populations which may have special evacuation requirements.

        3.   Columbus County emergency personnel have not experienced a general evacuation in recent years, thus limiting experience in evacuation and reentry procedures.

        4.   There is no commercial public transportation serving Columbus County.

        5.   The County contains numerous mobile homes located on individual sites or in mobile home parks.

        6.   Columbus County or its municipalities do not issue or utilize formal reentry permits.

        7.   Decisions on reentry into damaged or isolated areas will be made by the Control Group(s) of the affected jurisdictions.

        8.   U.S. Highway 74/76, N.C. Highway 410, N.C. Highway 701, N.C. Highway 905, N.C. Hwy 211, are the major traffic routes in and out of the county. evacuations that require the use of these routes could become impossible or greatly delayed.

    B. Assumptions

1. Emergency situations may require evacuation of all or part of the county. small scale, localized evacuations may be needed as a result of a hazardous materials incident, major fore, or other incident. Large scale evacuation may be needed in the event of an impending hurricane.

2. Sufficient warning time will normally be available to evacuate the threatened population.

3. Traffic control resources must be in place prior to the public release of an evacuation order.

4. Evacuation and reentry information will be made available to the public by all available means.

5. If there is significant potential threat, some residents will evacuate prior to being advised to do so by public officials.

6. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.

7. Some residents may refuse to evacuate regardless of warnings.

8. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities. Shill, other who are non-English speaking may have to be provided interpreters.

9. Debris or damage to the roadway could hamper reentry.

10. Effective evacuation should be completed during daylight hours.

11. Large scale evacuations from ocean from counties or contiguous counties will impact Columbus County.

12. Effective traffic control points will facilitate orderly reentry into isolated or evacuated areas.

13. Evacuations, when ordered by the Chairman of the Commissioners, will be voluntary rather than mandatory.

14. Reentry into evacuated areas will be ordered by the Chairman of the Board of Commissioners. After the emergency or disaster situation has ceased to be a threat to life and property.

III. CONCEPT OF OPERATIONS

A. General

1. The responsibility for ordering a county-wide evacuation or reentry rests with the Chairman, Board of Commissioners. If a single municipality is to be evacuated, the mayor will issue the order. If the evacuation or reentry involves multiple jurisdictions, or

an area outside of a municipality, the order will be issued at County level by the Chairman, Board of Commissioners.

2. Public information concerning the Chairman's evacuation or reentry orders will be released through all available media.

3. The incident commander at the scene of an isolated emergency in Columbus County has the authority to order an evacuation of the area specific to the incident.

4. Regional coordination of traffic control, shelter/mass care, and public information will enhance the total evacuation and reentry process. The Eastern Branch of NC Emergency Management will coordinate regional evacuation activities.

5. Law Enforcement will implement traffic control for evacuation and for reentry.

6. All transportation resources within the county will be coordinated by the Columbus County Schools. All contract providers of transportation services to the county will be coordinated by the county school transportation official from the Emergency Operations Center.

B. **Specific**

1. Evacuation

   a. Traffic control points to support evacuation have been predetermined.

   b. The size of the threatened area to evacuated will be determined by conditions at the time of the emergency.

   c. Access to defined evacuation areas will be denied to non-essential personnel once an evacuation order has been issued.

   d. Vehicles experiencing mechanical problems during the evacuation will be moved off the roads by necessary means as authorized by law enforcement officials.

   e. Stranded motorists will be assisted by law enforcement officers in reaching a location of best available shelter.

   f. Institutions (nursing homes, rest homes, retirement center, etc.) within the county must develop procedures for evacuation of patients or residents. When the capabilities of an institution to meet resource requirements are exceeded, the institution will be assisted by the Emergency Operations Center with resource procurement.

   g. Schools will develop evacuation procedures. Pre-designated buses will be utilized for students without their own vehicles. Schools within the danger zone for hazardous materials spills will develop procedures for in-place sheltering and "walk-away" evacuations. Parents will be advised of the location of reception centers.

   h. That segment of the county's population lacking transportation to a shelter facility will be assisted by the most appropriate means of transportation available, possibly

including law enforcement vehicles, school buses, emergency vehicles, church buses, senior citizen's vans, and privately-owned vehicles.

2. Reentry

   a. The decision to allow reentry to any evacuated/restricted areas of Columbus County will be made by the Chairman, Board of Commissioners, based on considerations of public safety.

   b. Evacuated emergency service equipment and personnel will reenter prior to the reentry of the public.

   c. The Chairman, Board of Commissioners will establish the order for the reentry of the public.

   d. Staging areas for incoming resources will be established. All incoming relief areas and personnel reporting to Columbus County will be routed to one of the following staging areas:

      1. Sheriff's Office

   e. Privately-owned sites for forward staging throughout the county will be negotiated and utilized as needs dictate.

   f. Certain regional staging areas will be utilized as mobilization points to receive and organize emergency relief personnel and equipment.

   g. Sections of the county may remain isolated or closed to the public even after reentry begins.

3. Line of succession:

   a. Columbus County School Transportation Officer

   b. Assistant Transportation Officer.

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review and update the Plan, standard operating procedures, checklists and any mutual aid agreements annually or as necessary.	
Report to the EOC to coordinate transportation resources, when requested. Notify the County PIO of your staffing situation and 24-hour coverage.	
Maintain message and event log for the Transportation function in the EOC.	
Identify and notify transportation support agencies to assure they are activated or on alert.	
Respond to requests for transportation assistance from other agencies responding to an event.	
Determine if residents need to be evacuated from immediate peril.	
Provide transportation assistance to those persons registered for transportation assistance.	
Monitor and report roadway conditions for traffic delays and detours.	
Develop inventory of available vehicle and personnel resources for supporting agencies. Instruct agencies to document mileage and time. Establish back-up fuel supply location(s).	
Establish communication with support agencies (radio, telephone, cellular) and ensure that they are ready to respond.	
Coordinate the evacuation of the handicapped and elderly. Ensure that this task is accomplished in timely manner. Coordinate with Special Needs Task Force if activated.	
Ensure that persons have been provided transportation out of the immediate impact area.	
Report on road hazards identified by field units.	
Ensure that additional personnel will be available to staff the EOC, if activated.	
Provide lists of available transportation personnel and resources to the EOC.	
Coordinate transportation resources with requests for the movements of personnel, goods and services to support the response.	
Prioritize transportation requests to ensure that the most critical are met first.	
Track the resources that have been committed to specific missions and plan for re-deployment upon release, when	

necessary.

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Maintain lists of transportation resources and personnel (volunteer from private or business sector) that have been called into the EOC.	
Identify staging areas for transportation resources that may be sent into the affected area for support.	
Compile report of any damaged transportation assets.	
Report rumors to the EOC staff, if detected.	
Track daily costs and develop expense reports.	
Advise the EOC of State and Federal resources needed to cover shortfalls at least 12 hours prior to need.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Continue staffing the EOC until advised that it is closing.	
Assist recovery transportation and delivery activities as needed.	
Develop recovery action plan and report for the EOC.	
Ensure that agencies have maintained logs of mileage and time of personnel utilized to respond to disaster.	
Coordinate re-entry information and instructions with the County PIO.	
Develop a plan for the priority replacement of any damaged or destroyed transportation assets.	
Participate in the review of operations during county led critique. Develop plan of actions to improve response during future events.	

COMMUNICATIONS/NOTIFICATION/WARNING

ESF #2

PRIMARY AGENCY: **Columbus Central Communication Center**

SUPPORT AGENCIES: **Emergency Services**

I. PURPOSE

This section describes the county's communication/notification/warning systems, policies and procedures to be used by County government agencies to disseminate warning information to response agencies and the public.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Columbus Central is located at 608 North Thompson Street, Whiteville is operational 24 hours a day. Initial warnings and public inquiries are received at this facility and disseminated to the county forces.

2. This facility is equipped with a TDD machine for communicating with hearing impaired persons, as required by the American Disabilities Act. The center dispatches all county fire departments, rescue squads, Sheriff's Department and local police departments.

3. Emergency communications and its associated networks are heavily dependent upon commercial telephone (operated by Sprint, Southern Bell, Service Telephone, and Star Telephone) and a system of repeaters located throughout the county interconnected by private telephone lines. Telephone exchanges served by the above area are:

Telephone Company	Area
CenturyLink	Whiteville
	Tabor City
	Clarkton
	Lake Waccamaw
	Chadbourn
Bell South	Acme
	Bolton
Star Telephone	Abbottsburg
	Lisbon
TDS	Fair Bluff

4. Emergency Services has the authority to use the Emergency Broadcast System to deliver warnings/instructions to the public. Special needs groups, schools, persons in group quarters may require special warnings.

5. Broadcast and electronic media will be relied upon to assist in dissemination of warning to the general public and advise on appropriate action to be taken.

6. Operational telephone, radio communications, or pagers may be utilized to notify public officials, Emergency Operations Center staff, emergency personnel and others as required.

7. Emergency service vehicles equipped with public address systems may be used for the general public.

8. Columbus County will receive extensive out of county media coverage during emergency and disaster situations.

9. NOAA weather radio is extensively utilized by residents of Columbus County and provides another avenue for the delivery of emergency public information.

10. Scanners and fire and rescue pagers are used extensively by residents and volunteers in the county. This system may be used for notification and warning.

B. **Assumptions**

1. Use of all available forms of warning and notification will not provide sufficient warning to the general public and special needs groups.

2. During emergency and disaster situations, the commercial telephone system would probably become overloaded thus delaying calls or making calls impossible due to increased usage.

3. Some remote communications and isolated groups of individuals may not receive warnings in a timely manner and may be without communications for an extended period of time.

4. Loss of the single communication tower on the law enforcement/rescue/fire repeater system could seriously hamper the ability to page and dispatch emergency personnel.

5. Commercial repair technicians from outside the county would have to be contacted to effect repairs on the communications system. Due to the long travel time, they could be delayed in arriving in a timely manner.

6. State assistance may be needed to procure supplemental communications equipment or to locate available repair technicians following a major disaster.

III. **CONCEPT OF OPERATIONS**

A. General

1. Columbus Central (operational 24 hours a day) will initiate notification and warning of appropriate personnel by telephone, radio or page (fire/rescue) as required, utilizing established notification procedures. This facility may receive warning directly from the State Warning Point – North Carolina Highway Patrol Raleigh Communications Center.

2. Law enforcement, fire and rescue vehicles equipped with public address systems may be used to supplement warning issued to the general public.

3. The National Weather Service may issue weather watches or warnings directly to the public and the affected communications centers.

4. Local government will utilize all communications means possible to disseminate warning to the public in a timely manner. These means include one or more of the following systems: local radio stations; NOAA Weather Radio; sirens, horns and mobile PA systems; telephone, print media; and broadcast over all radio frequencies.

5. The fire/rescue network will be the primary means by which the Executive Group will communicate with field forces in the county.

6. The NC Emergency Management Office will relay watches and warning received from the National Weather Service utilizing fax and radio capabilities.

7. Emergency communication Standard Operating Guidelines/Checklists will be implemented and backup capabilities activated as necessary.

8. Field emergency service personnel will utilize the County's communication network to forward information to the Emergency Operations Center.

9. When emergency events occur, Columbus Central will notify the Emergency Services Director.

B. **Specific Systems**

1. Telephone/Cellular Service

    a.   Commercial telephone service is provided by:
    - Sprint
    - Service Telephone
    - Southern Bell
    - Star Telephone

    b. Cellular telephone service is provided by:
    - Sprint
    - US Cellular
    - Verizon Wireless

2. Two-Way Radio System

    a. The County's Communication System is designated as a principal system to be used for direction and control activities. Principle users of the system include:

        (1) Law Enforcement
        (2) Emergency Management
        (3) Fire Marshal
            (4) Fire/EMS
            (5) Columbus Regional Healthcare System
            (6) Columbus Central

    b. Additional two-way radio communications capabilities existing in the EOC are:

        (1) Amateur Radio
        (2) State Emergency Management

    c. Other two-way communications systems which may be used to communicate with the State EOC during emergencies include:

        (1) Division of Criminal Information (DCI) (formerly Police Information Network (PIN))
        (2) Commercial Telephone/FAX

B. Line of succession

1. Emergency Services Director
2. Emergency Services Deputy Director
3. 911 Shift Supervisors

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review and update the Plan, standard operating procedures, checklists and any memorandums of understanding quarterly or as necessary.	
Report to the EOC to coordinate communications and warning resources/actions when requested.	
Maintain a message and event log for the Communications and Warning function in the EOC.	
Assess the communication resources available and compile a report for the EOC director.	
Notify supporting agencies of personnel and communications equipment needs if necessary. (Develop contact lists to include phone, pager, cellular, fax, unlisted numbers, etc.)	
Maintain a list of communications resources that may be volunteered to support response efforts.	
Identify those communications/warning facilities that may be impacted by a major disaster and develop a plan for replacement or overcoming shortfall.	
Develop prioritization plan for the replacement of damaged communication facilities.	
Compile reports of damaged/unusable communication facilities and resources, and provide the list to the EOC representatives.	
Alert outside contractors of the potential need for their services to restore communications capabilities.	
Identify any communication facilities that will require back-up generators and develop a plan to secure generators on a priority basis.	
Maintain a log of all communication resources issued and the agency receiving equipment.	
Ensure that the handicapped and special populations can be provided warning by mobile units, if necessary.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Ensure that the communications and warning function is staffed 24 hours per day while the EOC is operational.	
Assess the need for pre-staging of communication assets. Identify locations within or near the disaster area where assets could be located	
Ensure that lines of communications are open to shelters, field units, response agencies, municipal emergency operations centers, etc.	
Ensure that communication links to State and district	

offices are operational.	
Plan for alternate means of communications, if primary system is damaged.	
Compile lists of damaged/destroyed communications assets/facilities	
Maintain tracking of volunteer communication assets being used by response forces.	
Advise supporting agencies to track their personnel and equipment expenses.	
Assess the need to obtain additional telecommunication support for 911 Center 24 hours a day.	
Prioritize the deployment of services based on resources available.	
Compile reports of damages for an after action report.	
Coordinate communications needs of quasi-governmental and volunteer agencies.	
Release advisories through the County PIO to discourage the use of the phone system when needed.	
Refer questions concerning the disaster or emergency situation to the Emergency Preparedness Information Media Center (EPIC) for handling.	
Advise EOC of State and Federal resources needed to supplement response efforts at least 12 hours prior to need.	
Track daily costs and develop expense reports.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Continue to support and assess communications needs.	
Coordinate volunteer communications resources and personnel.	
Ensure that the Cable Interrupt System is operational. EM Responsibility Only	
Ensure that the BNPP Siren System is operational.	
Ensure that the BNPP Decision Line and Selective Signaling System is operational.	
Prioritize emergency repairs of communications facilities and equipment. Request outside service providers to assist, when needed.	
Compile reports on repairs to communication systems.	
Identify commercial vendors for emergency repair and replacement of damaged or destroyed equipment.	
Advise the PIO and EOC of rumors being called into the 911 Center.	
Ensure that communications equipment on loan is returned to owners.	

Compile expenses for response efforts.	
Identify communication projects that could be considered under the Hazard Mitigation Grant Program if implemented.	
Participate in the review of operations during county led critique. Develop a plan of action to improve response during future events.	

PUBLIC WORKS/UTILITIES

ESF #3

PRIMARY AGENCY: **Director of Public Utilities**

I.   PURPOSE

The purpose of this section is to provide for the coordination and restoration of essential services during an emergency/disaster including solid waste disposal, water distribution, sewer system and debris removal.

II.   SITUATION AND ASSUMPTION

A. Situation

1. Columbus County

   a. Columbus County does operate a Public Works Department

   b. All public roads in Columbus County (excluding towns) are owned by the State or Federal government and maintained by the North Carolina Department of Transportation..

   c. Electrical service is provided in parts of the county by Brunswick Electric Member Corporation, Four County Electric, and by Duke Progress Energy of the Carolinas.

   d. The area's electric utilities have mutual aid agreements with other companies which allow augmentation of emergency repair crews during emergencies/disasters.

   e. Commercial and residential telephone service is provided by:

      a. CenturyLink
      b. Bell South
      c. Star Telephone
      d. TDS

   f. Cellular telephone service in the area is provided by Verizon Wireless, Sprint, AT&T and US Cellular.

   g. Columbus County is served by the Department of Transportation located on Prison Camp Road.

   h. Columbus County and Whiteville City Schools operate a maintenance department.

2. Municipalities

      a.   The towns of Whiteville, Chadbourn, Fair Bluff, and Tabor City operate public works departments. These departments provide water, sewer, and street maintenance services.

      b.   Removal of debris, following a disaster, by public works personnel will be crucial for the restoration of essential services.

      c.   Numerous pieces of heavy equipment suitable for use in debris removal operations can be found throughout the county at farms, logging companies, commercial builders, and industries.

3. State Agencies

      a.   The North Carolina Division of Forestry Services maintains a district headquarters in Whiteville. Equipment for debris removal may be available from the agency.

      b.   The Division of Highway Maintenance has equipment for debris removal and fuel for vehicles.

B. Assumptions

1. Following a catastrophic event, most roads and streets will be impassable due to debris.

2. Volunteers will be available to assist with emergency debris removal.

3. Interruption of some or all essential services is an expected consequence of an emergency/disaster, resulting in large numbers of people without essential services.

4. A catastrophic event affecting multiple counties and/or states may result in the following sequences:

      a.   Loss of some or all essential services for extended periods of time.
      b.   A shortage of available outside assistance.
      c.   A shortage of materials for repair of utilities – overall delay in restoration of essential services.
      d.   Rapid exhaustion of local resources.
      e.   Inability of relay resource requests/needs.
      f.   Attempted price gouging for repair of essential services.

5. The North Carolina Division of Highways will remove debris from the highway and road system. The Division will not remove debris from private property when requested and approved through the State Emergency Operations Center.

6. The North Carolina Division of Forest Resources can perform emergency debris removal beyond State property when requested and approved through the State Emergency Operations Center.

7. Privately owned farm and industrial equipment will be heavily utilized by volunteers assisting with debris removal.

8. Controlled burning will be allowed as a means of disposal.

9. Cities will remove debris from city owned streets.

III. CONCEPT OF OPERATIONS

A. General

1. Priority for emergency debris removal will be given to the following:

   a. Potential rescue sites.
   b. Columbus County Airport
   c. Heli-Pad at Columbus Regional Healthcare System
   d. Emergency services locations
   e. Medical facilities
   f. Primary streets and roads
   g. Vital utilities (power lines, substations, waste water plants, 9-1-1 Building)
   h. Disaster Application Center sites
   i. Staging areas

2. The Emergency Services Director, in the Emergency Operations Center will receive requests for emergency debris removal, prioritized tasks, and deploy available public and private resources. The Columbus County Fire radio system will be utilized to coordinate debris removal operations.

3. Temporary debris storage, sorting and chipping sites will be established throughout the affected area to facilitate management of debris. Sites will be located in areas where burning of debris can be done within applicable regulations.

4. Sites will be established throughout the affected area for distribution of emergency water supplies to the public.

5. Emergency generators will be deployed to vital public facilities which do not have power, if available from state resources.

6. If available, portable toilets will be provided to the general public and to work sites.

7. Fire departments would clear roads in and near their stations to provide access and egress.

B. The line of succession for general services is as shown below:

1. Director of Public Utilities

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise, update memorandum of understanding, mutual aid agreements and checklists annually.	
Upon request, staff the Public Works/Utilities function in the EOC.	
Maintain a message/event log at the EOC position.	
Notify supporting agencies of the potential need for personnel and equipment. Compile lists of readily available assets and provide to EOC Director.	
Direct support agencies to track personnel and equipment expenses for reimbursement and maintain an accurate record of expenditures for labor, equipment, materials, fuel, rental equipment, etc.	
Establish communications with supporting agencies.	
Notify PIO that the Public Works function is staffed in the EOC.	
Develop contact list to include phone numbers, pager, fax, home and alternate contact number for supporting agencies. Include radio channels/cellular numbers.	
Identify those public works facilities that may be impacted by a disaster, and develop plans to overcome any shortfalls.	
Develop prioritization repair plan for damaged facilities.	
Identify critical public works facilities that will require generator backup. Identify generator size needed and if facility has quick-connect capability. Identify generator transportation/delivery contacts.	
Prepare to provide emergency repairs to water, waste water and solid waste facilities.	
Identify roadways that will require priority debris clearance.	
Compile list of facilities that may require emergency demolition to protect life and safety of citizens.	
Review and update priorities for removal of debris from roadways.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Coordinate response of primary and supporting public works/utilities agencies	
Reassess the priorities to be addressed for the most critical needs and develop strategies to address these needs.	
Continue to track resources committed to specific missions.	
Determine the need for outside resources (type and location needed).	

Identify potential debris sites – chipping, burning, sorting	
RESPONSE GUIDELINES (CON'T)	**COMMENTS/NOTES**
Provide fuel for emergency vehicles.	
Maintain a log of those firms volunteering equipment.	
Maintain a log of firms desiring to rent equipment to the county.	
Advise outside agencies coming into the disaster area that they are to be self-sufficient.	
Track daily costs and develop reports and prepare GIS data and maps.	
Advise EOC of State and Federal resources needs, at a minimum, 12 hours prior to need in the county.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Respond to request for public works assistance from municipalities and other agencies.	
Review public works requests and prioritize response.	
Support damage assessment activities.	
Make temporary repairs to damaged public works facilities.	
Ensure that adequate amount of potable water are available to support recovery operations.	
Receive requests for assistance to repair damaged privately owned utility systems.	
Provide technical assistance to operators of utility systems.	
Procure portable toilets and safety lighting for work sites, if needed.	
Provide listing of damaged public works facilities to State Strike Team, if deployed to area.	
Participate in the review of operations during county-led critique. Develop a plan of actions to improve response during future events.	

FIRE SERVICES

ESF #4

PRIMARY AGENCY: **Fire Marshal**

SUPPORT AGENCIES: **ADR Fire Department**
          Bolton Fire Department
          Brunswick Fire Department
          Bolton Fire Department
          Cerro Gordo Fire Department
          Evergreen Fire Department
          Fair Bluff Fire Department
          Hallsboro Fire Department
          Klondyke-Chadbourn Fire Department
          Lake Waccamaw Fire Department
          Nakina Fire Department
          Old Dock/Cypress Creek Fire Department
          Roseland Fire Department
          St. James Fire Department
          Tabor City Fire Department
          White Marsh/Welches Creek Fire Department
          Whiteville Fire Department
          Williams Township Fire Department

I. PURPOSE

This section provides for the coordination of fire activities to ensure the safety of life and property within Columbus County during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Columbus County has 19 fire departments; 6 of which are municipal fire departments, and the remaining are located throughout the county. All units are dispatched by the Columbus County Communications Center.

2. Only one department, Whiteville, has paid firefighters; all others are volunteers.

3. The Columbus County Fire Marshal/Fire Inspector and Emergency Services Director acts as the liaison to the Columbus County Fire & Rescue Association which is an advocacy group for all Fire & EMS Departments. It is composed of Fire & EMS Chiefs from the county.

4. There is no formal hazardous materials response team in Columbus County. Firefighters are the primary responders to any hazardous materials event, although capabilities are generally limited to OPS level actions. All fire departments are at Operations level.

5. Mutual aid agreements for support exist between fire and rescue departments within Columbus County. mutual aid agreements exist with Bladen, Brunswick, Pender, Robeson Counties and Horry County, South Carolina.

6. The North Carolina Division of Forest Resources is the lead agency for forest fire control. North Carolina Forest Service District Headquarters is located off Chadbourn Highway West of Whiteville.

7. Columbus County does conduct fire inspections through the offices of the Fire Marshal/Fire Inspector.

8. City of Whiteville conducts fire inspections through the offices of Whiteville Fire Department.

9. Town of Tabor City conducts fire inspections through the offices of Tabor City Fire Department.

B. **Assumptions**

1. Existing fire and EMS personnel and equipment will be able to cope with most emergency situations through the use of existing mutual aid agreements.

2. When additional support is required, assistance can be requested from state and federal agencies through the Eastern Branch office of NC Emergency Management by Columbus County Emergency Management.

3. Fire departments will be called upon to assist with rescue and extrication of trapped persons, as well as search, debris removal on primary roadways, evacuations, reconnaissance, traffic control, and security.

4. Incident command will be implemented at the scene of every fire/rescue event occurring in Columbus County.

5. Fire stations will be manned during critical periods of an emergency or disaster, as conditions permit. Firefighters will report to the station for duty. Communications will be established with Columbus Central and the Emergency Operations Center.

III. CONCEPT OF OPERATIONS

A. **General**

1. During emergencies, the fire and rescue service must be prepared to support each other utilizing available expertise, equipment, manpower, and the automatic aid system.

2. In an emergency which requires a number of emergency services (e.g. fire, rescue, law enforcement, etc.) to respond, all units, regardless of service, will be coordinated by an incident commander.

3. If fire or threat of fire is involved, the fire chief of the district or his designated representative in which the fire occurred is the incident commander.

4. Under the North Carolina Hazardous Material Right-to-Know Law and the Federal Emergency Right-to-Know Law (Sara Title III), the Fire Chief will survey facilities within his jurisdiction to identify types and volume of hazardous materials located within the County. He should consider this information when developing response plans for hazardous materials accidents within his district. Coordination of facility emergency response plans with the local Emergency Operation Plan will be included in fire service planning.

5. Fire stations will not be utilized as shelters for the public unless designated by the American Red Cross.

6. During forest fire events, local fire department's roles will be the protection of structures threatened by the fire, unless requested by Forestry to assume a different role.

7. Resources needed by county fire departments, beyond those available by mutual aid, will be requested by the Emergency Services Director or Fire Marshal/Fire Inspector through Eastern Branch office of NC Emergency Management.

8. When responding to fires involving hazardous materials, fire departments shall not exveed their level of training.

B. **Specific**

The line of succession for this function is as stated below:

1. Fire Chief or Designee

2. Fire Marshal/Fire Inspector

3. Emergency Services Director

4. President, Fire and Rescue Association

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise, update mutual aid agreements, memorandum of understanding, standard operating guidelines, etc., on an annual basis.	
Staff the Fire/Rescue Function in the EOC, upon request.	
Maintain a message/event log for the EOC.	
Notify the PIO that the fire/rescue function is staffed in the EOC.	
Notify supporting agencies of the potential need for personnel and equipment. Compile lists of readily available assets/personnel that can be deployed.	
Instruct support agencies to track expenses for reimbursement, maintaining an accurate record of expenditures for personnel, equipment, materials, fuel, rental equipment, etc.	
Identify potential sites that may experience increased hazard of fires.	
Re-assign fire/rescue personnel and equipment to areas that may not be impacted by disaster.	
Assist with warning and notification of disaster victims.	
If hazardous materials are involved, provide guidance for decision making as to their effects.	
Identify potential staging areas for mutual aid forces arriving from outside the area.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Respond to request for fire suppression activities.	
Re-assign personnel and equipment to support fire/rescue activities as needed.	
Assist law enforcement with evacuation and warning, when needed.	
Re-deploy resources out of harm's way.	
Provide back-up equipment for pumping, if needed.	
Respond to hazardous material events at the appropriate level.	
Request outside assistance, when appropriate.	
Coordinate activities with the N.C. Forest Service when activities involve suppression of wild land fires.	
Advise mutual aid forces of their need to be self-sufficient.	
Provide support for rescue activities, as needed.	
Restrict access into fire damaged areas.	
Tack daily costs and develop expense reports.	
Advise the EOC of state/federal resources needed to cover shortfalls, at a minimum, 12 hours prior to need.	

RECOVERY GUIDELINES	COMMENTS/NOTES
Continue to coordinate fire/rescue activities with agencies.	
Designate staging areas for incoming fire resources.	
Support traffic control operations, if requested.	
Request replenishment of supplies expended during emergencies	
Assist with damage assessment activities, if requested.	
Withdraw firefighting resources when no longer required. Ensure rested personnel for safe demobilization.	
Respond to request for fire inspections of temporary living or shelter locations.	
Participate in the review of operations during county led critique. Develop a plan of actions to improve response during future events.	

INFORMATION MANAGEMENT AND PLANNING SUPPORT

ESF #5

PRIMARY AGENCY: **MIS**
                        Columbus County GIS Services
                        Columbus County IT Services

I. PURPOSE: (GIS Services)

A. Process, maintain and display GIS information needed to create maps and reports, as needed by the Emergency Operations Center and Incident Command.
B. Provide Geographical Information System support and assistance to ES personnel.
C. Coordinate, analyze, and provide custom maps for use by the EOC Director and the Incident Commander.
D. Provide 24 hour on-call availability for GIS Services.

II. PURPOSE (IT Services)

1. Maintain the computer systems and network at Emergency Services.
2. Maintain the MIS server room, including County E-mail service.
3. Provide Information Technology (IT) hardware support.
4. Install software applications as needed by EOC personnel.
5. Provide 24 hour on-call availability for IT services.

A. Situation

Information and Planning will support initial assessment of developing situations and provide timely and appropriate information to support emergency manages in determining required actions. ESF-5 is responsible for all official information gathering, management and dissemination. Public information is managed by ESF-13.

B. Assumptions

1. Staff the EOC and/or IC to process all incoming official information for distribution to the proper persons.
2. Act as liaison between EOC/IC and deployed field observers.
3. Make best use of available technology.
4. Provide 24-hour staffing.

III. OPERATIONS

A. IT Services

1. Assist Emergency Operations Center personnel to activate EOC computer systems and computer network and troubleshoot any issues, as needed.
2. Contact Internet Service Provider when internet issues arise, including loss of service.
3. Manage computers, computer network and network devices related to the computer network.

B. GIS Services

1. Ensure that up-to-date GIS information (ESRI shapefiles) is available on the Emergency Services server.
2. Assist EOC/IC staff in obtaining and presenting new and updated mapping information.
3. Produce custom maps for specific uses as requested by the EOC staff and Director.
4. Assist staff with instruction on using GIS technology, as needed.
5. Assist EOC/IC staff in compiling any necessary reports or databases.
6. Provide maps and information to outside agencies as requested.

C. Line of Succession

1. MIS Director

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Develop, revise, update mutual aid agreements, memorandum of understanding, standard operating guidelines, etc., on an annual basis.	
Ensure and adequate supply of written and graphic disaster response materials, etc. (Pens, paper, forms, flip charts, etc.)	
Ensure an adequate supply of computer support supplies. (i.e. RW-CDs, floppy disks, etc.)	
Ensure that the EAS System is operational.	
Energize EOC technology equipment and ensure proper operation. (Computers, Projector, Terminals, Monitors, Faxes, Telephones, Plasma Screens, Modems, etc.)	
Ensure all data processing and other sensitive equipment are connected through UPS.	
Verify software operability. (Email, Word Processing, etc.)	
Establish liaison with telephone, paging, cable, and cellular companies, etc.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Coordinate the overall effort to collect, analyze, process, synthesize, report and display Essential Elements of Information (EEIs)	
Provide support for planning efforts.	
Report pertinent information identified on GIS overlays (i.e., water intakes, schools, retirement homes, archeological and historical sites, etc.)	
Actively solicit information from all ESF's in the EOC and maintain the situation board.	
Maintain the historical record.	
Anticipate and advise the EOC of the need for additional technology resources	
Track EOC personnel.	
Provide technical assistance to activate EAS.	
Provide technical assistance to activate Dialogic.	
Run CAMEO, ALOHA, Hurrevac, etc. as requested.	
Establish/maintain liaison with CG Auxiliary, Civil Air Patrol or other overflight platform.	
Draft SITREPS and Daily Summaries	
Draft SITREPS and Daily Summaries (lesser frequency)	
Maintain activity log for historical records.	
Provide for orderly shut-down of EOC/IC.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**

Maintain all functions carried over from the Response phase.	
Participate in review of response operations during County led critique. Develop Plan of Actions to improve response during future events.	
Draft the After-Action Report.	

SHELTER/MASS CARE

ESF #6

PRIMARY AGENCY: **American Red Cross**

SUPPORT AGENCIES: **Emergency Services**
                                             Board of Education (City/County)
                                             Columbus County Health Department
                                             Department of Social Services

I. PURPOSE

This section provides for the coordination of care of the population following the effects of hazards through the identification of shelters and provision of mass care and social services in shelter areas.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Based upon the County's hazard analysis, there are several emergencies for which shelters may be required including severe storms, tornadoes, floods, hazardous material accidents, fires and hurricanes. (See Basic plan section for complete listing)

2. Shelters have been predesignated by the American Red Cross at the time of need for use during emergencies.

3. There are NO shelters with auxiliary power.

4. Out of county sheltering for Columbus County evacuees will be coordinated through the Eastern Branch of NC Emergency Management.

5. A written agreement exists between the American Red Cross, Columbus County Department of Social Services, Columbus County Health Department, Columbus County Board of Education, and the Whiteville City Board of Education for the coordination of shelter and mass care.

6. Although no special needs shelters are designated, a Letter of Agreement exists between the Department of Social Services and the American Red Cross of the management of special needs in portions of the general population shelter.

B. Assumptions

1. For out of county evacuation, sufficient shelter capacity exists in adjacent counties. Shelter locations can be arranged and made available.

2. A high percentage of evacuees will seek shelter with friends or relatives rather than go to public shelter.

3. Evacuees will be provided with public information in the shelter concerning the emergency event.

4. Following a major disaster, there will be an overabundance of unsolicited goods delivered to the disaster area by well-intended citizens outside the affected area.

III. CONCEPT OF OPERATIONS

A. General

1. The Emergency Services Director, Department of Social Services Director, and the American Red Cross will decide when and where to open shelters in a County wide emergency.

2. The County Department of Social Services, serving as the lead agency for Shelter/Mass Care, will coordinate shelter operations with the American Red Cross (ARC), and will mutually support shelter operations with shared personnel and support services whenever possible.

3. If additional shelter support is needed following a disaster event, request for assistance should be made through the Eastern Branch office of NC Emergency Management.

4. Public and private providers of institutional care (medical and residential) remain responsible for shelter plans for their residents.

5. Columbus County **WILL NOT ASSUME ANY RESPONSIBILITY/LIABILITY** for unauthorized shelter openings during emergency events.

6. The Columbus County Department of Social Services and the American Red Cross will decide when shelters are to be closed. Other agencies will be notified as applicable.

7. At each Columbus County supported shelter location, the County will provide health/medical support, communications, fire protection and security.

8. Churches, fire stations and community centers can be used as pick-up points for persons or groups requiring transportation to shelters.

9. Crisis intervention and mental health counseling will be provided at shelters, as staff permits.

10. Residents utilizing public shelter spaces will be instructed to bring medications, blankets special foods/formulas for children, and a supply of food for personnel consumption, to sustain them for a minimum of three days.

11. The Columbus County Sheriff's Department and municipal police departments will enforce security within the shelter and the area(s) immediately adjacent to the shelter (including parking locations).

12. Residents will be instructed not to bring pets, alcohol, drugs (other than prescription which will be turned in to the nursing staff), boom boxes, radios, TV's perishable goods, guns and other weapons. Law enforcement will have the authority to search bags and confiscate any items brought into the shelter. Confiscated items will be returned upon leaving the shelter.

13. Children under 18 years of age must be accompanied by an adult, when entering the shelter.

14. Shelters will be closed as soon as possible following cessation of the disaster.

15. Living conditions in the shelters will be minimal, at best and not geared to long-term stay.

16. Shelters will be established for protection of citizens from elements and are not considered long-term care facilities.

17. Coordination of shelter operations will be based on Letters of Agreement found in the Implementation Document on file in Emergency Services.

18. Maximum occupancy of temporary shelters will be established.

19. Communication capability will be arranged by Emergency Services for use in the shelters.

B. **Specific**

The line of succession for shelter care is as shown below:

1. American Red Cross Director

2. Department of Social Services Director

3. Health Department Director

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise, update memorandum of understanding, mutual aid agreements, checklists, standard operating guidelines, and building/shelter floor plans. Conduct annual training for appropriate staff.	
Respond to the EOC upon request.	
Notify supporting agencies to put their personnel and equipment resources on standby for activation.	
Maintain an event/message log at the EOC position.	
Notify the PIO that the Shelter/Mass Care Support Function is operation in EOC.	
Coordinate the tasking of all shelter activities with other supporting agencies.	
Coordinate the establishment and operation of all mass feeding operations.	
Coordinate the relief efforts provided by volunteer organizations performing mass care function.	
Coordinate the establishment of the shelter registration system.	
Coordinate provision of first aid in shelters and fixed feeding sites.	
Coordinate provision of medical support exceeding that required for first aid.	
Provide mass care data updates to the EOC and PIO.	
Coordinate with law enforcement for security in shelters.	
Review communication networks to be sure shelters have working communications systems.	
Coordinate with mental health professionals to ensure presence or referrals in shelter facilities.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Ensure that primary and supporting agencies maintain appropriate listings of agency staff to call for performing activities. These listing should include pager, alternate telephone, cellular phone, fax numbers, etc.	
Ensure that current listings of resource providers are maintained by agencies.	
Monitor evacuation activities.	
Assess the need for additional shelter openings.	
Provide for the replenishment of shelter supplies.	
Ensure that shelterees receive appropriate services while in the shelter.	
Coordinate the consolidation of shelters.	
Ensure that shelterees who are not medically appropriate for general Red Cross Sheltering will be referred to the	

appropriate medical care.	
Ensure that individuals not able to come to mass feeding locations receive food supplies.	
Prevent duplication of goods and services for mass feeding operations.	
Maintain lists of all volunteer agencies providing mass feeding operations in the disaster area, i.e., location, contact person, hours of operation, mobile feeding points, logistical needs, etc.	
Ensure that each shelter location has a working communications system and can contact the EOC either by phone, cellular or amateur radio operator.	
Maintain reports of shelter conditions and any unmet needs.	
Track daily costs and develop expense reports.	
Advise the EOC of the needed State/Federal resources at least 12 hours prior to their need in the County.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Coordinate with applicable State, volunteer and local government agencies to determine the need for extended shelter operations.	
Coordinate with the appropriate agencies for long term placement of disaster victims who cannot move back to their normal residences	
Continue to provide regular updates on which shelters are open or closed. Provide census reports every 4 hours.	
Assist shelterees to access disaster services.	
Develop plan for orderly shutdown of shelters and/or consolidation of shelters.	
Provide shelter reports to the County PIO for inclusion in situation reports.	
If required, identify locations for temporary housing such as campers or trailers.	
Continue to coordinate with the other EOC functions providing services to shelters.	
Participate in the review of operations during county led critique. Develop a plan of action to improve response during future events.	
Recover disaster supplies such as cots, etc, for inventory. Cleaning and return to warehouse for future deployment.	

RESOURCE SUPPORT

ESF #7

PRIMARY AGENCY: **Columbus County Purchasing**

SUPPORTING AGENCIES: **Columbus County Finance**
                          Columbus County EOC
                          Columbus County Emergency Services

I. PURPOSE

This section provides a system of identifying and locating resources within the county and a method of activating those resources during an emergency. The preservation, conservation, and replenishment of these resources are also included.

II. SITUATION AND ASSUMPTION

A. Situation

1. Many of the resources listed below would be critical in both an immediate response and the long term recovery period within the county. These critical resources will include:

- Personnel
- Equipment
- Facilities
- Information
- Commodities

2. The Columbus County Emergency Services office maintains a list of resources available within the county form both public and private sources. It is generally recognized that these resources, which are somewhat limited in scope, would be inadequate to fulfill all the needs of the various agencies in a protracted emergency/disaster.

B. Assumptions

1. Locally owned or controlled resources will be first employed to respond to a disaster or emergency situation in the county.

2. Adequate local resources to respond to a long term emergency would not be available in the county.

3. Personnel, equipment, and supplies will be available initially, (although limited) to support the emergency response.

III. CONCEPT OF OPERATIONS

A. General

1. County and municipal departments and agencies will use their own resources and equipment during emergencies and will have control over the management of these resources when the resources are needed to respond to the emergency situations.

2. Staging area(s) for incoming resources will be identified as needed for location in accessible areas as a mobilization point for incoming resources. If needed, staging areas could be created in these locations:

   - Columbus County
   - Southeastern Community College
   - Columbus High School
   - Columbus County EOC

3. The Finance Officer will prepare routing procurement procedures for the acquisition or replacement of resources during day-to-day operation and also develop a procurement system to acquire expendable supplies during emergencies.

4. The Emergency Services office will also identify those resources and capabilities that are available in local businesses and industry and other contributing organizations, and develop the mutual aid agreements required to acquire those resources to support the county under emergency situations.

5. Resource management will be coordinated from the County Emergency Operations Center (EOC) during countywide emergency/disaster situations under the leadership of the Emergency Services Director. The agency that has day to day control of a resource needed to respond to the disaster will continue to have operational control of the resource during an emergency period.

6. Coordinators of the various functions within county government will coordinate the need for additional personnel, equipment, and/or relocation of supplies with the Finance Office or her designee.

B. Specific

The line of succession for resource management is as shown below:

   - Purchasing Office
   - Finance Office
   - Emergency Services Director

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Respond to the EOC upon request.	
Maintain a message/event log for the EOC location.	
Identify and notify supporting agencies that they may be needed. Take steps to assure that support agencies are on standby and ready to respond.	
Review resource manual to ensure that listings are current.	
Review lists of stockpiled resources in the County and municipal stockpiles to verify accuracy and safety.	
Designate which support agencies will provide specific goods and services.	
Issue advisory to all support agencies to track personnel and equipment expenses in the event a Presidential Declaration is received and expenses are reimbursed.	
Determine what resources will have to be procedures under emergency purchase orders. Maintain a log of those purchases.	
Notify the PIO that the Resource Support Function is staffed.	
Locate and secure warehouse space for transloading of bulk supplies.	
Coordinate the need to establish staging areas with the transportation function.	
Coordinate activities with Federal and/or State teams that may be dispatched to the disaster area.	
Maintain records of all loaned property and equipment.	
Coordinate emergency contracts entered into between the County and commercial vendors.	
Provide instructions and forms to all agencies on tracking expenses, claiming reimbursements, and prompt return of loaned equipment.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Establish priorities on the distribution of scarce resources.	
Continue to review the accuracy of the resource guide.	
Update the resource guide with newly discovered vendors.	
Place supporting EOC functions on standby or dispatch to staging areas.	
Respond to resource requests from other functions.	
Maintain records of all properties loaned, quantities, contact point, and return location.	
Coordinate emergency purchases between vendors and commercial sources.	
Coordinate activities with Federal/State officials to procure resources that are not available with the County.	

Track daily costs and develop expense reports.	
Advise the EOC of State and Federal resources needed at least 12 hours prior to the County's need.	
Continue to respond to requests for supplies and services.	
Replenish supplies expended, where necessary.	
Ensure the return of supplies borrowed.	
Receive reports of other functions monies expended in support of response and recovery efforts.	
Furnish newly acquired vendor resources to emergency management to include in resource guide	
Coordinate the use of goods and equipment volunteered by citizens and businesses.	
Assist in identifying secondary sites that might be utilized for receiving and disbursement of donated goods.	
Participate in the review of operations during County-led critique. Develop a plan of action to improve response during future events.	

MEDICAL SERVICES

ESF #8a

PRIMARY AGENCY: **Rescue Chief**

SUPPORT AGENCY: **ADR Rescue**
Buckhead Rescue
Cerro Gordo Rescue
Fair Bluff Rescue
Klondyke-Chadbourn Rescue
Lake Waccamaw Auxiliary
Nakina Rescue
Tabor City Emergency Services
Whiteville Rescue

I. PURPOSE

This section provides for the coordination of rescue/mass casualty activities to ensure the safety of life/property and care/identification/disposition of mass casualties.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Columbus County has one hospital:

   - Columbus Regional Healthcare Systems   166 beds
     500 Jefferson Street   Acute Care
     Whiteville, NC 28472

2. There are nine (9) rescue units located throughout Columbus County.

   a. Acme Delco-Riegelwood Rescue (EMT-I level)
   b. Buckhead Rescue (EMT-I Level)
   c. Cerro Gordo Rescue (EMT-I Level)
   d. Fair Bluff Rescue (EMT-I Level)
   e. Klondyke-Chadbourn Rescue (EMT-I Level)
   f. Lake Waccamaw Auxiliary (EMT-I Level)
   g. Nakina Rescue (EMT-I Level)
   h. Tabor City Emergency Services (EMT-I Level)
   i. Whiteville Rescue (EMT-P Level)

3. Two private ambulance companies provide convalescent service and inter-hospital transfer for Columbus County.

   a. Columbus County EMS, Inc. (EMT-P)
   b. Columbus Transport, Inc. (EMT-P)

4. The nearest trauma center is New Hanover Regional Medical Center, Wilmington.

5. Columbus County is served by Life Flight medical helicopter from Duke University Hospital in Durham; by Carolina Air Care helicopter from North Carolina Memorial Hospital in Chapel Hill; and by East Care medical helicopter from East Carolina University Medical Center in Greenville and Air Link form New Hanover Regional Medical Center.

6. A mass casualty event has the potential to overwhelm the limited existing emergency medical resources in Columbus County.

7. All rescue units are dispatched by Columbus Central.

B. **Assumptions**

1. A large scale emergency will result in increased demands on rescue, health, and medical personnel. This may result in the prioritization and response to request for assistance.

2. Disruption of the communications system will severely impede the delivery of rescue services thus making it more likely that many injured persons will be transported to medical facilities by family or friends who are trained in rescue procedures.

3. When local resources can no longer meet the demands of the situation, state agencies will be contacted through the Eastern Branch Office of NC Emergency Management to provide additional resources.

4. Catastrophic disasters may affect large areas of the county and medical resources may be damaged, destroyed, or available.

5. During a large scale emergency with a loss of power Columbus Regional Healthcare System may be forced to curtail service.

III. CONCEPT OF OPERATIONS

A. **General**

1. Rescue units will provide field medical care as needed during emergency situations and coordinate necessary medical transportation.

2. During mass casualty incidents, rescue units will establish patient triage, holding, treatment and transportation areas.

3. EMS capabilities will be expanded by incorporating fire personnel serving the respective response areas. Fire personnel will assist rescue in performing rescue of trapped victims.

4. When necessary, the Emergency Service Director will designate a rescue representative to coordinate responding medical units and establish communication links with the hospital and Columbus Central or the Emergency Operations Center.

5. Additional rescue resources will be secured through the Eastern Branch of Emergency Management.

6. Local industry, construction companies, and/or farming operations, may be called upon to provide specialized equipment such as refrigerated trucks, backhoes, and heavy equipment for extraction of victims.

7. Logging companies, farmers, and landscaping firms operate specialized equipment that may be used for heavy rescue and recovery.

8. Operations for mass casualty events, will be coordinated by the medical examiner/coroner in conjunction with the Emergency Services Director.

9. County funeral directors will serve as support to the county medical examiner for the care, identification, and disposition of remains.

10. When disaster conditions permit, and an estimate can be made of the number of deceased, temporary morgue sites will be selected and activated. Remains will be recovered and evacuated to the temporary morgues for identification purposes and safeguarding of personal effects. Necessary information about each victim will be compiled and processed for the medical examiner/coroner. When authorized by a family member the remains will be released for final disposition.

11. Temporary morgue(s) will be organized and administered by the county coroner/medical examiner and supported by staffs of the county funeral homes. Functions carried out in each morgue will be dictated by the circumstances.

12. Mass burial will only be considered when the number of remains cannot be adequately managed, refrigerated, identified or processed in a timely manner in which to avoid a human health concern.

B. Specific

The line of succession for rescue service is as shown below:

1. Rescue Chief or Designee

2. Emergency Services Director or Deputy

3. Fire Marshal or Deputy.

HEALTH SERVICES

ESF #8b

PRIMARY AGENCY: **Health Department**

SUPPORT AGENCIES: **Coroner**
                          American Red Cross
                          Public Information Officer
                          Home Health Care Agencies

I.   PURPOSE

The purpose of this section is to provide for the coordination of public health and welfare of the population of Columbus County during emergency/disaster.

II.   SITUATION AND ASSUMPTIONS

A. Situation

1. The Columbus County Health Department is located at 304 Jefferson Street, Whiteville, North Carolina. Family Nurse Practitioner is the highest level of care provided during normal clinical hours. During the disaster, nursing practitioner is the highest level of care provided.

2. A large portion of the Columbus County population is dependent upon private wells, private sewage treatment systems and private septic systems. These systems are susceptible to flooding problems when they occur.

3. Home health care providers are listed below. Each agency maintains a list of clients with special needs.

    - Assisted Care Home Health
      1003 Olde Waterford Way Suite 1B
      Leland, NC 28451
      (910) 332-2341

    - Columbus County Home Health
      706 North Thompson Street
      Whiteville, NC 28472
      (910) 642-0147

    - Healthkeeperz
      509 West 3rd Street
      Pembroke, NC 28372
      (910) 521-4329

    - Interim Healthcare

2401 Robeson Street
Fayetteville, NC 28305
(910) 483-6144

- Liberty Home Care
  46 McNeill Plaza
  Whiteville, NC 28472
  (910) 642-5808

- Well Care Home Health
  2715 Ashton Drive Suite 201
  Wilmington, NC 28412
  (910) 362-9405

4. There are three nursing homes located in Columbus County.

   a. Liberty Commons Nursing and Rehab Center of Columbus County
      1402 Pinckney Street
      Whiteville, NC 28472
      (910) 642-7139

   b. Premier Living and Rehab Center
      106 Cameron Street
      Lake Waccamaw, NC 28450
      (910) 646-3132

   c. Shoreland Health Care and Retirement Center, Inc.
      200 Flowers-Pridgen Drive
      Whiteville, NC 28472
      (910) 642-4300

5. There are five Adult Care Home/Family Care Homes located in Columbus County.

   a. Fair Bluff Assisted Living #1
      DBG III, LLC
      PO Box 1559
      Shallotte, NC 28459
      (910) 649-7841

   b. Fair Bluff Assisted Living #2
      DBG III, LLC
      PO Box 1559
      Shallotte, NC 28459
      (910) 649-7841

   c. Mt. Olive Family Care Home
      305 Jackson Street
      Fairmont, NC 28340
      (910) 648-4946

d. Lake Waccamaw Senior Living
ET Care Home Quality Management, Inc.
PO Box 146
Lake Waccamaw, NC 28450
(910) 646-3153

e. Water Brooke Assisted Living
Waterside Health Care Inc.
PO Box 607
Tabor City, NC 28463
(910) 653-6400

6. There are thirty-eight Mental Health Facilities located in Columbus County.

a. Assisted Care, Inc.
115 West Main St., Suite 300
Whiteville, NC 28472
(910) 642-4960

b. Bill Parker Day Activity Center
Community Innovations, Inc.
119 East Smith St.
Whiteville, NC 28472
(910) 640-3375

c. Brenton House
Evergreen Behavioral Management, Inc.
3840 James B. White Hwy. N.
Whiteville, NC 28472
(910) 642-6064

d. Bridgeton Place
Columbus Group Homes, Inc.
411 West Burkhead St.
Whiteville, NC 28472
(910) 640-3707

e. Burkhead Street
Community Innovations, Inc.
407 West Burkhead St.
Whiteville, NC 28472
(910) 642-9770

f. Carroll House
Columbus Group Homes, Inc.
605 Nolan Avenue
Whiteville, NC 28472
(910) 640-3502

g. Central Place
   Community Innovations, Inc.
   408 Lewis Street
   Whiteville, NC 28472
   (910) 640-2214

h. Coburn House
   Family Alternatives, Inc.
   213 S. Madison Street, Suite 100
   Whiteville, NC 28472
   (910) 642-3439

i. Columbus House
   Columbus Group Homes, Inc.
   220 East Columbus Street
   Whiteville, NC 28472
   (910) 642-5251

j. Columbus Industries
   Columbus Co. Industries/Southeastern Regional MH
   207 W. Walter Street/PO Box 563
   Whiteville, NC 28472
   (910) 642-5827

k. Coming Together Girl's Haven
   Coming Together Child Development Services
   5112 Chadbourn Hwy.
   Chadbourn, NC 28431
   (910) 654-5223

l. David and David House
   Community Innovations, Inc.
   219 South Madison Street
   Whiteville, NC 28472
   (910) 641-0842

m. Deerfield Residential
   2245 Sam Potts Hwy.
   Hallsboro, NC 28442
   (910) 640-2545

n. Evergreen Health Services
   Evergreen Behavioral Management, Inc.
   1409 Pinckney Street
   Whiteville, NC 28472
   (910) 641-0600

o. FFC Institute for Change, Inc. "Trinity House"

FFC Institute for Change, Inc.
1114 McClary Road.
Evergreen, NC 28438
(910) 648-6941

p.   Fair Bluff Residential
Community Innovations, Inc.
2373 Coleman Cemetery Road
Chadbourn, NC 28431
(910) 649-6464

q.   GP Road Residential
2838 Georgia Pacific Road
Chadbourn, NC 28431
(910) 654-6996

r.   Goremont
The Asbury Homes, Inc.
11337 Joe Brown Hwy. S.
Tabor City, NC 28463
(910) 653-5050

s.   Guardian Light, Inc.
Robertha Powers
1294 Hallsboro Road
Hallsboro, NC 28442
(910) 646-6466

t.   Harper Home
Community Innovations, Inc.
211 East Lewis St.
Whiteville, NC 28472
(910) 640-1285

u.   Homecare Management Corp.
Homecare Management Corporation
2208 James B. White Hwy. N.
Whiteville, NC 28472
(910) 640-1153

v.   Honey Hill Residential
Community Innovations, Inc.
24 Lakeland Circle
Hallsboro, NC 28442
(910) 640-2776

w.   Jean Street Residential
102 Jean Street
Chadbourn, NC 28431

(910) 654-1636

x. Lee Street Residential
    433 S. Lee St.
    Whiteville, NC 28472
    (910) 640-2826

y. Murchison House
    Evergreen Behavioral Management, Inc.
    1686 Sam Potts Hwy.
    Hallsboro, NC 28442
    (910) 640-1456

z. New Directions Community Services
    New Directions Home Health Care
    1424 S. JK Powell Blvd., Ste. G
    Whiteville, NC 28472
    (910) 640-3711

aa. Riverside Residential
    Community Innovations, Inc.
    353 Elm Street
    Fair Bluff, NC 28439
    (910) 649-6460

bb. Rouse Counseling & Consulting Services
    Rickie G. Rouse
    805 North Franklin St., Room #7
    Whiteville, NC 28472
    (910) 642-9008

cc. Southeastern Community Support Center
    Community Innovations, Inc.
    801 Wilson Street
    Whiteville, NC 28472
    (910) 642-5697

dd. Southeastern Regional MH/DD/SAS
    Southeastern Regional Area MH/DD/SAS Authority
    306 Jefferson Street
    Whiteville, NC 28472
    (910) 642-6585

ee. Southwood
    Community Innovations, Inc.
    100 Waccamaw Drive
    Tabor City, NC 28463
    (910) 653-5823

ff. Strawberry House
303 North Howard Street
Chadbourn, NC 28431
(910) 654-5355

gg. The Counseling Center of Columbus County
Family Alternatives, Inc.
800 Jefferson Street
Whiteville, NC 28472
(910) 641-0052

hh. The Franklin Street House
Evergreen Behavioral Management, Inc.
220 North Franklin Street
Whiteville, NC 28472
(910) 642-8956

ii. The Hailey House
New Directions Group Care Management, LLC.
225 Honey Hill Road
Hallsboro, NC 28442
(910) 641-0826

jj. The Smith House
New Directions Group Care Management, LLC.
778 Honey Hill Road
Hallsboro, NC 28442
(910)640-1737

kk. Whiteville Group Home
Community Innovations, Inc.
168 Sweet Farm Road
Whiteville, NC 28472
(910) 642-5670

ll. Woodbridge Alternative at Red Store
Woodbridge Alternative, Inc.
2663 Red Store Road
Whiteville, NC 28472
(910) 648-2740

7. There are twenty-nine Home Care Facilities located in Columbus County.

a. Advantage Hospice & Home Care
427 South Madison St., Ste B
Whiteville, NC 28472
(910) 642-2193

b. Allied Home Health Care, Inc.

817 South Madison St., Ste B
Whiteville, NC 28472
(910) 640-2021

c. American Homepatient
603 Pecan Lane/Spivey Road
Whiteville, NC 28472
(910) 642-1000

d. Assisted Care
115 West Main St., Ste 300
Whiteville, NC 28472
(910) 642-4960

e. Assisted Angels, Inc.
711 North Thompson Street
Whiteville, NC 28472
(910) 640-1920

f. Associate Home Care Services
213 West Burkhead St.
Whiteville, NC 28472
(910) 914-0006

g. Carolinas Home Care Agency, Inc.
163 Brunswick Rd. Ste 11
Whiteville, NC 28472
(910) 642-3700

h. Columbus County Department of Aging
827 Washington Street
Whiteville, NC 28472
(910) 640-6602

i. Columbus County Home Health
827 Washington Street
Whiteville, NC 28472
(910) 640-0417

j. Evergreen Health Services, Inc.
1409 Pinckney St.
Whiteville, NC 28472
(910) 641-0600

k. Heartland Home Care Agency, Inc.
615 N. Howard St.
Chadbourn, NC 28431
(910) 654-1362

l. Helping Hands Home Care of Whiteville, Inc.
    130 Memory Plaza
    Whiteville, NC 28472
    (910) 642-5655

m. Home Medical Systems, Inc.
    1347 South Madison Street
    Whiteville, NC 28472
    (910) 642-5798

n. Interim Healthcare
    310 Liberty St.
    Whiteville, NC 28472
    (910) 642-6211

o. Liberty Home Care
    46 McNeil Plaza
    Whiteville, NC 28472
    (910) 642-5808

p. Liberty Medical Specialties, Inc.
    612-10 Jefferson St,
    Whiteville, NC 28472
    (910-642-2250

q. Liberty Nursing Services
    44 McNeil Plaza
    Whiteville, NC 28472
    (910) 914-0758

r. Lighthouse Home Health Care LLC
    721 Davis Ave., Ste C
    Whiteville, NC 28472
    (910) 760-1184

s. Medicine Mart Home Care
    609 Jefferson Street
    Whiteville, NC 28472
    (910) 642-8286

t. Medicine Mart Home Health
    218 South Main St.
    Tabor City, NC 28463
    (910) 653-3136

u. Medicine Mart Vital Care
    218 South Main St.
    Tabor City, NC 28463
    (910) 653-6169

    v.   New Directions Group Care Mgmt, LLC
          134 Memory Plaza
          Whiteville, NC 28472
          (910) 640-1737

    w. New Directions Home Health Care
          1424 S JK Powell Blvd., Ste C
          Whiteville, NC 28472
          (910) 640-3711

    x.   Palliative Care Center of Lower Cape Fear Hospice
          121 W. Main St./PO Box 636
          Whiteville, NC 28472
          (910) 642-9051

    y.   Palmetto Personal Care Services, Inc.
          684 Main St.
          Fair Bluff, NC 28439
          (910) 649-6569

    z.   Priority Home Care Agency, Inc.
          3758 Joe Brown Hwy S.
          Chadbourn, NC 28431
          (910) 654-9910

    aa. Southern Living Home Care Agency, Inc.
          506 Joe Brown Rd.
          Chadbourn, NC 28431
          (910) 654-3752

    bb. Trinity Home Healthcare, Inc.
          1424 S. JK Powell Blvd., Ste E.
          Whiteville, NC 28472
          (910) 872-5000

    cc. Well Care Health Services, Inc.
          800 Jefferson St., Ste 107
          Whiteville, NC 28472
          (910) 640-1150

    dd. Liberty Commons Nursing and Rehab Ctr. of Columbus County
          1402 Pinckney St.
          Whiteville, NC 28472
          (910) 642-7139

8. Municipal waste water systems are operated by:

    a.   Town of Lake Waccamaw

State Road 1901
Lake Waccamaw, NC 28450

b. Town of Fair Bluff
NC 904
Fair Bluff, NC 28439

c. Town of Whiteville
Nolan Avenue
Whiteville, NC 28472

d. Town of Chadbourn
Highway 74/76 East Business
East of Peacock Crossing
Chadbourn, NC 28431

e. Town of Tabor City
701 By-Pass
Tabor City, NC 28463

f. Town of Brunswick
10 Cypress St.
Brunswick, NC 28424

9. Municipal water distribution systems are in operation in the following towns:

a. Bolton
b. Brunswick
c. Cerro Gordo
d. Chadbourn
e. Fair Bluff
f. Lake Waccamaw
g. Tabor City
h. Whiteville

B. Assumptions

1. Most emergency situations will result in increased demands on health and medical personnel.

2. Following an emergency/disaster, the Health Department will take action to prevent the spread of communicable disease resulting from contaminated water supplies, malfunctioning septic systems, increased numbers of vectors, spoiled or contaminated food supplies, and lack of functional sanitary facilities.

3. A catastrophic disaster could result in multiple fatalities necessitating extraordinary measures to include establishing a temporary morgue.

4. When local resources can no longer meet the demand of the situation, state agencies will be contacted through Emergency Management to provide additional resources.

5. For most emergencies, emergency medical services are adequate to handle events. Mutual aid agreements with nearby Emergency Medical Service providers will be implemented to secure additional resources.

III. CONCEPT OF OPERATIONS

A. General

1. The primary concern of public health is disease control. The County Department of Health will implement effective environmental health, nursing and health education practices to minimize the incidence of disease.

2. Frequent inspections of damaged housing and emergency shelters will be necessary to determine the need for emergency repairs, pest control, sanitation, or other protective procedures.

3. The Health Director will assist the coroner in establishing temporary morgues and coordinate with the Coroner in the identification and proper recovery of human remains.

4. The Health Director will oversee the testing of the water supply to insure it potability, as well as distribute information to the general public concerning the spread of contamination.

5. Care of home bound individuals and those with special needs care will be coordinated by the Health Department.

6. The Health Department will coordinate the health care in American Red Cross approved shelters and mass care facilities (if established).

7. The Health Department will coordinate the movement of special needs populations, for example, the homebound patients normally attended by the Home Health nurses.

8. The Health Director will coordinate with the County Public Information Officer concerning the distribution of information relating to disaster related health procedures and advisories.

9. Home Health Care agencies will be coordinate by the Columbus County Health Department for the delivery of services to home bound individuals.

10. Home health care agencies will dispatch representatives to the Emergency Operations Center, upon request.

11. Home health care providers, when unable to provide care for clients, will notify the Emergency Operations Center or Health Department Coordinator.

12. Animal Control will maintain their operations during emergency situations.

B. Specific

1. Line of Succession

    a.   Director

    b.   Nursing Director

    c.   Health Educator

    d.   Preparedness Coordinator

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise and update memorandums of understanding, mutual aid agreements, checklists and standard operating guidelines.	
Respond to the EOC to coordinate Public Health Services, when requested.	
Maintain message/event log in the EOC.	
Notify supporting agencies of potential need for personnel and equipment resources.	
Develop call back lists to include phone, pager, fax, mobile phone and alternate phone numbers. Compile lists of personnel available with same information.	
Notify PIO that the function is staffed in the EOC.	
Begin planning to meet health and medical needs of potential shelters.	
Coordinate activities with the Red Cross, Salvation Army and Mental Health.	
Assess the needs of special care groups in cooperation with home health care agencies, senior citizens, American Red Cross, Home Health Care and other groups providing care to homebound individuals.	
Respond to requests for information on public health concerns.	
Prepare to release public health advisories in conjunction with the County PIO.	
Ensure that a staffing pattern for the EOC function is in place for 24-hour coverage, if requested.	
Provide census of area hospitals to EOC personnel, if requested.	
Determine if any health care facilities will have to be evacuated and the destination.	
Review, revise, update memorandum of understanding, mutual aid agreements and checklists annually.	
Respond to the EOC and assume control of EMS/Mass Casualty resources.	
Ensure that Command Post has been established, when appropriate, and that a communications link is operational.	
Maintain an event and message log for the EOC position.	
Identify and notify the supporting agencies to include telephone, pager, cellular, fax numbers, and radio call signs.	
Respond to requests for rescue/mass casualty assistance.	
Begin to assess situation and develop report to be delivered at the EOC briefing outlining operational status.	

Develop action plan to overcome EMS/Mass casualty resource shortfalls.	
Ensure that the County and hospital PIO's are briefed on a regular basis as to the status of the EMS/mass casualty operational readiness.	
Plan for alternate means of communication with field units if primary means of communications is disrupted.	
Establish communications link with incident command post, when established.	
If needed, determine the status of private resources available to support EMS/mass casualty response.	
Identify secondary hazards that may threaten responders, plan to overcome these hazards.	
Ensure that all available local resources have been utilized prior to asking for State assistance.	
Coordinate with the other EOC functions for restrictions on search/disaster areas, transportation, needs, resource needs, etc.	
Assess the need for the establishment of ICS at a disaster scene.	
Determine the need for specialized equipment/resources and request suppliers of this equipment.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Maintain responsibility for the coordination of services, equipment and personnel to meet the health and medical needs of the disaster victims – See DMAT or DMORT under Federal Response Plan.	
Coordinate requests to the State for additional health/medical personnel, equipment and supplies.	
Monitor food/drug safety, radiological hazards, chemical hazards, potability of water, wastewater disposal, solid waste disposal and vector control items.	
Coordinate victim identification/mortuary services with Medical Examiner and local law enforcement. See Mass Fatality Plan.	
Coordinate release of health advisories with the County PIO.	
Monitor requirements of the special needs population in cooperation with the Individual Care Coordination Center (IC3)	
Continue to respond to emergency medical calls as conditions permit.	
Decide at what condition no EMS calls will be undertaken, and advise supporting agencies of this	

condition.	
Determine any need for additional health and medical resources.	
Coordinate and direct the activation and deployment of voluntary resources of health, medical, personnel, supplies, and equipment.	
Coordinate the response to requests for assistance to mental health victims.	
Warn the public of contaminated water supplies and methods of purify via PIO.	
Provide coordination of NHRMC, medical equipment, supplies, nurses, pharmacy services, environmental health departments, staff, nutritional services, mental health workers, crisis mental health workers in shelters, volunteer health workers, dental services, emergency immunizations and public information releases (in cooperation with the County PIO)	
Track daily costs and develop expense reports.	
Advise the EOC of any State/Federal resources at least 12 hours prior to their need in the county.	
Establish response criteria when major hazards pose threat to responders.	
Determine locations for new EMS/Mass Casualty operational locations, if bases are damaged/inaccessible.	
Conduct mass casualty operations in accordance with mass casualty standard operating guidelines for EMS.	
Coordinate activities with other EOC functions to obtain support for operations.	
When required, identify patient triage, holding, treatment and transportation area.	
Establish Incident Command Post, if required. Establish communications link with the Command Post and field forces.	
Assess the need for requesting additional rescue resources from the State.	
Identify locations for temporary morgues, if required.	
Coordinate activities with Medical Examiner, when required.	
Instruct all responders to track their personnel and equipment expenses in the event of a Presidential Disaster Declaration.	
Request air evacuation of severely injured victims, when required.	
Coordinate activities with medical facilities. Provide	

notification of mass casualty event, and the number of victims.	
Assist with notification of next-of-kin, if requested, for mass casualty events.	
Access the National Pharmaceutical Stockpile (NPS) Push Packages, as necessary.	
Continue to update the County PIO on the status of EMS operations. Continue to provide briefings to the EOC staff.	
If mass casualty/EMS events occur on waterways, coordinate activities with the appropriate agencies.	
Request divers when needed for body recovery <u>if safe diving conditions exist</u>.	
Account for all responders to mass casualty/EMS events.	
Track daily costs and develop expenses report.	
Advise the EOC of any State/Federal resources needed at least 12 hours in advance	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Monitor conditions for health and medical concerns.	
Resume response to requests for EMS and rescue, as appropriate.	
Coordinate emergency inoculations, if required.	
Release advisories on water, wastewater, etc.	
Ensure the safety and health of public health responders.	
Assess the need for emergency mosquito spraying with State agencies.	
Establish mental health counseling teams, if necessary.	
<mark>Provide CISD Teams, if needed.</mark>	
Assist in identifying locations and obtaining potable water and portable toilets.	
Coordinate the victim identification and mortuary services. Notify next of kin, when requested.	
Identify locations for temporary morgues, if required.	
Request additional public health personnel, equipment and supplies.	
Participate in the review of operations during County-led critique. Develop plan of actions to improve response during future events.	
Continue to coordinate the release of mass casualty/EMS events and status with the County PIO.	
Continue to coordinate activities with private relief agencies. Provide assistance when resources will allow.	
<mark>Assess the need for CISD Team for Search and Rescue and EMS personnel.</mark>	

Ensure that a summary of operations is filed with the County Emergency Management Department.	
Ensure that disaster victims evacuated from the disaster area have been returned to their place of residence (to include bed ridden, home bound, etc.)	
If emergency purchase of critical items is required, work with EOC function to ensure timely completion.	
Participate in the review of operations during county-led critique. Develop a plan of actions to improve response during future events.	

SEARCH AND RESCUE (SAR)

ESF #9

PRIMARY AGENCY: **Emergency Services**
                                    Sheriff's Department

SUPPORT AGENCIES: **Acme Delco Riegelwood Fire & Rescue**
                                    Bolton Fire Department
                                    Brunswick Fire Department
                                    Buckhead Fire & Rescue
                                    Cerro Gordo Fire & Rescue
                                    Chadbourn Fire & Rescue
                                    Cherry Grove Fire Department Substation
                                    Evergreen Fire Department
                                    Fair Bluff Fire & Rescue
                                    Hallsboro Fire Department
                                    Lake Waccamaw Fire & Rescue
                                    Nakina Fire & Rescue
                                    North Whiteville Fire Department
                                    Old Dock/Cypress Creek Fire Department
                                    Roseland Fire Department
                                    Sandy Plains Fire Department Substation
                                    St. James Fire Department
                                    Tabor City Fire Department
                                    Tabor City Fire Department Substation
                                    Tabor City Rescue
                                    Welches Creek/White Marsh Fire Department
                                    Whiteville Fire Department
                                    Whiteville Rescue
                                    Williams Township Fire Department

I. PURPOSE

To provide a comprehensive plan of action for use during emergencies requiring search operations for lost persons, missing aircraft, missing water craft, and suspected drowning. The plan outlines the responsibilities and operations necessary for a successful mission.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The North Carolina Emergency Management Act of 1977 sets forth the responsibilities of state and local governments to prepare for the prompt and efficient rescue, care, and treatment of threated or affected personnel.

2. The most common SAR missions in North Carolina involve lost persons, missing aircraft, and missing water craft. The extent of the operation may vary from a few individuals looking

for an elderly resident of a rest home who has lost his/her way, to a full scale SAR operations are described in the Implementation Document in support of the Emergency Action Plan.

B. Assumptions

1. Although external influences, such as family considerations, politics, economic factors, and public pressure are integral forces within the search mission, ALL resources will be directed to focus on locating the lost person, regardless of the cost, economical or otherwise.

2. Columbus County Public Safety agencies will PLAN, TRAIN, and SEARCH for lost persons without concern for who will receive credit.

3. This SECTION will be utilized for use by all Columbus County public safety agencies (fire/rescue departments, local law enforcement agencies), assisting organizations, private organizations, private citizens, state and federal agencies in performing search missions originating in Columbus County.

III. CONCEPT OF OPERATIONS

A. The early notification of concerned citizens of known or suspected lost persons, missing aircraft, or missing water craft.

B. The prompt execution of local SAR plans by a predesigned individual(s) especially trained in directing and coordinating SAR operations to ensure effective use of local resources.

C. The rapid identification of any request for essential operational personnel and equipment not available to local government and the prompt provision of same by other local governments, state, and the federal government or private sector to ensure a rapid completion of the mission.

D. The continuous dissemination to the media and to the public of all factual information concerning the operation by a predesignated individual familiar with acceptable public information practices.

IV. ORGANIZATIONAL AND ASSIGNMENT OF RESPONSIBILITIES

A. Local

1. Emergency Services Director has be designated by the Columbus County Board of Commissioners as the SAR coordinating agency for Columbus County.

   a. Coordinate, direct, and control all SAR missions within the county.

   b. Develop trained personnel within the County's rescue squads and other emergency services.

   c. Locate and provide resources necessary to maintain effective ongoing SAR operations.

2. Sheriff's Department:

   Is responsible for all investigation aspects for any SAR mission within the county.

3. Chief of Rescue Squads:

   Is responsible for developing and maintaining trained, properly equipped personnel to support SAR missions when requested.

B. State

1. North Carolina Department of Crime Control and Public Safety, serves as the lead State department for search and rescue.

   a. Division of Emergency Management

      1. Serves as lead agency and provides the State SAR Coordinator (SC) for Search and Rescue.

      2. Provide liaison to local government and coordinate state and federal assistance.

      3. Organize and train State SAR Coordinator and other division personnel as SAR Mission Coordinators (SMC).

      4. Provide a SAR Communication network when employed in SAR operations.

      5. Prepare and maintain this Search and Rescue Plan in coordination with other interested departments and agencies, governmental, private and volunteer.

      6. Assist local government in preparation of supporting plans as requested.

   b. State Highway Patrol (SHP)

      1. Provide immediate assistance to local authorities during initial onset of emergency.

      2. Operates the State Warning Point, thereby providing local government with a 24-hour contact point for State assistance.

      3. Provide communication between local authorities and DEM.

      4. Conduct search on highways.

   c. North Carolina National Guard (Office of Adjutant General)

      1. Conduct air and ground research and rescue as directed.

      2. Provide support to Columbus County Emergency Management for SAR operations.

   d. Civil Air Patrol, North Carolina Wing

      1. Provide SMC for air and ELT search operations as tasked by AFRCC.

2. Provide personnel for ground, lake, or river SAR operations when requested by County or State Emergency Management Coordinator.

3. Provide air transport for SAR dog teams.

2. North Carolina Department of Environment, Health, and Natural Resources.

    a. Division of Forest Resources

        1. Provide air and ground search and rescue as directed.

        2. Act as guides within the state forest areas.

        3. Be prepared to provide short notice to small mobile headquarters to function in a search management role.

    b. Division of Marine Fisheries

        1. Act as guide in coastal areas.

        2. Provide air, sea, and land transportation suitable for SAR missions.

        3. Provide communications.

        4. Provide SAR Teams.

    c. Division of Parks and Recreation

        1. Acts as guides in search areas in State Park.

        2. Provides transportation and communications in State Park areas to support search and rescue.

        3. Provide SAR teams.

    d. Wildlife Resources Commission

        1. Acts as guides in woodland and water search areas.

        2. Provides air, water, and land transportation suitable for SAR missions.

        3. Provides SAR teams.

    e. North Carolina Department of Justice, State Bureau of Investigation.

        1. Provide limited air SAR.

        2. Provide identification for deceased victims.

C. Federal Government

1. United States Armed Forces assists in search and rescue.

2. United States Air Force Rescue Coordination Center controls air search and rescue operations for all incidents within the inland region involving aircraft.

3. United States Coast Guard Rescue Coordination Center controls all search and rescue missions over coastal waters.

4. Forestry Service, United States Department of Agriculture. Acts as first responder; furnishes guides and SAR support within National Forests.

5. National Park Service. Control all search and rescue operations ON LANDS UNDER ITS JURISDICTION. Coordinate support by local, State, and other Federal agencies.

6. United States Army Corps of Engineers. Act as first responders and/or support SAR operations on Corps operated lakes, dams, and reservoirs with the State.

V. DIRECTION AND CONTROL

A. General

1. Direction and control will be provided through the Incident Command System and SOG's as defined and designated within this plan.

2. SAR operations which transverse from one political subdivision to another will become the responsibility of the new subdivision SAR Incident Commander.

B. Town Governments

Provide resource for Search and Rescue missions inside the Town and Columbus County as needed.

C. Columbus County

The SAR Incident Commander is responsible for SAR operations involving all ground, lakes, and river areas, within their political jurisdiction. Areas will include National and State Forest areas, State parks and State waters, areas controlled by the Unites States Army Corps of Engineers in which concurrent political jurisdiction presently exists. United States Forest, State Forest Service and State Parks and United States Army Corps of Engineers personnel will function as SAR supporting agencies unless otherwise tasked within this Plan. Direct coordination between agencies is authorized as designated within this Plan or as negotiated in Mutual Aid agreements contiguous towns and counties.

D. State Government

Will function as a SAR supporting agency. State government assists local government in planning, training, and obtaining resources. It may, however, assume operational control of any SAR mission at the request of the responsible official or whenever the situation involves a multi-county area and the Governor directs control due to the magnitude and severity of the operation. A prime example of this

would be SAR operations conducted after a major hurricane onslaught affecting several counties and towns.

E. Federal Government

In accordance with the National SAR Plan and Mutual agreement between the State of North Carolina and the AFRCC, and CGRCC will exercise operational control over all air and sear SAR missions. State and local government assume the supporting role at the request of the AFRCC or CGRCC. Also, National Park Service controls all SAR operations within their jurisdiction and coordinates support by local, state, and federal agencies.

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review and update the plan, standard operating procedures, checklists and any memorandums of understanding quarterly or as necessary.	
Respond to the EOC upon request to coordinate search resources.	
Maintain message/event log in the EOC or on-scene.	
Notify supporting agencies of any need for their personnel and equipment.	
Obtain telephone, page, back-up phone, cellular and fax numbers, radio frequencies, call signs and any other contact numbers necessary to reach supporting agencies and personnel.	
Plan for a response to search requests.	
Determine the status and needs of the specific incident.	
Commit and deploy local resources as available.	
Coordinate with agencies outside of the disaster area to ensure their resources are available and will be committed.	
Arrange for transportation of SAR teams and/or coordinate requests for transportation with the EOC transportation function member.	
Determine the status of available resources.	
Advise the County PIO when the search function is staffed on a 24-hour basis in the EOC.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Designate command posts and/or staging areas, if needed. Ensure that operations are conducted in alliance with the SAR team and training manual.	
Provide information to the County PIO for release to media representatives.	
Track daily costs and develop expense reports.	
Advise the EOC of any State or Federal resources needed at least 12 hours in advance.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Upon request, supply the appropriate SAR resources.	
Ensure that responding agencies have maintained personnel and equipment expenditure logs.	
Request transportation and/or replenishment of supplies, etc.	
Provide for orderly shutdown of staging areas, if opened.	
Ensure that loaned equipment to SAR teams is returned in proper sources.	
Provide information to the County PIO for release to media representatives.	

Participate in the review of operations during county-led critique. Develop plan of actions to improve response during future events.	

HAZARDOUS MATERIALS

ESF #10

PRIMARY AGENCY: **Columbus County Local Emergency Planning Committee**

SUPPORT AGENCIES: **Emergency Services**
                                  Law Enforcement
                                  Litter Patrol/Solid Waste
                                  LEPC
                                  SARA Facilities

I. PURPOSE

This section provides additional information for Columbus County response to hazardous material emergencies, and assist the Local Emergency Planning Committee in meeting its requirements under the Emergency Planning/Community Right-to-Know Act – SARA Title III.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The specific facilities and the facility emergency conditions involved with Hazardous Materials subject to the emergency planning requirement of Section 302 of the Superfund Amendment and Re-authorization Act of 1986 (SARA, Title III) have been identified and are listed in the implementation manual. Presently 70 facilities file Tier II reports with the Local Emergency Planning Committee.

2. Hazardous materials are transported through the County on these routes and other streets:

US Highway 74/76; NC Highway 410; US Highway 701; NC Highway 905; NC Highway 130; NC highway 87; and NC Highway 211.

3. Evacuation or shelter in place may be required to protect portions of the population of Columbus County.

4. Certain hazardous materials incidents will require response capabilities that are not currently available in Columbus County. For example: chlorine leak requiring use of level A equipment, significant fuel spill, etc.

5. Victims of a hazardous material incident may require unique or special medical care not typically available in Columbus County.

6. The release of hazardous materials may have short and/or long term health, environmental and economic effects depending upon the chemical composition of the substance.

7. Hazardous materials emergencies may occur without warning requiring immediate emergency response actions.

8. The local jurisdiction must respond to the incident in the initial phase without assistance from outside the jurisdiction. This includes notification and warning of the public, evacuation or shelter in place, immediate first aid, and isolation of the scene.

9. Currently there area no County departments trained and equipped to respond to and resolve any hazardous material emergencies.

10. The Local Emergency Planning Committee (LEPC) has been established in the County by the State Emergency Response Commission to assist in identifying the magnitude of the chemical hazard present in the community, assess the vulnerability of the community to the hazard, and provide planning guidance for emergency response to hazardous materials events.

11. The Local Emergency Planning Committee does not receive reports of Community Right-to-Know reports; however, fire departments do receive this information.

12. Local fire and rescue units have been provided copies of the US Department of Transportation Emergency Response Guidebook.

13. NFPA 704 signs are in place at all facilities storing hazardous materials.

14. Columbus County does not have a trained radiological response team. Responses to a radiological event would be limited to monitoring.

15. The Local Emergency Planning committee does not charge a fee to receive and store Tier II reports, but retains the authority to do so in the future.

16. The Local Emergency Planning Committee does not mandate the filing of Tier II and North Carolina Community Right-to-Know Reports in tandem, but retains the right to do so in the future.

17. Federal facilities report to the Local Emergency Planning Committee.

18. The Fire Marshal's Office has 1 (one) part time fire inspector on staff.

19. MSDS sheets from facilities that report to the LEPC are maintained in the Emergency Services office, 608 North Thompson Street, Whiteville, North Carolina and are available for public inspection between the hours of 9:00 am to 4:00 pm, Monday through Friday.

20. Some of the emergency response plans from the seventy (70) reporting facilities are on file in the Emergency Services office, 608 North Thompson Street, Whiteville, North Carolina and are available for public inspection between the hours of 9:00 am to 4:00 pm, Monday through Friday.

B. **Assumptions**

1. Planning and training prior to an incident will significantly reduce the risk to personnel.

2. A fixed facility involved in a hazardous material incident will provide all information required by SARA, Title III, Section 304.

3. Emergency response personnel are knowledgeable in the use of available resources.

4. The US Department of Transportation Emergency Response Guidebook (DOT P 5800.6), alone or in combination with other information sources, is used as a guide for initial protective action at incidents involving hazardous material.

5. Response time for resources requested from outside the county will require a minimum of 3-4 hours.

6. Incidents in which the military can be identified as the responsible party will generally be resolved by Federal resources.

7. Parties responsible for the hazardous material incident are charged with cleanup costs. If no responsible party can be identified, then the expense of cleanup is borne by County government, unless assistance under OPA 1990 is obtained.

8. Every effort will be made to obtain reimbursement from OPA Act 1990, for those events occurring in navigable waterways of the United States.

9. Information and claimant procedures are available through the Eastern Branch office of NC Emergency Management.

III. CONCEPT OF OPERATIONS

A. There are several types of incidents involving hazardous materials:

1. Incidents at fixed facilities.

2. Roadway transportation accidents

3. Unknown materials discovered in waterways, woodlands, and highways.

B. The level of response required for an incident is determined by:

1. The quantity, and the toxic effects of the material involved in the release.

2. The population and/or property threatened.

3. The type and availability of protective equipment required for the released material.

4. The probable consequences should have no immediate actions be taken.

C. Depending upon the threat posed by the incident, protective measures initiated for the safety of the public could include in place shelter, evacuation, and isolation of the contaminated environment.

D. Response procedures for each incident will be according to local policies and procedures in compliance with worker safety standards.

E. Response will be coordinated through NC Emergency Management.

F. This plan recognizes that a hazardous materials incident can change with time and necessitate escalating the response or downgrading the response as the situation is controlled.

G. Coordination between jurisdictions will be achieved through NC Emergency Management or through direct contact with towns and other counties.

H. Training programs for emergency responders in the county will be through individual agency in-service training, community college courses and other offerings of related training.

I. Exercise schedules for this plan are developed and maintained by the Emergency Services office in accordance with the FEMA four year exercise schedule.

J. When responding to a fire at a location where hazardous materials are known to be present, the responders will assume the involvement of the most toxic substance at that location, unless otherwise informed.

K. Incident command will be implemented on an appropriate scale at the scene of every hazardous material event in the county. the fire chief of the district in which the event occurs will be the Incident Commander.

L. Warning and notification of the public, including warning and notification of special populations such as the handicapped, will be accomplished in accordance with the Communication/Notification/Warning Support Section D. Where procedures for public warning have been developed for the population and institutions in the hazard zones surrounding identified fixed facilities, those procedures will be followed. As necessary, emergency vehicles with effective sound devices (sirens and/or public address systems) may be used as a public alerting system. If a fixed notification system is in place around the facility or emergency area the vehicles may be used as a backup system. The vehicles will be dispatched within the evacuation area and will stop at each quarter (1/4) mile in populated areas and at each house or group of houses that are more than ¼ mile apart. The emergency vehicle will notify the public of the situation and/or recommend protective action.

M. To ensure receipt of the initial warning by all members of the community, each route should be run twice if possible. The second run, or back run, will be to confirm alert and notification. Back runs need only stop at houses that are dark at night or where it is apparent that people are not complying with instructions. If necessary, door-to-door alerting will be accomplished during the second run.

N. The Columbus County Emergency Operations Plan will serve as the official LEPC plan for response to hazardous material events/emergencies.

O. Current SARA information is on file in the Columbus County Emergency Services office.

P. Line of succession is as listed below:

   a. Chairman, Local Emergency Planning Committee

   b. Emergency Services Director

c. Fire Marshal/Fire Inspector

Ensure that response units are tracking their personnel and equipment expenses.	
Contact appropriate company officials to determine the extent of danger of hazardous materials.	
When appropriate, ensure that CHEMTREC has been notified of the event.	
When appropriate, ensure that US Coast Guard has been notified of the event.	
Coordinate actions with other State agencies. Ensure that the State EOC has notified those agencies that have jurisdiction (Wildlife, Water Quality, Environmental Management, Solid and Hazardous Waste, etc.)	
Determine the type of sheltering actions to be taken and coordinate with the American Red Cross.	
Establish Command Post and ICS System.	
Notify medical care facilities of the type of hazardous materials if injuries are involved.	
Ensure that medical monitoring of hazardous materials responders is provided on-scene, and that follow-up evaluations take place.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Continue to assess the environmental impact in coordination with other agencies.	
Designate staging areas for cleanup contractors and equipment, if needed.	
Coordinate with law enforcement to keep area closed.	
Coordinate with the County PIO to provide updates to media representatives.	
Request the replacement of expended supplies and/or damaged equipment.	
Ensure that the costs of the response have been tabulated for billing of the responsible party.	
If hazardous materials affect any waterways, coordinate with the US Coast Guard.	
Develop an after action report on the incident for EOC personnel.	
Coordinate activities with other agencies to ensure that OPA 90 reimbursement application has been filed, when appropriate.	
Return units to base when no longer required.	
Participate in the review of operations during county-led critique. Develop plan of actions to improve response during future events.	

DONATED GOODS/VOLUNTEER COORDINATION

ESF #11

PRIMARY AGENCY: **Columbus County Parks and Recreation Department**

SUPPORT AGENCIES: **Columbus County Emergency Services**
                                          Columbus County Public Information Officer
                                          Volunteer Church/Civic Groups
                                          Columbus County Schools
                                          Baptist Men

I. PURPOSE

To facilitate management, collection, distribution, and delivery of goods and voluntary services donated to support disaster relief efforts either inside the County or in other areas.

II. SCOPE

This section: (1) assures the expeditious collection and delivery of solicited and unsolicited goods, (2) coordinates the response and recovery efforts of volunteers (both pre-assigned and spontaneous arrivals), and (3) does not interfere with the control/usage of pre-designed goods/services donated to private charitable groups.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Usually individuals and businesses not directly affected by a disaster are eager to assist disaster victims through donation of goods, services, or money.

2. Lack of an organized system for the management, identification, and organization of donations will result in chaos for victims of disasters.

3. The timely release of information and guidance to the public on the types of relief supplies needed and the collection/delivery points is essential to the management of donated goods and services.

4. Donation of goods and services must be managed at the county level to minimize the impact on the local economy.

5. Local resources may not be available or will be overwhelmed by the magnitude of the disaster.

6. No food bank or volunteer coordination center operates in the county.

7. In the past, churches and fire stations have been the points of collection for donations of disaster supplies.

B. **Assumptions**

1. Suitable space, personnel, and equipment will be available to coordinate the receipt, storage, distribution, and/or shipment of donated goods and services.

2. Unsolicited donations of goods and services can be expected.

3. In large scale disasters (affecting multiple areas of the state), the Governor's Office of Citizens Affairs will establish a number to catalogue donations.

4. Regional Distribution Centers to receive and dispatch arriving donations will be established and operated by the State.

5. County governments affected by a disaster will establish distribution centers within the county.

6. Non-useful and unwanted donations can be expected and may have to be disposed of in a manner agreeable to all charitable organizations providing disaster relief.

7. Charitable and religious groups will offer assistance in a number of areas.

8. Telephone numbers will be established and highly publicized for individuals wishing to donate money or services for recovery activities.

9. Local governments may establish local disasters donation funds separate from the charitable organizations offering assistance.

10. All efforts will be made to utilize the donations given as disaster relief for the purposes they were intended.

11. Volunteers not affiliated with any organized relief group will be discouraged from going directly to the disaster site.

12. Persons and organizations wishing to donate goods/services will be encouraged to register with the Donations Coordinator in the County Emergency Operations Center or with the State Emergency Operations Center, if outside the county.

13. Immediately following the disaster, local agencies providing relief will assess the needs of all affected/unaffected areas to include goods, volunteers, and services and will communicate those needs to SERT.

III. CONCEPT OF OPERATIONS

A. **General**

1. The magnitude of the disaster will dictate the number of persons required for the management of donated goods and services.

2. Staging areas suitable to receive goods and coordinate volunteers have been identified and are listed below:

   a. Columbus County Parks and Recreation Department
   b. Columbus County Maintenance Department

3. Volunteers arriving in the county will be advised of the need to be fully self-contained and of the housing and feeding arrangements (if any).

4. Donations of cash will be encouraged in lieu of goods.

5. Donations will be used to alleviate the areas of greatest need.

6. Inquiries from persons seeking information on injured, missing, or deceased relatives will be referred to the Emergency Operations Center.

7. All groups and agencies providing disaster relief and goods will coordinate their activities through the Columbus County Emergency Operations Center.

8. The goal of donations management is to redirect goods and services from those areas where the devastation is the most severe to the facilities in areas of little or no damage.

9. This plan does not restrict the donation of services and goods to organized disaster relief groups, but to organize donations into a manageable system to obtain the fullest use of all goods and services donated to victims.

10. After the closing of the Disaster Assistance Centers, an un-met needs committee, comprised of all groups providing disaster assistance will meet and determine what additional assistance is available within their various agencies to lessen the effects of the disaster.

B. Specific

1. The county donated goods/volunteer coordinator officer will establish contact with the state volunteer coordinator.

2. Volunteers will be accepted from churches, civic groups, fire and rescue departments, and other service groups in the county.

3. Every effort will be made to match the goods and services donated to the needs of the victims.

4. The Public Information Officer will be the official spokesperson for this function.

5. Collection sites will be established and publicized in the media outlets.

6. Donations of used bedding will not be accepted under any circumstances.

7. Goods deemed unsuitable for distribution or hazardous will be disposed of in the proper manner.

8. Transportation of goods to points outside the county will be the responsibility of the donor.

9. Shipments leaving the county will be labeled, catalogued, and coordinated with the State Emergency Operations Center.

10. When disaster supplies are shipped out of the county, supplies will be sorted and packaged in a manner to accomplish the following:

   a. Timely and undamaged arrival at the destination.

   b. Identification of contents

   c. Minimal need of re-packing for further distribution upon arrival at destination.

   d. Ease of loading and unloading.

   e. Elimination of inappropriate and hazardous goods.

C. The line of succession for donated goods is as shown below:

   1. Director of Parks and Recreation

   2. Emergency Services Director

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review and update mutual aid agreements, memorandum of understanding, checklists and standard operating guidelines, contact lists, etc.	
When requested, report to the EOC and assume control of the donations management function.	
Maintain an event and message log for the donations management function of the EOC.	
Identify and notify the supporting agencies that their resources and personnel may be required during the recovery period.	
Develop updated contact lists to include: phone (home, alternate, fax, etc.), pager, cellular, radio call signs, etc.	
Review procedures to be utilized in operating the donations management function.	
Notify the county PIO of donations management and volunteer coordination positions being operational and staffed.	
Make contact with the State Donations Management officials and secure an 800 phone number.	
Begin to assess the situation and develop a status report for the EOC staff, as necessary.	
Identify areas that appear to have greatest need for resources.	
Work with the county PIO to develop media releases emphasizing what resources are needed.	
Begin planning for coordinated actions with law enforcement, transportation, resource management and public information functions.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Begin tracking requests from citizens for unmet needs (example: roof repairs, debris clearance, removal of downed lines, restoration of access ways, repairs of steps, rebuilding of structures, need for water, food, baby formulas, etc.)	
Develop a data base of unsolicited goods and services. Begin tracking offers of goods and services.	
Identify support staff to provide 24-hour coverage on donations phone lines, when required.	
Log all activities and document all coordination with law enforcement, county PIO and transportation.	
Maintain a database of volunteers calling into the EOC donating services, goods, money, etc.	
Work with the county PIO to publish a local donations	

phone number.	
Develop an updated list of supporting agencies, staffs and equipment that can be utilized in the recovery period.	
Identify unmet needs and plan to overcome shortfalls. Emphasize equipment and personnel safety at all times.	
Identify areas within the county that could be used as staging areas for incoming supplies.	
In cooperation with the county PIO, encourage the donation of money in lieu of goods and services.	
Identify warehouse(s) that can store items requiring refrigeration.	
Track daily costs and develop expense reports and ask any supporting agencies to track expenditures as well.	
Advise the EOC at least 12 hours in advance of any necessary State or Federal resources needed.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Develop and issue policies that will be used to manage donations and volunteer coordination functions.	
Staff the donations telephone lines on a 24-hour basis or as needed.	
Identify areas of unmet needs and provide supplies	
Request goods and materials not available within the county for disaster victims.	
Establish a donations account in cooperation with the county finance officer, when needed.	
Establish and chair an unmet needs committee for long-term recovery.	
Coordinate with other EOC representatives to determine what resources are available to support victims and donations management operations.	
Facilitate areas of responsibility between agencies.	
Maintain contact with municipalities to determine what assistance is needed and the supplies that may be utilized.	
Continue working with the county PIO to encourage/discourage donations of specific items.	
Coordinate activities with private and quasi-government agencies providing relief efforts in the disaster area.	
Coordinate with interest groups (senior citizens, disabled, businesses, industry, Chambers of Commerce, Cape Fear Visitor Bureau, Convention Center) and others to determine any needs or assets that can be employed in the relief effort.	
Request resources from State Donations Management officials, as necessary.	

Arrange for the long-term use of suitable facilities for donations, if required. This includes staffing the facility.	
Ensure that agencies involved in donations management have tracked and maintained a log of their personnel and equipment expenses for reimbursement.	
In coordination with the county PIO, publicize the location(s) of donated goods, distribution times and hours of operation.	
Ensure that donate goods and services are utilized in the areas of the county with the greatest need.	
Participate in the review of operations during a county-led critique. Develop plan of actions to improve response during future events.	

ENERGY

ESF #12

PRIMARY AGENCY: **North Carolina Department of Commerce**
                                   Columbus County Emergency Management

SUPPORTING AGENCIES:

I. PURPOSE

II. SITUATION AND ASSUMPTIONS

     A. Situation

     B. Assumptions

III. CONCEPT OF OPERATIONS

     A. General

     B. Specific

THIS SECTION PENDING GUIDANCE FROM THE N.C. DEPARTMENT OF ENERGY

CHECKLISTS OF ACTIONS

ENERGY

ESF #12

PURPOSE:

PRIMARY AGENCY: **Reserved for Energy**

SUPPORTING AGENCIES:

PRIVATE RESOURCES:

EOC STAFFING:

PENDING GUIDANCE FROM THE N.C. DEPARTMENT OF ENERGY

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
RESPONSE GUIDELINES	**COMMENTS/NOTES**
RECOVERY GUIDELINES	**COMMENTS/NOTES**

PUBLIC INFORMATION

ESF #13

PRIMARY AGENCY: County Manager

SUPPORT AGENCIES: County Attorney

I. PURPOSE

This section describes the process for staffing, operating, and maintaining a public information system to disseminate emergency information to the public during emergency/disaster situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Broadcast and print media will be relied upon to assist in the dissemination of public information to the general public.

2. The Emergency Services Director has the capability to activate the Emergency Alert System to warn the public or provide instructions.

3. The county is served by the following media outlets:

   a. <u>Newspaper</u>

      The News Reporter – Whiteville
      Tabor City Tribune – Tabor City
      Wilmington Morning Star – Wilmington
      Fayetteville Observer Times – Fayetteville

   b. <u>Radio Stations</u>

      WENC-1220 – Whiteville
      WTAB-1370 – Tabor City
      WTXY-1540 – Whiteville
      WVOE-1590 – Chadbourn
      WNCR-1489 – Fair Bluff

   c. <u>Television</u>

      WWAY – Channel 3 – Wilmington
      WECT – Channel 6 – Wilmington
      WSFX – Channel 26 – Wilmington

4. Time Warner Cable serves the following municipalities:

   a. Brunswick

b. Chadbourn

c. Whiteville

B. **Assumptions**

1. In a large scale or protracted emergency period, the County Manager (Public Information Officer) would designate additional staff persons to act as the official spokesperson for the County.

2. In-County printed media outlets may not be able to deliver timely emergency public information or instructions.

3. Depending on the severity of the emergency, telephone, radio, and television communications may be disrupted. If this occurs, public address systems and door-to-door sweeps may be initiated.

4. Demand for information may be very heavy; therefore sufficient staff will be provided and trained.

5. Demand for official guidance, information or instructions may be heavy and overwhelm the ability of local government to respond to request on a timely basis, at least for an initial period of time.

6. The County would receive extensive regional and national media coverage during and after an emergency or disaster situation.

7. Scanners and fire and rescue pagers are used extensively by residents and volunteers in the county. This system may be used to supplement public notification/instructions provided by media outlets.

8. Some members of the general public may choose not to heed official warning of an emergency event, thus complicating the actions of emergency service workers.

9. Special interest groups in the county may disagree with official public information.

10. The public may accept as valid, rumors, hearsay, and half-truth information which may cause unnecessary fear and confusion.

III. CONCEPT OF OPERATIONS

A. **General**

1. The content of all new media releases will be cleared through the County Manager and the Executive Control Group prior to release.

2. For law enforcement related events, the Sheriff or the Chief Deputy will handle all inquiries from the media. When requested, the County Manager or his designee may provide assistance.

3.   Public education programs designed to increase public awareness as to the potential hazards in the county, family preparedness matters, shelters, flood prone areas, evacuation routes, and hurricane preparedness actions to be taken will be conducted.

4.   The Emergency Alert System (EAS) must have authorization of the County Manager or the Emergency Services Director to be utilized.

5.   The National Weather Service will issue weather watch or warnings directly to the public and the media.

6.   The Executive group will take actions to correct false, misleading or erroneous information released to the media.

7.   News releases disseminated by the county will be provided to the media and faxed to the North Carolina Division of Emergency Management.

8.   Instructions, guidance, and warnings will be provided to isolated and non-English speaking groups during and following emergency/disaster events.

B.   Specific

1.   The line of succession for this function is as stated:

a.   County Manager
b.   Designee by County Administrator
c.   County Attorney

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise and update mutual aid agreements, memorandum of understanding, checklists and standard operating guidelines on an annual basis.	
Respond to the EOC or EPIC and assume control of public information operations.	
Maintain an event log for the PIO function at the EOC and EPIC location.	
Assess the need for opening and staffing the EPIC in the Judicial Building or other designated location.	
Notify supporting agencies that the PIO function is operational and the need for any assistance. Develop contact lists of officials and callback list for department heads and others.	
Notify the EOC Director of the time frame for opening the EPIC.	
Notify news media outlets of the opening of the EPIC, when appropriate.	
Ensure that an adequate supply of written and graphic disaster preparedness materials, brochures and publications are on hand for distribution to the public and media.	
Encourage preparedness activities by citizens to minimize the loss of life and property during a disaster. This includes making arrangements for the care of their pets.	
Conduct media briefings, issue press releases and develop situation reports for presentation at EOC briefings. Limit access to public officials involved on response efforts. Limit media access to the EOC	
Make recommendations to the EOC Director concerning the use of EAS.	
Staff PIO function on a 24-hour basis. Advise media outlets of contact phone numbers and location.	
Notify municipal officials of the opening of the EPIC and staffing patterns. Request municipalities to dispatch a PIO to the EPIC, when appropriate.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Continue preparedness advisories as needed.	
Notify media representative at the EPIC as the point of contact.	
Receive reports from the EOC functions operating in the EOC on a regular schedule.	
Limit contact between the media and officials in the EOC.	
Disseminate information concerning the threat, secondary	

threats, protective measures, recommendations, county directives issued and encourage the public to be self-sufficient for a period of three days.	
Ensure that information released to the media is approved by the Executive Control Group prior to distribution.	
Advise media representatives of the activities of the response organizations.	
Maintain coordination of activities with municipal officials.	
Monitor print and electronic media outlets for correct and consistent information, guidance, instructions, etc.	
Staff rumor control function. Dispel rumors.	
Ensure that media briefings occur at a regularly scheduled time.	
Provide updated situation reports to persons in shelters.	
Maintain file of all news releases, advisories and recommendations.	
Maintain activity log, phone log, etc.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Coordinate with PIO staff at the Disaster Field Office, if established.	
Continue to brief media representatives on recovery actions.	
Continue to publicize phone numbers for residents to contact for recovery assistance.	
Continue to coordinate media release with municipal officials.	
Coordinate actions with volunteer coordination EOC representative.	
Maintain activity log for historical records.	
Determine the appropriate time for a shutdown of the Emergency Public Information Center.	
Ensure that public information coordination is made with other groups in the county, Chambers of Commerce, Cape Fear Visitors Bureau, Convention Center, etc.	
When appropriate, coordinate with state travel and tourism officials.	
Continue to dispel rumors.	
Release information on recovery issues for all EOC functions.	
Release information, guidance and direction regarding areas of the county that are impassable or uninhabitable.	
Ensure that persons in shelters continue to receive updates on the status of the disaster and recovery efforts.	

Coordinate disaster welfare inquiries with the American Red Cross.	
Assist with publicizing disaster recovery procedures, telephone numbers, contact numbers, location of disaster application centers, inc.	
Publicize information on re-entry procedures.	
Participate in review of operations during county-led critique. Develop plan of action to improve response during future events.	

ANIMAL PROTECTION

ESF #14

PRIMARY AGENCY: Columbus County Animal Control

SECONDARY AGENCIES: Humane Society

PRIVATE RESOURCES: Local Veterinarians

I.   PURPOSE

To provide directions for handling issues related to animals before, during and after an actual or potential disaster situation.

II.   SITUATION AND ASSUMPTIONS

A.   **Situation**

1.   The Animal Control Division is under the direction of the county administration. Animal Control is staffed with Animal Control Officers, operating out of the Animal Shelter located at 288 Legion Drive in the city of Whiteville. The Animal Shelter is limited in its ability to house cats and dogs. No large animals can be cared for at this facility. This facility is not hardened against high hurricane force winds, and it does not have a back-up power supply.

2.   The Columbus County Humane Society also operates a shelter facility which is located on [know shelter] this facility is staffed Monday through Friday during regular business hours. This facility can house approximately ten cats and twenty dogs. Animals are kept at this facility for a limited period of time awaiting adoption or retrieval. This facility is not hardened against high hurricane force winds, but it does have a back-up power supply.

3.   County Animal Control is relied upon to handle stray and unwanted pets within Columbus County, as well as its municipalities.

4.   There is one Animal Zoo in operation in the county.

5.   There are approximately three Veterinary Hospitals within the county. They are unable to care for all pets that would need to be evacuated. Most of these facilities do not have an emergency generator.

6.   There are approximately 10-12 horse stables in the county. These facilities could be used for evacuation sites for larger animals, with the agreement of their owners and operators. No written agreement currently exists at this time with any of these facilities.

7.   A flyer has been developed for pet preparedness in a hurricane situation by the Columbus County Department of Emergency Management. This flyer gives advice on why pet owners must plan, items to include in a written plan, instructions for pet care if evacuation is required, care instructions when remaining at home and instructions on how to care for animals after the storm or disaster has passed.

8. The Columbus County Cooperative Extension Office has a committee addressing the needs of the equestrian community.

B. Assumptions

1. Many people are reluctant to abandon their pets during times of disasters. If unable to take their pets with them, they may elect to remain in unstable structures or vehicles in harm's way.

2. Some people will abandon their pets during disasters. Some will even bring them to the animal control facility and not return to pick them up.

3. Most adjacent counties do not have space in their animal control facilities to house anything but small animals.

4. Animal care resources within the disaster area would be inadequate to care for casualties and injured pets. Additional resources may become critical to care for small and large animals.

5. Animal services would be in great demand following a disaster collection, reunification with owners, medical, boarding and euthanasia.

6. Many animal shelters, veterinarian offices and boarding kennels will probably be full to capacity and could not be considered as an alternate source of animal evacuation assistance.

7. Evacuation of large animals must be carried out well in advance of any hurricane watch.

8. Most owners of larger animals are prepared to move their stock out of harm's way.

9. Public shelters will not accept pets under any conditions.

10. Pets are left at home may not survive the disaster.

11. Lost pets can become ill from contaminated food/water and may be injured on roadways.\

12. Exotic animals may need specialized care available from pet shops or pet dealers.

13. Community service organizations will provide services to assist the established animal care agencies (i.e., announcements for lost pets, care of pets, etc.)

14. Pre-disaster education and guidance is extremely important to ensure that the public has time to complete a plan to care for their pets.

15. The care of abandoned pets or lost animals may overwhelm the capability of the animal shelter and staff.

III. CONCEPT OF OPERATIONS

A. General

1. Animal owners remain responsible for the care of their pets.

2. Animal care advisories will be issued by the County PIO.

3. Owners of small animals need to have any special care instructions available, portable pet carriers, leashes, collars, identification, medications and muzzles, if necessary. Carriers can be utilized as safe kennels for evacuated pets.

4. Owners of large animals must have any necessary instruction and per information, current medical records, handling procedures, watering needs, food, medication, halters, identification and a picture of the animal with its owner.

5. Advice and guidance on caring for larger animals will be issued by the County PIO in cooperation with the Animal Control Division.

6. No pets will be allowed in any shelter within the county due to sanitation regulations.

7. The animal control facility will house pets on a first come – first serve basis until space runs out.

8. Animal care plans will be devised providing care of animals for a period of two weeks.

9. Animal Control will develop status reports on animal care issues and provide those reports to the EOC.

10. Prior to a disaster, Animal Control in conjunction with other agencies is responsible for public education efforts on pet care.

11. County Emergency Management will notify County Animal Control of an impending disaster. County Animal Control will notify supporting organizations of a potential need for assistance.

12. Animal control and care will continue to function under the control of the County Administrate.

B. Specific

1. The County Animal Control Director will coordinate the efforts of paid and volunteer organizations in providing services for animal welfare issues including temporary sheltering of pets.

2. The Animal Control Director will identify any county property which could be used to house large animals forced from their regular quarters.

3. The Animal Control facility will extend hours of operation during times of emergency or disaster, when necessary.

4. Coordination of emergency vaccinations for rabies control will be handled by the Animal Control Director.

5. The Animal Control Director will provide advice and information to the EOC and County officials regarding animal control issues.

6. The Animal Control Director may be requested to report to the EOC, if necessary.

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, revise and update mutual aid agreements, memorandum of understanding, and standard operating guidelines annually.	
Establish a policy for incoming animals that do not have proof of vaccination available.	
Staff the Animal Control position in the EOC on a 24-hour basis, when requested.	
Maintain an event and message log for the Animal Control position in the EOC.	
Identify and notify supporting agencies that their personnel, equipment and facility resources may be required. Develop updated contact lists with phone numbers (home, cellular, pager, fax) staff rosters, alternate contacts and phone numbers, etc.	
Respond to requests for animal control assistance.	
Release advisories regarding animals through the County PIO.	
Notify the County PIO that the Animal Control position is operational.	
Develop a situation report for presentation in the EOC.	
Educate citizens regarding the care of large and small pets. Assist citizens with education and awareness regarding animals before, during and ager a disaster situation.	
Educate citizens on the need to develop pet care plans.	
Identify areas of the County that could serve as potential safe havens for large animals.	
Identify areas outside of the county that could provide refuge for large animals or livestock.	
Determine the status of other pet care facilities and zoos with the county.	
Determine if pet stores can provide care for exotic animals. Advise the EOC staff and County PIO of this type of care available.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
Assess the need for disease control, public information releases, and deceased animal identification reunification efforts.	
Determine the level of animal control services needed in the post-disaster environment.	
Catalogue and provide reports on offers of assistance from volunteer animal protection groups. Coordinate offers with the Volunteer Service Coordinator.	
Establish communication links between supporting animal	

care agencies.	
Determine if areas for large animals have been damaged. Provide status report.	
Request any additional back-up power needed for the animal control facility.	
Request state assistance through the County EOC, if required.	
Determine under what conditions animal control personnel will not respond to calls for assistance. Advise the County PIO of this response curtailment.	
House small animals at the Animal Shelter until space is depleted.	
Plan for re-unification actions following disaster. Report any damages to the Animal Control facility to the EOC.	
Determine need for emergency inoculations of animals.	
Coordinate request for animal re-unification with citizens.	
Track daily costs and develop expense reports.	
Advise the EOC of any State or Federal resources needed at least 12-hours in advance.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Continue to provide animal protection services after the disaster conditions have subsided.	
Continue to educate the public on animal protection issues.	
Operate the Animal Control facility on extended hours to allow for pick-up of pets.	
Through the County PIO, request that TV and radio stations aid in the lost pet re-unification efforts.	
Consider extending time for euthanasia of pets in the Animal Control facility.	
Coordinate volunteer efforts for animal control actions.	
Track personnel and equipment expenses during time of disaster or emergency for possible reimbursement in the event of a Presidential Declaration of Disaster is declared.	
Develop an after-action report on animal protection matters.	
Modify adoption requirements, if appropriate.	
Request emergency repairs to the Animal Control facility, if damaged.	
Participate in the review of operation during County-led critique. Develop plan of action to improve response during future events.	

DAMAGE ASSESSMENT

ESF #15

PRIMARY AGENCY: **Emergency Services**

SUPPORT AGENCIES: **Tax Office**
                      Building Inspector
                      Finance Officer

I.   PURPOSE

This section presents a system to coordinate damage assessment and reporting functions, estimate the nature and extent of the damage, and provide disaster recovery assistance.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Most hazardous events which may affect Columbus County and its municipalities have the potential for causing damage. A planned damage assessment program is essential for effective response and recovery operations.

2. If a significant emergency/disaster occurs, a series of damage assessment activities will be conducted by local government.

    a. Initial impact assessment by field services.

    b. Preparation of an Immediate Situation Report for Control Group.

    c. Determination of the need for outside assistance/resources.

    d. Notification/transmittal of Immediate Situation Report to State Emergency Operation Center.

    e. Initiation of detailed damage assessment activities including dispatching of teams to the field.

    f. Summarization of field information gathered by damage assessment teams for the Control Group.

    g. Submission of detailed damage assessment information by the Control Group to the Eastern Branch office of NC Emergency Management.

3. Electric power is essential in order to duplicate county tax maps needed for detailed damage assessment.

4. The magnitude of the emergency/disaster may necessitate a need for additional personnel trained in damage assessment.

5. Persons trained and experienced in damage assessment can be found throughout the state, in local and state government, and in the business community.

6. Following a disaster, independent damage assessment activities will be conducted by a variety of organizations including, but not limited to:

    a. State and Federal Damage Assessment Team\

    b. American Red Cross

    c. Insurance Companies

    d. Utility companies.

B. Assumptions

1. The county will continue to be exposed to various hazards resulting in damage to both public and private property.

2. A significant response of both solicited and unsolicited resources from outside the impacted areas can be expected, and preparations must be made in the county to manage this assistance.

3. Emergency public information is a critical tool in immediate post disaster response for informing the public about actions being taken and for requesting help form outside the area of impact.

4. Damage to the utility systems and to the communication system may hamper the recovery process.

5. Routine government agency operations such as delivery of social programs, legal processes, elections, and cultural events may be postponed as a result of the disaster.

6. A major disaster could have a significant long term economic impact on Columbus County.

III. CONCEPT OF OPERATIONS

A. General

Responsibility for preliminary and detailed damage assessment lies with local governments (city and county).

B. Specific

1. Damage assessment activity will be coordinated from the Count Emergency Operations Center by the Damage Assessment Team.

2. Accurate emergency logs and expenditure records must be kept from the onset of the disaster by each response agency/organization.

3. The Damage Assessment Officer will coordinate the compilation of damage assessment information, the plotting of damaged areas on local maps, and the preparation of damage assessment reports for the Control Group.

4. Damage Assessment reports will include, but not be limited to, information on persons affected, mass care, infrastructure survival, damage to vital facilities, economic impact/crops, etc.

5. Damage assessment reports will be forwarded to the Eastern Branch office NC Division of Emergency Management.

6. Damage assessment reports will be reviewed to determine if any outside assistance will be necessary to recover from the event.

7. The Governor may request a Presidential declaration of a "major disaster", "major emergency", or a specific federal agency disaster declaration (SBA, Department of Agriculture, Corps of Engineers) to augment state/local/private relief efforts.

8. When the President issues a "Major Disaster Declaration", two basic types of disaster relief assistance is authorized:

   a. Individual Assistance (IA) includes:
      - Temporary housing (100% federal dollars)
      - Individual/Family Grants (IFG) 25% state and 75% federal dollars
      - Disaster unemployment assistance
      - Agricultural assistance
      - Legal Services to low-income families
      - Consumer counseling; assistance in obtaining insurance benefits
      - Social Security benefits assistance
      - Veterans Assistance
      - Casualty loss tax assistance

   b. Public Assistance (PA) 75% federal/25% state funds

      - Debris removal
      - Emergency protection measures
      - Funds to permanently repair/replace road systems, water control/disposal/treatment facilities, public buildings, public equipment, public recreational facilities, etc.

9. When a major federal declaration is received, the President appoints a Federal Coordinating Officer (FCO) and the Governor appoints a Governor's authorized representative (GAR) to coordinate relief efforts and delivery of disaster assistance.

10. A disaster field office (DFO) will be established near the disaster area. If the disaster affects a large region, a satellite DFO may be opened to handle disaster claims.

11. Disaster Assistance Centers (DAC's) will be established in the disaster area for individuals to make application for assistance.

12. If the declaration includes Public Assistance, an Applicants Briefing will be conducted for those officials in county, state, local, and private non-profit entities wishing to apply for reimbursements of disaster related expenses. During this briefing, each eligible entity will submit a Notice of Interest (NOI) and appoint an Applicants Agent to coordinate the submission of disaster documentation to the DFO.

13. Line of succession is as shown below:

    a. Emergency Services Director
    b. Tax Administrator
    c. Building Inspector

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Staff the damage assessment/recovery position in the EOC, upon request.	
Maintain a message and event log during the time the EOC is open.	
Notify supporting agencies of personnel and equipment resources needed.	
Compile lists of resources (personnel and equipment) that can be used to support damage assessment activities.	
Advise the County PIO that the damage assessment/recovery position is staffed on a 24-hour basis.	
Develop call back lists for support personnel. Include phone (home, office, fax, etc.), pager, cellular 800 MHZ radio call sign and any other numbers.	
Receive and tabulate preliminary reports of damages from field units, if operational.	
Prepare preliminary damage assessment reports for distribution to other EOC agencies.	
When sufficient preliminary data has been gathered, compile it into a report for transmittal to the State EOC.	
Notify tax office of potential need for tax maps and other GIS information.	
Coordinate damage assessment activities with municipality teams and compile their data into the county report.	
Begin initial planning to identify potential recovery sites.	
Coordinate transportation and equipment needs with appropriate agencies, when necessary.	
RESPONSE GUIDELINES	**COMMENTS/NOTES**
When appropriate, provide damage assessment teams with expedient training in completion of forms.	
Confirm that resources are available to support damage assessment activities.	
Advise the County PIO of damage assessment activities and initial findings.	
Assign damage assessment teams to specific areas of the County.	
Advise EOC agencies of any hazards observed by damage assessment teams.	
Assist municipalities with damage assessment forms and process, if necessary.	
Review the list of county vital facilities to determine damage, if any.	
Track damage assessment teams (personnel & equipment)	

for possible reimbursement.	
Obtain information and reports from utility representatives regarding any system damage and expected repair time.	
Include any damage to utility systems in the reports sent to the State.	
Verify locations for Disaster Application Centers (if opened) and coordinate with the county PIO to advise victims of locations.	
Work with the County PIO to prepare advisories regarding the heaviest damaged areas and to avoid traveling into these parts of the county. Include roadways, bridges damaged, etc.	
Track daily costs and develop expense reports.	
Advise the EOC at least 12-hours in advance of State or Federal resource needs.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Coordinate information with utility representatives on severely damaged areas, if requested.	
Continue to compile damage assessment reports from teams.	
Provide expedient training of damage assessment teams, if needed.	
Determine if contract personnel for damage assessment tabulation will be required.	
In cooperation with the County PIO, educate the public on the damage assessment and recovery process.	
Continue to assist municipal damage assessment teams. Compile their data into the county report.	
Document areas of greatest destruction by using camera, video, etc.	
Assist county administration with request for disaster declaration, if appropriate.	
Coordinate with USDA for total of agricultural losses.	
Provide estimate of the number of housing units damaged or destroyed and businesses damaged or destroyed.	
Coordinate activities with the State Strike Team personnel dispatched to the county to do initial assessment of infrastructure.	
Provide copies of damage assessment reports to the State Strike Team personnel.	
Provide assessment of disaster area to disaster outreach teams.	
Identify areas of the County isolated by disaster.	
Notify potential applicants of Public Assistance Briefing	

location, date and time.	
Assist in identification of areas in the county for temporary housing sites, mobile home sites, feeding areas, service centers, etc.	
Coordinate information with adjusters from private insurance firms coming to the disaster area, if appropriate.	
Work with the County PIO to publicize the disaster recovery process.	
Review the list of county vital facilities to determine damage, if any.	

LAW ENFORCEMENT

ESF #16

PRIMARY AGENCY: **Sheriff's Department**

SUPPORT AGENCIES: **Bolton Police Department**
                                       Chadbourn Police Department
                                       Fair Bluff Police Department
                                       Lake Waccamaw Police Department
                                       Tabor City Police Department
                                       Whiteville Police Department

I.   PURPOSE

This section provides for the coordination of security, maintenance of law and order and traffic control during emergency situations.

II. SITUATIONS AND ASSUMPTIONS

A.   Situation

1. Law enforcement in Columbus County is provided by the Columbus County Sheriff's Office and seven municipal police departments: Bolton, Chadbourn, Fair Bluff, Lake Waccamaw, Tabor City and Whiteville.

2. State law enforcement agencies that operated within Columbus County's borders are the Alcohol Law Enforcement, Department of Motor Vehicles Enforcement, NC Highway Patrol, State Bureau of Investigation, and Wildlife Resource Commission.

3. Federal law enforcement agencies that operate within the borders of Columbus County are the FBI, DEA, ATF, Secret Service and US Marshals Service.

4. A spirit of cooperation exists between the Local, State, and Federal law enforcement agencies that operate within Columbus County and Federal and State agencies routinely cooperate with Local Law Enforcement operations during emergency events.

5. When NC Highway Patrol personnel are requested to support Columbus County traffic control, a ranking officer from the Patrol may be present in the Columbus County EOC to coordinate NC Highway Patrol operations.

6. Pre-determined traffic control points have been identified (in other plans and standard operational guidelines) to facilitate management of traffic flow when evacuation is required.

B.   Assumptions

1. Activities of local law enforcement agencies will increase significantly during emergency operations. If local capabilities are over-taxed, support may be obtained from other municipal, state, and federal law enforcement agencies.

2. A hurricane evacuation from the coastal areas of Brunswick and New Hanover counties may cause considerable traffic problems in Columbus County. Traffic problems would be severe along US Highway 74/76, US Highway 701. NC Highway 87, NC Highway 211, NC Highway 130, and NC Highway 410.

3. During evacuations, accidents and mechanical failures could impede the traffic flow.

4. The total number of regular and auxiliary law enforcement personnel available in the county may not be adequate to maintain 24-hour coverage until supplemental assistance arrives.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency law enforcement operations will interrupt routine functions and responsibilities. Expanded emergency responsibilities will include maintenance of law and order, traffic control, crowd control and security of vital facilities, warning of isolated populations, and enforcement of the State of Emergency Proclamation by the Board of Commissioners.

2. The Columbus County Sheriff's Office will be the single coordinating agency for Law Enforcement operations in Columbus County during multi-jurisdictional emergency events.

3. Law enforcement activities will remain under the control of the senior ranking law enforcement office for the jurisdiction in which the emergency operation is taking place.

4. Law enforcement agencies will have primary responsibility for traffic control and security in and near an evacuated area and in other areas of emergency operations. They may be called upon to assist with warning the public.

5. Law enforcement officers in Columbus County will assist with the dissemination of emergency information to isolated population and to motorists stranded in traffic congestion during emergencies.

6. Law enforcement officers in the field will observe and report on emergency activity to the Columbus County EOC.

7. Municipal law enforcement will be requested to provide security for shelters within municipal limits.

8. Municipal law enforcement will utilize their Standard Operating Guidelines (SOGs) to conduct operations during an emergency period.

B. Specific

1. The line of succession for this function is as stated below:

   a. Sheriff

   b. Major

    c. Captain

PREPAREDNESS GUIDELINES	COMMENTS/NOTES
Review, update and revise mutual aid agreements, memorandum of understanding, standard operating guidelines, etc. annually.	
When requested, respond to the EOC to assume control of the law enforcement support functions. Provide for 24-hour staffing of the EOC position, when opened.	
Maintain an event and message log in the EOC.	
Identify and notify the supporting agencies their resources and personnel may be required to respond. Develop and update contact lists with phone numbers (home, cellular, fax, etc.), pagers, radio call signs, radios, etc.	
Respond to requests for law enforcement assistance.	
Notify the County PIO that the law enforcement function is staffed in the EOC.	
Develop situation reports to provide status of law enforcement operations at EOC briefings.	
Develop action plans to overcome law enforcement shortfalls.	
Plan for alternate means of communicating with field units if normal communications channels are disrupted.	
Identify secondary hazards that may affect responders.	
Develop a plan with circumstances under which law enforcement units will not respond in particular situations. Notify the County PIO of this plan.	
Determine what specialized equipment will be required to support coordinated law enforcement operations.	
Disseminate information, data and directives among raw enforcement operational units.	
Review and update law enforcement operational personnel.	
Assign law enforcement units on a shift basis.	
Determine what assistance the impacted municipalities will require, best routes in and out of the disaster area and staging areas for potential law enforcement support personnel arriving from out of the county.	
Provide security for the EOC and shelters.	
RESPONSE GUIDELINES	COMMENTS/NOTES
Ensure that the law enforcement position in the EOC is staffed on a 24-hour basis. Post a shift schedule for this position and advise the EOC staff leader of action.	
Instruct supporting agencies and field units to report their status, area situation, personnel needs, equipment needs, activation of mutual aid agreements, location of field	

command posts, etc.	
Ensure communications have been established with field units, command posts, etc.	
Identify location for incoming law enforcement support units, if necessary.	
Determine when conditions are unsafe for law enforcement units to respond. Advise units to seek safe shelter and remain inside.	
Advise the County PIO when law enforcement units will not respond due to weather.	
Assist with dissemination of evacuation notice.	
Respond to requests for evacuation assistance from citizens as long as it does not pose a hazard to responders.	
When conditions allow the resumption of safe patrols, deploy law enforcement units on a priority basis to secure damaged buildings, deter looting, direct and control traffic movements, enforce curfews, enforce no liquor sales, maintain general order, respond to calls for assistance, etc.	
Determine the shift schedules for law enforcement units. Request State law enforcement units to work the same schedules.	
Coordinate actions with other EOC representatives to ensure adequate supplies of food, fuel, medical support, etc.	
Ensure that all supporting agencies have maintained accurate logs of personnel and equipment resources utilized for response.	
Continue to work with the County PIO to issue advisories as to curfews, areas closed to spectators, re-entry times, etc.	
Provide security in shelters, reception areas, disaster recovery centers, disaster application centers, etc. as requested.	
Ensure security in shelters, reception areas, disaster recovery centers, disaster application centers, etc. as requested.	
Enforce security in disaster area. Limit exit and re-entry into disaster area. This may include security zones within the intracoastal waterway.	
Advise incoming law enforcement units of the need to be self-sufficient.	
Respond to requests for search assistance for missing persons. Clear all air operations with the EOC director.	
Track daily costs and develop expense reports.	

Advise the EOC of State or Federal resources at least 12 hours prior to their need.	
RECOVERY GUIDELINES	**COMMENTS/NOTES**
Work with county and municipal agencies to support requests for law enforcement services. Coordinate activities with state agencies, as necessary.	
Request state law enforcement agencies to support the county and municipality operations.	
Control re-entry into impacted areas.	
Continue to respond to normal law enforcement requests.	
Enforce curfews and restrictions on sale of goods.	
Continue to operate county jail and provide security of prisoners.	
Respond to calls regarding crimes committed in the area.	
Account for all law enforcement resources utilized in the disaster area.	
Compile reports of damages to facilities, equipment, injuries, etc.	
Instruct agencies to track their expenses in the event of a Presidential Declaration.	
Plan for the coordinated use of law enforcement resources.	
Integrate state and federal law enforcement resources into county forces.	
Advise the County PIO on the status of law enforcement operations.	
Develop a plan for an orderly shutdown of the EOC position.	
Develop an after-action report for presentation to the EOC staff.	
Participate in the review of operations during county-led critique. Develop plan of actions to improve response during future events.	

Terrorism/Civil Disorder – Annex

I. PURPOSE AND DEFINITIONS

A. Purpose

1. This document provides guidelines to develop a comprehensive capability to respond to the consequences of a terrorist attack, including the use of weapons of mass destruction (WMD). Ongoing efforts by local, state, and federal agencies and the private sector are needed to enhance community preparedness. This requires continued dialogue, joint training, and exercises, both tabletop and full-scale simulation. These guidelines are based on Presidential Decision Directive 39 and the Terrorism Incident Annex of the Federal Response Plan.

2. To identify the responsibilities, duties and procedures for planning, responding to, and mitigating acts of terrorism involving WMD. These weapons principally include explosives, chemical and biological agents, industrial chemicals, and radioactive materials and results in mass casualties.

3. To ensure that the planning process involves ongoing intelligence and information dissemination between the Federal Bureau of Investigation (FBI) and local law enforcement agencies, as well as Fire and Emergency Medical Services (EMS).

B. Definitions

1. Terrorism is defined by the Federal Bureau of Investigation (FBI) as "the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives." Terrorist weapons include but are not limited to explosives, chemical agents, biological agents, radiological agents, gunfire, arson and hostage taking.

2. Potential targets for terrorism include commercial establishments, military personnel/establishments, government buildings, property, educational establishments, research and development facilities, religious establishments, diplomatic establishments, utilities, and transportation systems. Workplace violence is a potential terrorist activity that must always be considered.

3. Crisis Management is defined by the FBI as measures to identify, acquire and plan the use of resources needed to anticipate, prevent and/or resolve a threat or act of terrorism. Crisis Management response involves measure to confirm the threat, investigate, and locate the terrorists and their weapons, capture the terrorists and prepare a criminal case for prosecution under federal law. Crisis Management response is under the primary jurisdiction of the federal government with the FBI acting as the lead agency.

4. Consequence Management is defined by FEMA as measures to protect public health and safety, restore essential government services, and provide emergency relief to government, business, and individuals affected by the consequences of terrorism. Consequence management is primarily an emergency management function. Crisis management and consequence management should be activated at the same time and work hand-in-hand to resolve and recover from acts of terrorism.

II. SITUATION AND ASSUMPTIONS
   A. General Considerations

   1. The successful response to and management of a terrorist incident involving many casualties, requires a well-planned, integrated and coordinated response from the local government, neighboring jurisdictions, private sector, and state and federal agencies.

   2. The telecommunicators assigned to the fire, EMS and police Emergency Communications Center (ECC's) are usually the first interface between the terrorist incident and the first responders. The information obtained from callers can have a crucial impact on the safety and welfare of emergency responders. The value of these telecommunicators to first responders is heavily influenced by their knowledge of WMD terrorism.

   3. Some of the major issues that will require attention during management and control of a chemical or biological terrorist incident include, agent detection, identification, and isolation, downwind evacuation or shelter-in-place, traffic rerouting, congestion and control, disposition of the deceased, hospitals' casualty overload, public fear, public information dissemination and control, spread of contamination and disease, safety and welfare of emergency responders, evidence identification and preservation, and suspect(s) identification, arrest and criminal prosecution.

   4. Mass casualty triage and medical management, and mass decontamination procedures must be practiced with sufficient frequency to build both confidence and competence in emergency responders.

   5. Communications overload will be one of the most significant challenges during and after a WMD terrorist incident. While cellular phones may be useful during the early moments of an incident, cell site could quickly become jammed by media use and others. Alternative means of communications such as runners, field-installed telephone lines, and use of special radio frequencies operated by special communication groups will be helpful and needed.

   6. Terrorists are more like to use explosive or industrial chemicals as WMD, rather than nerve, blister, or biological agents. However, emergency responders must still prepare for the use of these other agents by terrorists.

   7. A chemical biological or explosives-related terrorist incident is a federal crime scene, and in accordance with Presidential Decision Directive 39, the FBI has overall responsibility for crime scene management.

   8. Because of the likelihood of mass casualties and large number of emergency responders from not only Columbus and other nearby jurisdictions, but also from state and federal agencies, it is imperative that comprehensive accountability system be implemented and maintained throughout the incident.

   9. A terrorist incident involving a chemical or biological agent is still a hazardous materials incidents, but with the potential for much greater consequences and challenges for emergency responders. It is also likely to be a mass casualty incident. However, a bio-terrorist release will evolve over time, as the bacterial/viral symptoms may take hours or days to present and the infected people may or may not be infecting others.

10. Communication is an extremely critical element in the management equation of WMD terrorism incident. It is important that timely and accurate information is shared with the various agencies involved in the incident. The community must also be kept apprised of matters potentially impacting their safety and welfare.

B. Chemical Agents

1. Chemical agents have the potential to cause many casualties. These casualties will need decontamination, triage, medical treatment, shelter, and transportation. Depending on the particular agent and the number of casualties, the incident may quickly overwhelm scene resources. The goal of this document is to develop plans and procedures, and to obtain resources sufficient to manage potential chemical casualties. This casualty management goal is predicted on effective use of mutual aid emergency response resources. These casualties will likely be spread over a spectrum of categories, including coincidental, psychological, vapor exposed, aerosol exposed, liquid exposed, and traumatic injuries (and other medical emergencies), and a combination of these categories.

2. Many of the people who were exposed and suspect they were exposed to the chemical agent may go to hospitals on their own. As a result, some of the hospitals may be overwhelmed with potentially contaminated casualties. First responders may be needed to help with decontamination.

3. Field decontamination and treatment centers may be needed at remote locations to reduce the number of casualties reporting to hospitals and other health care facilities. In addition, these improvised areas can later be used by casualties who left the scene before or during arrival of emergency responders to go home or other locations, other than hospitals. Information provided to the public by authorized representatives and/or the Joint Information Center (JIC), should include the location of these remote sites.

C. Biological Agents

1. A biological terrorist incident will be either a notice or no-notice event. It could range from a threatening phone call, a suspicious letter or package, to the unsuspected release of a deadly biological material.

2. The response to a suspected biological event will be different from a no-notice event. In the former event, fire, rescue, EMS, local law enforcement agencies will be the initial responders and will play major roles. However, a no-notice event will trigger a greater initial response from local emergency response agencies, hospitals, and Centers for Disease Control and Prevention.

3. It is critical to have a plan to monitor and track the epidemiology of patients presenting similar signs and symptoms at hospitals and other health care centers.

4. A no-notice event, depending on the specific biological threat agent, quantity, method of dissemination, among other factors, could result in tens, hundreds or thousands of casualties.

5. Biological threat agents do not result in signs and symptoms until hour to days after exposure, depending on the specific pathogen.

D. Explosives

1. Commercial explosives and improvised explosive devices (IED) continue to be a terrorist's weapon of choice. This is due to the availability of many common materials to easily construct these devices. Moreover, the information to build numerous devices is commonly found on the Internet.

2. Terrorists may use a secondary device(s) to injure or kill emergency responders, civilians, or both. These devises may contain explosives, chemical agents, or biological materials. Terrorists may place secondary devices on or above ground level. Their intent is to cause as many casualties as possible.

III. CONCEPTS OF OPERATIONS

A. Incident Differences

1. Operations at terrorist incidents will likely be significantly different from those experienced "common" disaster incidents. Some major differences are:

   a. There may be a delay in hazard identification.

   b. Chemical compounds of WMD are super-toxic and will likely pose unusual risk to emergency responders and civilians.

   c. There will likely be many casualties and fatalities present. Some could be unsuspecting, unprotected first responders.

   d. Mass decontamination will be required to remove residual contamination and prevent secondary contamination.

   e. The incident will be a Federal crime scene.

   f. Multiple agencies from various levels of locals, state, and federal governments will be working together to manage the incident.

2. Requesting Resources: During the response and recovery phases, successful management of a terrorist incident will likely require the combined efforts of local, state and federal agencies and resources from the private sector. Emergency responders will need, and should request, assistance early into the incident from surrounding jurisdictions in accordance with current mutual aid agreements.

3. Coordination among Agencies: During the incident, some agencies may become involved in command of the incident, while other agencies and organizations provide support services. Neighboring jurisdictions will respond if requested in accordance with established mutual aid

agreements. Regardless of their specific role, the actions of all agencies must be coordinated to safely and effectively handle the emergency.

4. Other Related Sections: This section addresses hazard-specific responses to managing the consequences of a terrorist incident and serves to augment other existing sections in the EOP. Emergency Management staff and on scene personnel should use other pertinent sections as necessary to manage the consequences that may arise in the emergency.

B. **Command and Control**

1. When it has been determined that a terrorist act has occurred where there is property damage but no harm to life, specialized police response measures are required. In these cases, the senior official on duty in the jurisdiction where the incident is reported will initially assume command and police operations.

2. The decision whether to activate the Emergency Operations Center (EOC) will be made based on the extent and nature of the incident and in accordance with Section A (Direction and Control). In all cases responding agencies will operate under the Incident Command System (ICS) with the appropriate Police or Fire Official as the Incident Commander (IC).

3. Incident Command System (ICS): Initially, the first arriving unit or command officer will establish the ICS in accordance with in place policies and procedures. In the early moments of the incident, the incident commander will assign specific duties and responsibilities consistent with the management of a WMD terrorist incident such as scene control, triage, decontamination, etc.

4. Establishment of Command Post(s): An on-scene command post is established during the initial stages of a terrorist incident. The location of the command post should be up hill, up wind and in a place where it is away from any possible route of chemical agent spread such as vent shafts, and exhaust systems. It is also important to consider potential placement of secondary devices when determining the command post location.

5. Unified Incident Command: A terrorist incident, where there is destruction to life and property, will quickly escalate from a single agency ICS to a multiple-agency system or Unified Command System (UCS).

6. If the emergency operations are beyond the capabilities of local agencies, the IC through the EOC, may request state resources such as the Regional Response Team (RRT), Special Operations Response Team (SORT), etc. The emergency management representative is responsible for coordinating the response of state and federal agencies that assist with the incident and will serve as the contact for these agencies.

7. If the emergency operations are beyond the capabilities of local agencies, a federal On-Scene Coordinator may be requested if not already en route, via the National Response Center. The federal On-Scene Coordinator is responsible for coordinating all federal, state, and local agencies that assist with the incident. Other federal response is predicated on the judgment of the federal On-Scene Coordinator.

8. Throughout the incident, the IC, regardless of agency will be responsible for the public's safety and will coordinate evacuation and re-entry with law enforcement agencies. Law enforcement agencies will be in command of evacuation and will coordinate with Emergency Management and the American Red Cross for sheltering if necessary.

C. Local Responsibilities

1. Emergency Management shall:

a. Activate the EOC if necessary and coordinate multiple-agency resources directed to a single large incident or multiple incident, in accordance with Section A (Direction and Control) of the Emergency Operations Plan (EOP).

b. Ensure that agency heads or senior staff representatives of all involved agencies and organizations will report to the EOC and carry out their respective responsibilities under and in accordance with the EOP.

c. The senior staff representative of all involved agencies and organizations will communicate with the Disaster Manager, and with other agencies and organizations, providing continuing and regular update. All other non-law enforcement agencies responding to the scene will operate and perform missions under the direction of the IC.

2. Fire/Rescue (City and County Fire) shall:

a. Report to the Unified Command Post if one has been established or establish a command post as soon as possible upon reaching the incident scene, locating it up wind and uphill as appropriate and at a safe distance.

b. Provide communications and other agencies with the location of the command post and information on unsafe areas of routes to the incident scene. Where the command post lacks direct communications with other agencies. Communications will relay such information and provide the location of the Command post to the EOC.

c. Establish and maintain communication between the command post and EOC as soon as practical.

d. Designate an operation sector from which to conduct tactical operations. The Operations Sector is located at this site. At most terrorist incidents, the lead agency representative will first report to the Command Post.

e. Request the Hazardous Material Response Team (RRT), unless already dispatched.

f. Ensure that all personnel are wearing and using respiratory protection and personal protective clothing appropriate for their assigned duties.

g. Prevent the emergency from claiming more casualties; protect, rescue, evacuate, isolate and decontaminate exposed victims and emergency responders, minimize the spread of contamination, and preserve evidence.

h. Assist medical facilities with decontamination of patients and emergency responders as the incident will allow if such assistance is necessary to augment that portion of the facilities' manpower and equipment.

i. Follow the established guidelines of their department when responding to bomb threats, explosive/incendiary devices, and weapon of mass destruction/terrorists incidents.

3. Law Enforcement (City and County)

1. Enact appropriate countermeasures whenever law enforcement agencies gather intelligence or receive evidence that a terrorist attempt may occur in the near future.

2. Report to the Unified Command Post if one has been established or establish command post as soon as possible upon reaching the incident scene, locating it up wind and uphill as appropriate and at a safe distance.

3. Provide communications and other agencies with the location of the command post and information on unsafe areas or routes to the incident scene. Where the command post lacks direct communication with other agencies. Communications will relay such information and provide the location of the command post to the EOC.

4. Establish and maintain communication between the command post and EOC as soon as practical.

5. Designate an operation sector from which to conduct tactical operations. The Operations Sector is located at the site. At most terrorist's incident, the lead agency representative will first report to the Command post.

6. Ensure that all personnel are wearing and using respiratory protection and personal protective clothing appropriate for their assigned duties.

7. Establish an emergency command law enforcement task force when several law enforcement agencies, having overlapping or coordinating responsibility for the management of an emergency, are operating. A representative from each represented agency will also report to the command post. The task force will delegate direct responsibility for tactical police operations at the scene to the representative having primary jurisdictional responsibility for the person(s) for facility targeted.

8. Assign units to isolate the perimeter of the incident scene and deny entry to non-emergency traffic and pedestrians. Traffic in the vicinity of the incident will be immediately affected by the arriving emergency vehicles and additional law enforcement personnel will take charge of traffic direction and re-routing. Clear routes of ingress and egress will be identified and maintained for emergency vehicles.

9. Assign units to provide security for decontamination lines.

10. Ensure that all personnel are wearing and using respiratory protection and personal protective clothing appropriate for their assigned duties.

4. **Emergency Medical Services shall:**

    1. Identify and establish triage, treatment and transport areas.

    2. Initiate contact with area medical facilities to advise them of the incident and the potential for large numbers of chemically poisoned victims to be transported to their facilities.

    3. Identify transportation needs (busses, ALS/BLS units, etc.) and relay to the Incident Commander.

5. **Area Hospitals shall:**

    1. Implement their disaster plan as it applies to terrorism incidents.

    2. Due to the potential for a large number of victims, both transported by EMS and walk-ins, communicate with other area medical facilities to determine the number of patients each facility can treat.

    3. Perform emergency decontamination at the facility for incoming patients and personnel that were not decontaminated at the scene. Be aware that Fire/Rescue personnel will not abandon the decontamination efforts at the scene of the incident, but will assist medical facilities with decontamination when available.

6. **The Department of Public Works shall:**

    1. Identify potential routes of chemical agent spread and suspected water contamination runoff. Identify measures to minimize impact.

    2. Assist with sampling of water and air for signs of contamination.

    3. Provide vehicles with mobile communications to transport sand and other materials as needed to the scene and other designated locations.

    4. Provide motorized equipment to assist with debris removal and to prevent the spread of liquid contamination.

7. **The Columbus County Health Department shall:**

    1. Monitor public and emergency response personnel exposure.

    2. Consult with the Center for Disease Control and other sources on issues related to chemical and biological exposure.

    3. Make recommendations to authorized emergency workers about the care of suspected or contaminated casualties.

4. Coordinate with Fire/Rescue, EMS, area hospitals, state and federal agencies to identify stockpile of pharmaceuticals and vaccines for on scene use, and at hospitals to treat exposed citizens and emergency responders.

5. Assist with environmental health activities to ensure the safety of the citizens and protection of the environment.

6. Assign personnel to monitor food, water, and coordinate with North Carolina Department of Agriculture on livestock, and livestock food supplies for contamination.

7. Review the procedures and limitations associated with the possible quarantine of civilians suspected of exposure to chemical/biological agents and coordinate with the Incident Commander.

8. **The Columbus County Mental Health Department shall:**

    1. Coordinate and provide personnel for Critical Incident Stress Management for emergency responders and a separate CISM for victims, their families and other involved personnel.

9. **Public Information Officers (PIO) shall:**

    1. Ensure that PIOs are in place in the field and the EOC, and establish communication links.

    2. Prepare City/County Executive or other authorized press releases.

    3. Designate a Joint Information Center (JIC) as needed, and provide adequate staffing to handle public inquiries.

    4. Designate a media area for relatives of casualties and staff.

    5. Designate a media staging area identified by the Incident Commander.

10. **The Amateur Radio Emergency Services (ARES) shall:**

    1. Provide communications between command post, field sites, and hospitals, and EOC, as requested.

    2. Assist with establishment of communication link between the EOC and the FBI's Joint Operation Center (JOC).

    3. Establish communications between EOC, shelters and mass care centers as requested.

11. **The American Red Cross (Chapter) shall:**

    1. Staff, manage and operate shelters and mass care facilities in cooperation with Columbus County Health Department, Columbus County Department of Social Services, Columbus County Emergency Management, and other county agencies.

2. Provide training and maintain a roster of trained shelter managers.

3. Provide food, water, cot and blankets, etc. for shelter occupants in cooperation with Columbus County Emergency Management and Columbus County Public Schools.

12. Other City and County Departments and Agencies shall:

1. Conduct emergency operations as required to assist Emergency Management personnel to respond to, and recover from, the emergency.

D. Federal Responsibilities:

1. The Federal Bureau of Investigation (FBI) shall:

1. Assume primary jurisdiction, direction and control on any terrorist act or incident that is perpetrated in the name of any foreign government, or international terrorist group against a federal official.

2. Coordinate with state and local law enforcement agencies operating at the incident scene.

2. The Federal Emergency Management (FEMA) shall:

1. During an emergency period of heightened international tensions and hostility that could escalate to warfare (or Terrorism), FEMA will keep states informed as to the status of the situation.

2. Request for Federal assistance and will coordinate through North Carolina Emergency Management by Columbus County Emergency Management in conjunction with the Disaster Management.

E. State Responsibilities

1. The North Carolina Emergency Management Division shall:

1. Activate the State EOC if assistance is requested from the Chief Administrative Office through a declaration of Public Emergency.

2. Identify the readiness conditions received from FEMA, and notify local jurisdictions.

3. Provide State assistance as necessary to augment City/County response resources, and operational functions.

2. The North Carolina National Guard shall:

1. Support local law enforcement activities when requested through the North Carolina Emergency Management Division.

2. Provide additional communication, decontamination facilities, and transportation for evacuation operations.

F. Private Responsibilities

Other private and public organizations are considered to have emergency missions which contribute to the health, welfare and safety of the citizens and the continuity of government and will be called upon as necessary and available to provide their specific services.

G. Departments Affected

All departments, agencies and persons with operation functions or responsibilities will develop and maintain procedures for performing these functions in accordance with those assigned responsibilities and will participate in any necessary training or exercises.

H. Demobilization

1. After the incident has been terminated, the premises will be inspected by the appropriate agencies for any unsafe devices, material, weapons and physical structural support with due consideration to evidence recovery.

2. After incident recovery and contaminant, the fire/rescue IC or the Disaster Management will relinquish command to law enforcement for investigation prior to restoration of the incident scene.

U.S. POLICY ON COUNTER TERRORISM

1.   **General.**

Terrorism is both a threat to our national security as well as a criminal act. The Administration has stated that it is the policy of the United States to use all appropriate means to deter, defeat and respond to all terrorist attacks on our territory and resources, both people and facilities, wherever they occur. In support of these efforts, the United States will:

Employ efforts to deter, preempt, apprehend and prosecute terrorist.

Work closely with other governments to carry out our COUNTER TERRORISM policy and combat terrorist threats against them.

Identify sponsor of terrorists, isolate them, and ensure they pay for their actions.

Make no concessions to terrorists.

2.   **Measures to Combat Terrorism.**

To ensure that the United States is prepared to combat terrorism in all its forms, a number of measures have been directed. These include reducing vulnerabilities to terrorism, deterring and responding to terrorist acts, and having capabilities to prevent and manage the consequences of terrorist use of nuclear, biological and chemical (NBC) weapons, including those of mass destruction.

Reduce Vulnerabilities. In order to reduce our vulnerabilities to terrorism, both at home and abroad, all department/agency heads have been directed to ensure that their personnel and facilities are fully protected against terrorism.

Specific efforts that will be conducted to ensure our security against terrorist act include the following:

1. Review the vulnerability of government facilities and critical national infrastructure.

2. Expand the program of COUNTER TERRORISM.

3. Reduce vulnerabilities affecting civilian personnel/facilities abroad and military personnel/facilities.

4. Reduce vulnerabilities affecting US Airport, aircraft/passengers and shipping, and provide appropriate security measures for other modes of transportation.

5. Exclude/deport persons who pose a terrorist threat.

6. Prevent unlawful traffic in firearms and explosives, and protect the President and other officials against terrorist attack.

7. Reduce US vulnerabilities to international terrorism through intelligence collection/analysis, counterintelligence and covert action.

Deter. To deter terrorism, it is necessary to provide a clear public position that or policies will not be affected by terrorist acts and we will vigorously deal with terrorist/sponsors to reduce terrorist capabilities and support. In this regard, we must make it clear that we will not allow terrorism to succeed and that the pursuit, arrest, and prosecution of terrorists are of the highest priority. Our goals include the disruption of terrorist sponsored activity including termination of financial support, arrest and punishment of terrorists as criminals, application of US Laws and new legislation to prevent terrorist groups from operating in the United States, and application of extraterritorial statutes to counter acts of terrorism and apprehend terrorists outside of the United States. Return of terrorists overseas, who are wanted for violation of US Law, is of the highest priority and a central issue in bilateral relations with any state that harbors or assists them.

Respond. To respond to terrorism, we must have a rapid and decisive capability to protect Americans, defeat or arrest terrorists, respond against terrorist sponsors, and provide relief of the victims of terrorists. The goal during immediate response phase of an incident is to terminate terrorist attacks so that the terrorists do not accomplish their objectives   or maintain their freedom, while seeking to minimize damage and loss of life and provide emergency assistance. After an incident has occurred, a rapidly deplorable interagency Emergency Support Team (EST) will provide required capabilities on scene: a Foreign Emergency Support Team (FEST) for foreign incidents and a Domestic Emergency Support Team (DEST) for domestic incidents. DEST membership will be limited to those agencies required to respond to the specific incident. Both teams will include elements for specific types of incidents such as nuclear, biological or chemical threats.

The Director, FEMA, will ensure that the Federal Response Plan is adequate for consequence management activities in response to terrorist attacks against large US population, including those where weapons of mass destruction are involved. FEMA will also ensure that the State Response Plans and capabilities are adequate and tested. FEMA, supported by all Federal Response Plan signatories, will assume the Lead Agency role for consequence management in Washington, D.C. and on scene.

Agencies will bear the cost of their participation in terrorist incidents and COUNTER terrorist operations, unless otherwise directed.

NBC Consequence Management. The development of effective capability for preventing and managing the consequences of terrorist use of nuclear, biological or chemical (NBC) materials or weapons is of the highest priority. Terrorist acquisition of weapons of mass destruction is not acceptable and there is no higher priority that preventing the acquisition of such materials/weapons or removing this capability form terrorist groups. FEMA will review the Federal Response Plan on an urgent basis, in coordination with supporting agencies, to determine it adequacy in responding to an NBC related terrorist incident; identify and remedy any shortfalls in stockpiles, capabilities or training; and report on the status of these efforts in 180 days.

Authority Signatures
For
Terrorism Annex of EOP

_____   _____
Chairman, Columbus County Board of Commissioners   **Date**

_____   _____
Columbus County Emergency Management   **Date**

_____   _____
Columbus County Fire Marshal   **Date**

_____   _____
Columbus County Sheriff   **Date**

_____   _____
Columbus County Emergency Medical Services   **Date**

_____   _____
New Hanover Regional Medical Center   **Date**

_____   _____
Columbus County Public Utilities   **Date**

_____   _____
Columbus County Health Department   **Date**

_____   _____
Columbus County Mental Health   **Date**

_____   _____
Amateur Radio Services   **Date**

_____   _____
American Red Cross   **Date**