

EMERGENCY OPERATIONS PLAN (EOP)

MONTGOMERY COUNTY

FOR OFFICIAL USE ONLY

NOTICE: This document contains information pertaining to the deployment, mobilization, and tactical operations of Montgomery County in response to emergencies. It is exempt from public disclosure under Kansas state law.

Acknowledgements

Supersession

Upon completion and formal adoption this plan will supercede the existing County Emergency Operations Plan.

Table of Contents

I. INTRODUCTION	7
A. GENERAL	8
B. PURPOSE	9
C. Scope	9
D. Methodology	10
1. Planning Process	13
2. Implementation of NIMS	14
II. SITUATION	14
A. Hazard Analysis	14
B. Disaster Magnitude Class	16
C. Capability Assessment	16
D. Economic Profile	16
E. Spatial Profile	17
F. Vulnerabilities	18
1. Critical Facilities	18
2. Population Demographics	20
3. Vulnerable Needs	21
G. Public Safety	21
H. Education	22
I. Culture, Arts and Humanities	23
J. Planning Assumptions	23
K. Pets and Service Animals	25

III. ROLES AND RESPONSIBILITIES	26
A. Federal Government	26
B. State Government	26
C. County Government	27
D. Municipal Government	28
E. Special Districts	28
F. Private Sector	29
G. Non-Government and Volunteer Organizations	29
H. Hospitals, Nursing Facilities and Assisted Living Facilities	29
I. School Districts	29
J. Legal Affairs Officer	29
K. Emergency Support Functions (ESFs)	30
L. CITIZEN INVOLVEMENT	31
IV. METHOD OF OPERATIONS	32
A. General	32
1. Non-Disaster Daily Operations	32
2. Emergency Operations	32
3. Field Operations	36
4. Joint Information Center	39
B. Coordination, Direction and Control	39
1. County Level	39
2. Coordinating Agencies	41
3. Intergovernmental Mutual Aid	42
4. Communication	44

5. State Level.....	47
6. Federal Level.....	48
7. Joint Field Office.....	49
C. Prevention.....	49
1. Kansas Intelligence Fusion Center.....	50
D. Preparedness.....	50
1. Resource Management and Credentialing.....	50
2. Plan Development and Maintenance.....	51
3. Public Information.....	52
4. Training and Exercise.....	53
E. Response.....	54
1. Local Emergency Operations Center (EOC).....	54
2. Public Safety Enforcement Actions.....	55
F. Recovery.....	55
1. Recovery Field Operations.....	55
2. Recovery Personnel.....	55
3. Damage Assessment.....	56
4. Disaster Declaration.....	58
5. Public Assistance (PA) and Individual Assistance (IA) Activities.....	58
6. Disaster Recovery Centers and Staging Areas.....	60
7. Unmet Needs.....	61
G. Mitigation.....	62
1. Coordination of Mitigation Activities.....	62
2. Mitigation Programs.....	62

V. ADMINISTRATION, FINANCE AND LOGISTICS	64
A. Documentation	64
B. Finance	64
C. Logistics	65
VI. CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT	68
VII. REFERENCES AND AUTHORITIES	68
ESF 1 - Transportation.....	72
ESF 2 - Communications	94
ESF 3 - Public Works and Engineering	110
ESF 4 - Firefighting.....	123
ESF 5 - Emergency Management	145
ESF 6 - Mass Care, Housing and Human Services.....	171
ESF 7 - Resource Support	184
ESF 8 - Public Health and Medical Services	197
ESF 9 - Search & Rescue	220
ESF 10 - Oil and Hazardous Materials	229
ESF 11 - Agriculture and Natural Resources.....	242
ESF 12 - Energy and Utilities	253
ESF 13 - Public Safety and Security	264
ESF 14 - Long-Term Community Recovery.....	275
ESF 15 - External Communication	287

Montgomery County Emergency Operations Plan

I. INTRODUCTION

FOREWARD

General: Montgomery County's Local Emergency Operations Plan (LEOP) is written in consideration of the relevant hazards identified in the Montgomery County Multi-Jurisdictional Hazard Mitigation Plan, and to address the four phases of emergency management: Prevention – Preparedness – Response – Recovery. The purpose of the Plan is to define, to the extent appropriate, the policies, roles and responsibilities for a local integrated management system within the constraints of existing resources and operational capabilities.

Emergency Planning Process: Emergency management in Montgomery County relies on a collaborative process between Montgomery County and the cities and various organizations that have disaster responsibilities. The responsibility for emergency management and emergency operations planning is given to Montgomery County in accordance with KSA 48-299. However, all cities are encouraged to develop emergency operations plans of their own. Such plans, however, shall reference and be consistent with the provisions of this plan. Montgomery County Emergency Management will provide planning assistance to any city within Montgomery County, Kansas.

Cities having plans recognized by the County shall conduct operations within their own jurisdiction pursuant to those plans. Emergency operations in cities not having such plans and in the unincorporated areas of Montgomery County, as well as all emergency support activities by the agencies of Montgomery County government, shall be conducted in accordance with the provisions and policies contained in this plan.

Local Emergency Operations Plan: The Montgomery County Local Emergency Operations Plan contains the Basic Plan and Functional Annexes. The Basic Plan is a broad conceptual framework describing the policy and approach to emergency operations for use by local officials. Annexes provide specific information and direction for managers. Emergency Operations Guides are not a part of this plan. They should, however, be developed to support the annexes and they should contain technical and detailed operational information for operating departments and individuals to allow them to carry out assigned roles and responsibilities.

Disclaimer

Every effort has been made to make the response provisions of this plan consistent with the normal, non-emergency functions of agencies and departments. However, this plan is a guide for emergency operations in a disaster or major emergency, not for the conduct of day-to-day operations. All agencies and individuals involved in emergency operations should understand that events may take place which would make it improper and inadvisable to proceed in a

manner that would jeopardize lives and property simply to implement this plan or a specific emergency operations guide. Individuals and agencies having responsibilities established in this plan must have the freedom to augment its provisions to deal with an emergency or disaster event using resources that are available and actions that are possible within the limits dictated by the situation

A. GENERAL

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require the State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Plan (NRP) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, Montgomery County created this Emergency Operations Plan (EOP) and the Adjutant General's Office, Kansas Division of Emergency Management officially adopted it on Plan Not Yet Active.

The revised Montgomery County EOP is the product of a detailed and focused planning process that 1) fully incorporates the NIMS concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have emerged since the last revision of the EOP. The EOP establishes a framework through which the County may prepare for; respond to; recover from; and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and or general welfare of the residents and emergency workers of Montgomery County. The EOP provides guidance to Montgomery County officials or procedures, organization and responsibilities, which will prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The EOP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities and clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function approach to planning and operations.

The EOP describes the basic strategies, assumptions and mechanics through which the County will mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the EOP adopts a functional approach that groups the type of assistance to be provided under each Emergency Support Function (ESF). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s). The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command staff and other General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of the Montgomery County Emergency Management, on behalf of the Adjutant General's Office, Kansas Division of Emergency Management.

In an effort to ensure that the revised EOP was strictly aligned with the State and National preparedness guidance, the Adjutant General's Office, Kansas Division of Emergency

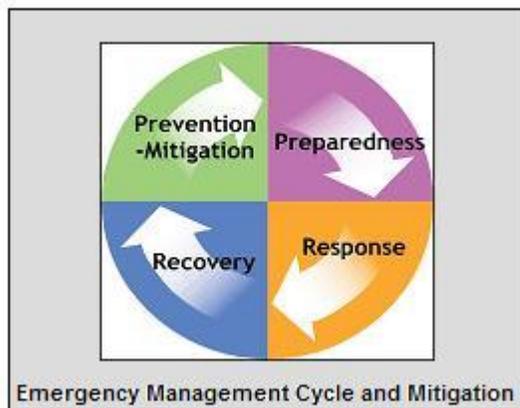
Management and National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September, 2007), {superseding the March, 2005 Interim National Preparedness Goal}
- Draft National Response Framework (July, 2007)
- FEMA NIMCAST User's Guide
- National Planning Scenarios (15)
- Targeted Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

The following information is an excerpt from the National Preparedness Guidelines (September, 2007)

B. PURPOSE

The purpose of the Montgomery County Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address prevention, preparation, response, recovery and mitigation of the effects of emergencies and disasters.



C. Scope

This plan identifies when and under what conditions the application or activation of this plan is necessary.

The plan establishes fundamental policies strategies and assumptions for a County-wide program that is guided by the principles of the National Incident Management System. This EOP provides the following benefits to Montgomery County:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extending an opportunity to partner with all stakeholders.

- The EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.
- The EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.
- The EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.
- The EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Montgomery County EOP was developed as a team effort consisting of the following agencies and organizations:

Federal

Corps of Engineers
 Department of Homeland Security
 Federal Emergency Management Agency
 U.S. Environmental Protection Agency

State

Adjutant Adjutant General's Office, Kansas National Guard
 Adjutant General's Office, Kansas Civil Air Patrol
 Adjutant General's Office, Kansas Civil Support Team
 Adjutant General's Office, Kansas Division of Emergency Management
 Adjutant General's Office, Office of Emergency Communications
 Adjutant General's Office, Office of Public Affairs
 Governor's Office
 Kansas Association of Local Health Departments
 Kansas Attorney General's Office
 Kansas Board of Emergency Medical Services
 Kansas Bureau of Investigation
 Kansas Commission on Disability Concerns
 Kansas Corporation Commission
 Kansas Department of Agriculture
 Kansas Department of Agriculture, Division of Water Resources
 Kansas Department of Commerce
 Kansas Department of Corrections
 Kansas Department of Education
 Kansas Department of Health and Environment
 Kansas Department of Health and Environment, Division of Environment
 Kansas Department of Insurance
 Kansas Department of Labor
 Kansas Department of Social and Rehabilitation Services
 Kansas Department of Transportation

Kansas Department of Veterans Affairs
Kansas Department of Wildlife and Parks
Kansas Department on Aging
Kansas Division of Emergency Management
Kansas Forestry Service
Kansas Geological Society
Kansas Highway Patrol
Kansas Housing Resources Corporation
Kansas Human Rights Commission
Kansas State Fire Marshal's Office
Kansas Water Office
Montgomery County Extension

County

CERT - Volunteers
Cherryvale Rural Fire District
Community Access Center
Community Animal Response Team (CART) - volunteers
Montgomery County Appraisers Office
Montgomery County CART
Montgomery County Clerk
Montgomery County Coroner
Montgomery County Emergency Management
Montgomery County Environmental Health Department
Montgomery County GIS Department
Montgomery County Health Department
Montgomery County IT Department
Montgomery County Public Information Office
Montgomery County Public Works
Montgomery County Rural Fire District #1
Montgomery County Sheriff Office
Montgomery County Treasurer

City

Caney Fire Department
Caney Police Department
Cherryvale City
Cherryvale Fire Department
Cherryvale Fire-Rescue
Cherryvale Police Department
City of Caney
City of Independence
Coffeyville Fire Department
Coffeyville Municipal Light & Power
Coffeyville Police Department
Coffeyville Public Works
Coffeyville Water & Wastewater
Dearing City
Dearing Rural Fire District
Elk City Fire Department
Havana Rural Fire District

Independence EMS
Independence Fire Department
Independence Police Dept
Independence Public Works
Independence Rural Fire District
Independence Water & Wastewater
Liberty Rural Fire District
Louisberg Township Fire Department
Sycamore Rural Fire District
Tyro Rural Fire District

Private Sector

AT and T
Atmos Energy
BNSF Railway
Burlington Northern
Clean Harbors
Coffeyville EMS
Coffeyville Regional Medical Center
CVR Energy
Durham Bus Company
Empire Electric
Fertilizer Plant CVR
Four County Mental Health
Magellan Pipeline
Mercy Health System of Kansas, Inc.
TKI
Union Pacific
Westar Energy

Non-Profit

Amateur Radio Operators (RACES) (ARES)
American Red Cross
Kansas City Power and Light
Kansas Emergency Management Association
Kansas Ethanol, LLC
Kansas Fire Chiefs Association
Kansas Funeral Directors Association
Kansas Gas Service
Kansas Pipeline Association
Kansas Rural Electric Cooperative Association
Radio Amateur Civil Emergency Services (RACES)
SAR Working Group
State Animal Response Team (SART)
The Salvation Army

Other

Coffeyville Community College
Coffeyville Regional Haz Mat Team
Community Relations Team
Human Needs Assessment Team

Independence Community College
Kansas Assessment Team
SEK Regional Haz Mat Team 13
Unmet Needs Team
USD #436
USD #445
USD #446
USD #447

Each agency was consulted with to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Montgomery County EOP. Agency concurrence signatures are maintained with the Montgomery County Emergency Management. The EOP's concepts were developed by the Montgomery County Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.

Each of the above listed agencies will receive "Viewer Access" to the Montgomery County EOP via the Bold Planning Solutions Planning System, www.KansasPlanner.com.

In addition:

- The Montgomery County EOP is adopted by the Adjutant General's Office, Kansas Division of Emergency Management by resolution, which serves as the promulgation letter for the EOP. A copy of the signed promulgation can be found in the file archive of this plan.
- A Record of Changes Log is used to record all published changes as those holding copies of the EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.
- A master copy of the EOP, with a master Record of Changes Log, is maintained in the Montgomery County Emergency Management.

1. Planning Process

The process used by Montgomery County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the EOP and the EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards

- Planning considers all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning
- Effective plans tell those with operational responsibilities what to do and why to do it
- Planning is fundamentally a process to manage risk
- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Montgomery County EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan (ESF-15)
- Identifying and characterizing resources according to established standards and types
- Requiring the need for all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility and redundancy of communications

II. SITUATION

This section of the plan summarizes the hazards that could potentially affect Montgomery County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger county response under the NIMS.

A comprehensive hazard and risk assessment is contained in the Montgomery County mitigation plan. The plan is kept under separate cover and can be accessed by contacting Montgomery County Emergency Management.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Montgomery County is vulnerable to a wide range of hazards that threaten its communities, businesses and environment. To determine the hazards that pose the greatest threat, Montgomery County has prepared a Hazard Identification and Vulnerability Assessment. The

major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences.

Three levels of risk have been identified: High, Moderate and Low.

High - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

Moderate - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

Low - Low probability of occurrence or low threat to population; minor physical impacts.

The hazards and vulnerability assessments for Montgomery County are continued in the Southeast Region Multi Jurisdictional Hazard Mitigation Plan, attached.

Hazard Profile Summary for Emergency Operations Plan						
Hazard	Probability	Magnitude	Warning Time	Duration	CPRI	Planning Significance
Tornado	4	3	4	1	3.40	High
Windstorm	4	3	3	2	3.35	High
Winter Storm	4	3	2	3	3.30	High
Utility/Infrastructure Failure	3	2	4	3	2.85	Moderate
Flood	4	3	3	3	3.45	High
Drought	2	3	1	4	2.35	Moderate
Major Disease Outbreak	4	3	1	4	3.25	High
Dam and Levee Failure	1	4	2	4	2.35	Moderate
Agricultural Infestation	4	2	1	4	2.95	Moderate
Hailstorm	4	2	3	1	2.95	Moderate
Wildfire	4	2	4	2	3.20	High
Extreme Temperatures	3	2	1	3	2.40	Moderate
Lightning	4	1	2	1	2.50	Moderate
Expansive Soils	4	1	1	4	2.65	Moderate
Landslide	3	1	3	1	2.20	Moderate

Soil Erosion and Dust	2	1	1	4	1.75	Low
Earthquake	1	2	4	1	1.75	Low
Pandemic Event	3	3	1	4	2.80	Moderate
Hazardous Materials	4	1	4	2	2.90	Moderate
Terrorism, Agri-terrorism, and Civil Disorder	1	4	4	4	2.65	Moderate
Land Subsidence	4	1	1	4	2.65	Moderate
Radiological	1	3	2	3	1.95	Low
Fog	2	1	2	1	1.60	Low

B. Disaster Magnitude Class

This is an all-hazards EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

Catastrophic Disaster: A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified and potential Federal assistance will be predominantly recovery oriented.

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

C. Capability Assessment

Currently capability assessments are performed regionally in Kansas. The capability assessment is performed through the Regional Homeland Security Council with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The regional capability assessment is available under separate cover and is attached to the file archive in the Bold Planning Solutions Super System.

D. Economic Profile

According to the 2000 U.S. Census, the industries that employed the highest percentage of Montgomery County's labor force were manufacturing (26.1 percent); educational, health, and social service (20.0 percent); and retail trade (12.0 percent). The Kansas Department of Labor reports 17,998 persons in the civilian labor force as of September 2008, and the County unemployment rate (6.1 percent) is higher than the statewide unemployment rate (4.8 percent) for that period.

Table 2.4 lists selected economic characteristics for Montgomery County and incorporated cities from the 2000 U.S. Census, Montgomery County, Kansas FINAL 2.4 Multi-Hazard Mitigation Plan December 2008

Source: U.S. Census 2000; <http://factfinder.census.gov/>

Information from the Kansas Center for Community and Economic Development (KCCED) reports the number of business establishments in Montgomery County decreased from 1,023 to 976 (-4.6 percent) from 2000-2004. In 2004, 854 businesses had 1-19 employees, 98 had 20-99 employees, 24 had 100-499 employees, and none had 500 or more employees though there were two establishments with more than 500 employees as recently as 2001.

According to data from 2004, payrolls from manufacturing establishments constitute the highest percentage of the county payroll total (44.7 percent), followed by health care and social assistance (16.1 percent). Retail trade was the most common business type in 2004 (20.2 percent of total), followed by other services (12.7 percent) and health care and social assistance (10.7 percent). Table 2.5 contains information about business establishments and payroll values by occupational sector for Montgomery County in 2004.

Montgomery County is located in southeast Kansas and is approximately 651 square miles of which 6 square miles consists of water and 645 square miles is land. The County is principally served by the Elk and Verdigris Rivers. Bodies of water within the county include Elk City Lake, Havana Lake, Liberty Lakes, and State Lake. Principal highways in Montgomery County include: U.S. Route 75, U.S. Route 160, U.S. Route 166, U.S. Route 169, U.S. Route 400.

Coffeyville and Independence Municipal Airports provide air transportation in and out of the County.

Montgomery County is divided into 12 townships and is located in the Coffeyville Micropolitan Statistical Area. The County has a population of 36,252 according to the 2000 U.S. Census Bureau, equating to 56.12 persons per square mile. There are nine (9) incorporated and 9 unincorporated communities of which Coffeyville (population 11,021) and Independence (population 9,846) are the largest incorporated cities according to the 2000 U.S. Census. The County seat is located in the City of Independence.

E. Spatial Profile

Montgomery County is located in southeast Kansas and is approximately 651 square miles of which 6 square miles consists of water and 645 square miles is land. The County is principally served by the Elk and Verdigris Rivers. Bodies of water within the county include Elk City Lake, Havana Lake, Liberty Lakes, and State Lake. Principal highways in Montgomery County include: U.S. Route 75, U.S. Route 160, U.S. Route 166, U.S. Route 169, U.S. Route 400. Coffeyville and Independence Municipal Airports provide air transportation in and out of the County. Montgomery County is divided into 12 townships and is located in the Coffeyville Micropolitan Statistical Area. The County has a population of 36,252 according to the 2000 U.S. Census Bureau, equating to 56.12 persons per square mile. There are nine (9) incorporated and 9 unincorporated communities of which Coffeyville (population 11,021) and Independence (population 9,846) are the largest incorporated cities according to the 2000 U.S. Census. The County seat is located in the City of Independence

Montgomery County possesses a diverse array of soils ranging from moderately permeable to very slow permeability. Generally, the permeability of the soils is related to the clay content. Several taxonomic classes of soils exist in the county. Of those montmorillonite is the most expansive. Montmorillonite soils shrink appreciably when dry and swell when wet due to a mineral with a 2:1 expanding crystal structure. The shrinking and swelling has great implications for waste disposal and water infrastructure as well as other underground utility infrastructure. The soils in Montgomery County with some portion of their matrix being classified as highly expansive due to montmorillonite comprise approximately 27% of the total acreage, about 115,000 acres. Additional soils classified as moderately high, but not of a montmorillonite classification make up an additional 15.1 percent of the total acreage, approximately 66,800 acres (Montgomery County Soil Survey).

F. Vulnerabilities

The following vulnerabilities have been identified for the Montgomery County Emergency Operations Plan.

Refer to the Southeast Regional Hazard Mitigation Plan, attached to this Plan.

1. Critical Facilities

**CRITICAL FACILITIES
Montgomery County, KS**

Montgomery County Courthouse School 217 E. Myrtle 11th Independence, KS 67301 Independence, KS 67301	Zion Lutheran 301 S.
Montgomery County Judicial Center Hospital 300 E. Main Myrtle Independence, KS 67301 Independence, KS 67301	Mercy 800 W.
Independence City Hall Coffeyville City Hall 120 N. 6th 102 W. 7th Independence, KS 67301 KS 67337	Coffeyville,
Eisenhower Elementary School Elementary School 501 Spruce St. Cline Independence, KS 67301	Community 102 S. Coffeyville,

KS

Jefferson Elementary School
High School
2101 N. 13th St.
W. 8th
Independence, KS 67301
KS 67337

Field Kindley
1110
Coffeyville,

Independence Middle School
Catholic School
300 W. Locust
Willow
Independence, KS 67301
KS 67337

Holy Name
406
Coffeyville,

Independence Senior High School
1301 N. 10th St.
CR 1675
Independence, KS 67301
KS 67337

CVR Energy
3982
Coffeyville,

Independence Community College
Regional Med. Cntr.
1057 W. College Ave.
4th
Independence, KS 67301
KS 67337

Coffeyville
1400 W.
Coffeyville,

St. Andrew's Catholic School
Municipal Airport
210 N.
4th
2608 N. 2nd
Independence, KS 67301
KS 67337

Coffeyville
Coffeyville,

Independence Bible School
Community College
2246 S.
10th
1504 W. 8th
Independence, KS 67301
KS 67337

Coffeyville
Coffeyville,

Montgomery County is located in Southeast Kansas and is approximately 651 square miles of which 6 square miles consists of water and 645 square miles is land. The County is principally served by the Elk and Verdigris rivers. Bodies of water within the county include Elk City Lake, Havana Lake, Liberty Lakes, and State Lake. Principal highways in Montgomery County

include: US Route 75, US Route 160, US Route 166, US Route 169, US Route 400. Coffeyville and Independence Municipal Airports provide air transportation in and out of the County.

Montgomery County is divided into 12 Townships and is located in the Coffeyville Metropolitan Statistical Area. The County has a population of 36,252 according to the 2000 US Census Bureau, equating to 56.12 persons per square mile.

There are nine (9) Incorporated and nine (9) Unincorporated communities of which Coffeyville (population 11,021) and Independence (population 9,846) are the largest incorporated cities according to the 2000 US Census. The County seat is located in the City of Independence.

Facility Summary for Emergency Operations Plan					
Facility Type	Facility Name	Address	City	State	Zip Code
Emergency Operations Center	State of Kansas EOC	2800 S.W. Topeka Boulevard	Topeka	KS	66611
Emergency Operations Center	Montgomery County Mobile Emergency Operations Cent	mobile	Independence	KS	
Other	Montgomery County Enhanced PSAP	Independence City Police	Independence	KS	
Other	National Guard Facility	Coffeyville Industrial Park	Coffeyville	KS	
Emergency Operations Center	Montgomery County Emergency Operations Center	300 E Main - lower level	Independence	KS	67301
Staging Area	Veterans Memorial Stadium		Coffeyville	KS	67337
Landing Zone	Coffeyville Municipal Airport		Coffeyville	KS	67337
Landing Zone	Independence Airport	South East of City of Independence	Independence	KS	67301
Shelter Location	Community Elementary School - Coffeyville	102 S. Cline	Coffeyville	KS	67337
Shelter Location	Independence High School	1301 N 10th Street	Independence	KS	67301
Shelter Location	Montgomery County Judicial Center	300 E. Main lower level	Independence	KS	
Staging Area	Civic Center - Independence	Penn & Locust	Independence	KS	67301

2. Population Demographics

The County has a population of 36,252 according to the 2000 U.S. Census Bureau, equating to 56.12 persons per square mile.

Information from Mitigation Plan:

According to the Kansas Division of the Budget, the July 1, 2007 population estimate for Montgomery County was 34,511. Population density is 53 people per square mile; lower than the national average but higher than the statewide average. County population decreased 5.0 percent from 2000 to 2007.

3. Vulnerable Needs

Montgomery County recognizes considerations must be made to reasonably accommodate vulnerable populations during emergencies. Montgomery County is engaged in a number of activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. ESF Annexes within this plan outline or identify guidance to better assist supporting vulnerable needs populations. Montgomery County at times the best support for such needs is to request assistance from regional and/or state partners. Specifically the following will be addressed in this EOP:

- Identification of Vulnerable populations: Basic Plan, Vulnerable Needs Planning System
- Notification: ESF 2
- Evacuation and Transportation: ESF 1
- Sheltering: ESF 6
- First aid and medical care: ESF 8
- Temporary lodging and housing: ESF 6
- Transition back to the community: ESF 14
- Recovery: ESF 14

G. Public Safety

The following is a list of public safety agencies within Montgomery County. They include law enforcement, medical services, fire districts, emergency management and communication and dispatching centers. Refer to ESF 13 Attachment - Public Safety Contacts.

Name of Agency	Area Served	Description of Agency
Montgomery County Sheriff Department	Montgomery County	Law Enforcement
Coffeyville Police Department	City of Coffeyville	Law Enforcement
Independence Police Department	City of Independence	Law Enforcement
Cherryvale Police Department	City of Cherryvale	Law Enforcement
Caney Police Department	City of Caney	Law Enforcement
Kansas Highway Patrol	State of Kansas	Law Enforcement
Kansas National Guard	State of Kansas	Military Support

Kansas Department of Wildlife & Parks	Montgomery County	Wildlife Law Enforcement
Joint Terrorism Task Force	SE Kansas Region	DHS

H. Education

The following is a list of educational agencies located within Montgomery County.

Overview

Unified School Districts 436 (Caney Valley), 445 (Coffeyville), 446 (Independence), and 447 (Cherryvale) are participating jurisdictions in this plan. As public institutions, these school districts share an interest in public safety and in achieving Montgomery County's mitigation goals.

Unified School District 436 (USD 436) covers the southwestern portion of Montgomery County and includes schools serving the communities of Caney, Havana, Tyro and Wayside. Unified School District 445 (USD 445) covers the southeastern portion of the County and serves the communities of Coffeyville, Dearing and Liberty. Unified School District 446 (USD 446) covers the central and western portions of Montgomery County and includes schools serving the communities of Elk City, Independence, Jefferson, and Sycamore. Unified School District 447 (USD 447) covers the northeastern portion of Montgomery County and includes schools serving the City of Cherryvale.

Figure 2.2 shows the boundaries of the school districts of Montgomery County.

Community Colleges

Overview

Coffeyville Community College and Independence Community College are participating jurisdictions in this Plan. As public institutions, they share an interest in public safety and in achieving the county's mitigation goals. Coffeyville Community College district area covers the southern portion of Montgomery County, while the Independence Community College district area covers the northern portion. Figure 2.3 shows the boundaries of the community college districts of Montgomery County.

Name of Agency	Area Served	Description of Agency
Eisenhower Elementary School	Independence, KS	Elementary School
Jefferson Elementary School	Independence, KS	Elementary School
Independence Middle School	Independence, KS	Education
Independence Bible School	Independence, KS	Education
Independence Senior High School	Independence, KS	Education
St Andrews Catholic School	Independence, KS	Education
Independence Community College	Independence, KS (+)	Education

Zion Lutheran School	Montgomery County	Education
Coffeyville Elementary School	Coffeyville, KS	Education
Field Kindley High School	Coffeyville, KS	Education
Holy Name Catholic School	Coffeyville, KS	Education

I. Culture, Arts and Humanities

The following is a list of culture, art and humanity agencies located within Montgomery County.

Name of Agency	Area Served	Description of Agency
Independence Community College	Montgomery County	Education & Arts
Coffeyville Community College	Montgomery County	Education & Arts
Coffeyville Community Theater	Montgomery County	Arts
William Inge Theater	Montgomery County	Arts

J. Planning Assumptions

The preparation of the EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 hours) after disaster impact.
- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.
- Montgomery County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.

- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged electric power failures may occur.
- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.
- In major and catastrophic disasters the Montgomery County Emergency Operations Center will become the central point and control for County response and recovery activities.
- The Montgomery County Emergency Operations Center will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support

function is responsible for coordinating the planning and response activities for all the agencies of the function.

- The County will coordinate with State and Federal personnel to expedite recovery.
- Damage assessments will be conducted as soon as weather or the situation permits.
- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.
- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Montgomery County EOP have been maintained by those organizations having responsibility, are in coordination with the EOP, and are exercised on a regular basis.
- Those individuals and organizations with responsibilities identified in the EOP (or in plans that support of the EOP) are sufficiently trained and prepared to perform their respective responsibilities.

K. Pets and Service Animals

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Montgomery County has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning
- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments' emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities,

supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

III. ROLES AND RESPONSIBILITIES

A. Federal Government

The federal government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.
- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.
- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.
- Identifying and coordinating provision of assistance under other federal statutory authorities.
- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Plan.
- Managing and resolving all issues pertaining to a mass influx of illegal aliens.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

B. State Government

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Kansas. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Has power to make, amend, and rescind orders and regulations under a Governor's emergency declaration.

- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Kansas.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).
- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

The Adjutant General's Office, Kansas Division of Emergency Management is responsible for implementing all policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

C. County Government

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.
- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.
- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county, including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.
- Coordinating mutual aid activities within Montgomery County to ensure the provision of supplemental emergency aid and assistance.
- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.
- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.
- Coordinating public information activities during disasters.
- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Montgomery County departments have specific responsibilities during disasters and/or during EOC activations, the everyday organizational structure of Montgomery County government remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

D. Municipal Government

Cities are responsible for ensuring the safety and well being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact between the City and the County and actively participates in the emergency management system.
- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).
- Provide Montgomery County Emergency Management with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.
- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).
- Ensure all responders have the appropriate level of NIMS and hazardous materials training.
- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Montgomery County's overall damage assessment process.
- Ensure that Montgomery County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Montgomery County Emergency Operations Center.
- Ensure that, during a disaster, response activities (including requests for assistance, and public information efforts) are coordinated with Montgomery County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Montgomery County.

E. Special Districts

Special districts (such as Soil and Water Conservation, Water Management, Mosquito Control, Fire and Rescue, and School) are responsible for establishing liaisons with Montgomery County and its organizations to support emergency management capabilities within Kansas. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

F. Private Sector

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.
- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.
- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.
- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

G. Non-Government and Volunteer Organizations

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.
- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

H. Hospitals, Nursing Facilities and Assisted Living Facilities

These facilities are responsible for the safety and well being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan.

I. School Districts

School districts are responsible for the safety and well being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

J. Legal Affairs Officer

The Kansas Attorney General's Office Legal Affairs Officer is responsible for providing legal advice and guidance to emergency management and the Adjutant General's Office, Kansas Division of Emergency Management all emergency management issues and concerns. The staffing of this position is the responsibility of the Kansas Attorney General's Office. Kansas Attorney General's Office Legal Affairs Officers are responsible for supporting requests about

actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

K. Emergency Support Functions (ESFs)

ESF Coordinating Agency

The ESF coordinator is the agency/organization with coordination responsibilities for the assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.
- Conducting periodic ESF meetings and conference calls.
- Coordinating efforts with corresponding private-sector organizations.
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
- Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
- Ensuring financial and property accountability for ESF activities.

ESF Primary Agencies

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

- Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
- Providing staff for the operations at fixed and field facilities.
- Notifying and requesting assistance from support agencies.
- Working with appropriate private-sector organizations to maximize use of all available resources.
- Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
- Conducting situational and periodic readiness assessments.
- Executing contracts and procuring goods and services as needed.

- Participate in planning for short- and long-term incident management and recovery operations.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

ESF Support Agencies

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

L. CITIZEN INVOLVEMENT

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with the Montgomery County Emergency Management for disaster planning and response purposes.

IV. METHOD OF OPERATIONS

A. General

Montgomery County uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Montgomery County agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall response effort. However Montgomery County resources will likely provide the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day to day operations of Montgomery County, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)
- The Local Emergency Planning Council prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of governments of Montgomery County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

In accordance with KSA 48-932, the Chairman of the Montgomery County Adjutant General's Office, Kansas Division of Emergency Management may declare a state of local disaster emergency within Montgomery County. Such declaration shall be based on the judgment that a state of local disaster emergency is necessary to deal with a current or imminent emergency/disaster situation.

Montgomery County Montgomery County Emergency Management will be responsible for preparing any disaster declarations. A declaration of a state of local disaster emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to K.S.A. 48-932, the Chairman of the Adjutant General's Office, Kansas Division of Emergency Management may issue any order deemed necessary for the efficient and effective management for the protection of life or property or for the general public health and welfare.

The Montgomery County EOP may be activated by the following positions in order of succession:

1. The Chairman of the Adjutant General's Office, Kansas Division of Emergency Management
2. The Director of Montgomery County Emergency Management
3. Any of the designated Emergency Management Duty Officers

Response

The organized structure for response to an emergency/disaster is under the leadership of the Montgomery County Adjutant General's Office, Kansas Division of Emergency Management who appoints the County Emergency Management Director overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Montgomery County Emergency Operations Center and support the Montgomery County Emergency Management. The management structure designated to respond to emergency/disasters is coordinated by the staff of the Montgomery County Emergency Management.

Initial and subsequent notification procedures have been provided to the 24 hour Montgomery County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs, or planning activities to the Montgomery County Emergency Management. The Montgomery County Emergency Operations Center will be activated for actual or potential events that threaten Montgomery County. The level of activation will be determined by the Emergency Management Director based on the emergency or disaster event.

The following are possible criteria for activation of the Montgomery County Emergency Operations Center:

1. A threat (or potential threat) increases the risk in Montgomery County
2. Coordination of response activities are needed
3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made

6. At the discretion of any of the individuals authorized to activate the EOC

The Montgomery County Emergency Operations Center may be activated or deactivated by any of the following individuals:

- - Emergency Management
- - Montgomery County Sheriff
- Chair - Montgomery County Commission - Montgomery County Commission
-

The Montgomery County Emergency Operations Center utilizes 3 levels of activation:

- **Watch:** When conditions indicate an event/disaster is imminent. Notification will be made to those agencies that will need to take action as part of their normal responsibilities. The Montgomery County Emergency Operations Center will be staffed by emergency management personnel.
- **Partial-Activation:** When conditions indicate an event/disaster is very imminent or has occurred. Emergency management personnel and essential ESFs are represented in the Montgomery County Emergency Operations Center.
- **Full-Scale Activation:** Any disaster/emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency management personnel and essential ESFs are represented in the Montgomery County Emergency Operations Center.

The Montgomery County Emergency Operations Center is located at: 300 E. Main Judicial Center Basement, Independence, KS. A Mobile Emergency Operations Center is available, equipped with radio communications and support assets to fully operate an EOC on scene.

Montgomery County Emergency Operations Center
300 E Main - lower level
Independence, KS 67301

The facility serves as the coordination, command and control center for Montgomery County, is staffed when the need arises, and serves as the 24 hour Montgomery County Warning Point for initial notification and warning of emergencies and disasters.

Montgomery County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this EOP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESFs and their responsibilities can be found in the file archive as an

attachment to this plan.

During activation, the Montgomery County Emergency Operations Center provides the core emergency function coordination, communication, resource dispatch and tracking; information collection, analysis and dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and is discussed below.

EOC Organizational Structure

The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the EOC is organized by Sections and ESF teams. While a organizational chart is provided below, the various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

While the structure is flexible, it is always organized around five core functions:

- **EOC Management**: This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC Director. This position is staffed by a designated responsible agency.
- **Operations Section**: The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the EOC Action Plan. This section is led by the Operations Section Coordinator which is staffed by a designated responsible agency.
- **Planning Section**: The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.
- **Logistics Section**: This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.
- **Finance Section**: The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Coordinator which is staffed by Montgomery County Treasurer.



Each agency responding will report back to the Montgomery County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and information is provided to mutual aid partners, adjacent counties, and the Adjutant General's Office, Kansas Division of Emergency Management to provide visibility of

emergency operations.

During the response phase and upon declaration of a local state of emergency, the Montgomery County Adjutant General's Office, Kansas Division of Emergency Management has ultimate authority. The Montgomery County Emergency Management reports directly to the Montgomery County Adjutant General's Office, Kansas Division of Emergency Management and then provides overall direction to the Montgomery County Emergency Operations Center.

All municipalities, City departments, constitutional officers, agencies and other organizations fall under the direction of the coordinating agency designated in the plan. The Director of Montgomery County Emergency Management will coordinate with State, Federal and other outside agencies.

3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The ICS that has been implemented in Montgomery County and utilizes common terminology; is modular and scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Montgomery County Emergency Operations Center be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), report a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.

Each agency deploying to the field will report back to the Montgomery County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.



Command Staff

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).



General Staff

The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section
- Finance / Administration Section

The scope, direction, and control of these sections will follow established ICS procedures.



a. Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.

b. Area Command

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

c. Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Montgomery County Emergency Operations Center and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Montgomery County Emergency Operations Center have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Montgomery County Emergency Management. As a multi-agency coordination entity, the Montgomery County Emergency Management will coordinate and manage disaster operations through the Montgomery County Emergency Operations Center to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to Montgomery County Emergency Operations Center
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated through the Montgomery County Emergency Management. These tasks are accomplished by the Montgomery County Emergency Operations Center by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

4. Joint Information Center

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Montgomery County has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Montgomery County Emergency Operations Center is activated, the Director of Montgomery County Emergency Management or the Public Information Officer may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command in the Montgomery County Emergency Operations Center and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Montgomery County Emergency Operations Center within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, cable override, television, fax, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Montgomery County Emergency Operations Center.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

B. Coordination, Direction and Control

1. County Level

Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, fax, etc.

Responsibility for notification of most incidents is accomplished through the Montgomery County communication center. Other agencies with responsibilities for notification include the National Weather Service and Kansas Highway Patrol.

The Montgomery County communication center will be responsible for notifying response and Emergency management personnel when the threat of a disaster is imminent.

- **Internal:** Response agencies will be notified from the communication center as required by the nature of the disaster.

- **External:** It is the responsibility of Montgomery County Emergency Management to notify the appropriate agencies outside of the jurisdiction such as Adjutant General's Office, Kansas Division of Emergency Management, State Emergency Response Commission (SERC), and the United States Department of Agriculture (USDA).

The Montgomery County communication center provides communications essential for the city and county governments to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Montgomery County Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).

The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will maintain communications and coordination with the Montgomery County Emergency Operations Center at all times as detailed by this plan.

Montgomery County Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Montgomery County BOCC declare a local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting Adjutant General's Office, Kansas Division of Emergency Management.

1. The Montgomery County Director of Emergency Management
2. Any designated personnel authorized by Montgomery County Director of Emergency Management

To request state assistance, Montgomery County must meet the following parameters:

1. Exhausted or will likely exhaust Montgomery County resources
2. Exhausted or will likely exhaust mutual aid resources
3. Exhausted or will likely exhaust contractual resources
4. The requested assistance is not available at the local level

The Director of Montgomery County Emergency Management or designee is delegated policy-making authority and can commit Montgomery County resources at the Montgomery County Emergency Operations Center as well as routine management and operation of the facility. The Director of Montgomery County Emergency Management may issue mission assignments to the ESFs to perform duties consistent with Montgomery County policy. Mission assignments and mutual aid assistance is tracked at the Montgomery County Emergency Operations Center.

Coordination of County-wide protective actions will occur among all affected risk and host areas and Montgomery County Emergency Operations Center under the direction and control of the Director of Montgomery County Emergency Management. Areas not impacted by these events may be requested to provide assistance. Prior to an evacuation and under the direction of the Director of Montgomery County Emergency Management, the Montgomery County Emergency Operations Center will implement coordination on issues which may include, but not limited to: lifting of tolls, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate procedures for notification to the public.

The Director of Montgomery County Emergency Management may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Montgomery County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Montgomery County Emergency Operations Center begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Montgomery County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at Adjutant General's Office, Kansas Division of Emergency Management.

2. Coordinating Agencies

The Director of Montgomery County Emergency Management designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF 1 - Transportation	Montgomery County Public Works
ESF 2 - Communications	Amateur Radio Operators (RACES) (ARES)
ESF 3 - Public Works and Engineering	Montgomery County Emergency Management
ESF 4 - Firefighting	Montgomery County Emergency

	Management
ESF 5 - Emergency Management	Montgomery County Sheriff Office
ESF 6 - Mass Care, Housing and Human Services	American Red Cross
ESF 7 - Resource Support	Montgomery County Emergency Management
ESF 8 - Public Health and Medical Services	Montgomery County Emergency Management
ESF 9 - Search & Rescue	Montgomery County Emergency Management
ESF 10 - Oil and Hazardous Materials	Montgomery County Emergency Management
ESF 11 - Agriculture and Natural Resources	Montgomery County Emergency Management
ESF 12 - Energy and Utilities	Montgomery County Emergency Management
ESF 13 - Public Safety and Security	Montgomery County Emergency Management
ESF 14 - Long-Term Community Recovery	Montgomery County Emergency Management
ESF 15 - External Communication	Montgomery County Emergency Management

Upon activation of the Montgomery County Emergency Operations Center, the primary agency for the emergency support functions will send representatives to the Montgomery County Emergency Operations Center to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Montgomery County Emergency Operations Center.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to Montgomery County Emergency Management.

3. Intergovernmental Mutual Aid

Mutual Aid Agreements and Memoranda of Understanding are essential components of emergency management planning, response, and recovery activities.

These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Montgomery County related to emergency management can be found in Section VII-Authorities and References of this EOP. In addition, these agreements are available for review in their entirety at the Montgomery County Emergency Operations Center.

State-Wide Mutual Aid System

KSA 48-948 through 48-958 establishes the statewide Kansas mutual aid system which states:

"The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to and recovery from any disaster that results in a formal state of emergency in a participating political subdivision, subject to such participating political subdivision's criterion for a declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or other training activities outside actual declared emergency periods."

The full act can be found in the file archive of this plan.

Interstate Civil Defense Compact

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein. The Interstate Civil Defense and Disaster Compact may be entered in accordance with the provisions of KSA 48-3202. This action is accomplished by written agreement between the Governor of Kansas and Governor's of one or more states which have legally joined said compact, or which are authorized to join. Such written agreement may specify the period of time said compact is entered into with regard to each such state. The State of Kansas compact is non-active until initiated by the Governor, in agreement with one or more states.

Emergency Management Assistance Compact (EMAC)

The EMAC is a mutual aid agreement and partnership among states to allow for the exchange of resources when state and local resources are overwhelmed and federal assistance is inadequate or unavailable. Request for EMAC assistance are legally binding, contractual arrangements which requires soliciting state to be responsible for reimbursing all out-of-state costs and be liable for the actions and safety of out-of-state personnel. Providing assistance to other states through EMAC is not an obligation. Kansas became a signatory to the compact in 2000 (KSA 48-9a01).

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Montgomery County Emergency Manager or the Montgomery County Emergency Operations Center if activated. To request mutual aid, Montgomery County uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Montgomery County Emergency Management.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Montgomery County Emergency Management.

- The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Montgomery County can request coordination assistance to Adjutant General's Office, Kansas Division of Emergency Management.

4. Communication

ESF 2 (Communications) provides information and guidance concerning available communications systems and methods in Montgomery County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Montgomery County Emergency Operations Center
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF 15 (External Communications) provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

Montgomery County Warning Point

The Montgomery County Enhanced PSAP serves as the Montgomery County Warning Point. The Montgomery County Warning Point provides Montgomery County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power.

A list of these capabilities is provided in ESF 2 (Communications) and below:

Communications		
Communication: 800 mhz radios		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - An 800MHz radio system is a blend of traditional two-way radio technology and computer-controlled transmitters. The system's main advantage is that radio transmitters can be shared among various departments, with the aid of computer programming. Virtual radio groups called "talk groups" are created in software to enable private departmental conversations. This gives the new system the appearance of having many		

"frequencies," when in fact everyone is sharing only a few.		
Communication: Cell Phones		
Priority: High	Type: Voice	Quantity:
Description: External Use, Mobile - Cell phones allow for person to person mobile voice and text communications.		
Communication: Government Emergency Telecommunications Service (GETS)		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - The Government Emergency Telecommunications Service (GETS) provides National Security/Emergency Preparedness (NS/EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. It is designed for periods of severe network congestion or disruption, and works through a series of enhancements to the Public Switched Telephone Network (PSTN). GETS is in a constant state of readiness. Users receive a GETS "calling card" to access the service. This card provides access phone numbers, Personal Identification Number (PIN), and simple dialing instructions.		
Communication: Internet and Email		
Priority: High	Type: Data	Quantity:
Description: Internal Use, External Use - The internet is used to access email systems, post information on websites, and access situational information.		
Communication: Mobile Communications Center		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use, Mobile, Secure - A mobile communications center, available in Montgomery County, provides mobile emergency response capability, interconnectivity and interoperability between federal, state and local emergency response entities. Its primary purpose is to provide the capability to establish an alternate Emergency Operations Center (EOC) anywhere in the County. In addition to serving as a network hub for the County's alternate EOC, this asset is available to assist local agencies who have lost connectivity. It may be hardwired to local power, telephone, cable television and internet systems or operated independently with onboard generators and satellite connectivity for telephone and data connectivity.		
Communication: MOTOBRIDGE		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - A statewide fixed-site communications interoperability gateway available to emergency responders is called MOTOBRIDGE. This system consists of 76 tower sites owned by the Kansas Department of Transportation and		

operated by the Kansas Highway Patrol dispatch center in Salina. The MOTOBRIDGE can handle VHF Low Band State channels (50-60 MHz), VHF High Band National channels (150-160 MHz), UHF National channels (450-470 MHz), 800 MHz National Channels (760-870 MHz), and the KHP Event talk groups (Kansas Digital Trunked P-25 Radio System users). Each tower is microwave linked and consists of one control channel and five repeaters, with generally a 20-mile footprint of local coverage. One patch station to station can handle up to five channels (party line). Methods of requesting patching through the MOTOBRIDGE are: Call channel on the radio, *47 on a cell phone, Telephone KHP Dispatch Center, and teletype via the KCJIS network. Information needed from the caller consists of: Home County/City or position, Identify basic location, waiting for acknowledgement from KHP Dispatch of patch completion.

Communication: Fax Machine

Priority: Moderate	Type: Other	Quantity:
---------------------------	--------------------	------------------

Description: External Use - Fax machines allow for the transmission of documents over phone lines to other receiving fax machines.

Communication: Hard Line Phones

Priority: Low	Type: Other	Quantity:
----------------------	--------------------	------------------

Description: External Use - Hard line phones allow for voice to voice communications.

Communication: Amateur Radio

Priority: High	Type: Voice	Quantity: 30
-----------------------	--------------------	---------------------

Description: Internal Use, External Use, Mobile - Montgomery County CERT members are all licensed amateur radio operators and will function in the event of an incident. Montgomery County has an active RACES team and all are licensed amateur radio operators.

Communication: UHF/VHF

Priority: High	Type: Voice	Quantity: 100
-----------------------	--------------------	----------------------

Description: Internal Use, External Use, Mobile - UHF/VHF communications means are utilized throughout the County as the primary means of communications between emergency responders.

The Montgomery County Enhanced PSAP has Standard Operating Guides (SOG) to notify and warn officials and general public of emergency and disaster events that occur in Montgomery County. In addition these guides also identify actions to be taken based off types of incidents. Notification lists for agencies and individuals are maintained by the Montgomery County Enhanced PSAP. Notification of the State Warning Point is included in these guides. The Director of Emergency Management or the on-call Emergency Management staff person will initiate any further notification.

Developing or existing emergency conditions which should be reported to the Montgomery

County Enhanced PSAP include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.

ESF Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Director of Montgomery County Emergency Management by fax, email, or telephone.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Director of Montgomery County Emergency Management or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Outdoor warning sirens

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations and/or areas subject to storm surge and/or flooding.

Persons in the threatened areas with vulnerable needs may be notified by all of the methods outlined above. Hotels, motels, Chambers of Commerce and the Tourist Information Center will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

The Montgomery County Warning Point (Montgomery County Enhanced PSAP) is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) are radio stations utilized to provide the general public with information about events. The following stations have been identified as CPCS locations in and around Montgomery County:

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

At the State level, the Kansas Adjutant General, or designee performs policy-making authority and commitment of State resources at the State of Kansas EOC. The State of Kansas EOC Manager is responsible for the provision of State assistance, as well as routine management and operation of the State of Kansas EOC. The State of Kansas EOC Manager may issue

mission assignments to the State ESFs to perform duties consistent with State policy. Mission assignments, and mutual aid assistance brokered by the State, are tracked in the State of Kansas EOC.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the State of Kansas EOC under the direction and control of the State of Kansas EOC Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Kansas Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the State of Kansas EOC, the State of Kansas EOC Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The Adjutant General's Office, Kansas Division of Emergency Management Regional Coordinator serves as the State of Kansas EOC liaison and shares information with local command, who then shares the information as per local protocol. The State of Kansas EOC will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically accomplished via situation reports and frequent State of Kansas EOC briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State resources under the Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response Section under the direction of the Response Section Chief located in the State of Kansas EOC. In the event the State of Kansas EOC is not activated, EMAC will be managed and coordinated will be administered by Adjutant General's Office, Kansas Division of Emergency Management's Response and Recovery Branch under the direction of the Response and Recovery Branch Director.

6. Federal Level

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with Kansas ESF representatives in the State of Kansas EOC.

If the disaster is major or catastrophic, the Adjutant General's Office, Kansas Division of Emergency Management will contact the Federal Emergency Management Agency, Region 7 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent

the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Kansas Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Montgomery County, the Montgomery County Emergency Management will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Montgomery County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish the goal the following strategy will be used:

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Strengthen Planning and Citizen Preparedness Capabilities
- Increase coordination with the Kansas Intelligence Fusion Center (KIFC)

1. Kansas Intelligence Fusion Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may forewarn of a future attack may be derived from information collected by several diverse entities.

The Kansas Intelligence Fusion Center serves as the local liaison to the Kansas Intelligence Fusion Center in Topeka. Given the nature of the information, the Fusion Center will distribute the information in accordance to local SOPs and be marked as Unclassified/For Official Use Only (U/FOUO). Additional information is provided in the file archive of this plan.

D. Preparedness

The goal of Montgomery County's preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy will be used:

- Administer grant programs for operational support and training activities
- Participate in capability assessments at the regional and county level
- Participate in the Comprehensive Resource Management and Credentialing (CRMCS) program to further develop resource management capabilities.
- Establish an inclusive planning process using the "Whole Community" concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, full resource lists (including all county resources) will be provided to Montgomery County Emergency Management and the ESF 7 coordinating agency. The following lists are created using the State of Kansas's Comprehensive Resource Management and Credentialing System (CRMCS). These inventories include a point of contact, geographic location, and operation area for:

1. Vehicle inventories
2. Personnel
3. Equipment
4. Equipment operators
5. Suppliers/Contractors/vendors

6. Resources in adjacent jurisdictions that could be used during a disaster-if applicable

The following lists are currently created outside of the CRMCS and should also include point of contact, geographic location, and operation area:

1. Facilities
2. Staging areas for internal and external response
3. Services/Contracts/Mutual Aid Agreements
4. List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Montgomery County utilizes the CRMCS as the county credentialing system. Montgomery County follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled. The CRMCS is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.



2. Plan Development and Maintenance

Plan Development

The Montgomery County Emergency Operations Plan is developed with the assistance and input from the following groups serving in an advisory capacity.

- Montgomery County Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

Listed below are planning events that have occurred or are scheduled to occur in the development of the Montgomery County Emergency Operations Plan:

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Montgomery County Emergency Management with the assistance and involvement of all applicable entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency with the assistance of the Montgomery County Emergency Management and the designated support agencies. The Montgomery County Emergency Management will establish a format and content guidance that must be followed in the revision process and coordinate and incorporate revisions to the annexes

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Montgomery County Emergency Management. The process of distributing the plan will be accomplished by either 1) granting "viewer" access via the Bold Planning Solutions Super System or 2) providing an electronic copy. Montgomery County Emergency Management will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document at a place determined by Montgomery County.

Plan Maintenance

The Montgomery County Emergency Management will maintain the Montgomery County EOP and provide an updated EOP to Adjutant General's Office, Kansas Division of Emergency Management every five years, with the exception of ESF 10 which must be updated annually as per federal law. However, the EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. The Montgomery County Emergency Management will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by the Adjutant General's Office, Kansas Division of Emergency Management.

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Montgomery County EOP, additional plans have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

- Charlotte Scott/Schmidt or other designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Director of Montgomery County Emergency Management or Coordinator, and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Montgomery County Emergency Operations Center to receive disaster-related preparedness, response, recovery, or mitigation information.

- Pre-scripted public service announcements are maintained by the Montgomery County Emergency Management.
- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.
- The Montgomery County Emergency Management will prepare pre-scripted news releases that can easily be edited to include disaster specific information.
- The PIO will, at his/her discretion, send disaster updates to local media outlets, and to the Adjutant General's Office, Kansas Division of Emergency Management.
- Additional information is provided in ESF 15.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through the Montgomery County Emergency Management. The Montgomery County Emergency Management offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through the Adjutant General's Office, Kansas Division of Emergency Management training section, American Red Cross, the Local Emergency Planning Committees, Fire Department, the and any other organization offering training. The Montgomery County Emergency Management provides the notice of training being offered to local response agencies.

Montgomery County continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.
- Courses focus on discipline and agency-specific subject matter expertise.

Montgomery County further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. The following courses are required:

- IS 700 - National Incident Management System (NIMS), An Introduction
- IS 800 - National Response Plan (NRP), An Introduction
- ICS 100 Series - Incident Command Systems, An Introduction
- ICS 200 Series - Incident Command System, Basic
- ICS 300 Series - Intermediate Incident Command System

- ICS 400 Series - Advanced Incident Command System

Exercises are a key component in improving all-hazards incident management capabilities. The Montgomery County Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW). Among the key exercises types that Montgomery County participates in or has participated in include:

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

Name of Agency	Type of Exercise Program

After Action Reviews and Corrective Action Plans

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Montgomery County Emergency Management. This will be accomplished by drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/procedures
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel

Following actual events the same procedure will be used and will be led by Montgomery County Emergency Management.

E. Response

Montgomery County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/ disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. Local Emergency Operations Center (EOC)

The Montgomery County Emergency Operations Center is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Montgomery County Emergency Operations Center is located at 300 E Main - lower level, Independence, KS 67301. The facility serves as the coordination, command and control center for Montgomery County.

The Montgomery County Emergency Operations Center is staffed as prescribed above. Security and maintenance of the Montgomery County Emergency Operations Center will be carried out in accordance with the provisions of the most current version of the Montgomery County EOP. In the event the Montgomery County Emergency Operations Center is threatened, an alternate EOC site may be activated as designated in the Montgomery County Emergency Management Continuity of Operations Plan.

The Montgomery County Emergency Operations Center will be activated for actual or potential events that threaten Montgomery County. The level of activation will be determined by the Director of Montgomery County Emergency Management based on the emergency or disaster event.

Additional information on Montgomery County Emergency Operations Center, communications, warning points, and field operations has been previously provided above.

2. Public Safety Enforcement Actions

In a large-scale incident law enforcement resources will quickly become overwhelmed, and law enforcement officials will have to balance their resources and efforts between new responsibilities and everyday service demands. The ESF 13 Coordinating Agency will activate mutual aid by contacting law enforcement agencies outside the affected area. Shifts will be assigned and responding law enforcement agents will report to the staging area for assignments. ESF 13 will provide security for the inner and outer sections of the established perimeter. Additional information is provided in ESF 13.

F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander
- To work closely with the Adjutant General's Office, Kansas Division of Emergency Management and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who will gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who will compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.

- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving assistance. The primary function of this team is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.
- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.
- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO Office to help counties assess and report the immediate needs of disaster victims.
- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Montgomery County Emergency Operations Center. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Montgomery County Emergency Operations Center may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Montgomery County Emergency Operations Center may establish a process where the public can submit damage reports.

The Montgomery County Appraisers Office is the lead for the County's Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Emergency Manager will provide information to the Adjutant General's Office, Kansas Division of Emergency Management within 12-36 hours if possible.

Initial Safety and Damage Assessments

The County will conduct an initial damage assessment using resources to determine the overall extent of damages. The Montgomery County Appraisers Office is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Montgomery County Appraisers Office, and provided to the provided to Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

The impact assessment data provides a County wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. The Montgomery County Appraisers Office maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Montgomery County Appraisers Office, and provided to the provided to Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. The Adjutant General's Office, Kansas Division of Emergency Management will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the Kansas Assessment Team. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Montgomery County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

The County is responsible for all corresponding inspections, damage assessments and other

disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to the Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

Additional damage assessment functions are maintained in the appropriate Montgomery County SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

Declared Disasters

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions

- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Montgomery County Emergency Management will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Montgomery County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The Federal Emergency Management Agency will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and Kick Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include procedures for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise the Montgomery County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Kansas Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with Adjutant General's Office, Kansas Division of Emergency Management are executed with applicants with all reimbursements coming through Adjutant General's Office, Kansas Division of Emergency Management.
- Documentation, record keeping, inspections, and final closeouts are overseen and approved by the Adjutant General's Office, Kansas Division of Emergency Management.

Documentation is obtained by Montgomery County Emergency Management regarding damage sustained to:

- Roads
- Water control facilities

- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

Individual Assistance (IA)

If the County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Montgomery County will also perform inspections of damaged homes to determine safety. The Kansas Assessment Team will be responsible for coordinating post-disaster habitability inspections. The Kansas Assessment Team will also be responsible for coordinating post-disaster permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

Non-Declared Disasters

During the recovery stage, a disaster may not be declared at the federal level. It will then fall upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Kansas to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Adjutant General's Office, Kansas Division of Emergency Management for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance

- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The Director of Montgomery County Emergency Management, the State of Kansas and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Montgomery County Emergency Management will request that the Adjutant General's Office, Kansas Division of Emergency Management open a Disaster Recovery Center in Montgomery County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Montgomery County, the State of Kansas EOC will take the lead and should notify the Montgomery County Emergency Operations Center. The State of Kansas EOC will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

Fixed locations for Disaster Recovery Centers include:

The County Public Information Officer (Charlotte Scott/Schmidt) will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

7. Unmet Needs

The Unmet Needs Team will coordinate the unmet needs recovery function. The Disaster Services Director of the Unmet Needs Team or designee will serve as the Unmet Needs Coordinator for Montgomery County following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the Unmet Needs Team and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Kansas are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre and Post Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

The Montgomery County Emergency Management has been delegated as the lead agency to facilitate and coordinate the activities of the Montgomery County Mitigation Planning Committee and subcommittees. The Montgomery County's Mitigation Plan identifies the hazards to which Montgomery County is vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

The Montgomery County's Mitigation Plan defines the mitigation goals, objectives and initiatives for Montgomery County. Annual revisions to the Montgomery County's Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- ***The National Flood Insurance Program (NFIP)*** –The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community's Special Flood Hazard Areas (SFHAs).
- ***Community Rating System (CRS)*** - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to communities that go beyond the minimum flood plain management requirements established through the NFIP.

- **Flood Mitigation Assistance (FMA) Program** – Adjutant General's Office, Kansas Division of Emergency Management administers the FMA. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a 25 percent non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.
- **Repetitive Flood Claims (RFC) Program** - Adjutant General's Office, Kansas Division of Emergency Management administers the RFC. The goal remains to reduce flood damages to individual properties for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.
- **Severe Repetitive Loss (SRL) Program** - Adjutant General's Office, Kansas Division of Emergency Management administers the SRL. The goal remains to reduce flood damages to residential properties that have experienced severe repetitive losses under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.
- **Pre-Disaster Mitigation (PDM) Program** - Adjutant General's Office, Kansas Division of Emergency Management administers the PDM. The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.
- **State Hazard Mitigation Planning** - The State Hazard Mitigation Plan is updated every three years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

Post Disaster Activities

- **Hazard Mitigation Grant Program (HGMP)** - Adjutant General's Office, Kansas Division of Emergency Management administers the HGMP. HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.
- **406 Mitigation** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW's). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

V. ADMINISTRATION, FINANCE AND LOGISTICS

A. Documentation

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Montgomery County Emergency Operations Center will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.
- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Montgomery County Emergency Management to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During after action review the documentation will be used to identify:

- Actions taken (or not taken)
- Resources expended
- Economic and human impacts
- Lessons learned and possible improvements
- Possible mitigation measures that could be taken
- Key impacts and damages

B. Finance

Funding

- During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's budget. However, agencies may request reimbursement or additional funds that may be provided through the county's general funds or other legal funding mechanisms available to the local jurisdiction (non-funded warrants, etc.) if an agency's outlay exceeds their budget.
- In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

Disaster Assistance

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Montgomery County Treasurer will manage and oversee the financial aspects of the Public Assistance Programs. The Montgomery County Treasurer will work closely with Montgomery County Emergency Management and the Adjutant General's Office, Kansas Division of Emergency Management to identify funds for the recovery effort, to include response, recovery and mitigation functions.

Tracking Local Disaster Costs

In the event of a federally declared disaster, Montgomery County Emergency Management may ask the County's Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Montgomery County Emergency Management.

Insurance and Cost Recovery

The Kansas Department of Insurance, in coordination with the Montgomery County Emergency Management or other designee, will coordinate all insurance actions pertaining to County property. The Montgomery County Treasurer coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

The Local Emergency Planning Committee (LEPC) will determine the priorities for resource needs based on identified gaps.

The LEPC using input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments, will provide a high level determination of resource needs. These assessments will take into account specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities

will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Contracting

The following locations provide a list of contractors for Montgomery County:

- Attached to the file archive of this plan is a list of contractors that could be used to support emergency operations.
- The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.
- Montgomery County can access the state contracting website at <http://www.da.ks.gov/purch/Contracts> and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.)
- County resource battle books with specific contracting lists.

Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, the Montgomery County Emergency Management will coordinate assistance to satisfy resource needs.
- If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources
- Only the Montgomery County Emergency Manager or his/her documented designee, is authorized to request resource support from the Adjutant General's Office, Kansas Division of Emergency Management
- Adjutant General's Office, Kansas Division of Emergency Management will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan, is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Montgomery County Emergency Management and the ESF 7 Coordinating and Primary Agency.

Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by Montgomery County Emergency Management. Predetermined Staging Areas and PODS include:

Montgomery County Points of Distribution:

Montgomery County Staging Area:

**Civic Center - Independence
Penn & Locust
Independence, KS 67301**

**Veterans Memorial Stadium
staging area - helicopter landing zone
Coffeyville, KS 67337**

Montgomery County Landing Zones:

**Coffeyville Municipal Airport
Coffeyville, KS 67337**

**Independence Airport
South East of City of Independence
Independence, KS 67301**

Pre-Staging

Certain situations will require pre-staging assets. Identifying these resources and triggers points to utilize such resources are based on the phases indicated in the Montgomery County Incident Action Plan (IAP). The IAP will be developed in preparation of or during an emergency or disaster situation.

Fuel

Fuel will be procured using local economy. Local incident command will provide the desired location of fuel purchasing if applicable for the incident. ESF 7 and ESF 12 provide further detail concerning procuring fuel.

Security

Security at each staging area will be accomplished by mission assigning ESF 13. ESF 13 provides further detail.

VI. CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT

All Montgomery County government agencies are encouraged to develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP is closely coordinated with the EOP and actions. This serves to protect and preserve vital records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of Kansas constitution, statutes and administrative rules.

VII. REFERENCES AND AUTHORITIES

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this EOP is not intended to incorporate them by reference.

Relationship to Other Plans

In addition to the Montgomery County EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition they have been incorporated in the EOP annexes:

- Hazardous Materials
- Mitigation Plan / Local Mitigation Strategy
- Special Needs
- Continuity of Operations / Continuity of Government (COOP/COG)
- Terrorism
- Other

References:

- **Federal Bureau of Investigation's Concept of Opera** - Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction
- **Federal Radiological Emergency Response Plan**
- **National Incident Management System (NIMS)** - National Incident Management System (NIMS)

- **National Response Framework (NRF)** - National Response Framework (NRF)

Authorities:

- **16 U.S.C. 3501** - et seq, Coastal Barrier Resources Act.
- **44 CFR 350** - of the Code of Federal Regulations.
- **44 CFR Part 10** - Environmental Considerations.
- **44 CFR Part 13** - (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- **44 CFR Part 14** - Audits of State and Local Governments.
- **44 CFR Part 206** - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- **44 CFR Parts 59-76** - National Flood Insurance Program and related programs.
- **50 CFR, Title 10** - 50 CFR - Title 10 of the Code of Federal Regulations.
- **d** - Public Law 93-234, Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- **d** - Public Law 84-99, 33 U.S.C. 701n, Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- **d** - Public Law 89-665, 16 U.S.C. 470, et seq, National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- **d** - National Flood Insurance Act of 1968, 42 U.S.C. 4101, et seq, as amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- **Public Law 101-549** - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- **Public Law 101-615** - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- **Public Law 106-390, Disaster Mitigation Act 2000** - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.

- **Public Law 107-296, 116 Stat. 2135 (2002)** - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- **Public Law 833-703** - amendment to the Atomic Energy Act of 1954.
- **Public Law 85-256, Price-Anderson Act** - 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- **Public Law 91-671, Food Stamp Act of 1964** - in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- **Public Law 93-288, as amended, 42 U.S.C. 5121** - et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- **Public Law 95-510, 42 U.S.C. 9601** - et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- **Public Law 99-499** - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- **Regulatory Improvement Act of 1994** - Regal Community Development and Regulatory Improvement Act of 1994.
- **Stewart B. McKinney Homeless Assistance Act** - 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.
- **Kansas Administrative Regulation 56-2-1 and 56-2** - These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.
- **Kansas Planning Standards** - The Kansas Planning Standards (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).
- **Kansas Response Plan** - The Kansas Response Plan (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.

- **Kansas Statutes Annotated (KSA) 48-9a01** - This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.
- **KSA 12-16, 117** - This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of declared emergencies/ disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.
- **KSA 48-904 through 48-936** - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.
- **KSA 65-5701 through 65-5711** - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.
- **State of Kansas Executive Order 05-03** - This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.
- **Montgomery County Resolution #94-165** - dated 10-27-94, approving establishment of the Department of Emergency Management responsible for coordination of responses to disasters in Montgomery County.

Memorandums of Understanding and Agreements:

Attachments

ESF 1 - Transportation

Coordinating Agency:

Montgomery County Public Works

Primary Agency:

Montgomery County Emergency Management
Coffeyville Public Works
Independence Public Works

Support Agencies:

Montgomery County Health Department
Montgomery County GIS Department
Cherryvale Rural Fire District
Montgomery County Public Information Office
Montgomery County Sheriff Office
CERT - Volunteers
Community Access Center
Montgomery County CART
Community Animal Response Team (CART) - volunteers

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 1 is to provide resources of member agencies to support emergency transportation needs in Montgomery County.

B. Scope

1. ESF 1 addresses both emergency transportation assistance and the maintenance of transportation routes. Specifically, it discusses:
 - a. Evacuation of people and resources
 - b. Restoration of transportation infrastructure
 - c. Coordination of resource movement
 - d. Traffic restrictions and transportation safety
 - e. Mutual aid and private sector transportation resources
2. Encompassed in this ESF is information on standard operating procedures for emergency routes, movement of responders, victims and supplies associated with response and recover efforts following a major disaster, egress and ingress information. Also included is information on major surface transportation routes as well as transport of services critical to the welfare of the citizens of Montgomery County.

II. Concept of Operations

A. General

1. ESF 1 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 1 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 1 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of required assets.
4. Throughout the response and recovery periods, ESF 1 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the transportation service situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
5. Traffic Management. Traffic Management will be managed and directed by the Montgomery County Sheriff Office with assistance from the Kansas Department of Transportation and the Kansas Highway Patrol.
6. Evacuations evacuation criteria will take into account variables such as demographics of the region, immediacy, seriousness and expected duration of the threat; vulnerable populations at risk; and adequacy/ availability of evacuation routes.
 - a. Natural Hazards: Additional criteria to be considered with natural hazards may include floodplain data, forecasts for ravine and/or flash flooding, rangeland fire danger indices, and other hazard specific warnings or advisories promulgated by agencies such as the National Weather Service, U.S. Geological Survey, etc.
 - b. Technological Hazards: Additional criteria to be considered in technological hazard situations may include the hazard classification of dams; or the quantity, toxicity, concentration, flammability and/or explosiveness, projected path, proximity to other hazards, and time-distance-shielding factors for hazardous chemicals.
 - c. In all situations other than those involving immediate life safety concerns, decisions on whether and/or when to evacuate will always be made after

consulting with the appropriate city/county departments or agencies, and will be coordinated with all the jurisdictions affected.

- d. The decision to shelter in-place takes into account many of the same variables as evacuations. Shelter in-place is often the more practical option when the danger is immediate or when the threat will be less serious or relatively short-term in nature.
 - i. Natural Hazards: Hazard specific warnings or advisories issued by the National Weather Service or local emergency management agencies and broadcast to the public via local radio and television stations and cable TV networks.
 - ii. Technological Hazards: Additional criteria to be considered in technological hazards may include quantity, toxicity, concentration, flammability or explosiveness, projected path, proximity to other hazards, and time-distance-shielding factors.
- e. When the danger has passed, the public will be informed through news announcements over local radio, television and cable TV networks. Most businesses, schools, hospitals, nursing homes, etc., have developed internal plans for providing expedient shelter within their facilities. While the county does not have any designated shelters for protection from natural or technological hazards, it does coordinate the activation of shelters for the purpose of providing mass care and shelter for persons displaced from their homes. (For more information, see ESF #6 Mass Care, Feeding and Sheltering)

When the emergency/disaster situation has stabilized and it is again safe to return to a previously evacuated area, the authorization to allow reentry will be given by the director of the county or city emergency operations center (EOC), the IC, or as otherwise directed.

There are numerous transportation routes throughout the county that may become critical during emergency situations. The primary road system in Montgomery County consists of four (4) Federal and three (3) State highways. The secondary road system is made up of a network of county maintained roads of which 25% are paved. A map of these routes is shown in the Attachment Section of this ESF.

Although private automobiles are the preferred method of evacuation, there will be individuals and groups who require assistance in relocating from an evacuation area.

- f. Designated evacuation routes will utilize only hard surface all-weather roads. For emergency vehicles, movement planning factors will be 1,000 cars per hour per lane of traffic with movement rate of 30 miles per hour. For planning purposes, 2.7 persons per vehicle will be used (1980 Census Data for persons in households with vehicles, Bureau of Business Research UNL).
- g. There are also two (2) active railroads carrying freight which traverse the county. A total of eight (8) major pipelines with numerous minor pipelines transport a

variety of hazardous materials to and from underground storage, the refinery at Coffeyville, and through the county. There is a polychlorinated biphenyl (PCB) incinerator at Coffeyville which results in the transportation and storage of PCB material.

- h. Anhydrous ammonia and other chemicals are stored throughout the county. The most significant storage site is the Coffeyville Resources Refinery at Coffeyville. An incident in one of these facilities could require the evacuation of a large portion of the residents of Coffeyville.
- i. Schools, hospitals, nursing homes and daycare centers are responsible for ensuring the overall safety and well-being of their students, patients, residents, staff and visitors to their facilities. To that end, emergency plans should be developed taking into account the hazards to which those facilities might reasonably be exposed. Such hazards include, but are not limited to, natural and technological disasters, fire/explosion, physical plant and/or utility failure, security threats and vehicular accidents. These "vulnerable populations" are encouraged to be pro-active in developing and implementing their plans.
- j. There are also non-residential facilities where large gatherings occur on a routine or periodic basis. primary among these are Independence with its Neewolah Celebration during the month of October, and Coffeyville with its Fair and Rodeo during the second full week in August that could have over 25,000 to 50,000 visitors or more. Because of its critical nature, the assessment of damage and if necessary the restoration and protection of transportation infrastructure and resources will be a priority during emergency operations.

B. Pet Evacuees

1. For large scale events, the County will rely on local and state chapters of the Veterinary Medical Association and the Humane Society to help coordinate pet shelter activities, and on the County Extension Office and other farm-related agencies or organizations for issues regarding livestock. The Montgomery County Foreign Animal Disease (FAD) Plan will be referenced for handling of livestock not normally referred to as pets. Pets will be handled by the Montgomery County Animal Response Team and coordinated through the EOC.

C. Organization

1. The Montgomery County Emergency Operations Center (EOC) will serve as the central location for interagency coordination and executive decision-making, including all activities associated with ESF #1.
2. The Montgomery County Public Works representative will be responsible for coordinating the resources required for the movement of people and for the maintenance of transportation routes and coordinating the use of the equipment to move resources and supplies.
3. The ESF #1 team members are critical members of the EOC Team and will work within the EOC structure as described in ESF #5 – Emergency Management.

D. Notifications

1. The Emergency Management Director will notify the ESF #1 Coordinator of EOC activations and request that representatives report to the EOC to coordinate ESF #1 activities. This is typically accomplished by radio broadcast, digital pager or telephone contact.
2. As additional EOC staffing needs become apparent, other support and partnering agency personnel may be asked to report to the EOC to assist with transportation activities. Depending on the nature and location of the emergency, state and federal highway officials may also become critical members of the ESF #1 team.

E. Actions

1. Evacuation Order
 - a. With the order by the chief executive of the affected political subdivision, evacuation will start. In situations where rapid evacuation is critical to the continued health and safety of the population, the on-scene command authority may issue the order. In case of a hazardous material accident/incident, it may be the law enforcement officer or Fire Chief. In other cases it may be one of the above or the responsible person. But in all cases, the chief executive should be advised at once.
2. Evacuation Decision Considerations
 - a. Evacuation may be only one protective alternative. Care must be exercised so as not to pose more danger to the affected population. Some considerations are as follows:
 - i. Weather conditions.
 - ii. Evacuation routes, their capacities and susceptibilities to hazards.
 - iii. The availability and readiness of shelters.
 - iv. Modes of transportation for evacuees and for those unable to provide their own.
 - v. The location of special needs groups who pose unique issues, as the evacuation itself could be more life threatening to these groups than the initial hazard.
 - vi. Be alert to any physical barriers, lack of transportation and considering the time consumption, should be implemented in the evacuation process planning.\
3. Evacuation Area Definition
 - a. The definition of the area will be up to the appropriate agencies or officials order. In all cases, the situation needs to be continually monitored. The command

authority will insure that the evacuation area is defined in terms clearly understandable by the general public and that this information is provided to the Public Information Officer for rapid dissemination.

4. Public Notification

- a. Persons to be evacuated should be given as much warning as possible
 - i. *Pre-Evacuation Warning:* On slow-moving events, pre-evacuation notice should be given to affected residents if it appears that conditions may warrant such action. Residents should be given warning that they may have to evacuate upon 30 minutes notice. Consideration must be given to hospitals, nursing homes, elderly, handicapped, schools, and large gatherings.
 - ii. *Evacuation Warning:* The use of warning modes will be utilized to direct the affected population. Persons who refuse will be left, but should be noted as not going and reported to the EOC.

5. Movement

- a. Private vehicles will be the major mode of transportation. The movement effort will be conducted by law enforcement agencies.
- b. Disabled vehicles will be moved to the side of the routes and pulled to the reception area parking lot. Each routes will be cleared once a day by order of the transportation coordinator.
- c. Under the law enforcement program there will be personnel assigned from the reception center for vehicle security.
- d. The use of the wrecker service will be coordinated by the law enforcement communicators.

F. Preparedness Actions

1. Maintain awareness of the transportation related components of the MCEOP.
2. Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3. Ensure personnel are trained in EOC operations, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4. Develop plans to use available transportation systems to manage the immediate transport of critical supplies.
5. Develop plans to provide resources to assist with evacuations or other movements of people.
6. Participate in training, drills and other activities to improve interagency communications.

7. Review departmental Standard Operating Procedures (SOPs) and maintain personnel call up lists.
8. Participate in emergency management training and exercises.

G. Response Actions

1. Ensure damage assessments are performed on infrastructure and transportation systems, facilities and equipment.
2. Coordinate with other response agencies regarding the operational capabilities of the transportation system.
3. Assign transportation resources to move materials, personnel and supplies as requested by first responders
4. Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
5. Assist in initiating traffic management operations and control strategies.
6. Provide field support for emergency responders at the scene integrated through the Incident Command System (ICS).

H. Recovery Actions

1. Continue to coordinate transportation of equipment, supplies and people.
2. Continue to perform tasks necessary to expedite restoration and recovery operations.
3. Scale back assignments and personnel requirements to normal.
4. Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
5. Evaluate response and make necessary changes in this ESF Annex to correct shortfalls and improve future response activities.
6. Participate in after action meetings and prepare after action reports as requested.

I. Prevention Actions

1. Work with other involved agencies to identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.
2. Coordinate with other agencies on the development of evacuation plans, particularly for pre-identified hazard areas.

J. Direction and Control

1. All evacuation and transportation activities will be coordinated through the Montgomery County Emergency Operations Center that will serve as the source of all direction

and control. The Emergency Operations Center (EOC) will normally have been activated because of the primary hazard event. Overall, executive direction and control of the incident and any ensuing evacuation will be conducted from the EOC. Functional needs populations, will be identified by Care Facilities, Assisted Living Centers, Independent Living Facilities Schools, Hospitals, and Day Care Facilities, and evacuation of these individuals will be as determined by these agencies. Plans will be formulated in advance to manage the evacuation of these individuals.

2. Hazardous Materials Incident

- i. Evacuation of an affected area will be supported by law enforcement officers upon direction of the Incident Commander (IC). The routes of evacuation and staging areas for the evacuees will be determined by the senior law enforcement officer from the affected jurisdictional area at the Command Post/Multipurpose Staging Area (CP/MSA) with assistance of the Incident Commander. Once the designated area from the incident site has been evacuated, law enforcement officials will stand ready to evacuate additional areas if required.

3. Flooding

- i. In the event of local flooding, some low-lying areas may have to be evacuated. Warning will be provided in accordance with ESF #2.

4. Localized Evacuation

- i. All small scale evacuations will be coordinated through the Incident Commander. Law enforcement personnel will have the primary responsibility for on-scene control.

5. Actions for Evacuation

- i. Once the decision has been made to evacuate, the public will be advised by the Public Information Officer of the area that is at risk and the staging/pick-up points. At the same time, type of transportation (public/private) available along with the routes to be used for movement will be set up for each shelter to be opened. Instructions regarding return to risk area will be made public by the official reports that will give status of all areas and routes to be used. The perimeter of the evacuated area will be secured by law enforcement officials.

6. Re-Entry

- i. The authority to re-enter an evacuated area will be given from the EOC (Executive Group), the Incident Commander, or as otherwise directed. The guidance for individuals going back to the area may have some protection factors that must be followed. This will be provided to the returnees at the time of re-entry.

K. Responsibilities

1. The overall responsibility for issuing evacuation orders rests with the chief elected executives of the affected political subdivisions; however, the on-scene command

authority can make a decision to evacuate when there is an immediate need in order to protect lives and provide for public safety. Coordination of evacuation support efforts will be carried out by the Emergency Management Coordinator. Key organizational requirements are:

- a. County/City Office Holders - Responsible for the overall mobilization of county/city capabilities that cover facets of support to the commissioners and to the public.
- b. Law Enforcement Agencies responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, and establishing security for the evacuated area. If necessary, they will also assist in warning the public.
- c. Fire Departments - For hazardous material and fire incidents, the fire department is responsible for on-scene control and advising executives on the evacuation decision. Also responsible for fire security in evacuated areas and assistance in warning the public.
- d. Public Information Officer - Responsible for dissemination of emergency information advising the public of what evacuation actions to take.
- e. Reception and Care Coordinator Will be responsible for coordinating Reception and Care activities to include establishing registration, lodging, and feeding facilities. This effort will be supported by the Red cross, The Salvation Army, and other agencies.
- f. County Agencies Will support the evacuation of areas by maintaining routes and providing manpower and equipment to transport evacuees. Assist law enforcement in property protection and perimeter and traffic control.
- g. Montgomery County Service Organizations -Provide manpower and equipment, assist in evacuation, and conduct search and rescue operations. Assist with transportation and provide communications.
- h. State Departments Will ensure Social Service programs are continued and supported. provide manpower and equipment and implement crisis counseling and other activities to assist special needs groups such as the handicapped, infirmed, and elderly.
- i. Montgomery County Emergency Management Coordinator - Responsible for advising the County Commissioners and City Government on the evacuation decision, coordinating evacuation support activities, providing for special transportation, and managing resources.

L. Hazardous Materials Incidents

1. When evacuation of an area takes place, the local emergency management agency will be alerted so the necessary services can be activated and coordinated. The local Emergency Management Coordinator will notify Kansas Division of Emergency Management of the event (KDEM). Due to the specialized nature of hazardous

materials response, a specific annex, hazardous materials has been developed for each county as part of their CEOP (for more information, see ESF #10).

2. Transportation Infrastructure. Any and all status changes to an evacuation process will be reported through the EOC in order for ESF 1 Coordinator to monitor and report the status of, and damages to, the transportation system and infrastructure as a result of the incident and to allow the ESF 1 Coordinator to relay the information to ESF 5 Coordinator. In the event of transportation infrastructure issues, ESF 1 Coordinator will coordinate issues with ESF personnel in the EOC through the ESF 5 Coordinator. Emergency repairs and restoration to transportation infrastructure will be coordinated by the ESF 1 Coordinator with appropriate State and Local transportation agencies as needed. In the event of a breakdown in continuity of operations during the response phase, ESF 1 Coordinator will refer to the COOP plan in the County Road & Bridge department to address the situation.

M. Direction and Control

1. The ESF 1 Coordinating Agency is Montgomery County Public Works which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff member serving as ESF 1 Coordinator is appointed by and located in the Montgomery County Public Works. When ESF 1 support is necessary, the ESF 1 Coordinator coordinates all aspects of ESF 1.
2. The ESF 1 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations.
3. During emergency activations, all management decisions regarding transportation for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 1 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section and associated staff at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
4. In accordance with a mission assignment from ESF 1, each primary and/or support organization assisting ESF 1 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 1. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

N. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff are integrated with the Montgomery County Public Works staff to provide support.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section Chief will coordinate resource support with the Infrastructure Services Branch Chief.

- c. During the response phase, ESF 1 will evaluate and analyze information regarding transportation services requests. ESF 1 will develop and update assessments of the transportation services status in the impacted area and undertake contingency planning to meet anticipated transportation requirements.
- d. The Montgomery County Public Works will develop and maintain the overall ESF 1 Annex and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.
- e. The Montgomery County Public Works shall be represented in ESF 5 (Information and Planning) and support disaster intelligence collection and analysis as relates to the ESF 1 scope.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Kansas Department of Transportation is the designated lead agency for State transportation services and may provide a liaison to facilitate requests for transportation service resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 1 at the State of Kansas EOC will report to the Infrastructure Services Branch Chief, who reports to the Response Section Chief under the overall direction of the SEOC Manager.
- c. The Kansas Department of Transportation, in coordination with Kansas Highway Patrol, develops and maintains the overall ESF 1 Annex. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Kansas Response Plan.

O. Alerts and Notifications

- 1. The Montgomery County Public Works and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
- 2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF 1 Coordinator when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
- 3. ESF 1 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 1. If additional support is required, the ESF 1 coordinating and primary agencies may jointly manage ESF 1 activities.

4. Upon instructions to activate or placement of ESF 1 on standby, Montgomery County Public Works will implement procedures to notify all ESF 1 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

P) Actions

1. Actions carried out by ESF 1 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 1 agencies and the intended recipients of service
 - a. Sheriff's Department
 - i. Assist with traffic and movement control.
 - ii. Provide resources and personnel to help support the movement of people and equipment
 - b. Emergency Medical Services (EMS)
 - i. Provide vehicles to assist in moving victims from risk areas to locations of safety.
 - c. Fire Department
 - i. Provide resources to help support the movement of people and equipment.
 - d. Police Departments
 - i. Work closely with the EOC to provide traffic and movement control.
 - ii. Provide resources and personnel as necessary to support ESF #1 activities
 - e. Municipal Public Works Departments
 - i. Provide assistance in moving personnel and equipment to the incident scene.
 - ii. Provide resources to assist with the restoration of critical infrastructure
 - f. Private Sector
 - i. Provide resources to help support the movement of people and equipment.
 - ii. Provide resources to assist with the restoration of critical infrastructure
 - g. School Districts

- i. Provide vehicles and personnel to assist in moving people from risk areas to locations of safety.
- h. Volunteer Agencies
 - i. Provide vehicles to assist in moving special needs populations.

No actions have been assigned. III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop standard operating guides and checklists to support ESF-1 activities
2	Collect, process, and disseminate information to and from the EOC - ESF 1 Coordinator.
3	Participate in training, drills, and exercises - ESF Coordinator and staff. Preparedness
4	Maintain awareness of the transportation related components of the MCEOP.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Ensure personnel are trained in EOC operations, the Incident Command System (ICS) and the National Incident Management System (NIMS).
7	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
8	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the caregiver involved with the evacuees and plans for transportation will be developed by the caregiver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.
9	Participate in training, drills and other activities to improve interagency communications.
10	Review departmental Standard Operating Procedures (SOPs) and maintain personnel call up lists.
11	Participate in emergency management training and exercises. Response
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Designate personnel to coordinate ESF-1 activities in EOC - ESF Coordinator.
2	Manage the collection, processing, and dissemination of information between ESF-1 and EOC or incident command - ESF 1 Coordinator and staff.
3	Provide field support for emergency responders at the scene
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF1
5	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
6	Coordinate the pre-positioning of resources with other agencies.
7	Coordinate with response agencies and EOC regarding the operational capabilities of the

	transportation system.
8	Coordinate and/or provide transportation resources to support evacuations and movement of people.
9	Assist in initiating traffic management operations and control strategies.
10	Assist establishing alternate routes of access required due to road closures. Such actions and decisions will be made at the EOC level by ESF 1 staff and assisting agencies.
11	Coordinate the management of air resources with other agencies. Any and all air assistance requests will be coordinated through the Montgomery County EOC by the ESF Coordinator. State agencies will be requested to assist in providing air resources.
12	Ensure damage assessments are performed on infrastructure and transportation systems, facilities and equipment.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Continue to perform tasks necessary to expedite restoration and recovery operations. ESF 1 staff will continue to take necessary actions to insure that restoration and recovery operations continue after the first response phase is completed.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-1 Annex to correct shortfalls and improve future response activities. At the completion of an incident, as soon as feasible, after action discussions will be conducted to make recommendations to correct shortfalls and suggest improvements to future response activities. Any and all changes to ESF 1 Annex will be addressed with necessary changes made by the ESF 1 Coordinator, Staff, and Emergency Management personnel.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.
6	Prioritize emergency repair and restoration of transportation infrastructure. At the completion of the recovery phase, a damage estimate of the transportation infrastructure will be detailed and necessary repairs will be prioritized and a recovery plan developed to restore transportation infrastructure by the ESF Coordinator.
7	Continue to coordinate transportation of equipment, supplies and people until authorized to demobilize.
8	Identify transportation reentry criteria and reentry routes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
10	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-1 representative for update of mitigation plan.
4	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.
5	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.

Primary: Coffeyville Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Participate in training, drills, and exercises - ESF Coordinator and staff. Preparedness
2	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
3	Participate in training, drills and other activities to improve interagency communications.
4	Participate in emergency management training and exercises. Response
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes. Decisions regarding closures, restrictions, and priority repairs to routes will be made in the Montgomery County EOC with ESF staff, road and bridge personnel, and local law enforcement personnel.
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.

Primary: Independence Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Participate in training, drills, and exercises - ESF Coordinator and staff. Preparedness
2	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
3	Participate in training, drills and other activities to improve interagency communications.
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes. Decisions regarding closures, restrictions, and priority repairs to routes will be made in the Montgomery County EOC with ESF staff, road and bridge personnel, and local law enforcement personnel.
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.

Primary: Montgomery County Emergency Management	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop standard operating guides and checklists to support ESF-1 activities
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS) -.
3	Participate in training, drills, and exercises - ESF Coordinator and staff. Preparedness
4	Maintain awareness of the transportation related components of the MCEOP.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Ensure personnel are trained in EOC operations, the Incident Command System (ICS) and

	the National Incident Management System (NIMS).
7	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
8	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the caregiver involved with the evacuees and plans for transportation will be developed by the caregiver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.
9	Participate in training, drills and other activities to improve interagency communications.
10	Review departmental Standard Operating Procedures (SOPs) and maintain personnel call up lists.
11	Participate in emergency management training and exercises. Response
Response (During Event) Actions for ESF 1 - Transportation	
1	Manage the collection, processing, and dissemination of information between ESF-1 and EOC or incident command - ESF 1 Coordinator and staff.
2	Provide field support for emergency responders at the scene
3	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
4	Coordinate with other agencies to recommend evacuations.
5	Coordinate and/or provide transportation resources to support evacuations and movement of people.
6	Assist establishing alternate routes of access required due to road closures. Such actions and decisions will be made at the EOC level by ESF 1 staff and assisting agencies.
7	Coordinate the management of air resources with other agencies. Any and all air assistance requests will be coordinated through the Montgomery County EOC by the ESF Coordinator. State agencies will be requested to assist in providing air resources.
8	Ensure damage assessments are performed on infrastructure and transportation systems, facilities and equipment.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Continue to perform tasks necessary to expedite restoration and recovery operations. ESF 1 staff will continue to take necessary actions to insure that restoration and recovery operations continue after the first response phase is completed.
2	Evaluate response and recommend changes to ESF-1 Annex to correct shortfalls and improve future response activities. At the completion of an incident, as soon as feasible, after action discussions will be conducted to make recommendations to correct shortfalls and suggest improvements to future response activities. Any and all changes to ESF 1 Annex will be addressed with necessary changes made by the ESF 1 Coordinator, Staff, and Emergency Management personnel.
3	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.
4	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Identify and correct potential shortfalls in the ability to use emergency access and egress

	routes and available transportation resources.
3	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.

Supporting: CERT - Volunteers	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the transportation of evacuated animals to designated shelters. Montgomery County will utilize the community Animal Response Team (CART) to coordinate the care and sheltering of animals in the event of a disaster. Additional resources will be requested through the Montgomery County EOC during the disaster. Transportation of the animals will be coordinated through the Montgomery County animal control officer with the assistance of CART volunteers.

Supporting: Community Animal Response Team (CART) - volunteers	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the transportation of evacuated animals to designated shelters. Montgomery County will utilize the community Animal Response Team (CART) to coordinate the care and sheltering of animals in the event of a disaster. Additional resources will be requested through the Montgomery County EOC during the disaster. Transportation of the animals will be coordinated through the Montgomery County animal control officer with the assistance of CART volunteers.

Supporting: Montgomery County CART	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the transportation of evacuated animals to designated shelters. Montgomery County will utilize the community Animal Response Team (CART) to coordinate the care and sheltering of animals in the event of a disaster. Additional resources will be requested through the Montgomery County EOC during the disaster. Transportation of the animals will be coordinated through the Montgomery County animal control officer with the assistance of CART volunteers.

Supporting: Montgomery County Public Information Office	
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Provide personnel and resources to support damage assessment teams.

Supporting: Montgomery County Sheriff Office	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Develop standard operating guides and checklists to support ESF-1 activities
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
2	Coordinate with other agencies to recommend evacuations.
3	Coordinate and/or provide transportation resources to support evacuations and movement of people.
4	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes. Decisions regarding closures, restrictions, and priority repairs to

	routes will be made in the Montgomery County EOC with ESF staff, road and bridge personnel, and local law enforcement personnel.
5	Assist in initiating traffic management operations and control strategies.
6	Assist establishing alternate routes of access required due to road closures. Such actions and decisions will be made at the EOC level by ESF 1 staff and assisting agencies.
7	Ensure damage assessments are performed on infrastructure and transportation systems, facilities and equipment.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.
3	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.

Adjutant Adjutant General's Office, Kansas National Guard	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the management of air resources with other agencies. Any and all air assistance requests will be coordinated through the Montgomery County EOC by the ESF Coordinator. State agencies will be requested to assist in providing air resources.

Adjutant General's Office, Kansas Civil Air Patrol	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the management of air resources with other agencies. Any and all air assistance requests will be coordinated through the Montgomery County EOC by the ESF Coordinator. State agencies will be requested to assist in providing air resources.

Caney Police Department	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the caregiver involved with the evacuees and plans for transportation will be developed by the caregiver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.

Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
2	Participate in training, drills and other activities to improve interagency communications.
3	Participate in emergency management training and exercises.
Recovery (Post Event) Actions for ESF 1 - Transportation	
	Response

1	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.
---	--

Cherryvale Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the care-giver involved with the evacuees and plans for transportation will be developed by the care-giver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.

City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop plans to use available transportation systems to manage the immediate transport of critical supplies
2	Participate in training, drills and other activities to improve interagency communications.
3	Participate in emergency management training and exercises. Response
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.

City of Independence	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Participate in training, drills and other activities to improve interagency communications.
2	Participate in emergency management training and exercises. Response

Coffeyville Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the care-giver involved with the evacuees and plans for transportation will be developed by the care-giver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.

Dearing City	
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Participate in after action meetings and prepare after action reports as requested. All personnel involved in ESF 1 activities will participate in after action reports to make recommendations for improvements to the ESF 1 Annex.

Durham Bus Company	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.
2	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes. Decisions regarding closures, restrictions, and priority repairs to routes will be made in the Montgomery County EOC with ESF staff, road and bridge personnel, and local law enforcement personnel.

Independence Police Dept	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the caregiver involved with the evacuees and plans for transportation will be developed by the caregiver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.

Kansas Department of Transportation	
<i>Preparedness (Pre-Event) Actions for ESF 1 - Transportation</i>	
1	Develop plans to provide resources to assist with evacuations or other movements of people. Evacuees with pets will be referred to the CART team for disposition of the pets and information for evacuees. Functional needs evacuees will be organized by the caregiver involved with the evacuees and plans for transportation will be developed by the caregiver in the event of evacuation. Evacuation routes will be established by ESF 1 Coordinator. Entrance into and exiting procedures will be coordinated with the IC through the EOC.
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate with response agencies and EOC regarding the operational capabilities of the transportation system.
2	Coordinate with other agencies to recommend evacuations.
3	Coordinate and/or provide transportation resources to support evacuations and movement of people.
4	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes. Decisions regarding closures, restrictions, and priority repairs to routes will be made in the Montgomery County EOC with ESF staff, road and bridge personnel, and local law enforcement personnel.
5	Assist in initiating traffic management operations and control strategies.
6	Assist establishing alternate routes of access required due to road closures. Such actions and decisions will be made at the EOC level by ESF 1 staff and assisting agencies.
7	Coordinate the management of air resources with other agencies. Any and all air assistance requests will be coordinated through the Montgomery County EOC by the ESF Coordinator. State agencies will be requested to assist in providing air resources.
8	Ensure damage assessments are performed on infrastructure and transportation systems, facilities and equipment.
<i>Mitigation Actions for ESF 1 - Transportation</i>	
1	Participate in the hazard identification process to identify and correct vulnerabilities.

2	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.
---	--

Kansas Highway Patrol	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate with response agencies and EOC regarding the operational capabilities of the transportation system.

Montgomery County Appraisers Office	
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Provide personnel and resources to support damage assessment teams.

Montgomery County Treasurer	
<i>Recovery (Post Event) Actions for ESF 1 - Transportation</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

State Animal Response Team (SART)	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate the transportation of evacuated animals to designated shelters. Montgomery County will utilize the community Animal Response Team (CART) to coordinate the care and sheltering of animals in the event of a disaster. Additional resources will be requested through the Montgomery County EOC during the disaster. Transportation of the animals will be coordinated through the Montgomery County animal control officer with the assistance of CART volunteers.

USD #436	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.

USD #445	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.

USD #446	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.

USD #447	
<i>Response (During Event) Actions for ESF 1 - Transportation</i>	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.

IV. Financial Management

- A. ESF 1 is responsible for coordinating with Montgomery County Treasurer to manage ESF 1 expenses relevant to an event.
- B. During a response, each agency/department fund disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities

A. REFERENCES

- 1. Reference File Archive for Critical Facilities - MG County; Emergency Evacuation Routes - MG County; Pipeline Locations - MG County

B. AUTHORITIES

ESF 2 - Communications

Coordinating Agency:

Amateur Radio Operators (RACES) (ARES)

Primary Agency:

Montgomery County Emergency Management

Support Agencies:

Adjutant General's Office, Office of Emergency Communications

Independence Police Dept

Coffeyville Regional Haz Mat Team

Montgomery County GIS Department

SEK Regional Haz Mat Team 13

CVR Energy

CERT - Volunteers

Caney Police Department

Cherryvale Police Department

Coffeyville Police Department

Montgomery County CART

Montgomery County IT Department

Community Animal Response Team (CART) - volunteers

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 2 is to provide resources of member agencies to support emergency communications needs in Montgomery County. The purpose for the allocation of these assets are:
 - a. Establish and maintain communications between and among the key facilities that are integral to efficient disaster operations.
 - b. Ensure that the Emergency Communications Center is prepared to respond to emergencies, recover, and mitigate their impacts.
 - c. Ensure that the Emergency Communications Center is prepared to provide the mission essential communications services required during normal operations.

B. Scope

1. ESF 2 coordinates actions to provide temporary communications to support incident management and facilitates the restoration of the communications infrastructure. Specifically, ESF 2 addresses the following:
 - a. Communications interoperability among field response units

- b. Primary and back-up communications systems
- c. Communications to and from the Emergency Operations Centers (EOCs)
- d. Sources for communications augmentation such as Amateur Radio
- e. Other communications systems to support emergency operations.

II. Concept of Operations

A. General

1. Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 2 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 2 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of any required assets.
4. Throughout the response and recovery periods, ESF 2 will evaluate and analyze information communications requests; develop and update assessments of the communications service situation and status in the impact area; and to undertake contingency planning to meet anticipated communications demands or needs.
5. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
6. The Amateur Radio Operators (RACES) (ARES) will support the establishment of communications between key facilities. These facilities have a key role in emergency response and recovery under the National Incident Management System.
7. The communication systems identified for Montgomery County are provided below and are grouped in order based upon their level of priority for repair and restoration.

Communications

Communication: 800 mhz radios		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - An 800MHz radio system is a blend of traditional two-way radio technology and computer-controlled transmitters. The system's main advantage is that radio transmitters can be shared among various departments, with the aid of computer programming. Virtual radio groups called "talk groups" are created in software to enable private departmental conversations. This gives the new system the appearance of having many "frequencies," when in fact everyone is sharing only a few.		
Communication: Cell Phones		
Priority: High	Type: Voice	Quantity:
Description: External Use, Mobile - Cell phones allow for person to person mobile voice and text communications.		
Communication: Government Emergency Telecommunications Service (GETS)		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - The Government Emergency Telecommunications Service (GETS) provides National Security/Emergency Preparedness (NS/EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. It is designed for periods of severe network congestion or disruption, and works through a series of enhancements to the Public Switched Telephone Network (PSTN). GETS is in a constant state of readiness. Users receive a GETS "calling card" to access the service. This card provides access phone numbers, Personal Identification Number (PIN), and simple dialing instructions.		
Communication: Internet and Email		
Priority: High	Type: Data	Quantity:
Description: Internal Use, External Use - The internet is used to access email systems, post information on websites, and access situational information.		
Communication: Mobile Communications Center		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use, Mobile, Secure - A mobile communications center, available in Montgomery County, provides mobile emergency response capability, interconnectivity and interoperability between federal, state and local emergency response entities. Its primary purpose is to provide the capability to establish an alternate Emergency Operations Center (EOC) anywhere in the County. In addition to serving as a network hub for the County's alternate EOC, this asset is available to assist local agencies who have lost		

connectivity. It may be hardwired to local power, telephone, cable television and internet systems or operated independently with onboard generators and satellite connectivity for telephone and data connectivity.

Communication: MOTOBRIDGE

Priority: High	Type: Other	Quantity:
-----------------------	--------------------	------------------

Description: External Use, Mobile, Secure - A statewide fixed-site communications interoperability gateway available to emergency responders is called MOTOBRIDGE. This system consists of 76 tower sites owned by the Kansas Department of Transportation and operated by the Kansas Highway Patrol dispatch center in Salina. The MOTOBRIDGE can handle VHF Low Band State channels (50-60 MHz), VHF High Band National channels (150-160 MHz), UHF National channels (450-470 MHz), 800 MHz National Channels (760-870 MHz), and the KHP Event talk groups (Kansas Digital Trunked P-25 Radio System users). Each tower is microwave linked and consists of one control channel and five repeaters, with generally a 20- mile footprint of local coverage. One patch station to station can handle up to five channels (party line). Methods of requesting patching through the MOTOBRIDGE are: Call channel on the radio, *47 on a cell phone, Telephone KHP Dispatch Center, and teletype via the KCJIS network. Information needed from the caller consists of: Home County/City or position, Identify basic location, waiting for acknowledgement from KHP Dispatch of patch completion.

Communication: Fax Machine

Priority: Moderate	Type: Other	Quantity:
---------------------------	--------------------	------------------

Description: External Use - Fax machines allow for the transmission of documents over phone lines to other receiving fax machines.

Communication: Hard Line Phones

Priority: Low	Type: Other	Quantity:
----------------------	--------------------	------------------

Description: External Use - Hard line phones allow for voice to voice communications.

Communication: Amateur Radio

Priority: High	Type: Voice	Quantity: 30
-----------------------	--------------------	---------------------

Description: Internal Use, External Use, Mobile - Montgomery County CERT members are all licensed amateur radio operators and will function in the event of an incident. Montgomery County has an active RACES team and all are licensed amateur radio operators.

Communication: UHF/VHF

Priority: High	Type: Voice	Quantity: 100
-----------------------	--------------------	----------------------

Description: Internal Use, External Use, Mobile - UHF/VHF communications means are

utilized throughout the County as the primary means of communications between emergency responders.

8. Communications infrastructure.

- a. Montgomery County Emergency Manager is responsible to notify all citizens of an emergency, utilizing all means of communications available (NIXLE - cell phones - AM radio - Television - IPAWS - e-mail). Outdoor sirens will be utilized at the discretion of the local jurisdictions, since outdoor sirens are located in the local jurisdictions with none in the county. In the event of a communications failure, the Montgomery County COMML will investigate, make necessary repairs/changes in order to return communications to normal, working through the EOC. Montgomery County Emergency Manager will develop a COOP Plan in order to insure continuous communications capabilities are maintained.
- b. Both Coffeyville and Independence have local cable television stations that will be utilized to broadcast emergency information. Montgomery County is currently in the process of developing consolidated 911 notification system. EOC communications procedures will be activated to include VHF, UHF, 800 MHz, and amateur radio capabilities and will be managed by the COMML operating through RACES. EOC facilities that are necessary to manage an incident are ADA accessible.
- c. VHF and UHF infrastructure systems will be utilized as available. If infrastructure does not support communications in the EOC, the mobile EOC will be utilized as support.
- d. The EOC facility includes the EOC Operations Room, Mobile Emergency Operations Center, the Emergency Information Center (EIC), EOC Communications, and EOC Reference Library. A digital phone system provides the primary voice and fax communications link. The EOC has radio communications on the UHF, VHF, Low Band, HF, CB, Civil Air Patrol and Amateur Radio frequencies. A video network provides commercial broadcast, city cable and video tape playback throughout the facility.
- e. The EOC LAN (local area network) includes an emergency management information and tracking system, an automated emergency notification system, and internet access. The facility has emergency power, and is intended to provide independent operations capabilities throughout major emergencies and disasters.
- f. The Montgomery County EOC maintains a list of the radio frequencies used by response agencies in the area. The Montgomery County RACES Officer provides information management support to county government departments and offices in general, and maintains the county's wide-area network (WAN).
- g. If electronic emergency information systems are not available, paper logs will be used to record events, communications & messages, damage assessments, situation reports, resources utilized, man-hours expended, etc.

- h. Event logs and communications traffic records are vital for documenting emergency actions for possible postemergency investigation or after-action reports. Records documenting the number of people involved in communication activities, whether paid or volunteer are needed for possible reimbursement under Presidential disaster declarations.
- i. Any lease, rental or mutual aid agreements related to the augmentation of communications equipment should be kept.
- j. The status of the communications systems will be monitored and maintained by the COMML.
- k. Continuity of Operations (COOP) Plans will be developed by ESF2 Coordinator.

B. Organization

1. The Montgomery County Emergency Operations Center (EOC) will serve as the central location for interagency coordination and executive decision-making, including all activities associated with ESF #2.
2. The National Warning System (NAWAS) Warning Point for the counties of Chautauqua, Elk, Montgomery, and Wilson is located at the Coffeyville Police Department which is staffed on a 24-hour basis by the dispatch personnel assigned to communications. This function will be moved to the consolidated E-911 Dispatch Center when completed. Sufficient communications and warning equipment/capabilities are available to provide communications necessary for most emergency situations. In severe emergencies augmentation may be required. In addition, the Montgomery County Sheriff's Office, and the cities of Caney, Cherryvale, and Independence operate communications systems on a 24-hour basis. Fire services and the County Engineer utilize their own respective communications centers.
3. Primary dispatching capabilities in Montgomery County exist with the Coffeyville Police Department. The 9-1-1 Center provides 24-hour dispatching capability for most county agencies. A central dispatch center is being completed.
4. The ESF #2 team members are critical members of the EOC Team and will work within the EOC structure as described in ESF #5 –Emergency Management.
5. The individual agencies are responsible for planning, installing and maintaining radio communications systems for all county-operated public safety communications centers. Redundancies in equipment, as well as alternate methods to maintain communications links render most equipment outages non-critical.
6. Notifications The Emergency Management Director will notify the ESF Coordinator of County EOC activations and request that a representatives report to the County EOC to coordinate emergency communications activities. This is typically accomplished by radio broadcast, digital pager or telephone contact. The ESF Coordinator will rapidly assess the need for communications support and identify, acquire and deploy resources to support critical emergency operations and will establish procedures to ensure field operations can maintain communications links with both each other and the Montgomery County EOC.

C. Direction and Control

1. The ESF 2 Coordinating Agency is Amateur Radio Operators (RACES) (ARES) which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 2 Coordinator is appointed by and located in the Amateur Radio Operators (RACES) (ARES). When ESF 2 support is necessary, the ESF 2 Coordinator coordinates all aspects of ESF 2.
2. The ESF 2 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
3. During emergency activations, all management decisions regarding Communications for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 2 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
4. In accordance with a mission assignment from ESF 2, each primary and/or support organization assisting ESF 2 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 2. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

D. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Amateur Radio Operators (RACES) (ARES) staff to provide support.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section Chief will coordinate resource support with the Infrastructure Services Branch Chief.
 - c. During the response phase, ESF 2 will evaluate and analyze information regarding communications services requests. ESF 2 will develop and update assessments of the communications services status in the impacted area and undertake contingency planning to meet anticipated demands and needs.
 - d. The Amateur Radio Operators (RACES) (ARES) develops and maintains ESF 2 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.
 - e. The Amateur Radio Operators (RACES) (ARES) shall be represented in ESF 5 (Information and Planning) and keep management of ESF 5 fully apprised of developing conditions as relates to carrying out the ESF 2 mission.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Kansas Office of Emergency Communications is the designated lead agency for State communications services and will provide a liaison to facilitate requests for communications service resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 2 at the State of Kansas EOC will report to the Infrastructure Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.
- c. The Kansas Office of Emergency Communications develops and maintains ESF 2 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the EOP.

E. Alerts and Notifications

1. The Amateur Radio Operators (RACES) (ARES) and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP) , will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 2 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 2 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 2. If additional support is required, the ESF 2 coordinating and primary agencies may jointly manage ESF 2 activities.
4. Upon instructions to activate or placement of ESF 2 on standby, Amateur Radio Operators (RACES) (ARES) will implement procedures to notify all ESF 2 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

F. Actions

1. Actions carried out by ESF 2 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 2 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Amateur Radio Operators (RACES) (ARES)	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
2	Identify who is responsible for initial notification of ESF-2 personnel - Montgomery County Emergency Manager.
3	Identify responsibilities for liaison roles with state and adjacent county communications officials - Montgomery County Communications Officer/RACES Officer will maintain liaison with state and adjacent counties.
4	Develop standard operating guides and checklists to support ESF-2 activities ESF 2 activities SOP guides will be formulated by the County Communications Officer/RACES Officer in coordination with Montgomery County Emergency Manager.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). The ESF 2 Coordinator will train communications personnel in cooperation with Montgomery County Emergency Manager.

Primary: Montgomery County Emergency Management	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Identify who is responsible for initial notification of ESF-2 personnel - Montgomery County Emergency Manager.
2	Identify responsibilities for liaison roles with state and adjacent county communications officials - Montgomery County Communications Officer/RACES Officer will maintain liaison with state and adjacent counties.
3	Develop standard operating guides and checklists to support ESF-2 activities ESF 2 activities SOP guides will be formulated by the County Communications Officer/RACES Officer in coordination with Montgomery County Emergency Manager.
4	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). The ESF 2 Coordinator will train communications personnel in cooperation with Montgomery County Emergency Manager.
5	Collect, process, and disseminate information to and from the EOC. This action is managed by the EOC Manager.
6	Develop and maintain ESF-2 Annex - developed by Emergency Manager
7	Participate in training, drills, and exercises. Conducted in concert with RACES Officer, Communications Officer, and Emergency Manager. Drills and exercises will be conducted along with Montgomery County LEPC and independently, utilizing communications personnel with an emphasis on volunteers.
8	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector. This action will be accomplished by the Emergency Manager in cooperation with RACES, COMML, and CERT volunteers.
9	Identify alternate or backup communications systems and facilities. Included in

	Montgomery County Communications Plan developed by COML and RACES volunteers.
10	Develop and test emergency communication procedures. Emergency communications procedures will be tested on an annual basis, during the annual Field Day exercise, utilizing CERT, RACES, and other volunteer personnel.
11	Develop and/or review procedures for the crisis augmentation of resources.
12	Provide staff and equipment to perform county warning point duties.
13	Identify local emergency notification equipment status and notification procedures.
14	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
Response (During Event) Actions for ESF 2 - Communications	
1	Designate personnel to coordinate ESF-2 activities in EOC. Communications within the EOC will be managed and accomplished by the Montgomery County RACES Officer under the supervision of the Emergency Manager according to published RACES Standard Operating Guidelines.
2	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
5	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
6	Identify damage to communications infrastructure and assist/support damage assessment teams.
7	Activate alternate 911 dispatch center if necessary.
8	Identify communications equipment priority restoration list.
9	Implement procedure to maintain, inspect, and protect communications equipment.
10	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
11	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
12	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 2 - Communications	
1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.

3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-2 representative for update of mitigation plan.

Supporting: Adjutant General's Office, Office of Emergency Communications

Preparedness (Pre-Event) Actions for ESF 2 - Communications

1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
---	--

Supporting: Caney Police Department

Preparedness (Pre-Event) Actions for ESF 2 - Communications

1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
---	--

Response (During Event) Actions for ESF 2 - Communications

1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
---	--

Supporting: CERT - Volunteers

Preparedness (Pre-Event) Actions for ESF 2 - Communications

1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). The ESF 2 Coordinator will train communications personnel in cooperation with Montgomery County Emergency Manager.
---	---

2	Participate in training, drills, and exercises. Conducted in concert with RACES Officer, Communications Officer, and Emergency Manager. Drills and exercises will be conducted along with Montgomery County LEPC and independently, utilizing communications personnel with an emphasis on volunteers.
---	--

3	Develop and test emergency communication procedures. Emergency communications procedures will be tested on an annual basis, during the annual Field Day exercise, utilizing CERT, RACES, and other volunteer personnel.
---	---

4	Provide staff and equipment to perform county warning point duties.
---	---

Response (During Event) Actions for ESF 2 - Communications

1	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
---	--

2	Provide field support for emergency responders at the scene.
---	--

3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
---	--

Recovery (Post Event) Actions for ESF 2 - Communications

1	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
---	---

Mitigation Actions for ESF 2 - Communications

1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
---	--

2	Participate in the hazard identification process and identify and correct vulnerabilities.
---	--

3	Participate in mitigation planning team meetings and work with local emergency
---	--

	management to promote community preparedness.
--	---

Supporting: Coffeyville Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Supporting: Community Animal Response Team (CART) - volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Participate in training, drills, and exercises. Conducted in concert with RACES Officer, Communications Officer, and Emergency Manager. Drills and exercises will be conducted along with Montgomery County LEPC and independently, utilizing communications personnel with an emphasis on volunteers.
2	Develop and test emergency communication procedures. Emergency communications procedures will be tested on an annual basis, during the annual Field Day exercise, utilizing CERT, RACES, and other volunteer personnel.
3	Provide staff and equipment to perform county warning point duties.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
2	Provide field support for emergency responders at the scene.

Supporting: Independence Police Dept	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Supporting: Montgomery County CART	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). The ESF 2 Coordinator will train communications personnel in cooperation with Montgomery County Emergency Manager.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Supporting: Montgomery County GIS Department	
<i>Response (During Event) Actions for ESF 2 - Communications</i>	

1	Activate alternate 911 dispatch center if necessary.
---	--

Cherryvale City	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Dearing City	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Dearing Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Elk City Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Havana Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Independence Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Kansas Division of Emergency Management	
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Provide field support for emergency responders at the scene.

Liberty Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Louisberg Township Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Montgomery County Clerk	
<i>Recovery (Post Event) Actions for ESF 2 - Communications</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Environmental Health Department	
<i>Mitigation Actions for ESF 2 - Communications</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

Montgomery County Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Provide staff and equipment to perform county warning point duties.

Montgomery County Rural Fire District #1	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Develop and maintain ESF-2 Annex - developed by Emergency Manager
2	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector. This action will be accomplished by the Emergency Manager in cooperation with RACES, COMML, and CERT volunteers.

Montgomery County Sheriff Office	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector. This action will be accomplished by the Emergency Manager in cooperation with RACES, COMML, and CERT volunteers.
2	Provide staff and equipment to perform county warning point duties.
<i>Response (During Event) Actions for ESF 2 - Communications</i>	
1	Provide field support for emergency responders at the scene.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.

Montgomery County Treasurer	
------------------------------------	--

Recovery (Post Event) Actions for ESF 2 - Communications	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Radio Amateur Civil Emergency Services (RACES)	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
2	Develop and maintain ESF-2 Annex - developed by Emergency Manager
3	Participate in training, drills, and exercises. Conducted in concert with RACES Officer, Communications Officer, and Emergency Manager. Drills and exercises will be conducted along with Montgomery County LEPC and independently, utilizing communications personnel with an emphasis on volunteers.
4	Identify alternate or backup communications systems and facilities. Included in Montgomery County Communications Plan developed by COML and RACES volunteers.
5	Develop and test emergency communication procedures. Emergency communications procedures will be tested on an annual basis, during the annual Field Day exercise, utilizing CERT, RACES, and other volunteer personnel.
6	Identify local emergency notification equipment status and notification procedures.
Response (During Event) Actions for ESF 2 - Communications	
1	Designate personnel to coordinate ESF-2 activities in EOC. Communications within the EOC will be managed and accomplished by the Montgomery County RACES Officer under the supervision of the Emergency Manager according to published RACES Standard Operating Guidelines.
2	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
5	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
6	Identify damage to communications infrastructure and assist/support damage assessment teams.
7	Identify communications equipment priority restoration list.
8	Implement procedure to maintain, inspect, and protect communications equipment.
9	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
10	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
11	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 2 - Communications	

1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.

Sycamore Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Tyro Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 2 - Communications</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

IV. Financial Management

- A. ESF 2 is responsible for coordinating with Montgomery County Treasurer to manage ESF 2 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities

- 1. Reference File Archive for detailed communications information for Montgomery County.

ESF 3 - Public Works and Engineering

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Public Works

Support Agencies:

Kansas Department of Transportation

Kansas Geological Society

Coffeyville Public Works

Independence Public Works

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 3 is to provide resources of member agencies to support Public Works and Engineering needs in Montgomery County.

B. Scope

1. ESF 3 addresses both emergency public works assistance and engineering support. Specifically, it discusses:
 - a. Infrastructure protection and emergency restoration;
 - b. Safety inspections and other assistance for first responders;
 - c. Engineering and construction services;
 - d. Debris management operations; and
 - e. Safety of public water supplies and wastewater treatment facilities.

II. Concept of Operations

A) General

1. ESF 3 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 3 capabilities. Periodic training and exercises are also conducted to enhance effectiveness. Continuity of Operations Plans will be developed by ESF3 Coordinator in the event the agency is overwhelmed or capabilities are damaged or unavailable.
3. In a large event requiring local or State mutual aid assistance, ESF 3 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of required assets.
4. Throughout the response and recovery periods, ESF 3 will evaluate and analyze information regarding public works and engineering service requests for response, develop and update assessments of the impacted area, and undertake contingency planning to meet anticipated demands or needs. ESF 2 Coordinator will work with State agencies to insure repair and restoration of infrastructure, including local roads, bridges and culverts.
5. The Montgomery County Public Works Department is designated as the coordinator for ESF #3. As ESF coordinator, Montgomery County Public Works Department coordinates meetings, plans, exercises, training, and other activities with, the private sector, and the ESF #3 support agencies.
6. The Incident Commander(s) will assess the need for public works and engineering resources at the scene(s) and request that the EOC deploy available assets to support emergency operations. The ESF #3 Coordinator will work with the EOC Team to rapidly assess these requests and recommend appropriate actions.
7. Public works and engineering resources available to the County will be used as necessary to accomplish emergency tasks, including but not limited to:
 - a. Ensuring the safety of emergency responders and victims
 - b. Assessing damaged infrastructure
 - c. Restoring and protecting critical roads and bridges
 - d. Repairing critical public buildings, bridges and other infrastructure
 - e. ESF Coordinator will work with Montgomery County Floodplain Manager to insure critical structures within the 100 yr flood plain are identified and protected. These structures will include water treatment plants, sewage control facilities, and jurisdiction critical facilities. Coordination will also be accomplished to insure fuel needs are met to sustain critical frastructure to include water transfer pumps.
8. County and city governments have very limited capabilities to provide emergency power and potable water. As needed, Montgomery County Public Works Department will make emergency repairs to critical wastewater facilities, equipment and systems. Additionally,

Montgomery County Public Works Department will assist ESF #3 in the County EOC by providing assistance for debris removal and disposal activities, and by providing a "rapid assessment" of damage sustained to wastewater facilities, equipment and systems. County/city public works departments will provide personnel and equipment for debris removal and disposal, temporary construction, etc.

9. The Montgomery County Public Works Department will assist with sanitation needs, as required, including trash removal, transportation and placement of portable toilets. Public Works personnel are trained only to the Awareness Level as prescribed by 29 CFR 1910.120. They can assist HAZMAT Response teams in a support capacity, but not to exceed the extent of their training.
10. Montgomery County Public Works Department will perform inspections on school buildings, recreational facilities and public buildings.
11. Once landfills, temporary staging areas and/or reduction sites are determined, transportation routes to these facilities will be included in debris disposal announcements to the public. Considerations for route selection will include truck size, length of haul, traffic patterns, road conditions and facility access. Designated routes for hazardous materials, if any, will be included. Montgomery County Debris Removal Plan is included in references to this ESF.
12. Timely information will be provided to the public on the magnitude of the situation, as well as the sequence of debris removal and disposal operations. Public officials and environmental groups should be briefed on the burning methods used, how the systems work, environmental standards, and associated health issues and risks. Incidents of illegal dumping or the locations of illegal dump sites should be reported to the law enforcement agency in that jurisdiction.
13. Debris removal activities will be prioritized in the following order:
 - a. Threats to Public Health and Safety (Debris as threat to lives, public health, and safety, including debris which obstructs passage of emergency vehicles and access to critical facilities/ Prevention of Damage). Debris posing the threat of significant additional damage to public structures (buildings, roads, etc.), or private property
 - b. Speedy Recovery. Debris hindering the economic recovery of the impacted community. Debris on Private Property. The property owner is responsible. Most homeowner fire and extended coverage insurance policies have special coverage for debris removal and for demolition of heavily damaged structures. Specific guidance with respect to debris pick-up may be provided to the public following disaster or emergency
 - c. Right of Entry. Should local governmental resources be used to remove debris from private property when it poses a hazard to public health or safety, a right of entry agreement will be executed with the property owner. The right of entry agreement shall include a waiver of liability for government workers and specify any known owner intent to rebuild, to ensure that the foundation and utilities are not damaged further during debris removal operations.

14. Sites selected for temporary debris staging and reduction will be on public property with sufficient acreage to handle anticipated needs. Selection criteria will include minimum noise impact, adequate traffic flow and environmental considerations. Decisions on an ultimate disposal site (or sites) will be based upon the type(s) of debris involved, the proximity of existing public or private landfills, and any restrictions or capacity limits on their use.
15. Prior to returning temporary debris staging and reduction sites to their previous use, all federal, state and local environmental requirements must be met:
16. Removable of Debris Sites must be cleared of all foreign materials introduced as a result of the incident and will be disposed of in approved sites.
17. Environmental Assessment An environmental assessment or audit may be conducted by the Environmental Department, Kansas Department of Health and Environment and/or the Environmental Protection Agency to establish the need for a testing or monitoring program. This assessment should be done on ash, soil, ground and surface water
18. Environmental Restoration: Contamination may occur from petroleum spills at staging and reduction sites, or runoff from the debris piles, burn sites, and ash piles assessment reports from the cities, consolidate this information and report it to the ESF #3 Coordinator in the County EOC. County/city public works departments maintain a listing of Public Works Department owned equipment and trained operators including equipment, personnel and supplies. The Montgomery County Public Works Department maintains lists of local contractors and equipment rental businesses, including those qualified to remove hazardous materials, substances or wastes, asbestos and lead-based paint.
19. Protective Actions. The ESF3 Coordinator will work with the Montgomery County Floodplain Manager to identify areas within the 100 year floodplain that will need protection in the event of a flood incident. These areas include: critical infrastructure, water transfer pump locations, and locations for sandbag operations.
20. Continuity of Operations (COOP) plans will be implemented when agencies are overwhelmed or their facilities are damaged and unavailable. Coordination to accomplish these activities will be coordinated through the EOC, in concert with ESF 5 Coordinator.
21. Road and Bridge personnel will repair and/or restore infrastructure at the direction of the ESF3 Coordinator, as needed, either temporarily or permanently.
22. ESF 3 Coordinator will work with local jurisdictions to repair/restore local water and wastewater systems. Temporary water distribution (bottled water) points will be established and maintained by rural fire personnel for as long as needed.
23. ESF 3 Coordinator will be prepared to work with local agencies responsible to repair/restore gas, electric, and/or phone services.

B) Direction and Control

1. The ESF 3 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 3 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 3 support is necessary, the ESF 3 Coordinator coordinates all aspects of ESF 3.
2. ESF 3 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 3 system operates in two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations.
4. During emergency activations, all management decisions regarding public works and engineering for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 3 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 3, and further mission tasking by a local primary agency, each support organization assisting ESF 3 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 3. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C) Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, support agency staff is integrated with the Montgomery County Emergency Management staff to provide support that will provide for an appropriate, coordinated and timely response.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section Chief will coordinate resource support with the Infrastructure Services Branch Chief.
 - c. During the response phase, ESF 3 will evaluate and analyze information regarding public works and engineering service requests. Also, ESF 3 will develop and update assessments of the public works and engineering services status in the impacted area and undertake contingency planning to meet anticipate demands and needs.
 - d. Montgomery County Emergency Management develops and maintains ESF 3 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which

must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management in coordination with Kansas Department of Transportation is the designated lead agency for State public works and engineering services and will provide a liaison to facilitate requests for public works and engineering service resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 3 at the State of Kansas EOC will report to the Infrastructure Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.
- c. During the response phase, ESF 3 will evaluate and analyze information regarding public works and engineering service needs requests. ESF 3 will develop and update assessments of the public works services situation and status and undertake contingency planning to meet anticipated demands and needs.
- d. The Adjutant General's Office, Kansas Division of Emergency Management in coordination with the Kansas Department of Transportation develops and maintains ESF 3 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the EOP.

D) Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP) , will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 3 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 3 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 3. If additional support

is required, the ESF 3 coordinating and primary agencies may jointly manage ESF 3 activities.

4. Upon instructions to activate or placement of ESF 3 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 3 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E) Actions

1. Actions carried out by ESF 3 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 3 agencies and the intended recipients of service.
2. In the event of water contamination, jurisdictional agencies will establish staging areas in their jurisdictions to ensure distribution of water. Coordination for this operation will be coordinated with ESF 5 Coordinator at the EOC. Rural water sources will be monitored by the Montgomery County Environmental Control Officer to insure the safety of rural water consumption.
3. Restoration of services will be coordinated by the ESF 3 Coordinator, to include gas, electric and phone. ESF 3 Coordinator will work with private industries to restore services.

No actions have been assigned. III. Responsibilities

1. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Identify who is responsible for initial notification of ESF-3 personnel. The EOC manager, Emergency Manager, will notify ESF 3 personnel through the ESF Coordinator during the Response and Recovery Phases of the disaster.
2	Develop standard operating guides and checklists to support ESF-3 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-3 Annex.
6	Participate in training, drills, and exercises.
7	Identify critical infrastructure within the 100 year flood plain.
8	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Manage the collection, processing, and dissemination of information between ESF-3 and EOC or incident command.

2	Request outside assistance from surrounding jurisdictions and the private sector as required.
3	Designate personnel to provide technical assistance on the debris removal process.
4	Coordinate with ESF 10 on hazardous material debris removal.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-3 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Continue to repair infrastructure and buildings on a priority basis.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Identify critical facilities and recommend mitigation activities to those facilities.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Montgomery County Public Works	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks. This action will be accomplished by the Public Works Director during preparedness phase and will be utilized in planning and conducting the Response and Recovery Stages.
2	Identify responsibilities for liaison roles with State and adjacent county transportation officials. This action will be accomplished by the ESF3 Coordinator, utilizing the EOC structure.
3	Develop standard operating guides and checklists to support ESF-3 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-3 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Identify established pre-disaster contracts.
10	Identify critical infrastructure within the 100 year flood plain.
11	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Designate personnel to coordinate ESF-3 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-3 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF 3.

5	Inspect damage to streets, bridges, and private and public buildings.
6	Assist in clearance of debris from roads to facilitate emergency operations.
7	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
8	Perform priority repairs of local roads, bridges, and culverts.
9	Perform priority repairs to local water and wastewater systems.
10	Assist in the restoration of gas, electric, and communications services.
11	Request outside assistance from surrounding jurisdictions and the private sector as required.
12	Designate personnel to provide technical assistance on the debris removal process.
13	Coordinate with ESF 10 on hazardous material debris removal.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-3 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Continue to repair infrastructure and buildings on a priority basis.
7	Provide personnel to support damage assessment teams.
8	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.
2	Identify critical facilities and recommend mitigation activities to those facilities.
3	Participate in the hazard identification process and identify and correct vulnerabilities.
4	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
5	Provide ESF-3 representative for update of mitigation plan.

Supporting: Coffeyville Public Works	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks. This action will be accomplished by the Public Works Director during preparedness phase and will be utilized in planning and conducting the Response and Recovery Stages.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Continue to repair infrastructure and buildings on a priority basis.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	

1	Provide ESF-3 representative for update of mitigation plan.
---	---

Supporting: Independence Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks. This action will be accomplished by the Public Works Director during preparedness phase and will be utilized in planning and conducting the Response and Recovery Stages.
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Continue to repair infrastructure and buildings on a priority basis.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
<i>Mitigation Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide ESF-3 representative for update of mitigation plan.

Supporting: Kansas Department of Transportation	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in training, drills, and exercises.

CERT - Volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in training, drills, and exercises.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide field support for emergency responders at the scene.
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide personnel to support damage assessment teams.

City of Caney	
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.

Coffeyville Municipal Light & Power	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

Coffeyville Water & Wastewater	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

Community Access Center	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.

Dearing City	
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.

Empire Electric	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

Independence Water & Wastewater	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

Kansas Department of Health and Environment	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Coordinate with ESF 10 on hazardous material debris removal.

Kansas Rural Electric Cooperative Association	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

Montgomery County Appraisers Office	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Inspect damage to streets, bridges, and private and public buildings.
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide personnel to support damage assessment teams.

Montgomery County Clerk	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in training, drills, and exercises.
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Environmental Health Department	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Perform priority repairs to local water and wastewater systems.
<i>Mitigation Actions for ESF 3 - Public Works and Engineering</i>	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Montgomery County GIS Department	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in training, drills, and exercises.
2	Identify critical infrastructure within the 100 year flood plain.
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Inspect damage to streets, bridges, and private and public buildings.
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide personnel to support damage assessment teams.
<i>Mitigation Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Montgomery County Health Department	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Perform priority repairs to local water and wastewater systems.

Montgomery County Sheriff Office	
<i>Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Participate in training, drills, and exercises.
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in clearance of debris from roads to facilitate emergency operations.

Montgomery County Treasurer	
<i>Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

U.S. Environmental Protection Agency	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Coordinate with ESF 10 on hazardous material debris removal.

Westar Energy	
<i>Response (During Event) Actions for ESF 3 - Public Works and Engineering</i>	
1	Assist in the restoration of gas, electric, and communications services.

IV. Financial Management

- A. ESF 3 is responsible for coordinating with Montgomery County Treasurer to manage ESF 3 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities

A. REFERENCES Reference File Archive for: Public Works Resources - MG County; Trash Collection Sites - MG County - Montgomery County Debris Removal Plan

B. AUTHORITIES

ESF 4 - Firefighting

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Rural Fire District #1

Support Agencies:

Kansas Division of Emergency Management

Kansas Department of Wildlife and Parks

Kansas Forestry Service

Caney Fire Department

Coffeyville Fire Department

Cherryvale Rural Fire District

Cherryvale Fire Department

Elk City Fire Department

Independence Fire Department

Dearing Rural Fire District

Havana Rural Fire District

Independence Rural Fire District

Liberty Rural Fire District

Louisberg Township Fire Department

SEK Regional Haz Mat Team 13

Sycamore Rural Fire District

Tyro Rural Fire District

Montgomery County Sheriff Office

I. Purpose and Scope

A. Purpos

1. The purpose of ESF 4 is to provide fire service coordination and support services in support of fire service events in Montgomery County.

B. Scope

1. The scope of ESF 4 addresses fire service assistance. ESF 4 coordinates firefighting activities, including the detection and suppression of fires and if required, providing personnel, equipment and supplies to local governments. Specifically it discusses:
 - a. Fire service support in prevention, detection, suppression and recovery from urban, rural, and wild-land fires.
 - b. Fire suppression and prevention activities
 - c. Mutual aid and resource augmentation

- d. Fire command and control structure

II. Concept of Operations

A. General

1. ESF 4 is organized consistent with Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, coordination, and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols, and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plans (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 4 capabilities (based on the National Planning Scenarios, the Universal Task List and the Target Capabilities). Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local and State mutual aid assistance, ESF 4 Coordinator will coordinate with support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.
4. Throughout the response and recovery periods, ESF 4 will evaluate and analyze information regarding fire detection, suppression, and prevention requests for response, develop and update assessments of the fire service situation and status in the impact area, and perform contingency planning to meet anticipated demands or needs.
5. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
6. Primary care facilities will develop their own fire reaction procedures. These procedures will be outlined in the respective facility SOP, and coordinated with the facility and the local fire chief and/or Montgomery County Rural Fire Coordinator.
7. Schools will develop their own fire reaction procedures and will train for these procedures IAW school SOG's
8. The two hospitals in Montgomery County will maintain their fire SOP's and coordinate the fire procedures with the jurisdiction fire chief.
9. As ESF coordinator, Montgomery County Rural Fire Director coordinates meetings, plans, exercises, training, and other activities with the private sector and the ESF #4 support agencies. In the event that a rural wild-land fire is caused by an incident, the Montgomery County Rural Fire will be dispatched to suppress the fire. In an urban setting the local fire department will be dispatched to suppress the fire. In the event that

fire support is necessary, mutual aid agreements will be initiated through the EOC in order to maintain mission support coverage. Back fill will be coordinated by the fire chief as needed.

10. Montgomery County is served by the following 15 fire departments:
 - a. City of Caney - Volunteer department
 - b. City of Cherryvale - Full time and volunteer department
 - c. City of Coffeyville - Full time department
 - d. City of Independence - Full time department
 - e. City of Elk City and Louisburg Township - Volunteer department
 - f. Montgomery County Rural Fire District #1 - has seven (7) volunteer departments at the following locations:
 - g. Cherryvale, Dearing, Havana, Independence, Liberty, Sycamore, and Tyro.
 - h. Farmland Industries Inc - located in Coffeyville and maintains fire fighting equipment and trained personnel.
11. Montgomery County Rural Fire Fighting resources are dispatched by either the Rural Fire Coordinator, or the dispatch center receiving the report of a fire in the rural area. Appropriate rural fire station is paged to respond to the fire location.
12. All of the agencies have the ability to communicate on all frequencies utilized by agencies within Montgomery County.
13. A comprehensive resource inventory of county fire department apparatus and equipment is maintained by the individual fire departments and the Montgomery County Emergency Management Office. Control over personnel and equipment will be retained within the given jurisdictions at all times.
14. The Fire Chief of each jurisdiction is responsible for coordination, planning, training and the development of fire fighting operational policy for that jurisdiction. Included is the coordination of fire services during an emergency/disaster occurring within the boundaries of that department's responsibility. Control over personnel and equipment will be retained within the given jurisdiction at all times.
15. Providers of specialized equipment are responsible for ensuring the proper training and certification of equipment operators.
16. Under NIMS, the Safety Officer will hazardous and/or unsafe situations, and either develops measures or ensures compliance with existing policies for assuring personnel safety of responders
17. Wild-land and rural fires will be detected by the public and reported to 911 emergency dispatchers. In the event that several reports are simultaneous, pre arranged Mutual Aid agreements will be executed to request additional support. In the event additional

resources are needed, the request will be forwarded to the Montgomery County Emergency Manager to provide additional resources. ICS form 209 will be used to document each fire incident.

18. Individual jurisdictions within Montgomery County will develop procedures to respond to vulnerable care facilities, assisted living centers, independent living centers, schools, hospitals and/or day care facilities. Individual fire response departments will conduct training to properly respond to these facilities.

B) Direction and Control

1. The ESF 4 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 4 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 4 support is necessary, the ESF 4 Coordinator coordinates all aspects of ESF 4.
2. ESF 4 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 4 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field Operations
4. During emergency activations, all management decisions regarding fire service for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 4 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 4, and further mission tasking by a local primary agency, each support organization assisting ESF 4 assignment will retain administrative control over its own resources and personnel but will be under the operation control of ESF 4. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, support staff is integrated with the Montgomery County Firefighting staff to provide support that will allow for an appropriate, coordinated, and timely response.

- b. During an emergency or disaster event, the Montgomery County Emergency Operations Center Operations Section Chief will coordinate resources support agencies with the Emergency Services Branch Chief.
 - c. During the response phase, ESF 4 will evaluate and analyze information regarding fire service requests. Also, ESF 4 will develop and update assessments of the fire service status in the impact area and undertake contingency planning to meet anticipate demands and needs.
 - d. The Montgomery County Emergency Management will develop and maintain ESF 4 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the Montgomery County EOP.
2. State of Tactical fire fighting operations will be controlled by the Incident Commander(s) at the scene(s) ICS structure. The Incident Commander(s) will assess the need for additional resources and request that the EOC deploy assets to support field operations.
 3. Outside fire fighting resources will be controlled by the procedures outlined in mutual aid agreements. These agencies will remain under the direct control of the sponsoring agency, but will be assigned by the IncidentCommander and/or the EOC to respond as necessary. The County Emergency Operations Center (EOC) will serve as the central location for interagency coordination and executive decision-making, including all activities associated with ESF #4.
 4. The ESF #4 team members are critical members of the EOC Team and will work within the EOC structure as described in ESF #5 – Emergency Management. Selected fire department personnel are trained in specialized skills, such as high angle rescue, water rescue, structural collapse rescue, trench rescue, confined space entry/rescue, and as medical first responders.
 5. Kansas
 - a. During an activation of the State of Kansas EOC, the Kansas Fire Marshal’s Office is the designated lead agency for Fire Fighting and will provide a liaison to facilitate requests for State Fire Fighting resources to local Emergency Operations Centers.
 - b. During an emergency or disaster event, the primary and support agencies of ESF 4 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.
 - c. During the response phase, ESF 4 will evaluate and analyze information regarding fire service requests. Also, ESF4 will develop and update assessments of the fire service situation and status in the impact area and do contingency planning to meet anticipated demands and needs

- d. The Kansas Fire Marshal's office develops and maintains ESF 4 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County EOP.

D) Alerts and Notifications

1. Montgomery County Rural Fire Director is designated as the coordinator for ESF #4.
2. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
3. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 4 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
4. ESF 4 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 4. If additional support is required, the ESF 4 coordinating and primary agencies may jointly manage ESF 4 activities.
5. Upon instructions to activate or placement of ESF 4 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 4 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E) Actions

1. Actions carried out by ESF 4 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 4 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.
2	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
3	Collect, process, and disseminate information to and from the EOC. Coordination with EOC will be as outlined in this EOP and will be accomplished with a representative from Rural Fire District 1 operating at the EOC to coordinate activities.
4	Develop and maintain ESF-4 Annex. Rural Fire District 1 Director will work with Emergency Management to update ESF 4 Annex.
5	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
6	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
2	Coordinate activating mutual aid agreements as needed.
3	Assist with emergency evacuations.
4	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.
5	Collect, process, and disseminate information to and from the EOC. Coordination with EOC will be as outlined in this EOP and will be accomplished with a representative from Rural Fire District 1 operating at the EOC to coordinate activities.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
2	Participate in after action meetings and prepare after action reports as requested.
3	Coordinate demobilization of ESF-4 resources.
4	Review plans and procedures with key personnel and make revisions and changes.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Primary: Montgomery County Rural Fire District #1 Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.
3	Develop standard operating guides and checklists to support ESF-4 activities. Montgomery County Rural Fire District 1 will develop SOP's and SOG's to support ESF 4 activities.

4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC. Coordination with EOC will be as outlined in this EOP and will be accomplished with a representative from Rural Fire District 1 operating at the EOC to coordinate activities.
6	Develop and maintain ESF-4 Annex. Rural Fire District 1 Director will work with Emergency Management to update ESF 4 Annex.
7	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
9	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
10	Designate personnel to coordinate ESF-4 activities in EOC. In the event of the activation of the Montgomery County Emergency Operations Center, the ESF 4 Coordinator will designate a representative to report to the EOC to coordinate the activities of ESF 4. This individual will be versed in all aspects of firefighting and will make recommendations for additional resources to be requested in the response stage of the event.
11	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command. The designated ESF 4 representative will work with the EOC manager to establish lines of communications up the chain of fire command and communications within the County jurisdictions. Recovery efforts will also be coordinated by the ESF 4 representative in the EOC to include providing information for mitigation efforts.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC. In the event of the activation of the Montgomery County Emergency Operations Center, the ESF 4 Coordinator will designate a representative to report to the EOC to coordinate the activities of ESF 4. This individual will be versed in all aspects of firefighting and will make recommendations for additional resources to be requested in the response stage of the event.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command. The designated ESF 4 representative will work with the EOC manager to establish lines of communications up the chain of fire command and communications within the County jurisdictions. Recovery efforts will also be coordinated by the ESF 4 representative in the EOC to include providing information for mitigation efforts.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Alert and activate off-duty and auxiliary personnel as required by the emergency.
10	Conduct other specific response actions as dictated by the situation.
11	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.

	Liaison and resource requests will be coordinated through the Montgomery County EOC.
12	Collect, process, and disseminate information to and from the EOC. Coordination with EOC will be as outlined in this EOP and will be accomplished with a representative from Rural Fire District 1 operating at the EOC to coordinate activities.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate demobilization of ESF-4 resources.
7	Review plans and procedures with key personnel and make revisions and changes.
8	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
9	Designate personnel to coordinate ESF-4 activities in EOC. In the event of the activation of the Montgomery County Emergency Operations Center, the ESF 4 Coordinator will designate a representative to report to the EOC to coordinate the activities of ESF 4. This individual will be versed in all aspects of firefighting and will make recommendations for additional resources to be requested in the response stage of the event.
Mitigation Actions for ESF 4 - Firefighting	
1	Develop fire safety programs that include disaster situations and present them to the public.
2	Provide ESF-4 representative for update of mitigation plan.

Supporting: Caney Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
2	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
3	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
4	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Cherryvale Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Cherryvale Rural Fire District

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.

Supporting: Coffeyville Fire Department

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Coordinate demobilization of ESF-4 resources.

6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Dearing Rural Fire District
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.

Response (During Event) Actions for ESF 4 - Firefighting

1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Recovery (Post Event) Actions for ESF 4 - Firefighting

1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Mitigation Actions for ESF 4 - Firefighting

1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Elk City Fire Department
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney

	Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Coordinate demobilization of ESF-4 resources.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Havana Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.

Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Support clean up and restoration activities.
6	Coordinate demobilization of ESF-4 resources.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Independence Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when

	those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Coordinate demobilization of ESF-4 resources.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Independence Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Liberty Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.

2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Support clean up and restoration activities.
6	Coordinate demobilization of ESF-4 resources.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Louisberg Township Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.

5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
4	Assist with emergency evacuations.
5	Alert and activate off-duty and auxiliary personnel as required by the emergency.
6	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Support clean up and restoration activities.
6	Coordinate demobilization of ESF-4 resources.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Montgomery County Sheriff Office

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Assist with emergency evacuations.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Supporting: SEK Regional Haz Mat Team 13

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.

Supporting: Sycamore Rural Fire District

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.

Response (During Event) Actions for ESF 4 - Firefighting

1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Recovery (Post Event) Actions for ESF 4 - Firefighting

1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Support clean up and restoration activities.
6	Coordinate demobilization of ESF-4 resources.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Mitigation Actions for ESF 4 - Firefighting

1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

Supporting: Tyro Rural Fire District

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting

1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the

	private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Provide field support for emergency responders at the scene.
2	Preposition firefighting resources as required.
3	Alert and activate off-duty and auxiliary personnel as required by the emergency.
4	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Support clean up and restoration activities.
6	Coordinate demobilization of ESF-4 resources.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Develop fire safety programs that include disaster situations and present them to the public.

Caney Police Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Support clean up and restoration activities.

2	Coordinate demobilization of ESF-4 resources.
---	---

Cherryvale Fire-Rescue	
<i>Preparedness (Pre-Event) Actions for ESF 4 - Firefighting</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
3	Participate in training, drills, and exercises. Rural Fire District 1 will schedule and conduct training for rural fire fighting personnel. Jurisdiction Fire Departments will conduct training and develop exercises to train personnel in their department.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. Each fire department will develop and maintain mutual aid agreements with neighboring county and state fire departments and will also develop mutual aid agreements with private industry firefighting personnel.
5	Ensure the availability of necessary equipment to support firefighting activities. Fire Departments will maintain a list of resources they have available to respond to fire incidents and display the resources in the County Resource Management system.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Participate in after action meetings and prepare after action reports as requested.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Support clean up and restoration activities.
2	Coordinate demobilization of ESF-4 resources.

Coffeyville Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney

Dispatch will initially notify County firefighters of an incident.
--

Coffeyville Public Works <i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Support clean up and restoration activities.

Coffeyville Regional Haz Mat Team <i>Mitigation Actions for ESF 4 - Firefighting</i>	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.

CVR Energy <i>Preparedness (Pre-Event) Actions for ESF 4 - Firefighting</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Identify who is responsible for initial notification of ESF-4 personnel. Montgomery County Sheriff Office Dispatch, Independence 911 Dispatch, Coffeyville Dispatch, and Caney Dispatch will initially notify County firefighters of an incident.

Dearing City <i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Support clean up and restoration activities.
2	Coordinate demobilization of ESF-4 resources.

Durham Bus Company <i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Assist with emergency evacuations.

Independence Public Works <i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Support clean up and restoration activities.

Kansas State Fire Marshal's Office <i>Preparedness (Pre-Event) Actions for ESF 4 - Firefighting</i>	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials. Liaison and resource requests will be coordinated through the Montgomery County EOC.

Montgomery County Environmental Health Department <i>Mitigation Actions for ESF 4 - Firefighting</i>	
1	Participate in hazard identification process and identify and correct vulnerabilities in the

firefighting function.

Montgomery County Public Works	
<i>Response (During Event) Actions for ESF 4 - Firefighting</i>	
1	Assist with emergency evacuations.
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Support clean up and restoration activities.

Montgomery County Treasurer	
<i>Recovery (Post Event) Actions for ESF 4 - Firefighting</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

IV. Financial Management

- A. ESF 4 is responsible for coordinating with Montgomery County Treasurer to manage ESF 4 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - Reference File Archive for: MG County Rural Fire Districts; Water Features and Roads

A. REFERENCE

B. AUTHORITIES

ESF 5 - Emergency Management

Coordinating Agency:

Montgomery County Sheriff Office

Primary Agency:

Montgomery County Emergency Management

Support Agencies:

Kansas Division of Emergency Management

Adjutant General's Office, Kansas Division of Emergency Management

Adjutant Adjutant General's Office, Kansas National Guard

Amateur Radio Operators (RACES) (ARES)

Radio Amateur Civil Emergency Services (RACES)

Montgomery County GIS Department

CERT - Volunteers

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 5 is to:
 - a. Collect, analyze, and disseminate information on the nature, scope and potential impacts of an incident or major disaster;
 - b. Use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions;
 - c. Identify and anticipate future needs and resource requirements, and incorporate this analysis into Incident Action Plans.

B. Scope

1. ESF 5 serves as the coordinating ESF to address response to local events. ESF 5 facilitates information and resource flow to assist locals during a disaster.
2. ESF 5 activities include those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual disaster/emergencies. This includes alert and notification, deployment and staffing of the EOC Team; incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for state assistance resource requests, worker safety and health, facilities management, financial management, and other support as required.

II. Concept of Operations

A. General

1. ESF 5 is organized consistent with the Montgomery County Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Montgomery County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 5 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or state mutual aid assistance, ESF 5 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
4. The development of a fully functional, effective, and sustainable ESF 5 capability for Montgomery County will be guided by the following principles:
 - a. All ESFs will be fully integrated into all phases of ESF 5.
 - b. ESF 5 will address the potential impacts of natural, technological and man-made hazards, and be in full compliance with NIMS.
 - c. Planning for recovery will begin on Day 1 of the event.
 - d. Emphasis will be given to pre-disaster planning for post-disaster utilization of disaster intelligence to support Incident Action Planning.
 - e. attached as reference is a copy of Resolution 09-169 adopting NIMS.
5. Information and Planning will give priority to five fundamental functions:
 - a. Use of technology and human intelligence to collect, analyze, and disseminate information on disaster impacts, including direct impacts (people, buildings, infrastructure) and indirect impacts (debris generated, hazmat releases)
 - b. Assess the capabilities of local government, the business community and volunteer agencies to effectively respond to the disaster.
 - c. Assess and prioritize the immediate needs of impacted communities and neighborhoods.
 - d. Incorporate the analyses into Incident Action Plans that establish operational objectives, and identify resource requirements to accomplish these objectives.

- e. Utilize an Incident Action Matrix to establish priorities, assign tasks to agencies, and track progress in meeting objectives.
 - f. A list of reoccurring events in Montgomery County is contained in references to this annex.
6. Incident Assessment. Incident assessment activities will be conducted in the EOC with appropriate ESF Coordinators in order to establish priorities to include the need to declare a State of Local Disaster Emergency. In the event the EOC is activated by ESF 5 Coordinator, appropriate ESF Coordinators will designate a representative to report to the EOC in order to assess the incident and determine the appropriate actions to be initiated. As decisions are being made, press conferences will be conducted by the County PIO to notify the public of the actions being taken to alleviate the incident. The ESF representatives will make the decision to recommend that a County Declaration needs to be recommended to the Montgomery County Commissioners. Press Releases and conferences will be scheduled as needed by the County PIO.
7. Incident Command. Depending on the structural need to address and deal with the incident, incident command operations will be conducted at the EOC, to include the location and structure of the incident command post. Coordination will be continuous between the incident command post and the EOC since the locations may be at different locations. The incident commander on scene will determine the need to activate, and at what level, the EOC. This request may be verbal, depending on the nature of the incident. In the event the EOC is activated, appropriate ESF Coordinators or their representative will report to the EOC to manage and coordinate the incident. Staffing will depend on the needs of the particular incident. Should the EOC need to change locations, the movement will be orderly and professional in order not to interrupt the operations of the EOC or the Command post.
8. All agencies tasked with:
- a. Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
 - b. Provide ongoing status reports as requested.
 - c. When requested, deploy a representative to the County EOC to assist with ESF #4 activities.
 - d. Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
 - e. Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work in the event that reimbursement from State and Federal government becomes available.
 - f. Maintain up-to-date rosters for notifying personnel and 24-hour EOC staffing capabilities.
 - g. Perform other emergency responsibilities as assigned.

9. Emergency Operations Center. The EOC serves as the coordination function in order to manage an incident. The Montgomery County Emergency Manager is designated as the EOC manager. The designated Incident Commander is the EOC Command person. ESF Coordinators will dispatch to the EOC in order to provide specific function guidance to all participants in the EOC. The ESF coordinators needed will be determined by the EOC manager. When activated, briefings will be held as necessary to insure detailed coordination between ESF coordinators. Under normal situations, the EOC will be established in the lower level of the Montgomery County Judicial Center. In the event, this facility is not available or unusable, the EOC manager will revert to using the Montgomery County Mobile Emergency Operations Center, stationed in an appropriate position to be able to manage the incident. In the event the incident lasts more than 24 hours, the EOC manager will insure staffing needs are met, to include shift changes and resource needs such as feeding needs and necessary alternate power.

B. Direction and Control

1. The ESF 5 Coordinating Agency is Montgomery County Sheriff Office . The staff serving as ESF 5 Coordinator is appointed by and located in the Montgomery County Sheriff Office . When ESF 5 support is necessary, the ESF 5 Coordinator directs all aspects of ESF 5.
2. ESF 5 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 5 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding Emergency Management for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 5 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission
5. In accordance with a mission assignment from ESF 5, each primary and/or support organization assisting ESF 5 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 5. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.
6. The EOC serves as the coordinating point in order to insure proper decision making processes are performed in order to respond to the incident. Staffing depends on the nature of the incident and the need for specific areas of expertise. EOC briefing are conducted as necessary, determined by the EOC Manager. In Montgomery County, the lower level of the Judicial Center, 300 E. Main, Independence, Kansas will serve as the location of the EOC, as long as a better location isn't needed to deal with the incident.

The EOC can be established and set up as needed. In the event the incident lasts longer than 24 hours, ESF coordinators will establish shifts for their particular staff to insure continuous operation of the EOC, if needed. The EOC manager will arrange for food for the participants. As the need dictates, the EOC operation will transition from response to recovery operations, determined by the EOC manager.

C. Organization

1. County

- a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Sheriff Office staff to provide support that will allow for an appropriate, coordinated and timely response. The operation of the EOC will be managed by the Emergency Manager. The EOC will be set up and configured in a manner consistent to deal with the incident. County IT personnel will be utilized to establish necessary tech support. All members of the EOC will cooperate with each other and deal with their area of responsibility to alleviate the incident. In the event an alternate EOC is necessary as determined by the incident, the EOC Manager may establish an alternate EOC, usually when dealing with several Incident Command locations.
- b. During an emergency or disaster event, ESF 5 will establish staffing in accordance to the EOC organizational chart found in the Basic Plan.
- c. The Montgomery County Sheriff Office develops and maintains ESF 5 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the Montgomery County EOP.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for ESF 5 and will provide a liaison to facilitate requests for information and planning resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 5 at the State of Kansas EOC will report to the Response Section Chief who is under the overall direction of the SEOC Manager.
- c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 5. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the EOP.

D. Alerts and Notifications

1. The Montgomery County Sheriff Office will notify the County warning point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 5 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 5 will be activated as identified in the Basic Plan. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 5. If additional support is required, the ESF 5 coordinating and primary agencies may jointly manage ESF 5 activities.
4. Upon instructions to activate or placement of ESF 5 on standby, Montgomery County Sheriff Office will implement procedures to notify all ESF 5 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance

E. Actions

The following are general actions performed by ESF 5. The specific actions carried out by ESF 5 in Montgomery County are grouped into phases of emergency management in the table below. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 5 agencies and the intended recipients of service.

1. Intelligence Planning Functions
 - a. Gathering information, analyzing intelligence, preparing incident action plans, and providing training and exercises on the above is the prime focus of ESF-5. These actions are spread across all phases of emergency management.
2. Intelligence Collection and Analysis
 - a. The ability to acquire, analyze and disseminate information and intelligence on disasters and their impacts is fundamental to effective use of intelligence to establish operational and logistical objectives and priorities. Intelligence can be collected, analyzed and used in support of three overlapping phases of disaster operations: pre-event (as applicable for foreseeable events such as Severe Storms, Wildfires, etc.); impact assessment and immediate response; and sustained response and initial recovery.
 - b. Pre-disaster analyses (predicted impacts), which use predictive tools to estimate disaster impacts.
 - c. Immediate, post-disaster impact assessments, which focus on: 1) disaster impacts on people, buildings and infrastructure – with emphasis on assessments

of functionality of essential services; and 2) local response capabilities and immediate needs.

- d. Post disaster damage assessments, which assess damages to eligible infrastructure and individuals.
3. Intelligence on predicted and observed disaster impacts should be used by ESF 5 to assess jurisdictional ESF capabilities (response and recovery). This is designed:
 - a. To evaluate ESF resource and capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed, organized by ESF; and
 - b. To rapidly communicate estimated ESF shortfalls to the Montgomery County Command Group and State Emergency Management.
 4. Incident Action Planning
 - a. Disaster intelligence will provide critical input to the Incident Action Plan (IAP), which provides:
 1. Current information that accurately describes the incident situation and resource status;
 2. Predictions of the probable course of events
 3. Alternative strategies to attain critical incident objectives; and
 4. An accurate, realistic IAP for the next operational period.
 5. Training
 - a. Training is a critical Preparedness component of ESF 5. The objective is to develop and sustain a capability in Montgomery County to routinely implement each phase and function of ESF 5. Accordingly, training will address the following:
 1. ESF 5 – Planning and Information – overview of key components of ESF 5; role, requirements and integration of ESF 5 under NIMS.
 2. Intelligence and Analysis - procedures for identifying, collecting, prioritizing and utilizing intelligence.
 3. Use of Predictive Models – coordination with in use of predictive tools for rapid needs assessment; templates; SOPs; identification of needed local expertise (Geographic Information Systems
 4. Preparation and Utilization of Incident Action Plan.
 5. Incident Action Matrix: A Tool for Establishing Priorities, Assigning Tasks to Agencies, and Tracking Progress

6. Exercises

- a. Consistent with NIMS, Montgomery County will incorporate ESF 5 plans and procedures into exercises that will be conducted at the local and State level. On an annual basis, at least two exercises will be used to evaluate ESF 5 readiness.
 - b. Actions carried out by ESF 5 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF 5 encompasses a full range of activities from training to the provision of field services.
7. Actions. ESF 5 Coordinator will conduct necessary training prior to incidents in order to insure smooth and seamless operation of the EOC. In the response phase, the ESF coordinator will operate to insure timely and accurate response, recovery, and mitigation actions are accomplished.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each of the Primary and Support Agencies for ESF 5. The Primary Agency and its responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Sheriff Office	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Coordinate and participate in training, drills, and exercises; including position specific training for EOC operations.
3	Develop and maintain County Continuity of Government (COG) plan.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the

	exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Primary: Montgomery County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
2	Identify who is responsible for initial notification of ESF-5 personnel. - Emergency Manager
3	Identify responsibilities for liaison roles with state and adjacent county emergency management officials. The Emergency Manager has the responsibility to coordinate with State and adjoining Counties for preparedness planning, response activities, and recovery and mitigation activities.
4	Develop standard operating guides and checklists to support ESF-5 activities. The office of the Emergency Manager continually develops standard operating procedures for emergency operations, to include pre-event, response, recovery and mitigation procedures.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
6	Collect, process, and disseminate information to and from the EOC and distribute to pre-determined list.
7	Develop and maintain Basic Plan and ESF-5 Annex.
8	Coordinate the construction of the EOP with other ESFs.
9	Coordinate and participate in training, drills, and exercises; including position specific training for EOC operations.
10	Incorporate ESF 5 plans and procedures into training and exercises and conduct at local level.
11	Establish, staff, and train damage assessment teams within the jurisdiction.
12	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.
13	Identify EOC ability to respond to disasters longer than 24 hours.
14	Identify alternate EOC location and requirements to open and staff.
15	Develop and maintain County Continuity of Government (COG) plan.
16	Identify protective action decisions and establish response priorities.
Response (During Event) Actions for ESF 5 - Emergency Management	

1	Coordinate activities between incident command and EOC.
2	Collect and process information received from rapid damage assessment teams, analyze this information, and share with appropriate partners.
3	Support the preparation of and/or prepare an Incident Action Plans and distribute to appropriate partners.
4	Ensure that requests for Assessment Teams are forwarded to the local and State EOC.
5	Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
6	Collect and analyze intelligence in support of the overlapping phases of disaster operations: pre-event, impact assessment, and immediate response; and sustained response and initial recovery.
7	Evaluate ESF resources, capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed.
8	In the case of a foreseeable event impact, set up the status boards, obtain data/studies and electronic files, and staff ESF 5. Initiate contact with the media through ESF 15, and establish contact with KDEM.
9	In the case of a foreseeable event impact, review pre-determined requests for pre-positioning of critical resources (personnel, equipment, and supplies).
10	In the case of a foreseeable event impact, collect, analyze and apply disaster intelligence information and deployment of local damage assessment teams.
11	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
12	Identify responsibilities for liaison roles with state and adjacent county emergency management officials. The Emergency Manager has the responsibility to coordinate with State and adjoining Counties for preparedness planning, response activities, and recovery and mitigation activities.
13	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
3	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
4	Schedule and conduct after action meetings and after action reviews. Draft corrective action plan.
5	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
6	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to

	disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
7	Identify responsibilities for liaison roles with state and adjacent county emergency management officials. The Emergency Manager has the responsibility to coordinate with State and adjoining Counties for preparedness planning, response activities, and recovery and mitigation activities.
8	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.
2	Coordinate mitigation plan revision to identify county risk and projects that could lessen risk.
3	Provide ESF partners and other eligible applicants of mitigation funding opportunities.
4	Coordinate the update of the mitigation plan.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Supporting: Amateur Radio Operators (RACES) (ARES)	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Identify alternate EOC location and requirements to open and staff.
3	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National

	Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Supporting: CERT - Volunteers
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management

1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
3	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.

Response (During Event) Actions for ESF 5 - Emergency Management

1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Recovery (Post Event) Actions for ESF 5 - Emergency Management

1	Provide continued situation reports to support recovery and damage assessment process.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
3	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually

	promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Supporting: Kansas Division of Emergency Management	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks. For day-to-day activities, the Emergency Manager maintains an e-mail mailing list to disseminate routine information re: emergency preparedness. In the event of a disaster, the Montgomery County Emergency Operation Center will be activated and managed by the Emergency Manager.

Supporting: Montgomery County GIS Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Develop and maintain County Continuity of Government (COG) plan.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Provide GIS support to ESF-5.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Supporting: Radio Amateur Civil Emergency Services (RACES)	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks -

	Montgomery County RACES Officer.
--	----------------------------------

Adjutant General's Office, Office of Emergency Communications	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Caney Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Mitigation Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Caney Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	

1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
---	---

Cherryvale Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Mitigation Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
<i>Mitigation Actions for ESF 5 - Emergency Management</i>	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Coffeyville EMS	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National

	Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Mitigation Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Coffeyville Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Coffeyville Police Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Coffeyville Regional Medical Center	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually

	being directed at consolidating dispatch procedures and 911 procedures through the County.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Community Access Center	
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Coordinate response to unplanned arrivals and volunteer groups who self deploy.

Community Animal Response Team (CART) - volunteers	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

	County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

CVR Energy	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Dearing City	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Dearing Rural Fire District

Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Elk City Fire Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Havana Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Independence Fire Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.
2	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Independence Police Dept	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually

	being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Kansas Pipeline Association	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.
Mitigation Actions for ESF 5 - Emergency Management	
1	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS). Training exercises and drills are continually promoted throughout the County and ICS procedures are stressed in the conduct of the exercises. Communications procedures are continually updated and work is continually being directed at consolidating dispatch procedures and 911 procedures through the County.

Liberty Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Louisberg Township Fire Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Montgomery County Appraisers Office	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Establish, staff, and train damage assessment teams within the jurisdiction.
2	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.
3	Develop and maintain County Continuity of Government (COG) plan.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Provide continued situation reports to support recovery and damage assessment process.
2	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
<i>Mitigation Actions for ESF 5 - Emergency Management</i>	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Montgomery County Clerk	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.

Montgomery County Coroner	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.

Montgomery County Environmental Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Montgomery County Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.

Montgomery County IT Department	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.

Montgomery County Public Information Office	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Collect, process, and disseminate information to and from the EOC and distribute to pre-determined list.
<i>Response (During Event) Actions for ESF 5 - Emergency Management</i>	

1	Ensure that copies of all news releases and situation reports are transmitted to the State EOC.
2	In the case of a foreseeable event impact, set up the status boards, obtain data/studies and electronic files, and staff ESF 5. Initiate contact with the media through ESF 15, and establish contact with KDEM.

Montgomery County Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.

Montgomery County Treasurer	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Develop and maintain County Continuity of Government (COG) plan.
<i>Recovery (Post Event) Actions for ESF 5 - Emergency Management</i>	
1	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.

Sycamore Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Tyro Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

IV. Financial Management

- A. ESF 5 is responsible for coordinating with Montgomery County Treasurer to manage ESF 5 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

1. **V. References and Authorities**

REFERENCES: Reference File Archive for: Dam Breach Information - Montgomery County; Critical Facilities - MG County; Disaster Declaration Format; EOC Operations; EOC configuration - Bee Creek Dam Emergency Action Plan - Hadden-Wheeler

Dam Emergency Action Plan - Resolution 09-169 Adopting NIMS - Community College's Boundaries; Critical Facilities - Montgomery County; Critical Facilities needs - Montgomery County; Disaster Declaration Form; EOC Operations; EOC configuration - 300 E. Main, Independence, KS; Dam Breach Emergency; Dam Breach: Fall River, Toronto, Big Hill; Montgomery County Rural Fire District #1 Boundaries List of reoccurring events in Montgomery County

AUTHORITIES

ESF 6 - Mass Care, Housing and Human Services

Coordinating Agency:

American Red Cross

Primary Agency:

Montgomery County Health Department

Support Agencies:

Human Needs Assessment Team

Kansas Department of Social and Rehabilitation Services

The Salvation Army

Montgomery County Emergency Management

Mercy Health System of Kansas, Inc.

Community Access Center

Four County Mental Health

Community Animal Response Team (CART) - volunteers

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 6 is to coordinate the emergency provision of temporary shelters, emergency mass feeding, and the bulk distribution of coordinated relief supplies for victims of a disaster and disaster workers.

B. Scope

1. ESF 6 promotes the delivery of services and the implementation of programs to assist individuals, households and families impacted by disaster/emergencies.
2. ESF 6 includes four primary functions: mass care, emergency assistance, housing, and human services.
 - a. Mass care involves the coordination of non-medical mass care services to include sheltering of disaster survivors and household pets, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on disaster survivors to family members, and coordinating bulk distribution of emergency relief items;
 - b. Emergency assistance includes functions of evacuation support in conjunction with ESF 1 and ESF 9, reunification of families, vulnerable needs support, sheltering of disaster survivors and household pets, and overall shelter management.
 - c. Housing involves the provision of assistance for short- and long-term housing needs of disaster survivors; and

- d. Human Services includes providing disaster survivor-related recovery efforts such as emotional support and identifying supports for persons with vulnerable needs.

II. Concept of Operations

A. General

1. ESF 6 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 6 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 6 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.
4. ESF 6 will coordinate with ESF 8 to address the requirements of persons with vulnerable needs, including their sheltering requirements.
5. Sheltering .Montgomery County will utilize the American Red cross for all sheltering needs during a disaster. The County will use the ARC handbook to guide all decisions regarding sheltering and shelter operations to the maximum extent feasible.

Shelters will be selected based on the ARC handbook for sheltering. Criteria for shelter in the handbook will cover kitchen facilities, restrooms, showers, size, communications, parking, accessibility and structural soundness determinations, determined by jurisdictional fire chief and or code enforcement officer. Shelters will be selected on the basis of suitability of the facility and its location within the Montgomery County.

Factors such as a sufficient area for sleeping, restrooms, showers, kitchen facilities, parking and accessibility for persons with disabilities will be considered. The decision as to which shelter(s) will be activated in a particular situation will be coordinated with the ARC, Montgomery County Emergency Management, and the cities and the organizations providing the facilities.

Montgomery County uses the KVRPS to track vulnerable individuals. The designation of a Special Needs Shelter may become necessary for those individuals who require a support system (provider or caregiver) because their medical condition requires them to be on

required or life-sustaining medical equipment and are electrically dependent, and therefore must evacuate to a shelter where generator backup would be available in case of a loss of electricity.

Some persons who are dependent electricity or are not able to perform their daily routine activities without assistance are also assigned to the Special Needs Shelter. All available needs will be utilized to notify public of shelter locations.

Montgomery County Will comply with the Americans with Disabilities Act to the maximum extent that is feasible with out capablites. If the counties capabilities are exceded, we will contact the State ADA coordinator for assistance. Montgomery County has designated the County Planning and Zoning Director as the ADA compliance officer, who will insure that ADA compliance is accomplished at all mass care facilities, and housing and human services activities.

6. Short term and long term housing. Montgomery County will use the County Area on Aging/Senior Services resources to identify housing ability and needs. When required they will contact the state for assistance. Short and long term housing will be addressed in ESF 14 Senior Services Facilities in the County are located at: 710 W.Chestnut, Independence, Kansas, 601 S. Walnut, Coffeyville, Kansas, and 110 W. Main, Cherryvale, Kansas
7. Emergency Relief Supplies (food,water, medicine, clothing, etc. Montgomery County will coordinate with Senior Services of Southeast Kansas to provide emergency food supplies via Meals on Wheels, meal sites,etc. Water will be acquired through local sources and/or requested through FEMA.
8. Necessary supplies. Necessary supplies (diapers, formula, age appropriate foods, staff, medicines, durable medical equipment, consumable medical supplies, personal assistance services, and other supplies to sheltered individuals to the max extent feasible). Coordination will be made with Montgomery County Volunteer Organizations Assisting Disasters (VOAD) to provide these supplies. Unmet needs will be addressed by VOAD, ARC, and Salvation Army.
9. Accountability: disaster survivors and volunteers Shelter registration will be established in order to track accountability of personnel in the shelter. The Salamander system will be set up to track volunteer hours at the shelter. Four County Mental Health services will be utilized to deal with behavioral (mental) health services.
10. Hazardous materials situations. In the event of a disaster with the potential for contaminated victims who may be seeking shelter, a hazardous materials team, Health Department or Emergency Medical Technician (EMT), or other appropriately trained Montgomery County or city representative will be sent to the shelter to screen evacuees. Those found to be contaminated will be isolated in a separate holding area until properly decontaminated or transported elsewhere for decontamination and/or treatment. Montgomery County is not a reception center for nuclear evacuees.

A volunteer nuclear emergency response team has been formed and trained in Montgomery County to respond to nuclear events. The regional HAZMAT team will be tasked to identify and decontaminate individuals.

11. Animal sheltering. Montgomery County CART team volunteers will be activated to provide animal sheltering in the event of a disaster. Animal shelters will be established as close as possible to planned shelters. CART SOP will be utilized to detail operations. Pre-event, animal shelter operations, and animal care procedures will be accomplished according to the CART SOP. Animal registration and procedures to return animals will be as determined by Montgomery County CART SOP (attached)
12. In conjunction with ESF 13 coordinator, persons needing special attention (sex offenders, parolees, or other individuals dealing with law enforcement entities) will be handled accordingly by ESF 6 Coordinator.
13. Individuals with vulnerable needs (including poor health status, reduced ability to hear, speak, understand, or remember, reduced ability to move or walk independently, limited access to neighborhood health resources, disabled, elderly, pregnant women and infants, individuals with chronic diseases, and un/uninsured persons) will be identified in conjunction with care providers in each community, and will be coordinated with the ESF 6 Coordinator and ESF 8 Coordinator.
14. Long term care and assisted living facilities, group homes housing individuals with vulnerable needs, and others with access and functional needs, to include medical and prescription support, personal assistance services, durable medical equipment, consumable medical supplies, childcare, transportation, foreign language interpreters, will coordinate their needs with the ESF 6 Coordinator. Institutionalized individuals will be the responsibility of the particular institution dealing with the individual to coordinate special needs with the ESF 6 Coordinator.

B. Direction and Control

1. The ESF 6 Coordinating Agency is American Red Cross which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 6 Coordinator is appointed by and located in the American Red Cross. When ESF 6 support is necessary, the ESF 6 Coordinator coordinates all aspects of ESF 6.
2. ESF 6 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 6 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding sheltering, housing and human services for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 6 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center to assist the commander in carrying out the overall mission.

5. In accordance with a mission assignment from ESF 6, and further mission tasking by a local primary agency, each support organization assisting ESF 4 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 6. Mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County

- a. During an activation of the Montgomery County Emergency Operations Center, support agency staff is integrated with the American Red Cross staff to provide support that will allow for an appropriate, coordinated and timely response.
- b. During an emergency or disaster event, the Montgomery County Emergency Operations Center Operations Section Chief will coordinate resource support with the Human Services Branch Chief.
- c. During the response phase, ESF 6 will evaluate and analyze information regarding mass care, mass feeding and bulk distribution of relief supplies. Also, ESF 6 will develop and update assessments of the mass care services status in the impact area and undertake contingency planning to meet anticipate demands and needs.
- d. The American Red Cross develops and maintains ESF 6 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Kansas Department of Children and Families (SRS) is the designated lead agency for State mass care services and will provide a liaison to facilitate requests for mass care service resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 6 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.
- c. During the response phase, ESF 6 will evaluate and analyze information regarding mass care service needs requests. Also, ESF 6 will develop and update assessments of the mass care services situation and status in the impact area and undertake contingency planning to meet anticipated demands and needs.

- d. The Kansas Department of Children and Families (SRS) develops and maintains ESF 6 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The American Red Cross and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 6 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 6 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 6. If additional support is required, the ESF 6 coordinating and primary agencies may jointly manage ESF 6 activities.
4. Upon instructions to activate or placement of ESF 6 on standby, American Red Cross will implement procedures to notify all ESF 6 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.
2. The American Red Cross SOP will designate shelters, locations, MOU's, opening and closing, and ADA compliance for Montgomery County.
3. The American Red Cross will maintain memorandums of understanding for shelter locations and a list of shelter managers.
4. Montgomery County Health Department will maintain a list and contact information for health care personnel

5. Community Access Center will maintain contact information for volunteers organizations that can provide human services support during emergencies, along with 4-County Mental Health Agency. **No actions have been assigned.**

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: American Red Cross	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Identify who is responsible for initial notification of ESF-6 personnel.
2	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
3	Establish the criteria for how shelters will be selected and operated (kitchen, restrooms, showers, size, parking, etc.).
4	Identify how county will sustain shelter operations for less than 72 hours and greater than 72 hours.
5	Identify resources to be used for sanitation of shelters.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Designate personnel to coordinate ESF-6 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
3	Establish and staff reception centers while waiting for shelters to open.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
5	Identify and provide staff to support shelter operations. This includes activation, staffing and management of shelter operations.
6	Identify procedures for handling and providing for unaccompanied minors in shelters.
7	Coordinate with ESF 14 to identify short term and long term housing resources.
8	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Participate in after action meetings and prepare after action reports as requested.
3	Identify long-term housing resources.

Primary: Montgomery County Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.

4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-6 Annex.
7	Participate in training, drills, and exercises
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
10	Identify, inspect and establish locations for the use of suitable shelter facilities.
11	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
12	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Designate personnel to coordinate ESF-6 activities in EOC.
2	Establish and staff reception centers while waiting for shelters to open.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
4	Identify and provide staff to support shelter operations. This includes activation, staffing and management of shelter operations.
5	Identify procedures for handling and providing for unaccompanied minors in shelters.
6	Coordinate with ESF 14 to identify short term and long term housing resources.
7	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
<i>Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Identify long-term housing resources.
5	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.
<i>Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-6 representative for update of mitigation plan.

Supporting: Community Access Center	
<i>Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify who is responsible for initial notification of ESF-6 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
<i>Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services</i>	

1	Establish and staff reception centers while waiting for shelters to open.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
3	Identify and establish protocol to provide reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
4	Identify procedures for handling and providing for unaccompanied minors in shelters.
5	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.

Supporting: Four County Mental Health
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify who is responsible for initial notification of ESF-6 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-6 activities.
5	Participate in training, drills, and exercises
6	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.

Supporting: Human Needs Assessment Team
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
---	--

Supporting: Mercy Health System of Kansas, Inc.
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Identify who is responsible for initial notification of ESF-6 personnel.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.

Supporting: Montgomery County Emergency Management
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services

1	Identify who is responsible for initial notification of ESF-6 personnel.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-6 Annex.
7	Participate in training, drills, and exercises

8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
10	Identify, inspect and establish locations for the use of suitable shelter facilities.
11	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Designate personnel to coordinate ESF-6 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Provide public information regarding safe re-entry to damaged areas.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: The Salvation Army	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify who is responsible for initial notification of ESF-6 personnel.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
2	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Participate in after action meetings and prepare after action reports as requested.

CERT - Volunteers	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify, inspect and establish locations for the use of suitable shelter facilities.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Establish and staff reception centers while waiting for shelters to open.
2	Identify and provide staff to support shelter operations. This includes activation, staffing and management of shelter operations.
3	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary

	supplies to shelter residents and staff.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.

City of Caney	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.

Coffeyville EMS	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.

Coffeyville Fire Department	
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities

Coffeyville Regional Haz Mat Team	
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities

Coffeyville Regional Medical Center	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.

Dearing City	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.

Montgomery County Appraisers Office	
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Clerk	
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Environmental Health Department	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify, inspect and establish locations for the use of suitable shelter facilities.

2	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
3	Identify resources to be used for sanitation of shelters.
4	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify and establish protocol to provide reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities

Montgomery County Public Information Office	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF-15, EOC, and Incident Command to provide information regarding the disaster to evacuees and the public.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide documentation for possible financial reimbursement process for recovery activities.
2	Provide public information regarding safe re-entry to damaged areas.

Montgomery County Public Works	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Designate personnel to coordinate ESF-1 activities in EOC - ESF Coordinator.

Montgomery County Sheriff Office	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF-13 to provide security at shelters.

Montgomery County Treasurer	
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Unmet Needs Team	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

IV. Financial Management

- A. ESF 6 is responsible for coordinating with Montgomery County Treasurer to manage ESF 6 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking

reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities

REFERENCES

1. National Incident Management System (NIMS) - National Incident Management System (NIMS)
2. National Response Framework (NRF) - National Response Framework (NRF)

Reference File Archive for: ADA Policies and Procedures - MG County; MG County Resource List; MG County Animal Response Team (CART) SOP; list of MG County Volunteer Organizations

AUTHORITIES

1. 44 CFR Part 13 - 44 CFR Part 13 (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
2. 44 CFR Part 206 - 44 CFR Part 206 - Federal Disaster Assistance for Disasters Declared after November 23, 1988.

ESF 7 - Resource Support

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Public Works

Support Agencies:

Coffeyville Public Works
Independence Public Works
CVR Energy
Dearing City
Cherryvale City
City of Caney

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 7 is to acquire the necessary resources to support disaster operations. This process includes providing fiscal and logistical managerial support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment. Also included are the roles of providing coordination of the documentation of reimbursable expenditures as determined by the Federal Emergency Management Agency (FEMA).

B. Scope

1. ESF 7 provides the operational framework for the resource management activities within the scope of this function, to include:
 - a. EOC logistics section operations;
 - b. Resource identification;
 - c. Resource procurement;
 - d. Resource coordination;
 - e. Facilities and logistics;
 - f. Personnel augmentation;
 - g. Logistic management; and
 - h. Volunteer and donations management

II. Concept of Operations

A. General

1. ESF 7 is organized consistent with Montgomery County Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, coordination, and support operations to Montgomery County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to assure a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plans (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 7 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 7 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.
4. The focal point for all requests for resources will be the Montgomery County Emergency Operations Center. Resource requests unable to be provided by applicable ESFs will be routed to ESF7. In coordination with Logistics Section, the ESF 7 representative will determine the sources of the needed resources. The ESF 7 representative will follow procedures as outlined in the Logistics Standard Operating Procedures. These include:
 - a. Procurement Process
 1. Equipment and materials will be procured from both intra-departmental and inter-departmental supplies. Inter-departmental resource requests will be submitted through ESF 7. Requests unable to be filled by County inventories are procured by ESF7 from commercial vendors. Sources include assets within County government and the municipalities. During disaster situations, all resources within County government agencies are considered available. Coordination for such resource reallocation will be accomplished within the Montgomery County Emergency Operations Center. If necessary, reimbursement will be made in accordance with local directives.
 2. If needed supplies and equipment are not available within County government resources, ESF 7 will attempt to purchase or lease them from commercial sources.
 3. When resources cannot be acquired through local sources, commercial sources, or mutual aid; requests for these items will be made to the State of Kansas EOC. These requests may be filled by state resources, Intra state mutual aid, interstate mutual aid or federal resources.

4. Montgomery County Emergency Management maintains lists of vendors and suppliers of equipment, materials and services needed during disaster response and recovery operations. In addition, the Montgomery County Emergency Operations Center maintains a comprehensive data base of resources that may be needed during disasters. In some cases, contingency contracts may be written for known critical services or items.
 5. The Statewide Mutual Aid Agreement may be implemented as necessary to obtain required goods and services from other jurisdictions.
 6. Contracts for resources or services will be initiated by ESF 7. Contracts will be managed by the agency responsible for the support provided.
 7. ESF 7 will conduct operations in accordance with all local, state and federal laws and regulations
 8. In some cases, needed resources may be available thru donations and volunteers. Coordination will be maintained between ESF 7 and ESF 15 on a continual basis.
 9. Information is disseminated to volunteer groups, vendors and other governmental agencies that may supplement local resources in a variety of ways.
- b. Transportation requirements will be coordinated through ESF 1.
1. All available transportation assets will be used to deliver resources to affected areas.
 2. Sources include County and municipal assets, as well as those belonging to private nonprofit organizations.
 3. Existing County resources will be transported to the disaster area by the County department normally responsible for the resources.
 4. Commercial vendors are responsible for transportation of their own products/services.
- c. Staging Areas. Montgomery County has identified staging areas for resources brought in to the County. The Staging Areas for Montgomery County are provided below and are also provided in the Base Plan. Staging areas will be determined by the nature of the incident and will address such issues as routes in and out, flooding issues, security, and will be determined by the ESF 7 Coordinator, in concert with ESF 1 coordinator

ESF 3 Coordinator, ESF 5 Coordinator, ESF 7 oordinator.
 Civic Center - Independence
 Penn & Locust
 Independence, KS 67301

Veterans Memorial Stadium

staging area - helicopter landing zone
Coffeyville, KS 67337

1. The County Staging Area is mission tasked and reports to the Logistics Section.
2. The Montgomery County Emergency Management or his/her designee manages the County Staging Area.
3. Storage Facilities. A list of available storage facilities within the area should be pre-identified in advance of an event. ESF 7 will identify these storage facility locations and lease storage space as necessary. The replacement of any damaged or destroyed facilities would be accomplished by relocating the affected personnel to other County-owned buildings, or space obtained as outlined above, temporarily until the damaged facilities can be repaired or replaced by County personnel or through contractual arrangements secured on an emergency basis through ESF 7.
4. It is the responsibility of agencies receiving loaned property to maintain appropriate accountability of items received.
 1. Agencies will monitor and track loaned items.
 2. Documentation will be provided to lending organizations for their records.
 3. Intra-departmental property/equipment requests are documented and submitted to ESF 7.
 4. The loaning department normally furnishes an operator which is responsible for the care and location of the equipment.
 5. The borrowing department is responsible for the return of the equipment after the disaster period.
5. Credentialing. Montgomery County Emergency Management has custody of the ID badge machine and will produce ID badges for the various agencies in the County. Agency supervisors will complete the necessary documentation to document information for badge production and submit to the EM office for badge production. The Regional HAZMAT team located at the Coffeyville Fire Department is in custody of a command Badging System which is located in their mobile unit. The mobile scanner with software to deploy on-scene is located in the EM office for use on-scene. ESF Coordinators will be responsible for providing the necessary paperwork documentation to the EM office. Incident management will be controlled on-scene utilizing approved badges for both personnel and equipment, and will include transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, etc.
6. Resource directories: equipment and inventory of personnel are maintained in the CRMCS. For Southeast Area regional support, the SouthEast Region Battlebook contains information on key resource contact names.
7. Resources request and management

- a. The ESF #7 Resource Support Coordinator will work with the other members of the EOC Team to determine the appropriate facilities and methods for the timely distribution of resources. High priority resources as identified by the EOC Team will be distributed as quickly as possible. When required by the situation, distribution points may be established to provide supplies the public.
 - b. The ESF #7 Resource Support Coordinator will determine what facilities will be needed to handle the flow of resources into and through the jurisdiction (i.e., warehouses, receiving areas, checkpoints, etc.).
 - c. The ESF #7 Resource Support Coordinator will ensure checkpoints and facilities are notified of incoming supplies, equipment and other resources, as well as their priority designation.
 - d. Checkpoints and applicable facilities (e.g., warehouses, distribution points) will provide reports on resources passing through or arriving to allow the Resource Support Coordinator to track the location of resources and timeliness of delivery.
 - e. If necessary, traffic may be rerouted or delayed to accommodate the timely distribution of emergency resources and supplies.
 - f. In the event of an incident affecting Montgomery County, the Emergency Manager will submit a request for an emergency declaration, in coordination with the EOC, to declare an Emergency Declaration in the County. This request will be forwarded to the Montgomery County Commission Chairperson for their approval. This declaration will allow the County to request additional resource support once local resources are exhausted during emergencies. These decisions will be made at the EOC level as needed.
 - g. In the event of an incident in Montgomery County, distribution points will be set up to handle the receipt and distribution of supplies. These distribution points will be established as close to the incident as practical and will be adequate to allow for ingress and egress into the site.
 - h. Additional resources will be requested through the EOC.
2. Volunteer and donations management - The Montgomery County Volunteer Organizations Assisting Disaster (VOAD) is organized to manage and disperse donations and volunteers arriving to assist the disaster.
 3. Donations Donated goods, services, and equipment will be coordinated through specific volunteer agencies. Volunteer and donations management must be closely coordinated with ESF #7 Montgomery County EOC to ensure complementary efforts and avoid unnecessary procurement. Public information announcements will be judiciously utilized to request the specific types of goods, services and equipment needed and to encourage monetary donations through existing relief organizations whenever possible. Key elements of volunteer and donations management will involve the receipt, inventory, organization and channeling of the following:
 - a. Donated Goods

1. The non-government organizations (i.e. churches) will manage in-kind donations for individual assistance, including food, clothing, toiletries and household items.
- b. Services
 1. Unaffiliated volunteers will be referred to a specific volunteer agency.
 - c. Equipment
 1. Procurement of donated equipment will be coordinated through the ESF #7 Resources Support Group.
 - d. Monetary Donations
 1. Funds donated to support emergency relief efforts will be collected by existing relief organizations.
 - e. The Adjutant General's Department, Division of Emergency Management (KDEM) has a Memorandum of Agreement with the Salvation Army to manage the State's Donation's Management program.
4. Tracking resources. The Memorandum of Agreement with the Salvation Army will be used to track resources as they arrive at the incident. In addition, the Volunteer Agencies Assisting Disasters (VOAD) organized in Montgomery County will also be used to track resources, to include donations and volunteer resources. The Comprehensive Resource Management System ID badges will be used to assist in tracking and accounting for resources and equipment. Each ESF Coordinator will establish a system to account for and renew resources as they are needed with requests for resources to be channeled through the EOC. Emergency contracting needs will be forwarded through the EOC.
 5. Emergency contacting. In the event that emergency contacts need to be made, the contacts will be made through the EOC in order to secure resources needed.

B. Direction and Control

1. The ESF 7 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 7 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 7 support is necessary, the ESF 7 Coordinator coordinates all aspects of ESF 7.
2. ESF 7 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 7 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations.

4. During emergency activations, all management decisions regarding resource support for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 7 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 7, each primary and/or support organization assisting ESF 7 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 7. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section will coordinate resource support with the Logistics Section. In addition, ESF 7 will:
 1. Operate under the direction of the Montgomery County Emergency Management Coordinator.
 2. Operate throughout the emergency, either in the Montgomery County Emergency Operations Center, or at a location designated by the Logistics Section Chief in coordination with the Montgomery County Emergency Management coordinator.
 3. Alert designated primary personnel of possible resource needs and to report to the Montgomery County Emergency Operations Center.
 4. Maintain liaison with other ESFs and interested parties. This will be accomplished through the coordination of the Montgomery County Emergency Management Coordinator and the Logistics Section Chief.
 5. At the tasking of the Logistics Chief, take action if another ESF requires assistance in obtaining needed items. ESF 7 finds a source for needed items and provides to the requesting ESF the name of the contact person, the price and schedule for when the material can be made available at the established location.
 6. Unless otherwise directed, and in order to provide resource support when needed during disaster operations, the ESF 7 function will be staffed on a 24 hour basis at the Montgomery County Emergency Operations Center.

- c. The Montgomery County Emergency Management will develop and maintain ESF 7 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System, and the Montgomery County EOP.
2. State of Kansas
 - a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State resource services and will provide a liaison to facilitate requests for transportation service resources to local Emergency Operations Centers.
 - b. During an emergency or disaster event, the primary and support agencies of ESF 7 at the State of Kansas EOC will report to the Logistics Section Chief, who reports to the SEOC Manager.
 - c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains the overall ESF 7 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 7 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 7 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 7. If additional support is required, the ESF 7 coordinating and primary agencies may jointly manage ESF 7 activities.
4. Upon instructions to activate or placement of ESF 7 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 7 planning team

members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 7 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 7 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
2	Identify who is responsible for initial notification of ESF-7 personnel.
3	Identify liaison rolls with the state and adjacent county resource support officials.
4	Develop standard operating guides and checklists to support ESF-7 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Develop and maintain ESF-7 Annex.
7	Participate in training, drills, and exercises.
8	Establish contact with private resources that could provide support during an emergency.
9	Identify and establish a credentialing system to be used in a disaster.
10	Identify how access will be granted and tracked to critical or limited access sites following an incident.
11	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.
12	Identify how resources are inventoried and tracked.
13	Identify and establish SOPs for points of distributions and staging areas.
14	Establish emergency contracting procedures.
Response (During Event) Actions for ESF 7 - Resource Support	
1	Provide field support for emergency responders at the scene.
2	Work with the EOC staff to establish priorities and grant resource requests according to priorities.
3	If necessary, establish staging areas, distribution sites and mobilization centers.
4	Activate mutual aid agreements as required.
5	Maintain an inventory system to track supplies used in the disaster.
6	Maintain accurate records of resources utilized and submit reports.
7	Relocate essential resources outside of threatened area when required.
8	Cooperate with EOC, incident command, adjacent counties, and/or region to provide logistics support for larger regional incidents.

9	Identify, deploy, demobilize, or direct affiliated or spontaneous unaffiliated volunteers as dictated by the situation.
Recovery (Post Event) Actions for ESF 7 - Resource Support	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-7 Annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Stand down any facilities no longer in use.
6	Dispose of excess supplies.
Mitigation Actions for ESF 7 - Resource Support	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-7 representative for update of mitigation plan.

Primary: Montgomery County Public Works	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
2	Identify liaison rolls with the state and adjacent county resource support officials.
3	Develop standard operating guides and checklists to support ESF-7 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-7 Annex.
7	Participate in training, drills, and exercises.
8	Establish contact with private resources that could provide support during an emergency.
9	Identify how access will be granted and tracked to critical or limited access sites following an incident.
10	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.
11	Identify how resources are inventoried and tracked.
Response (During Event) Actions for ESF 7 - Resource Support	
1	Designate personnel to coordinate ESF-7 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 7 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF7.
5	Work with the EOC staff to establish priorities and grant resource requests according to priorities.
6	If necessary, establish staging areas, distribution sites and mobilization centers.
7	Maintain accurate records of resources utilized and submit reports.
8	Preposition resources when incident is likely or imminent.
9	Track resources during incident and ensure equipment maintenance is conducted and tracked.
10	Designate personnel to coordinate ESF-1 activities in EOC - ESF Coordinator.

Recovery (Post Event) Actions for ESF 7 - Resource Support	
1	Evaluate response and recommend changes to ESF-7 Annex to correct shortfalls and improve future response activities.
2	Provide documentation for possible financial reimbursement process for recovery activities.
3	Participate in after action meetings and prepare after action reports as requested.
4	Dispose of excess supplies.
5	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 7 - Resource Support	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-7 representative for update of mitigation plan.

Supporting: Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.

Supporting: City of Caney	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.

Supporting: Coffeyville Public Works	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
Response (During Event) Actions for ESF 7 - Resource Support	
1	Coordinate with ESF 12 to support missions with limited fuel availability.

Supporting: Independence Public Works	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.

American Red Cross	
Recovery (Post Event) Actions for ESF 7 - Resource Support	
1	Stand down any facilities no longer in use.

CERT - Volunteers	
Response (During Event) Actions for ESF 7 - Resource Support	
1	Provide field support for emergency responders at the scene.
2	Identify, deploy, demobilize, or direct affiliated or spontaneous unaffiliated volunteers as dictated by the situation.
3	Manage the collection, distribution, or rejection of unsolicited donations.
Mitigation Actions for ESF 7 - Resource Support	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Coffeyville Regional Haz Mat Team***Mitigation Actions for ESF 7 - Resource Support***

1	Participate in the hazard identification process identify and correct vulnerabilities.
---	--

Community Access Center***Response (During Event) Actions for ESF 7 - Resource Support***

1	Manage the collection, distribution, or rejection of unsolicited donations.
---	---

Montgomery County IT Department***Preparedness (Pre-Event) Actions for ESF 7 - Resource Support***

1	Identify information technology disaster plan to assist in restoration of computer resources.
---	---

Montgomery County Sheriff Office***Preparedness (Pre-Event) Actions for ESF 7 - Resource Support***

1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
---	--

Montgomery County Treasurer***Recovery (Post Event) Actions for ESF 7 - Resource Support***

1	Provide documentation for possible financial reimbursement process for recovery activities.
---	---

The Salvation Army***Recovery (Post Event) Actions for ESF 7 - Resource Support***

1	Stand down any facilities no longer in use.
---	---

IV. Financial Management

- A. Once the Emergency Declaration is in effect ESF 7, in conjunction with the support agencies, assumes the full responsibility for resource support for all departments within the guidelines of the Emergency Declaration.
- B. All inter-departmental and a portion of intra-departmental procurement from existing inventories is handled on the departmental level with no assistance from ESF 7. If this course is pursued, departments are instructed to document all transactions pursuant to FEMA audit requirements.
- C. Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through ESF 7 as necessary.
- D. Procurement procedures should be outlined in an "Emergency Purchasing Procedures Manual." This manual should be complete with a copy of telephone and fax numbers for "emergency vendors" sorted by product or service. These "emergency vendors" should have agreed in advance to provide necessary supplies to authorized Montgomery County officials and employees at little or no notice at the normal government discount rate.

- E. Expenditures for cost recovery are documented during the incident and after the incident period. All response agencies work with ESF 7 personnel in notifying the Montgomery County Emergency Management of expenditures based on standard accounting procedures.
- F. Each agency is responsible for tracking its own costs associated with ESF 7 operations using the standard procedures established by the support agency's standard accounting and tracking procedures.
- G. Each agency is responsible for monitoring staff hours using its own tracking system, and requesting financial reimbursement (as applicable) for staff hours incurred in association with ESF 7 operations.
- H. The State of Kansas EOC through the Montgomery County Emergency Operations Center will provide appropriate forms, and provide guidance to complete forms for efficient tracking and reimbursement.

V. References and Authorities - view references in file archive

REFERENCES: Montgomery County Resource List; Montgomery County Volunteer List

AUTHORITIES

ESF 8 - Public Health and Medical Services

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Health Department

Support Agencies:

Kansas Division of Emergency Management

Kansas Department of Health and Environment

Human Needs Assessment Team

Unmet Needs Team

American Red Cross

Kansas Department of Health and Environment, Division of Environment

The Salvation Army

Montgomery County Environmental Health Department

Coffeyville Regional Medical Center

Mercy Health System of Kansas, Inc.

Community Access Center

Coffeyville EMS

I. Purpose and Scope

A. Purpose

1. The purpose of Emergency Support Function (ESF) 8 is to provide health and medical coordination in support of emergency events in Montgomery County. ESF 8 can provide the mechanism for personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives.

B. Scope

1. ESF 8 is a functional annex to the Montgomery County EOP and this Annex describes the actions required to coordinate public health and medical services during a disaster. It addresses:
 - A. Local Health Department notification, coordination and response
 - B. Emergency Medical Services (EMS) activities
 - C. Coordination among community hospital partners
 - D. Mass fatality partnerships in planning
 - E. Community planning with other health care providers

F. Behavioral health (mental health) activities

2. Most of the agencies involved in public health and medical services activities have existing emergency plans and procedures. The ESF 8 Annex is not designed to take the place of these plans rather it is designed to complement, support, and reference existing plans and procedures.
3. The ESF 8 Annex supports health and medical response during a biological incident within the community and complements the Biological Incident Annex (BIA) to the Montgomery County EOP.
4. For this document, public health and medical services include: medical needs associated with behavioral health needs of victims and responders, medical needs of "at risk" populations, and environmental health concerns associated with activities outlined in other portions of the Montgomery County EOP.

II. Concept of Operations

A. General

1. Operational Overview
 - a. ESF 8 is organized to be consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System (ICS). This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
 - b. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding appendices, annexes, and standard operating guidelines, which describe ESF 8 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
 - c. In a large event requiring local or State mutual aid assistance, ESF 8 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.
 - d. When an event is focused in scope to a specific type or response mode (i.e., hospital evacuation, biological threat, hazardous materials release, pandemic disease or radiological event) technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the ICS structure.
 - e. Throughout the response and recovery periods, ESF 8 will evaluate and analyze information regarding medical, health, and public health assistance requests for

response, develop and update assessments of medical and public health status in the impact area and do contingency planning to meet anticipated demands.

- f. If additional support is necessary, ESF 8 will contact the supporting agencies and other ESFs to request applicable support activities.
- g. Mass fatalities incidents will be handled IAW the SOP of the respective hospital in Montgomery County.

2. Continuity of Operations

- a. Continuity of operations establishes policies and guidance to ensure the essential business functions of the healthcare system in the community are continued in the event that a manmade, natural or technological emergency disrupts or threatens to disrupt normal business operations. The community hospital and county health department have established a Continuity of Operations Plan (COOP). The county health department COOP is managed through an electronic application to ensure access to plan during an emergency.
- b. Reconstitution is the process by which surviving and/or replacement health and medical personnel resume normal operations at the original or replacement facility. There are three tasks associated with reconstitution: transitioning, coordinating and planning, and outlining the procedures. The decision to reconstitute will be made by the Incident Commander and as outlined in internal plans. Operations may be resumed in phases with the essential functions being first priority followed by other functions as resources and personnel allow.

3. Medical Surge

- a. In the event of a disaster, it is necessary to use surge capacity to provide emergency care and appropriate definitive management of patients. Bed counts alone do not determine surge capacity or the ability to care for patients. The hospital has internal policies, plans, and procedures for patient surge within their facilities, including requesting medical material and pharmaceuticals and coordinating mass fatality.
- b. ESF 8 will monitor the EMS system application in the Montgomery County Emergency Operations Center to maintain awareness of the availability of beds at hospitals within their jurisdiction and surrounding counties. Hospitals in Montgomery County will be requested to update their bed availability at the time of a disaster or large-scale emergency through a HAvBED alert initiated at the regional or state level. The hospital will update the HAvBED alert as requested to assist with planning of patient transfers.
- c. The health and medical community has a decontamination plan and access to necessary equipment. The health and medical community also have trained individuals who can assist and perform decontamination activities for patients arriving from the scene of emergencies and disasters.
- d. Health and medical entities have processes and policies for medical surge capabilities, these internal plans provide details with internal patient tracking

procedures. Patients seen as a result of an emergency will be tracked utilizing these procedures. The numbers of patients seen, disposition, and status of these patients will be coordinate throughout the day by ESF 8. Hospitals will follow CMS and HIPAA regulations when reporting patient information. All participating health and medical organizations will assist in determining the health and medical impact of the emergency on the community.

- e. Health and medical entities protect the privacy of individually identifiable health information. ESF 8 follows standards to protect information and will utilize internal policies for reunification of patients with family. ESF 8 will coordinate efforts, when possible, to gather missing persons information from participating health and medical partners and response organizations to cross reference with data received from ESF 6 – Mass Care, Housing, and Human Services. If ESF 8 recognizes a patient identified as missing on the American Red Cross's Safe and Well or another missing person data system provided by another mass care, housing, and human service agency, ESF 8 will verify to the extent possible the validity of their reunification need and, if acceptable, provide the current location of the patient to the requesting family member.
 - f. In the event individuals are in need of additional transportation to health and medical facilities, ESF 8 will coordinate with ESF 1 - Transportation.
 - g. During a large scale emergency, emergency room departments, treatment centers, and other medical clinics across the community may see an influx in patients. An Alternate Care Site (ACS) is a community-based location that may provide additional treatment area(s) with a minimum specific level of care for patients. An ACS may be established at sites where no medical care is usually provided or at medical facilities where the usual scope of medical services does not normally include large-scale urgent care or traditional inpatient services. If an ACS is needed to respond for managing a disaster that creates a surge of patients beyond community capabilities, the health and medical entities within Montgomery County will consider options for ACS sites to care for ill patients who would otherwise seek care at hospitals and community health centers.
 - h. Through preparedness planning the community has developed regional relationships within the health and medical sector. This provides additional access to medical surge supply trailers, field hospital trailers, health and medical supplies, and specialized equipment which may be necessary for response. The ESF 8 coordinator will follow standard procedures for requests in the event these assets are needed to support operations and improve the health delivery during an emergency.
4. Epidemiology and Surveillance
- a. Montgomery County's Health Department is responsible for conducting disease surveillance and investigation within Montgomery County and maintains access to an electronic disease tracking and surveillance system.
 - b. The health department conducts disease surveillance and investigation activities in partnership with local hospitals, physician's offices, clinics, schools and pharmacies to maintain an overall assessment of disease outbreaks or clusters

within the county. These activities also provide a reporting avenue from these organizations to the Montgomery County Health Department to identify and contain disease outbreaks. The Montgomery County Health Department also utilizes neighboring counties and state assistance in disease surveillance and investigation as part of a coordinated statewide public health system.

- c. Montgomery County Emergency Management has identified vulnerabilities within the community. In the event of a radiological emergency, Community Reception Center (CRC) guidance is available to assist Montgomery County with this process and would be used as guidance for population monitoring of county residents should a radiological emergency be declared. At the CRC, citizens will be asked to provide information regarding their location and possible exposure to the radiological emergency. This will assist the Montgomery County Health Department, Kansas Department of Health and Environment and the Centers for Disease Control and Prevention in providing appropriate surveillance and follow up after this type of emergency.

5. Fatalities Management

- a. Montgomery County recognizes the need to organize local agencies and resources to plan for and respond to an incident resulting in catastrophic loss of life. Natural disasters frequently overwhelm local systems that care for the deceased. Consequently, the responsibility for the immediate response falls on local organizations and communities. Management of the dead requires coordination of body recovery, short and long-term storage, identification, burial arrangements, and support of victims and relatives.
- b. Montgomery County Emergency Management and ESF 8 will coordinate with county coroner, funeral directors, mortuary services, and coordinating group(s)/team(s) early during an emergency to ensure required resources, assessment activities, and the responsible agencies implement appropriate plans.
- c. Following an emergency, ESF 8, when requested in coordination with its partner organizations, will assist or help identify resources to support the local district coroner, medical professionals, and law enforcement agencies in:
 - 1. Tracking and documenting of human remains and associated personal effects;
 - 2. Reducing the hazard presented by chemically, biologically, or radiologically contaminated human remains (when indicated and possible);
 - 3. Establishing temporary morgue facilities;
 - 4. Determining the cause and manner of death. When the determination of the cause of a death is held to be in the public interest or a child under the age of 18 dies, the coroner or deputy coroner shall be notified. The coroner shall decide if an investigation shall take place;

5. Collecting ante mortem data in a compassionate and culturally competent fashion from authorized individuals;
 6. Performing postmortem data collection and documentation;
 7. Identifying human remains using scientific means (e.g., dental, pathology, anthropology, fingerprints, and, as indicated, DNA samples);
 8. Preparing, processing and returning human remains and personal effects to the authorized person(s) when possible;
 9. Providing technical assistance and consultation on fatality management and mortuary affairs; and
 10. Coordinating with behavioral health, social workers, counselors, and community mental health centers in support of victims and relatives.
- d. During an event, first responders will follow appropriate policies, procedures, and guideline to ensure safety precautions are appropriate and implemented.
 - e. Each of the two hospitals in Montgomery County have developed mass fatalities SOP in order to handle fatalities as necessary. Annexes are attached outlining the Standard Operating Procedures.

6. Pre-Hospital Care

- a. Montgomery County promotes local and regional coordination and cooperation in emergency pre-hospital care for mass casualty events, including those that involve children. During an emergency, pre-hospital care may involve more than one jurisdiction, therefore ICS will be used to help standardize organizational structure and common terminology and to ensure a useful and flexible management system is practical for incidents involving multi-jurisdictional and multi-agency response, especially those in the field.
- b. Pre-arrival assessments will be conducted by Emergency Medical Services and notification procedures to dispatch, hospitals, and other mutual aid partners will be activated.
- c. Triage procedures, ambulance diversion guidelines, EMS system protocol and policies, pediatric guidelines, and other community and internal agency plans have been developed and may be implemented in response to this type of emergency.
- d. Medical mutual aid may be necessary and implemented during a mass casualty or large-scale emergency.

7. Medical Countermeasure Dispensing

- a. The primary goal of the county's mass dispensing program is to provide life saving medical countermeasures to citizens and visitors of Montgomery County in a timely manner in response to a health and medical emergency. This program

is led by the Montgomery County Health Department and includes many of the county's other departments, health and medical partner organizations and private companies. The Montgomery County Health Department has developed a Mass Dispensing Standard Operating Guide (SOG) which will be used during an emergency as a guide for providing vaccines and pharmaceuticals at Point of Dispensing (POD) sites for the public.

8. Medical Material Distribution

- a. During a time of disaster state and federal medical material and pharmaceuticals may be available to Montgomery County. To access these assets, a coordinated resource management and requesting process must be in place for participating agencies. This process promotes the full utilization of local medical equipment and supplies and exhaustion of services available locally. With the exhaustion or immediate exhaustion of these local supplies and services, Montgomery County can make a request through Montgomery County Emergency Management to the State of Kansas EOC for fulfillment. Procedures for requesting medical materials can be found in the Montgomery County Mass Dispensing SOG and Hospital EOP.
- b. Health and medical entities have processes in place for requesting medical countermeasures, including but not limited to the Strategic National Stockpile (SNS), CHEMPACK (nerve agent and organophosphate antidotes), and Chemical Event Shipping Supply Location (CESSL) program.

9. Non-Pharmaceutical Interventions

- a. The Kansas Isolation and Quarantine statute K.S.A. 65-129 provides the template for control efforts in the case of large-scale outbreaks of naturally occurring diseases, like pandemic influenza, SARS or artificially introduced biological agents in connection with bioterrorism. The Montgomery County Board of Health may also issue advisories or recommendations for the closure of public buildings, events and activities. In partnership with local school districts, schools may also be dismissed to aid in disease containment measures.
- b. When necessary, ESF 8 will coordinate with ESF 13 – Public Safety to ensure the safety of public and community members related to isolation and quarantine.
- c. The hospital maintains an appropriate HVAC system which is an essential tool for the control of infection. The hospital has a negative pressure room and procedures to keep contaminants and pathogens from reaching surrounding areas within the hospital. These procedures are outlined in internal hospital policies and will be active as outlined in these policies to prevent cross-contaminations from room to room.

10. Responder Health and Safety

- a. Health and medical officials may be requested to provide information related to agents or diseases and appropriate measures to take to protect the health, medical, and emergency services sector responders. Officials may be asked to

serve as subject matter experts and information resources to make health and safety recommendations to incident management staff and safety officers.

- b. A community hazardous vulnerability assessment (HVA) has been made available to identify any anticipated hazards, including infectious disease, hazardous materials, and environmental factors.
- c. ESF 8 has or has access to personal protective equipment (PPE) to ensure the safety and health of first responders.
- d. There are counseling services available throughout the community for those victims and responders with behavioral health needs. This is outlined under the Behavioral Health section of this Annex.

11. Volunteer Management

- a. ESF 8 has access to the Kansas System for the Early Registration of Volunteers (K-SERV) system, which can be utilized as a volunteer database at the local and state levels. In addition, various health and medical entities have an internal volunteer database. Each facility should utilize internal policies and procedures for verifying and credentialing. In the event that volunteers are needed to provide assistance during an incident response, K-SERV offers an opportunity for volunteer request and receipt through a standard operating procedure.
- b. Additional volunteer resources may be available through Kansas Medical Reserve Corps (MRC) units, Community Emergency Response Teams (CERT), American Red Cross (ARC) and other community organizations active in disasters.

12. Environmental Health

- a. The county's responsibilities for vector control are assigned as duties of the Montgomery County Environmental Health Department (MG CO EHD). Such duties are appropriated and performed through a three phase approach being education, management and potential enforcement.

Education is the primary and foremost approach in prevention of insect proliferation and is performed through multiple facets such as public informational pamphlets, various civic lectures, complaint investigations and any individual(s) in pursuit for technical assistance. Another phase of the county's vector control is through management by biological and/or chemical aspects, and cultural practices. In some instances, the education and management components are simultaneous implemented, such as is the case when experiencing a natural disaster. Enforcement is the component to be reserved only in rare instances that public health risks are of a significant concern. Enforcement procedures can be accomplished through regulatory provisions as so provided by statutory law, the county's sanitary code and public health resolutions such as those adopted in Montgomery County Resolution #03-110.

Animal control issues are performed through the joint operations of the MG CO EHD and the county's law enforcement agency. MG CO EHD is assigned the duties

to investigate, document, and provide logistical assistance in addressing animal control issues. The county's law enforcement agency (MG CO Sheriff Department) is assigned any potential criminal prosecution and/or expenditures associated in fulfilling any needed contractual services and resources.

- b. The capabilities to evaluate structures and areas for habitability or other environmental health concerns are assigned as duties of the MG CO EHD, therein the unincorporated regions of the county and any Class 3 city that has undertaken and mutually entered into an interlocal agreement with the county. Those capabilities, under some circumstances, require the MG CO EHD to solicit independent professionals to sufficiently accomplish the county's best interest and overall welfare of citizens. Any habitable or environmental health concerns associated within the county's Class 1 and 2 cities, are primarily afforded through an individual agency as so assigned by the incorporated entity.
- c. An effort to ensure safe drinking water within the communities is pursued through cooperation with public water suppliers in the adamant enforcement of the Montgomery County Sanitary Code and State of Kansas minimum standards for onsite domestic wastewater disposal facilities. MG CO EHD performs approximately 100 real estate evaluations, permits between 40-60 new onsite wastewater facilities, and investigates multiple complaints concerning water quality issues each year. Approximately 85% of these activities are associated with the need of obtaining or sustaining a public water supply and/or located within a watershed of a public water supply source. In many instances, public water supply and MG CO EHD officials partner to ensure minimum separation distances, cross contamination factors, and other protection measures are maintained in providing safe drinking water.

13. Behavioral Health

- a. ESF 8 will coordinate with behavioral health professionals and organizations within the county and with the State ESF 8 Coordinator to promote behavioral health response and recovery needs. The ESF 8 Coordinator will work with behavioral health, social workers, counselors, substance abuse professionals and community mental health centers.

14. Demobilization and Recovery

- a. When the Incident Commander has ordered demobilization, the ESF 8 Coordinator will notify health and medical response entities. Each agency should consider their property and business impact for returning to normal facility operations.
 - 1. As needs for personnel decrease, personnel should report to debriefing area or standard area of operations as directed by supervisor. Positions will deactivate in a phased manner as outlined by internal plans and policies.
 - 2. All equipment and supplies shall be returned or disposed of in compliance with recommendations from internal and/or external authorities and coordinated by supply unit leader and finance/administration section. Health and medical supplies and equipment should be repaired, repacked, and replaced as needed.

3. Any plans to salvage, restore, and recover the impacted facility will initiate upon approval from applicable local, State, and Federal law enforcement and emergency service authorities.

B. Direction and Control

1. During a state of emergency, Montgomery County health and medical response activities will be coordinated through the Montgomery County Emergency Operations Center; which will serve as the source of all direction and control.
2. The Montgomery County Emergency Manager or designee provides direction and control for ESF 8 to include mission assignments, mutual aid, contracts for goods and services, and recovery and mitigation activities.
3. During emergency activations, all management decisions regarding Montgomery County or regional response are made at the Montgomery County Emergency Operations Center by the ESF 8 Coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Coordinators and staff at the Montgomery County Emergency Operations Center assist the commander in carrying out the overall mission. Resources for response are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
4. A staffing directory and the ESF 8 Emergency Operations Plan, its accompanying appendices, annexes and standard operating guidelines are maintained by the Montgomery County Emergency Management. Montgomery County Emergency Management is responsible for ensuring contact information is accurate and ready for response.
5. Agencies of ESF 8 may serve in Field Operations (i.e., Disaster Recovery Center operations, intrastate and/or interstate mutual aid assistance, etc.).
6. When a request for assistance is received by ESF 8 it is assigned to the agency or agencies that have the most appropriate resources and expertise to accomplish the task.
7. Montgomery County Emergency Management will assist in the coordination of state response efforts under the provisions of a Governor's Disaster Declaration.

C. Organization

1. County
 - a. During an actual or potential emergency or disaster, the primary agency of Montgomery County Emergency Management will assign a liaison to Montgomery County Emergency Operations Center to fill the role of ESF 8 Coordinator. During an activation of the Montgomery County Emergency Operations Center, support agency staff will work with the coordinating agency to provide support that will allow for an appropriate, coordinated and timely response. If additional support is required, the Montgomery County Emergency Management and primary agencies may co-manage ESF 8 activities.

- b. ESF 8 Coordinator will report to the Montgomery County Emergency Manager or designee. During the response phase, the ESF 8 Coordinator will evaluate and analyze information regarding medical and public health assistance requests.
 - c. ESF 8 Coordinator will develop and update assessments of medical and public health status in the impact area and do contingency planning to meet anticipated demands.
 - d. ESF 8 Coordinator will partner with the ESF 6 –Mass Care, Housing, and Human Services to support all individuals and organizations regarding mass care services, including sheltering that may be required to support disaster response and recovery operations in Montgomery County.
2. State of Kansas
 - a. The Kansas Department of Health and Environment (KDHE) is the lead ESF 8 Coordinating agency for the State of Kansas. The State ESF 8 provides supplemental assistance to local governments in identifying and meeting the public health and medical needs of victims of disasters and emergencies. The State ESF 8 concept of operations is outlined in the Kansas Response Plan (KRP).

D. Alerts and Notifications

1. The Montgomery County Emergency Management will notify the Montgomery County Emergency Management when an area of Montgomery County is threatened or has been impacted by an emergency or disaster event.
2. The primary agency notified will report to the Montgomery County Emergency Operations Center, if so advised or requested by Montgomery County Emergency Management.
3. The ESF 8 Coordinator and/or Montgomery County Emergency Management will provide notification to support agencies as outlined in internal call down procedures. The ESF 8 Coordinator will continue to update those agencies as the situation progresses and upon demobilization and recovery.

E. Actions

1. Actions carried out by ESF 8 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 8 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each of the Primary and Support Agencies for ESF 8. The Primary Agency and its responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Identify county's fatality management capabilities.
4	Identify currently available health and medical sector related volunteer organizations
5	Identify alternate care site planning activities
6	Participate in the CDC Public Health Preparedness Program
7	Credential and badge department employees prior to an incident
8	Capture incident related expenses to be used in emergency response
9	Credential medical staff
10	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Coordinate with ESF 7 for requesting resources
5	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan.
6	Document and track resources that are committed to specific missions and costs
7	Activate continuity of operations plan
8	Coordinate emergency organization credentialing/privileging procedures
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Record damage assessment information
2	Provide incident reports for elected officials

Primary: Montgomery County Health Department Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify health services needed to support identified disaster risks and provision of those services
3	Maintain MOUs or MOAs in place to share medical resources
4	Coordinate local efforts related to K-SERV and medical professional volunteer registration
5	Identify alternate care site planning activities
6	Coordinate activities related to health department SOG development
7	Participate in the CDC Public Health Preparedness Program
8	Capture incident related expenses to be used in emergency response
9	Coordinate health department's exercise program
10	Participate in county medical countermeasure planning

11	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
12	Coordinate activities in preparing at-risk populations for disasters
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
4	Identify specific health and safety risks for disasters
5	Communicate incident related health and medical information to citizens including at-risk populations
6	Coordinate surveillance and epidemiological activities of the local health department including activities with community partners: schools, EMS, hospitals, private medical providers, and others
7	Recommend or determine health-related protective actions
8	Activate community alternate care site
9	Operate community alternate care site
10	Determine the extent or threat of contamination from chemical, radiological or infectious agents
11	Document and track resources that are committed to specific missions and costs
12	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
13	Activate and conduct county's mass dispensing campaign priorities and general activities
14	Activate and conduct county's disease surveillance system
15	Report incident related injuries to EOC
16	Report incident related fatality to EOC
17	Dispose of medical supplies
18	Coordinate community outreach to at-risk populations
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
2	Conduct and monitor health effects post-disaster
3	Provide public health input into community recovery affairs
4	Assist at-risk populations in recovering from disasters including programs provided.
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc
3	Provide hand washing and other disease prevention campaign activities

Supporting: American Red Cross	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
2	Capture incident related expenses to be used in emergency response
3	Coordinate and maintain family reunification policies or procedures to be used by ESF 8

Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
3	Coordinate with at-risk populations at a community shelter
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Assist at-risk populations in recovering from disasters including programs provided.

Supporting: Coffeyville Regional Medical Center	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
2	Identify hospital's ability to perform decontamination of patients, service animals and pets.
3	Monitor available medical beds and reports to ESF 8
4	Capture incident related expenses to be used in emergency response
5	Participate in the Hospital Preparedness Program
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Track the injured (Registration to discharge process)
2	Document and track resources that are committed to specific missions and costs
3	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
4	Activate and conduct medical care activities during a disaster
5	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
6	Activate and perform decontamination of patients, service animals and pets
7	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
8	Coordinate and activate patient decontamination activities with EMS agencies
9	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Report damages of hospitals to ESF 8

Supporting: Human Needs Assessment Team	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency

Supporting: Kansas Department of Health and Environment	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate health department's exercise program
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate surveillance and epidemiological activities of the local health department

5	Perform vector surveillance activities
6	Provide briefs or updates related to vector surveillance activities to ESF 8

Supporting: The Salvation Army

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services

1	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
---	--

Response (During Event) Actions for ESF 8 - Public Health and Medical Services

1	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
2	Coordinate with at-risk populations at a community shelter

Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services

1	Activate family reunification policies or procedures to be used by ESF 8
2	Assist at-risk populations in recovering from disasters including programs provided.

Supporting: Unmet Needs Team

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services

1	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
---	--

Response (During Event) Actions for ESF 8 - Public Health and Medical Services

1	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
---	--

Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services

1	Assist at-risk populations in recovering from disasters including programs provided.
---	--

Adjutant General's Office, Kansas Division of Emergency Management

Response (During Event) Actions for ESF 8 - Public Health and Medical Services

1	Conduct mortuary services during an emergency
---	---

Caney Fire Department

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services

1	Capture incident related expenses to be used in emergency response
---	--

Response (During Event) Actions for ESF 8 - Public Health and Medical Services

1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Caney Police Department

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services

1	Capture incident related expenses to be used in emergency response
---	--

Response (During Event) Actions for ESF 8 - Public Health and Medical Services

1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Cherryvale City	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs

Cherryvale Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Cherryvale Fire-Rescue	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Cherryvale Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Cherryvale Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related fatality to EOC

Coffeyville Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Coffeyville Municipal Light & Power	
--	--

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs

Coffeyville Police Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Coffeyville Public Works	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Coffeyville Regional Haz Mat Team	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC

Coffeyville Water & Wastewater	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Dearing City	
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs

Dearing Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC

3	Report incident related fatality to EOC
---	---

Elk City Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Four County Mental Health	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Identify county's behavioral health response capabilities
2	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
3	Coordinate behavioral health capabilities of the organization
4	Coordinate organization's behavioral health disaster team
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Coordinate and activate behavioral health care activities
3	Conduct behavioral health care activities.

Havana Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Independence Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Independence Police Dept	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Independence Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
<i>Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Restore water and wastewater capabilities in coordination with ESF 3

Independence Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Independence Water & Wastewater	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
<i>Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Restore water and wastewater capabilities in coordination with ESF 3

Kansas Department of Agriculture	
<i>Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Inspect food service establishments prior to resuming business

Kansas Funeral Directors Association	
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Conduct mortuary services during an emergency

Kansas Highway Patrol	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response

Liberty Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Capture incident related expenses to be used in emergency response
<i>Response (During Event) Actions for ESF 8 - Public Health and Medical Services</i>	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Louisberg Township Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services</i>	

1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Montgomery County Coroner	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify county's fatality management capabilities.
2	Develop procedures to appropriately vet and release casualty and fatality information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate fatality management process and requests additional support.
2	Document and track resources that are committed to specific missions and costs
3	Report incident related injuries to EOC
4	Report incident related fatality to EOC
5	Coordinate and activate mortuary services during an emergency
6	Conduct mortuary services during an emergency
7	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan

Montgomery County GIS Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs

Montgomery County Public Information Office	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate incident related health and medical information to citizens including at-risk populations

Montgomery County Public Works	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Designate personnel to coordinate ESF-1 activities in EOC - ESF Coordinator.
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Montgomery County Rural Fire District #1	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response

Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Montgomery County Sheriff Office	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

SEK Regional Haz Mat Team 13	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC

Sycamore Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

Tyro Rural Fire District	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs
2	Report incident related injuries to EOC
3	Report incident related fatality to EOC

IV. Financial Management

- A. ESF 8 is responsible for coordinating with Montgomery County Treasurer to manage ESF 8 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Section Chief as soon as possible.

V. References and Authorities - view references in file archive

REFERENCES: Independence Mercy Hospital Mass Fatality SOP

AUTHORITIES

ESF 9 - Search & Rescue

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Sheriff Office

Support Agencies:

Montgomery County Rural Fire District #1

CERT - Volunteers

Montgomery County CART

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 9 is to provide search and rescue services in support of emergency operations in Montgomery County.

B. Scope

1. ESF 9 coordinates actions to provide search and rescue to support incident management and facilitate the response process. Specifically, ESF 9 supports local governments by supporting:
 - a. Searches and rescues rural areas for lost, missing, or endangered persons;
 - b. Waterborne searches and rescues in lakes, ponds, or rivers;
 - c. Searching for downed or missing aircraft; and
 - d. Searches as a result of a structural collapse.

II. Concept of Operations

A. General

1. ESF 9 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 9 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 9 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.
4. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
5. Search and rescue capabilities: Montgomery County has limited search and rescue (SAR) capabilities within both jurisdictional and rural fire departments. The county has trained CERT volunteers for limited search and rescue takings. If SAR capabilities are required Task Force 4 in Labette County will be requested by calling the established point of contact. A listing of canine support is outlined in ESF 13. In the event of incidents dealing with water emergencies (lakes, ponds, streams, flood/swift water) Montgomery County has limited capabilities utilizing Montgomery County Sheriff and Montgomery County Rural Fire personnel. Extended incident management will require the assistance of the SEK Regional Search and Rescue Team Task Force 4, requested through the EOC. Tall building SAR will require the assistance of the SEK SAR, Task Force 4. Coffeyville Resources and Coffeyville Fire Department have personnel trained to perform tall building SAR. Requests for aviation support will be channeled through the EOC to request support from aviation resources. CESSNA has aviation support in Montgomery County and requests for assistance will be channeled through the EOC. In the event of missing persons, local law enforcement agencies will initiate the search. Additional support is available from CERT volunteers, requested through the Emergency Management office. Criminal activities and terrorists incidents will be handled by law enforcement personnel. Weather related incidents will be handled according to the Montgomery County Weather Events Procedures SOP, attached. The Montgomery County Sheriff will act as liaison with the State and adjacent county search and rescue officials. The Sheriff will also be responsible for search and rescue management during emergency situations, to include: lakes, ponds, streams, flood/swift water - tall building and towers search and rescue - collapsed structures - wilderness searches - missing persons searches - any terrorist incident, and weather related disasters. The sheriff will coordinate with ESF 3, ESF 4, ESF 5, ESF 9, and ESF 13 Coordinators.
6. Recovering Victims. SAR activities will be coordinated with ESF 8 Coordinator. Victims with no injuries will be processed and released. Injured victims will be transported to designated medical facilities, processed, treated and released as available. EMS will be responsible for initial triage at the scene. Fatality victims will be processed, the county coroner will decide to release the body to mortuary service or keep the victim for autopsy. The state has a mass fatality incident plan and resources that may be requested to support the event. Partial remains will be processed by the coroners office and sent for analysis to a local forensics lab for identification.

7. Vulnerable needs: The County will conduct SAR operations to the max extent feasible with regard to vulnerable populations. When local resources are overwhelmed, the county will contact the state ADA Coordinator. The following facilities (Care facilities, Assisted Living Centers, Independent Living facilities, Schools, Hospitals, Day Care Facilities) or locations are required to maintain EOP's to protect their citizens. The county will utilize staff to evacuate patients, clients, students and visitors in accordance with the facility plan and coordination with the EOC or IC.

B. Direction and Control

1. The ESF 9 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 9 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 9 support is necessary, the ESF 9 Coordinator coordinates all aspects of ESF 9.
2. ESF 9 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 9 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding search and rescue for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 9 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 9, each primary and/or support organization assisting ESF 9 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 9. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center Operations Section Chief will coordinate resource support with the Emergency Services Branch Chief.

- c. During the response phase, ESF 9 will evaluate and analyze information regarding search and rescue requests. Also, ESF 9 will develop and update assessments of the search and rescue status in the impact area and do contingency planning to meet anticipate demands and needs.
- d. The Montgomery County Emergency Management will develop and maintain ESF 9 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for search and rescue and will provide a liaison to facilitate requests for State search and rescue resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 9 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC manager.
- c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains the overall ESF 9 Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

- 1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
- 2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 9 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
- 3. ESF 9 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the

coordinating agency will manage the emergency activities of ESF 9. If additional support is required, the ESF 9 coordinating and primary agencies may jointly manage ESF 9 activities.

4. Upon instructions to activate or placement of ESF 9 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 9 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 9 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 9 agencies and the intended recipients of service.

Overall Actions Assigned to All Members	
<i>Response (During Event) Actions for ESF 9 - Search & Rescue</i>	
1	Coordinate fatality information with other agencies and provide documentation as available.
2	Coordinate the activation of mutual aid agreements.
3	Coordinate with search and rescue elements responding from outside the jurisdiction.
4	Alert or activate off-duty and auxiliary personnel as required by the emergency.

Overall Actions Assigned to All Members	
<i>Recovery (Post Event) Actions for ESF 9 - Search & Rescue</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Overall Actions Assigned to All Members	
<i>Mitigation Actions for ESF 9 - Search & Rescue</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county SAR officials.
4	Develop standard operating guides and checklists to support ESF-9 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-9 Annex.
8	Participate in training, drills, and exercises
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
11	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.

Primary: Montgomery County Sheriff Office

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

1	Develop standard operating guides and checklists to support ESF-9 activities.
2	Collect, process, and disseminate information to and from the EOC.
3	Develop and maintain ESF-9 Annex.
4	Participate in training, drills, and exercises
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.

Supporting: CERT - Volunteers

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

1	Develop standard operating guides and checklists to support ESF-9 activities.
---	---

Supporting: Montgomery County Rural Fire District #1

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks. |
| 2 | Identify who is responsible for initial notification of ESF-9 personnel. |
| 3 | Develop standard operating guides and checklists to support ESF-9 activities. |

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Provide field support for emergency responders at the scene. |
| 2 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |

Caney Fire Department

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks. |
|---|--|

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
|---|--|

Cherryvale Fire Department

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
|---|--|

Cherryvale Fire-Rescue

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks. |
|---|--|

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
|---|--|

City of Caney

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|---|
| 1 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |
|---|---|

Coffeyville EMS

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|---|
| 1 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |
|---|---|

Coffeyville Fire Department

Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks. |
|---|--|

Response (During Event) Actions for ESF 9 - Search & Rescue

- | | |
|---|--|
| 1 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
|---|--|

Coffeyville Regional Medical Center	
<i>Response (During Event) Actions for ESF 9 - Search & Rescue</i>	
1	Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points.

CVR Energy	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.

Dearing Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.

Elk City Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.

Havana Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.

Independence EMS	
<i>Response (During Event) Actions for ESF 9 - Search & Rescue</i>	
1	Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points.

Independence Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
<i>Response (During Event) Actions for ESF 9 - Search & Rescue</i>	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.

Montgomery County Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i>	
1	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.

IV. Financial Management

- A. ESF 9 is responsible for coordinating with Montgomery County Treasurer to manage ESF 9 expenses relevant to an event.

- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - view references in file archive

REFERENCES: Search and Rescue Contact Information; MG County Weather Event Procedures

AUTHORITIES

ESF 10 - Oil and Hazardous Materials

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Coffeyville Regional Haz Mat Team

SEK Regional Haz Mat Team 13

Support Agencies:

Kansas Department of Health and Environment

CVR Energy

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 10 is to provide hazardous materials (HazMat) coordination and support services in support of emergency events in Montgomery County.

B. Scope

1. ESF 10 provides for a coordinated response to HazMat incidents. This includes the appropriate response and recovery actions to prepare for, prevent, minimize, or mitigate a threat to public health, welfare, or the environment caused by oil or HazMat.
2. ESF 10 describes the actions unique to oil and hazardous materials response. ESF 10 addresses:
 - a. Response to oil and hazardous materials incidents at both fixed sites and on transportation routes
 - b. Specialized local, regional, state and federal mutual aid resources
 - c. Hazardous materials planning and reporting requirements
 - d. Short and long-term environmental clean-up

II. Concept of Operations

A. General

1. ESF 10 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations, Regional HazMat Teams, and Regional

Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 10 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring State, Federal or mutual aid assistance, ESF 10 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.
4. Throughout the response and recovery periods, ESF 10 will evaluate and analyze information regarding the identification of securing, removing and disposing of the hazardous materials requests for response, develop and update assessments of the hazardous materials situation and status in the impact area, and do contingency planning to meet anticipated demands or needs. When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
5. The IC will initially work to maintain life safety. The IC will complete scene size-up. After that, they will begin defensive actions to prevent the spread of the hazardous material. When local resources are overwhelmed, the IC will request assistance from mutual aid (Regional HAZMAT team). Regulated facilities and hazmat transporters are responsible for cleanup of any of their spilled hazmat, per SARA title III. Montgomery County may be requested to support the spillers cleanup operations by providing medical support, evacuation support, or public notification.
6. Pre Incident. Montgomery County LEPC maintains all form A's referencing spill notifications. A listing of LEPC members is on file at the Montgomery County Emergency Manager office. Montgomery County LEPC reviews ESF 10 annually, EPCRA (right to know). Private industry supports the Montgomery County LEPC with memberships, along with governmental agencies. Reference the Southeast Battle Book for listing of reference information for hazmat incidents. Reference SEK regional commodities flow study for information regarding the flow of hazmat materials throughout Montgomery County. A listing of current Kansas Tier 11 Emergency and Hazardous Chemical Inventory is on file at the Montgomery County Emergency Management Office and is a listing of those facilities that may be vulnerable to HAZMAT incidents in Montgomery County.
7. Warning, alert, and public announcement. Public announcement procedures will be followed to notify the public of oil and hazardous materials incidents. Local law enforcement agencies will be notified through emergency radio procedures and/or cell phone. Montgomery County Sheriff Office and Coffeyville Police Department participate in NIXLE notification and will notify the affected area through NIXLE. Kansas Department of Health and Environment will be notified of the incident and the Regional HAZMAT team located at Coffeyville Fire Department will be notified. Montgomery

County Environmental Health director will be notified. Public announcements will be issued through the local media. Coffeyville Resources has their own internal sirens to alert the surrounding public of the incident to include broadcasting capabilities to announce details of evacuation/shelter-in-place instructions as appropriate.

8. Contamination Montgomery County will request KDHE to conduct an assessment of the extent of the contamination to the scene. KDHE will inform the spiller of the required clean-up area. The determination of the extent of the hazmat contamination will be determined by KDHE. Technical assistance will be provided by Montgomery County Health and Environmental office and Regional HAZMAT Team located in Coffeyville.
9. Environmental Clean up. KDHE will determine the extent of the clean-up necessary. The spiller is responsible for the clean-up of the environment, supervised by KDHE personnel.

10. Assignment of Responsibilities

- a. The SEK Regional Haz Mat Team 13 will designate one or more Radiological Officers to coordinate all radiological protection program activities.
- b. The Incident Commander (IC) will:
 1. Manage emergency response resources and operations at the incident site to control the incident.
 2. Determine and implement protective actions for emergency responders and the public in the vicinity of the incident site.
- c. The SEK Regional Haz Mat Team 13 will:
 1. Provide personnel and equipment to contain or control radiological incidents.
 2. Carry out initial radiological monitoring needed to assess the situation and determine protective actions. State or Federal agencies may provide follow-up radiological monitoring assistance.
 3. Carry out initial decontamination where needed. Large-scale decontamination, if needed, may be coordinated by State or Federal agencies.
 4. The Fire Departments may assist in evacuation, if necessary.
- d. The Radiological Officer will:
 1. Ensure a sufficient number of radiological detection instruments are in-place and operational.
 2. Ensure selected emergency responders are provided training in radiological monitoring.

3. Schedule and conduct an annual review of this annex and coordinate update of the annex, if needed.

e. Law Enforcement will:

1. Restrict access to incident sites and contaminated areas to protect public health and safety.
2. Organize and conduct evacuations and provide traffic control as needed, if necessary.
3. Assist in warning the public, as necessary.
4. If the release of radiation appears deliberate, control the scene, apprehend suspects, conduct an investigation, and if, the incident appears to be terrorism related, ensure the FBI are advised.

f. EMS will:

1. Provide medical care and transportation for casualties.
2. Alert hospitals of the potential for contaminated victims.

g. Hospital (s) will:

1. Provide medical care for casualties as needed.
2. Be prepared to decontaminate contaminated patients

h. Public Works will:

1. Provide personnel, equipment, and supplies requested to support emergency operations.
2. Provide technical assistance to the Incident Commander and the EOC upon request.
3. In accordance with established procedures, provide personnel to staff the Incident Command Post or EOC when activated.

11. A radiological incident response checklist is on file with the Montgomery County Volunteer Radiological Response Team.

B. Direction and Control

1. The ESF 10 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 10 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 10 support is necessary, the ESF 10 Coordinator coordinates all aspects of ESF 10.

2. ESF 10 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 10 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding hazardous material response and/or protection for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 10 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 10, and further mission tasking by a Local primary agency, each support organization assisting ESF 10 assignment will retain administrative control over its own resources and personnel but will be under the operation control of ESF 10. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support. The Montgomery County Volunteer Radiation Response Team will be activated to assist in radiation detection operations.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section Chief will coordinate resource support with the Emergency Services Branch Chief.
 - c. During the response phase, ESF 10 will evaluate and analyze information regarding transportation services requests. ESF 10 will develop and update assessments of the transportation services status in the impacted area and undertake contingency planning to meet anticipated requirements.
 - d. The Montgomery County Emergency Management will develop and maintain ESF 10 and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.
2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State hazardous materials and will provide a liaison to facilitate requests for hazardous materials resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 10 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section chief under the overall direction of the SEOC Manager.
- c. During the response phase, ESF 10 will evaluate and analyze information regarding hazardous materials requests. Also, ESF 10 will develop and update assessments of the hazardous materials situation and status in the impact area and do contingency planning to meet anticipated demands and needs.
- d. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 10 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 10 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 10 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 10. If additional support is required, the ESF 10 coordinating and primary agencies may jointly manage ESF 10 activities.
4. Upon instructions to activate or placement of ESF 10 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 10 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 10 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 10 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-10 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-10 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Maintain adequate supply of radiological monitors and monitoring equipment.
11	Identify procedures for notification to the public about the status of hazmat facilities and transports.
12	Identify critical facilities that may contain hazardous materials and develop a response plan for those facilities.
13	Identify local transportation routes for hazardous materials on highway and rail.
14	Identify evacuation routes away from regulated facilities.
15	Identify and track radiological response training requirements for personnel and agencies.
16	Develop radiological awareness programs for responders, public and industry.
17	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Designate personnel to coordinate ESF-10 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
5	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
6	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
7	Manage the direction and control of hazardous materials response efforts.

8	Establish adequate safety zones required for decontamination and quarantine.
9	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
10	Request mutual aid as needed.
11	Request assistance from the EPA, KDHE and others as dictated by the situation.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
3	Participate in after action meetings and prepare after action reports as requested.
4	Coordinate with ESFs 2 and 15 to announce an area is "all clear" after the assessment team determines the area is safe for return.
5	Develop and implement environmental cleanup plan.
6	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
7	Continue to monitor personnel and area for radiological contamination.
8	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Participate in identification and planning response to potential radiological incidents.
3	Provide ESF-10 representative for update of mitigation plan.

Primary: Coffeyville Regional Haz Mat Team	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Develop standard operating guides and checklists to support ESF-10 activities.
3	Collect, process, and disseminate information to and from the EOC.
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide field support for emergency responders at the scene.
2	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: SEK Regional Haz Mat Team 13	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	

1	Participate in training, drills, and exercises.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Identify local transportation routes for hazardous materials on highway and rail.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide field support for emergency responders at the scene.
2	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
3	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
4	Establish adequate safety zones required for decontamination and quarantine.
5	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
3	Continue to monitor personnel and area for radiological contamination.
4	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.

Supporting: CVR Energy	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop standard operating guides and checklists to support ESF-10 activities.
2	Participate in training, drills, and exercises.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Participate in LEPC meetings as a representative of ESF 10.
5	Identify evacuation routes away from regulated facilities.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in identification and planning response to potential radiological incidents.

Supporting: Kansas Department of Health and Environment	
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Amateur Radio Operators (RACES) (ARES)

Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
2	Establish adequate safety zones required for decontamination and quarantine.

CERT - Volunteers	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
2	Continue to monitor personnel and area for radiological contamination.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Participate in identification and planning response to potential radiological incidents.

Cherryvale City	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide documentation for possible financial reimbursement process for recovery activities.
2	Participate in after action meetings and prepare after action reports as requested.

City of Caney	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide documentation for possible financial reimbursement process for recovery activities.
2	Participate in after action meetings and prepare after action reports as requested.

City of Independence	
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide documentation for possible financial reimbursement process for recovery activities.
2	Participate in after action meetings and prepare after action reports as requested.

Clean Harbors	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop standard operating guides and checklists to support ESF-10 activities.
2	Participate in training, drills, and exercises.
3	Maintain adequate supply of radiological monitors and monitoring equipment.

Dearing City	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	

1	Provide documentation for possible financial reimbursement process for recovery activities.
2	Participate in after action meetings and prepare after action reports as requested.

Kansas Department of Health and Environment, Division of Environment
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials

1	Identify critical facilities that may contain hazardous materials and develop a response plan for those facilities.
<i>Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Kansas Department of Transportation
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials

1	Identify local transportation routes for hazardous materials on highway and rail.
---	---

Montgomery County Clerk
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials

1	Provide documentation for possible financial reimbursement process for recovery activities.
---	---

Montgomery County Environmental Health Department
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials

1	Participate in training, drills, and exercises.
2	Identify procedures for notification to the public about the status of hazmat facilities and transports.
3	Participate in LEPC meetings as a representative of ESF 10.
4	Identify and track radiological response training requirements for personnel and agencies.
5	Develop radiological awareness programs for responders, public and industry.
6	Develop emergency preparedness programs for hazardous materials incidents.
<i>Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
3	Establish adequate safety zones required for decontamination and quarantine.
<i>Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
3	Participate in after action meetings and prepare after action reports as requested.
4	Develop and implement environmental cleanup plan.
5	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
6	Continue to monitor personnel and area for radiological contamination.
<i>Mitigation Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Participate in identification and planning response to potential radiological incidents.

3	Provide ESF-10 representative for update of mitigation plan.
---	--

Montgomery County Public Information Office	
<i>Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
<i>Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Participate in after action meetings and prepare after action reports as requested.

Montgomery County Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Identify evacuation routes away from regulated facilities.

Montgomery County Sheriff Office	
<i>Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Identify evacuation routes away from regulated facilities.
<i>Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Establish adequate safety zones required for decontamination and quarantine.
<i>Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Participate in after action meetings and prepare after action reports as requested.

Montgomery County Treasurer	
<i>Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Radio Amateur Civil Emergency Services (RACES)	
<i>Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Participate in training, drills, and exercises.

Union Pacific	
<i>Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Identify local transportation routes for hazardous materials on highway and rail.
2	Identify evacuation routes away from regulated facilities.
<i>Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Establish adequate safety zones required for decontamination and quarantine.
<i>Mitigation Actions for ESF 10 - Oil and Hazardous Materials</i>	
1	Participate in identification and planning response to potential radiological incidents.

IV. Financial Management

- A. ESF 10 is responsible for coordinating with Montgomery County Treasurer to manage ESF 10 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking

reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - view references in file archive

REFERENCES: Sample Form A; LEPC Committee Members; Kansas Rail Line Map; List of HAZMAT-prone facilities - MG County; Union Pacific Commodity Flow Study

AUTHORITIES

ESF 11 - Agriculture and Natural Resources

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Extension

Support Agencies:

Kansas Department of Agriculture

Kansas Department of Agriculture, Division of Water Resources

Kansas Department of Wildlife and Parks

Kansas Forestry Service

State Animal Response Team (SART)

I. Purpose and Scope

A. Purpose

1. ESF 11 provides the mechanism for coordinated local assistance to supplement other emergency support functions and, if available, support state and federal agencies with overall response authority. For this document, agriculture and natural resources include: animal and plant health, nutrition assistance, food protection, natural and cultural resources, and water quality and availability.

B. Scope

1. ESF 11 addresses the following:
 - a. Describes food and water security and inspections in the aftermath natural or technological disaster.
 - b. Addresses how natural and cultural resources will be protected and recovered in the aftermath of a disaster.
 - c. Due to limited local authorities in the areas of food contamination, plant pests, and animal disease, this plan references the Food and Agriculture Incident Annex that is attached to the Kansas Response Plan. This annex describes federal and state roles and authorities for food contamination, plant pests, and animal disease.

II. Concept of Operations

A. General

1. ESF 11 is organized consistent with the Montgomery County Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system

supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 11 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 11 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
4. Throughout the response and recovery periods, ESF 11 will evaluate and analyze information regarding the availability of ESF 11 support services.
5. In some agriculture emergencies, State and Federal law grants lead response authority to state and/or federal agencies. This authority will be exercised pursuant to the Food and Agriculture Incident Annex to the 2011 Kansas Response Plan. The county will support State and Federal operations pursuant to county policy and/or availability of resources.
6. Food and Water Supply
 - a. The Kansas Department of Agriculture is responsible for inspections and provision of a safe food supply. To provide safety and security of the food supply, the Kansas Department of Agriculture will follow established agency standard operating guidelines for food inspection.
 1. All transportation accidents involving food must be reported to the Kansas Department of Agriculture Food Safety Division before the food can be transported (Daytime: 1-785-296-5600, Nights and Weekends: 1-800-915-6163)
 - b. The Kansas Department of Health and Environment is responsible for inspections of the water supply. To provide safety and security of the water supply, the Kansas Department of Health and Environment will follow established agency standard operating guideline for water inspections.
7. Animal Health Care
 - a. Requests for Animal Control assistance will be channeled through the Montgomery County EOC and tasked to ESF 11.
 - b. Animal care resources will be routed through Montgomery County Animal Care Team (CART).
8. Incident Specific Operations

- a. Zoonotic. Montgomery County will coordinate the local health department and inform the Dept of AG of a zoonotic disease outbreak. The dept of AG is the lead agency for zoonotic disease issues.
- b. Pest disease: the local health department has limited
- c. Radiological incident where contamination/deposition is present
 - 1. The Kansas Department of Agriculture may implement an agriculture control zone in response to a CBRNE incident.
- d. Plant Disease
 - 1. Reference the Food and Agriculture Incident Annex to the 2011 Kansas Response Plan.
 - 2. The Montgomery County Emergency Operations Plan provides established processes for resource support for all hazards. Resource support is subject to Montgomery County policy, resource availability and capability status.
- e. Plant, Pest or Disease
 - 1. Reference the Food and Agriculture Incident Annex to the 2011 Kansas Response Plan.
 - 2. The Montgomery County Emergency Operations Plan provides established processes for resource support for all hazards. Resource support is subject to Montgomery County policy, resource availability and capability status.
- f. Foreign Animal Disease
 - 1. The Kansas Department of Agriculture will provide direction and control in a FAD event. Reference the Food and Agriculture Incident Annex to the 2011 Kansas Response Plan
 - 2. The Montgomery County Emergency Operations Plan provides established processes for resource support for all hazards. Resource support is subject to Montgomery County policy, resource availability and capability status.

B. Direction and Control

- 1. The ESF 11 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 11 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 11 support is necessary, the ESF 11 Coordinator coordinates all aspects of ESF 11.

2. ESF 11 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 11 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding agriculture and natural resources for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 11 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 11, each primary and/or support organization assisting ESF 11 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 11. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center, Operations Section Chief will coordinate resource support with the Human Services Branch Chief.
 - c. During the response phase, ESF 11 will evaluate and analyze information regarding volunteers and donations requests. ESF 11 will develop and update assessments of the requirements for resources in the impacted area and undertake contingency planning to meet anticipated demands and requirements.
 - d. The Montgomery County Emergency Management, or an assigned designee at the Montgomery County Emergency Operations Center, is responsible for all activity of the ESF. All volunteer animal-related agencies will coordinate directly with this ESF at the Montgomery County Emergency Operations Center.
 - e. Montgomery County Emergency Management will develop and maintain ESF 11 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response

Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

- f. Staffing of ESF 11 positions will be accomplished through using resources of the Montgomery County Emergency Management along with personnel from ESF 11 support agencies and trained and screened unaffiliated volunteers.
2. State of Kansas
 - a. During an activation of the State of Kansas EOC, the Kansas Department of Agriculture is the designated lead agency for agriculture and natural resources and will provide a liaison to facilitate requests for ESF 11 resources to local Emergency Operations Centers.
 - b. During an emergency or disaster event, the primary and support agencies of ESF 11 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.
 - c. The Kansas Department of Agriculture develops and maintains ESF 11 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 11 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 11 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 11. If additional support is required, the ESF 11 coordinating and primary agencies may jointly manage ESF 11 activities.
4. Upon instructions to activate or placement of ESF 11 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 11 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 11 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 11 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-11 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-11 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Develop preparedness programs that address household pet preparedness and response during disasters.
11	Identify sources to augment emergency food and water supplies.
12	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
13	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Designate personnel to coordinate ESF-11 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
5	Coordinate the removal and disposal of dead animals.
6	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
7	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal

	health or any act of agro terrorism.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Promote awareness of animal protection through public education brochures and information.
3	Participate in the hazard identification process and identify and correct vulnerabilities.
4	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
5	Provide ESF-11 representative for update of mitigation plan.

Primary: Montgomery County Extension	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Develop standard operating guides and checklists to support ESF-11 activities.
2	Develop and maintain ESF-11 Annex.
3	Participate in training, drills, and exercises.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
5	Develop preparedness programs that address household pet preparedness and response during disasters.
6	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Designate personnel to coordinate ESF-11 activities in EOC.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
3	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
4	Support ESF 6 in the capture and transfer of animals to shelters.
5	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
6	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
2	Participate in after action meetings and prepare after action reports as requested.

Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-11 representative for update of mitigation plan.

Supporting: Kansas Department of Agriculture Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

CERT - Volunteers Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.
2	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
3	Identify sources to augment emergency food and water supplies.

Cherryvale City Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.

City of Caney Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.

City of Independence Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.

Community Animal Response Team (CART) - volunteers Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.
2	Develop preparedness programs that address household pet preparedness and response during disasters.
3	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.

4	Identify sources to augment emergency food and water supplies.
5	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
2	Provide assistance to established pet shelters.
3	Conduct inspections of food and water to determine safety for people and animals.
4	Support ESF 6 in the capture and transfer of animals to shelters.
5	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
6	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
7	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
3	Participate in after action meetings and prepare after action reports as requested.
4	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Promote awareness of animal protection through public education brochures and information.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-11 representative for update of mitigation plan.

Dearing City	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.

Kansas Department of Health and Environment	
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.

Montgomery County CART	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.
2	Develop preparedness programs that address household pet preparedness and response during disasters.
3	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
4	Identify sources to augment emergency food and water supplies.
5	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.

Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
2	Provide assistance to established pet shelters.
3	Conduct inspections of food and water to determine safety for people and animals.
4	Support ESF 6 in the capture and transfer of animals to shelters.
5	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
6	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
7	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Promote awareness of animal protection through public education brochures and information.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-11 representative for update of mitigation plan.

Montgomery County Clerk	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Environmental Health Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Conduct inspections of food and water to determine safety for people and animals.
2	Coordinate the removal and disposal of dead animals.
3	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
4	Enforce local animal control ordinances.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	

1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-11 representative for update of mitigation plan.

Montgomery County GIS Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Participate in training, drills, and exercises.

Montgomery County Public Information Office	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.

Montgomery County Sheriff Office	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

Montgomery County Treasurer	
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide documentation for possible financial reimbursement process for recovery activities.

IV. Financial Management

- A. ESF 11 is responsible for coordinating with Montgomery County Treasurer to manage ESF 11 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - view references in file archive

REFERENCES: Montgomery County FAD Plan; Montgomery County Land Use map

AUTHORITIES

ESF 12 - Energy and Utilities

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Public Works

Support Agencies:

Kansas City Power and Light

Coffeyville Public Works

Independence Public Works

Montgomery County GIS Department

Montgomery County Environmental Health Department

Coffeyville Municipal Light & Power

Atmos Energy

Montgomery County Public Information Office

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 12 is to establish policies to be used in the coordination with private providers for restoration energy and other utilities during emergencies or following a major disaster in Montgomery County.

B. Scope

1. The activities within the scope of this function include, but are not be limited to:
 - a. Estimate number of customers without specific utility (electricity, natural gas, petroleum, etc);
 - b. Assess energy and utility system damages;
 - c. Estimate the time needed for restoration of utility systems;
 - d. Support the restoration of utility services;
 - e. Assist in assessing emergency power needs and priorities;
 - f. Coordinate restoration efforts with utility providers to prioritize emergency power needs;
 - g. Assist in obtaining emergency power generation capabilities for critical infrastructure and essential facilities;

- h. If appropriate, assist energy suppliers and utilities in obtaining equipment, specialized labor, and transportation to repair or restore systems;
- i. Provide emergency information, education, and conservation guidance concerning energy and utility systems.

II. Concept of Operations

A. General

1. ESF 12 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 12 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 12 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.
4. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
5. There is always a potential for widespread loss of power in Montgomery County due severe weather events. Loss of power to large areas of the County may require that shelters be opened and some basic services be provided. Power companies serving Montgomery County have well established and proven storm plans and procedures and their representatives are knowledgeable in the contents of the Montgomery County Emergency Operations Plan and ESF 12.
6. Resources - Resources as needed will be coordinated through the EOC. During an incident, fuel to support the mission assignment will be as directed by the ESF 12 Coordinator, utilizing bulk fuel stations within the County. (see attached - Bulk Fuel stations). Alternate re-fueling facilities will be coordinated with local vendors through the ESF 12 Coordinator.
7. Disruptions and restoration - Disruptions and restoration of power will be coordinated through the local power company. See attachment for listing of local power companies. In the event of power outages caused by whatever reason (weather, normal outages,

etc), the local jurisdiction will contact the power provider involved to report and resolve the issue. If additional resources are required, the local jurisdiction will notify the EOC to request additional resources. Power outages outside the County may affect power within the County. If this occurs, coordination between counties will be effected through the EOC, ESF 12 Coordinator. Power outages that threaten public health and safety will be coordinated through the EOC to insure prompt restoration is accomplished. ESF 13 Coordinator will work with ESF 6 Coordinator to accomplish these tasks.

B. Direction and Control

1. The ESF 12 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 12 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 12 support is necessary, the ESF 12 Coordinator coordinates all aspects of ESF 12.
2. ESF 12 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 12 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
4. During emergency activations, all management decisions regarding transportation for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 12 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections and staff at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
5. In accordance with a mission assignment from ESF 12, each primary and/or support organization assisting ESF 12 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 12. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County
 - a. During an activation of the Montgomery County Emergency Operations Center, support agency staff is integrated with the Montgomery County Emergency Management staff to provide support that will allow for an appropriate, coordinated and timely response.
 - b. During an emergency or disaster event, the Montgomery County Emergency Operations Center Operations Section Chief will coordinate the support resources from the support agencies with the Infrastructure Services Branch Chief.

- c. During the response phase, ESF 12 will evaluate and analyze information regarding energy service requests. Also, ESF 12 will develop and update assessments of the energy situation and status in the impact area and perform contingency planning to meet anticipated demands and needs
- d. The Montgomery County Emergency Management will develop and maintain ESF 12 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.
- e. The Montgomery County Emergency Management serves as the lead agency for ESF 12 and will work with the support agencies listed above to coordinate the response and process resource requests for power companies during major power outages. Upon notification by the power companies of any major problem or potential problem, the office will coordinate with ESF 6 and ESF 8 to open shelters as necessary.
- f. Power companies within Montgomery County, using established response plans and standard operating guidelines, will provide their own resources through contractual agreements with other power providers to perform damage assessment; and obtain necessary equipment, repair or rebuild transmission and distribution systems, and restore power.
- g. Power companies serving Montgomery County have public information officers who, in conjunction with the Montgomery County Emergency Management, will issue statements and press releases that address existing or potential power problems or shortages.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for ESF 12 Energy and will provide a liaison to facilitate requests for state Energy resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 12 at the State of Kansas EOC will report to the Infrastructure Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.
- c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 12 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in

compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 12 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 12 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 12. If additional support is required, the ESF 12 coordinating and primary agencies may jointly manage ESF 12 activities.
4. Upon instructions to activate or placement of ESF 12 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 12 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 12 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 12 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Identify who is responsible for initial notification of ESF-12 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-12 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).

6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-12 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Ensure the availability of necessary equipment to support energy and utilities activities.
11	Identify and establish contact with county electric providers.
12	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
13	Identify bulk storage fuel facilities.
14	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-12 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.
5	Monitor power restoration response activities and provide estimates for restoration.
6	Work with private energy and utility organizations to maintain current information regarding damage to supply and distribution systems.
7	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
8	Coordinate with ESF 7 to obtain resources to assist in utility and energy repair and restoration.
9	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
10	Coordinate with ESF 6 and ESF 7 to provide emergency power and utilities to shelters when available.
11	Respond to significant physical, operational, or economic disruptions to energy supplies.
12	Identify damage to energy and utility outside of county borders that may impact local jurisdictions.
13	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
14	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency

	management to promote community preparedness.
3	Provide ESF-12 representative for update of mitigation plan.

Primary: Montgomery County Public Works	
<i>Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Identify who is responsible for initial notification of ESF-12 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-12 activities.
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
9	Identify bulk storage fuel facilities.
<i>Response (During Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.
<i>Recovery (Post Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Participate in after action meetings and prepare after action reports as requested.
<i>Mitigation Actions for ESF 12 - Energy and Utilities</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Atmos Energy	
<i>Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Participate in training, drills, and exercises.
<i>Response (During Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
4	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
<i>Recovery (Post Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Participate in after action meetings and prepare after action reports as requested.
<i>Mitigation Actions for ESF 12 - Energy and Utilities</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Coffeyville Municipal Light & Power
--

Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-12 representative for update of mitigation plan.

Supporting: Coffeyville Public Works	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.

Supporting: Independence Public Works	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.

Supporting: Kansas City Power and Light	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Monitor power restoration response activities and provide estimates for restoration.
2	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
3	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Montgomery County Environmental Health Department	
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.

Supporting: Montgomery County Public Information Office	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Identify facilities that require priority repair of utilities and establish a plan for restoration of

	critical services.
2	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.

AT and T	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Deploy trained individuals to the EOC to assist with coordination of utility repairs.

CERT - Volunteers	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in training, drills, and exercises.

Cherryvale City	
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-12 representative for update of mitigation plan.

City of Caney	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-12 representative for update of mitigation plan.

City of Independence	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in training, drills, and exercises.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-12 representative for update of mitigation plan.

CVR Energy	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	

1	Participate in training, drills, and exercises.
2	Identify bulk storage fuel facilities.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.

Empire Electric	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Kansas Rural Electric Cooperative Association	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Deploy trained individuals to the EOC to assist with coordination of utility repairs.

Montgomery County Clerk	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Sheriff Office	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.

Montgomery County Treasurer	
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Westar Energy	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to

	support ESF12.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
4	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
<i>Recovery (Post Event) Actions for ESF 12 - Energy and Utilities</i>	
1	Participate in after action meetings and prepare after action reports as requested.
<i>Mitigation Actions for ESF 12 - Energy and Utilities</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

IV. Financial Management

- A. ESF 12 is responsible for coordinating with Montgomery County Treasurer to manage ESF 12 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - view references in file archive

REFERENCES: Utility Companies in Montgomery County

AUTHORITIES

ESF 13 - Public Safety and Security

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Sheriff Office

Support Agencies:

Independence Police Dept

Caney Police Department

Cherryvale Police Department

Coffeyville Police Department

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 13 is to provide law enforcement coordination and support services in support of emergency events in Montgomery County.

B. Scope

1. ESF 13 provides a mechanism for coordinating and providing support to local authorities to include law enforcement, public safety, and security capabilities and resources during potential or actual disaster/emergencies.
2. ESF 13 generally is activated in situations requiring extensive assistance to provide public safety and security and where local government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions.
3. ESF 13 capabilities support incident management requirements including:
 - a. Force and critical infrastructure protection;
 - b. Security planning and technical assistance; and
 - c. Technology support and public safety in both pre-incident and post-incident situations.
 - d. To create a county law enforcement emergency response that provides for the command, control, and coordination of law enforcement planning, operations, and mutual aid; and
 - e. To coordinate dispatch and the use of county law enforcement and means of coordination with local government.

II. Concept of Operations

A. General

1. ESF 13 is organized consistent with the Montgomery County Emergency Operations Center, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Montgomery County through the Montgomery County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 13 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 13 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.
4. Throughout the response and recovery periods, ESF 13 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the Law Enforcement situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
5. When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
6. Capabilities
 - a. Following is a list of public safety agencies in Montgomery County. Attached is a map outlining the areas of operation for each agency. The Montgomery County Sheriff Office has jurisdiction in all rural areas of Montgomery County, and mutual aid support for each jurisdiction. In a natural disaster, the Montgomery County Sheriff will provide public safety/Security/protection for the event and will work with jurisdictions to coordinate through the EOC. Hazardous materials events will be coordinated with the Montgomery County Environmental Director and Montgomery County Emergency Manager. Criminal events will be managed by the Sheriff Office in conjunction with Jurisdictional law enforcement personnel. Terrorism events will be coordinated by the Sheriff Office with the Regional Joint Terrorism Task Force. Mass casualties will be coordinated by the sheriff office with ESF6 Coordinator.

- b. Safety/security/protection or the EOC, field command posts, staging areas, and lodging/feeding facilities will be arranged as needed by the Sheriff office through the EOC.
 1. Coffeyville Police Department has:
 1. Nine (9) member SWAT Team with vehicle
 2. K-9 Unit
 3. School Resource Officer
 2. Independence Police Department has:
 1. Special Tactic and Response Team (STAR) with nine (9) members
 2. K-9 Unit
 3. School Resource Officer
 4. Communication Trailer
 5. Hazardous Material trained Office
- c. Montgomery County Sheriff has:
 1. Hosts the Multi-Jurisdiction Drug Task Force which covers six (6) counties in Kansas including Montgomery County and three counties in Oklahoma
 2. DARE Program 7.
7. Public safety, security and protection - Public safety, security and protection will be coordinated through the EOC with the Montgomery County Sheriff responsible for liaison roles with the state and adjacent countys' public safety and security officials. Area security will be coordinated through the Sheriff office depending on the type of hazard. Area security operations will include providing protection and security of key facilities as needed. In the event of dealing with individuals requiring law enforcement procedures, the Sheriff personnel will establish procedures to deal with these individuals. Temporary morgue establishment will be coordinated with the ESF 6 coordinator through the EOC. At the jurisdiction level, the local law enforcement agency will be responsible for public safety and security. At the County level, the Montgomery County Sheriff will be responsible for public safety and security. Additional resources will be coordinated through the EOC. In the event of natural disasters, the Sheriff office will manage public safety, security, and protection. In the event of hazardous materials incidents, the Montgomery County environmental/zoning office will work with Emergency Management in cooperation with ESF 10 Coordinator to make proper contacts. In the event of mass casualties, ESF 6 Coordinator will work with ESF 13 coordinator through the EOC. Key facility security requests will be forwarded to the EOC to secure resources in conjunction with Emergency management. Field command posts, to include staging areas may be

established to insure protection of key facilities, Lodging and feeding facilities will be coordinated through the EOC. At the field command post, registered sex offenders, parolees, or other individuals required to report their status will be coordinated by the law enforcement agency in charge, and will be coordinated with the ESF 6 Coordinator. In the event a temporary morgue is required, the County Medical Examiner will be contacted to coordinate the operation in coordination with ESF 6 and ESF 8 Coordinators. Safety and security of hospitals and emergency centers in the County will be coordinated by the ESF 13 Coordinator at the EOC

8. Continuity of operations. The ESF 13 leader will insure continuity of operations during an event. In the event that ESF 13 agencies are overwhelmed, or their facility is damaged and unavailable, individual COOP plans will be initiated to insure continued operations, whether in-place or at alternate locations. Coordination to accomplish these activities will be developed at the EOC in order to insure proper continuation of mission.

B. Direction and Control

1. Direction and control of public safety, security, and protection operations will be coordinated through the EOC with the ESF 13 coordinator providing leadership, to include collection, processing, and dissemination of information to the from the EOC
2. The ESF 13 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 13 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 13 support is necessary, the ESF 13 Coordinator coordinates all aspects of ESF 13.
3. ESF 13 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
4. The ESF 13 may operate at two levels: 1) Montgomery County Emergency Operations Center; and 2) Field operations
5. During emergency activations, all management decisions regarding transportation for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 13 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.
6. In accordance with a mission assignment from ESF 13, each primary and/or support organization assisting ESF 13 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 13. Delegation of mission operational control may be delegated to the field by the Montgomery County Emergency Operations Center.

C. Organization

1. County

- a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
- b. During an emergency or disaster event, the Montgomery County Emergency Operations Center/Operations Section Chief will coordinate the support resources from the support agencies with the Emergency Services Branch Chief.
- c. During the response phase, ESF 13 will evaluate and fulfill all valid requests for law enforcement resources. ESF 13 will complete and update assessments and contingency plans for the law enforcement support services deployed or anticipated in the incident area.
- d. The Montgomery County Emergency Management will develop and maintain ESF 13 and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain supporting documents for agency use, which must be compatible with the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Kansas Highway Patrol is the designated lead agency for State law enforcement and will provide a liaison to facilitate requests for State law enforcement resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF13 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.
- c. During the response phase, ESF 13 will evaluate and analyze information regarding statewide law enforcement coordination and support requests. ESF 13 will develop and update law enforcement assessments and contingency plans to meet anticipated demands and needs.
- d. The Kansas Highway Patrol develops and maintains ESF 13 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain similar documents for agency use, which must be compatible with and in support of the overall Kansas Response Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Kansas Response Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 13 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF13 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 13. If additional support is required, the ESF 13 coordinating and primary agencies may jointly manage ESF 13 activities.
4. Upon instructions to activate or placement of ESF 13 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 13 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 13 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 13 agencies and the intended recipients of service
2. **No actions have been assigned.** HAZMAT - hazmat operations will be coordinated through the ESF Coordinator and the Regional HAZMAT team leader through the EOC.
3. Explosive ordinance detection/disposal operations will be coordinated through the ESF Coordinator and the bomb disposal units available through the EOC.
4. Aviation resources for support will be coordinated through the EOC.
5. Radiological Monitoring will be coordinated through the Regional HAZMAT team leader and the County Volunteer Radiological Monitoring team.
6. The Montgomery County Courthouse has completed a Vulnerability Assessment study that is available on request from the office of the District Court Administrator or the office of the Emergency Manager (see references)

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and

Security	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Identify who is responsible for initial notification of ESF-13 personnel.
3	Develop standard operating guides and checklists to support ESF-13 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Develop and maintain ESF-13 Annex.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Develop safety programs, to include disaster situations, and present them to the public.
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Identify capabilities to provide safety and security for hazmat, EOD, aviation, and radiological incidents.
2	Coordinate with other ESF sections to provide protection to key and critical facilities.
3	Provide support to ESF 6 in handling individuals in shelters with legal restrictions.
4	Coordinate the activation of mutual aid agreements.
5	Alert or activate off-duty and auxiliary personnel as required by the emergency.
6	Activate continuity of operations protocol when agencies are overwhelmed or unable to respond due to facilities damage.
Recovery (Post Event) Actions for ESF 13 - Public Safety and Security	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-13 representative for update of mitigation plan.

Primary: Montgomery County Sheriff Office	
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Identify who is responsible for initial notification of ESF-13 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county law enforcement officials.
4	Develop standard operating guides and checklists to support ESF-13 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-13 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.

10	Develop safety programs, to include disaster situations, and present them to the public.
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Designate personnel to coordinate ESF-13 activities.
2	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF13.
5	Identify capabilities to provide safety and security for hazmat, EOD, aviation, and radiological incidents.
6	Secure disaster area in accordance with the requirements of the specific hazard present.
7	Coordinate with EOC or incident command to provide protection to shelters and feeding facilities.
8	Provide support to ESF 6 in handling individuals in shelters with legal restrictions.
9	Provide protection to emergency responders.
10	Coordinate the activation of mutual aid agreements.
11	Coordinate with law enforcement agencies responding from outside the jurisdiction.
12	Alert or activate off-duty and auxiliary personnel as required by the emergency.
13	Activate continuity of operations protocol when agencies are overwhelmed or unable to respond due to facilities damage.
Recovery (Post Event) Actions for ESF 13 - Public Safety and Security	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-13 representative for update of mitigation plan.

Supporting: Caney Police Department	
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Collect, process, and disseminate information to and from the EOC.
3	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
Recovery (Post Event) Actions for ESF 13 - Public Safety and Security	

1	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
---	---

Supporting: Cherryvale Police Department

Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security

1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Collect, process, and disseminate information to and from the EOC.
3	Participate in training, drills, and exercises.

Response (During Event) Actions for ESF 13 - Public Safety and Security

1	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
---	---

Recovery (Post Event) Actions for ESF 13 - Public Safety and Security

1	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
---	---

Supporting: Coffeyville Police Department

Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security

1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Collect, process, and disseminate information to and from the EOC.
3	Participate in training, drills, and exercises.

Response (During Event) Actions for ESF 13 - Public Safety and Security

1	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
---	---

Recovery (Post Event) Actions for ESF 13 - Public Safety and Security

1	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
---	---

Supporting: Independence Police Dept

Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security

1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Collect, process, and disseminate information to and from the EOC.
3	Participate in training, drills, and exercises.

Response (During Event) Actions for ESF 13 - Public Safety and Security

1	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
---	---

Recovery (Post Event) Actions for ESF 13 - Public Safety and Security

1	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
---	---

Caney Fire Department

Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security

1	Participate in training, drills, and exercises.
---	---

CERT - Volunteers	
<i>Response (During Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Coordinate with EOC or incident command to provide protection to shelters and feeding facilities.

Cherryvale City	
<i>Recovery (Post Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.
<i>Mitigation Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

Cherryvale Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in training, drills, and exercises.

City of Caney	
<i>Recovery (Post Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.
<i>Mitigation Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

City of Independence	
<i>Recovery (Post Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Coffeyville Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in training, drills, and exercises.
<i>Mitigation Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

Dearing City	
<i>Mitigation Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

Independence Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Participate in training, drills, and exercises.

Montgomery County CART	
<i>Response (During Event) Actions for ESF 13 - Public Safety and Security</i>	
1	Coordinate with EOC or incident command to provide protection to shelters and feeding facilities.
2	Provide support to ESF 6 in handling individuals in shelters with legal restrictions.

Montgomery County Clerk***Recovery (Post Event) Actions for ESF 13 - Public Safety and Security***

1	Provide documentation for possible financial reimbursement process for recovery activities.
---	---

Montgomery County Environmental Health Department***Mitigation Actions for ESF 13 - Public Safety and Security***

1	Participate in the hazard identification process and identify and correct vulnerabilities.
---	--

Montgomery County GIS Department***Mitigation Actions for ESF 13 - Public Safety and Security***

1	Participate in the hazard identification process and identify and correct vulnerabilities.
---	--

Montgomery County Treasurer***Recovery (Post Event) Actions for ESF 13 - Public Safety and Security***

1	Provide documentation for possible financial reimbursement process for recovery activities.
---	---

IV. Financial Management

- A. ESF 13 is responsible for coordinating with Montgomery County Treasurer to manage ESF 13 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

- 1. **V. References and Authorities - to view references see file archive**

REFERENCES: Public Safety Contacts - Montgomery County; Montgomery County EMS Districts; Montgomery County ENS Zones; Montgomery County Police

Jurisdictions; Montgomery County Lakes and Dams. A "Montgomery County Courthouse Vulnerability Assessment" study is on file at the District Court Administrators office and in the office of the Emergency Manager, classified as a confidential document.

AUTHORITIES

ESF 14 - Long-Term Community Recovery

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Community Access Center
Four County Mental Health

Support Agencies:

Kansas Division of Emergency Management
Kansas Department of Health and Environment
Human Needs Assessment Team
Montgomery County Health Department
Montgomery County Environmental Health Department

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 14 is to coordinate the long term recovery of Montgomery County in an efficient and effective manner.

B. Scope

1. This ESF is structured to provide coordination during large-scale or catastrophic incidents that require assistance to address significant long-term impacts in the affected area.
2. Specifically the scope of ESF 14 is to:
 - a. Provide for coordinated measures and policies designed to facilitate recovery from the effects of natural and technological disasters, civil disturbances, or acts of domestic terrorism.
 - b. Provide for effective utilization of resources to support efforts to aid long-term community recovery, stabilize local and regional economies, and reduce or eliminate risks from future incidents.
 - c. Assist in coordinating the damage assessment process in order to determine the need for assistance.
 - d. Provide a government conduit and administrative means for appropriate voluntary and private sector organizations to assist Montgomery County governments during the recovery and mitigation phases.
 - e. On-going and post-incident assessments of infrastructure and assessment of total damages including insured and uninsured losses.

- f. Providing technical assistance to include engineering expertise, construction management, contracting and real estate services.

II. CONCEPT OF OPERATIONS

A. General

1. ESF 14 is organized consistent with the State of Kansas EOC and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Montgomery County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.
2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 14 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local or State mutual aid assistance, ESF 14 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.
4. Throughout the response and recovery periods, ESF 14 will evaluate and analyze information regarding the availability of volunteers and donated goods and services.
5. A volunteer representative will serve a liaison role at the Montgomery County Emergency Operations Center to assist in coordination of all activities under ESF 14.
6. Requests will be made of the State of Kansas EOC ESF 14 and ESF 2 to assist in managing incoming volunteer and donations related calls placed from outside of Montgomery County. This assistance will come by referring interested parties to the Kansas AID MATRIX website or by directing them to contact United Way 2-1-1. The Montgomery County Emergency Management Public Information Officer will publicize the importance of outside callers using these locations for receiving volunteer and donation instructions prior to citizens sending donations or arriving for volunteer assignment.
7. Pre-designated warehouse space will be utilized by ESF 14 to receive, sort, inventory and redistribute donated goods to agencies and assisting organizations.
8. Volunteer coordinators will establish reception centers adjacent to donations warehouse facilities. Volunteer coordinators will include CERT volunteers and CART volunteers and members of the VOAD operating through the Community Access Center. Red Cross personnel will establish shelters and maintain records of individuals present in the shelter.

9. Rapid Impact Assessment of an incident will be accomplished through the EOC utilizing CERT volunteers and first responders responding to the incident. Absolute records will be maintained to record the number of persons affected in the disaster area, the number of persons evacuated, the number of shelters open, the number of shelters opened, the number of confirmed injuries, the number of confirmed fatalities, missing persons, and the number of homes and businesses with damage. Please see the attached rapid impact assessment document attached to the file archives for more information on RIA. Montgomery County Appraiser personnel will assist in the damage assessment determinations.
10. Environmental Assessment. Environmental assessments will be coordinated through the Montgomery County Environmental office and the three county Extension office.
11. Types of Disaster Declarations. Disaster Declarations will be made through the Montgomery County Emergency Manager's office to the Montgomery County Commissioners. Declarations will be forwarded to the State EOC for determinations. For information on the types of disaster declarations, reference the base plan or hazard mitigation plan.
12. There are Three main types of assistance that results from disaster declarations: Individual Assistance, Public Assistance, and hazard mitigation. All of these items are covered in detail in the Montgomery County hazard Mitigation plan that is attached to the file archives of this plan.
13. Other/Vulnerable Needs Considerations. Coordination with ESF 6 Coordinator will assure the coordination with housing authorities for short/long term recovery efforts. Special needs populations will be managed by special needs providers in each community to identify short/long term recovery needs. Coordination with Four County Mental Health agency, ESF 6 and ESF 8 coordinators will be accomplished through the EOC regarding behavior/mental health assistance.

B. Direction and Control

1. The ESF 14 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 14 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 14 support is necessary, the ESF 14 Coordinator coordinates all aspects of ESF 14.
2. ESF 14 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 14 system operates in two arenas; 1) Montgomery County Emergency Operations Center; 2) field locations.
4. During emergency activations, all management decisions regarding transportation for Montgomery County are made at the Montgomery County Emergency Operations Center by the ESF 14 coordinator. Under the Incident Command System structure, the

Planning, Logistics, Finance/Administration, and Operations Sections at the Montgomery County Emergency Operations Center assist the incident commander in carrying out the overall mission.

C. Organization

1. County

- a. During an activation of the Montgomery County Emergency Operations Center, support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
- b. During an emergency or disaster event, the Montgomery County Emergency Operations Center Operations Section Chief will coordinate resource support with the Human Services Branch Chief.
- c. During the response phase, ESF 14 will evaluate and analyze information regarding volunteers and donations requests. Also, ESF 14 will develop and update assessments of the requirements for volunteers and donations in the impacted area and undertake contingency planning to meet anticipated demands and requirements.
- d. The Montgomery County Emergency Management will develop and maintain ESF14 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System, and the Montgomery County Emergency Operations Plan.
- e. The Montgomery County Emergency Management shall be represented in ESF 5 (Information and Planning) and support disaster intelligence collection and analysis as relates to the ESF 14 scope.
- f. Individual organizations supporting ESF 14 will maintain contact with the Montgomery County Emergency Operations Center ESF 14 liaison to advise them of status and response capabilities.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State volunteer and donations services and will provide a liaison to facilitate requests for ESF 14 resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 14 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.

- c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 14 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Montgomery County Emergency Operations Plan.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 14 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 14 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 14. If additional support is required, the ESF 14 coordinating and primary agencies may jointly manage ESF 14 activities.
4. Upon instructions to activate or placement of ESF 14 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 14 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.
5. When notified that the EOC has been activated, the ESF 14 coordinator will:
 - a. Conduct an immediate telephone survey of all Health and Human Service agencies to assess damage, determine ability to continue to provide services and determine support capabilities.
 - b. Establish contact with the Montgomery County Public Information Officer to coordinate dissemination of media information relative to volunteers and donations.
 - c. Establish contact with the State of Kansas EOC ESF 14 coordinator to advise them of current situation, status and emerging needs.

E. Actions

1. Actions carried out by ESF 14 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills

and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 14 agencies and the intended recipients of service.

No actions have been assigned.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-14 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-14 Annex.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Inform all personnel of their emergency responsibilities.
10	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
11	Identify the trained personnel or agency responsible for conducting an environmental assessment.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Designate personnel to coordinate ESF-14 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
5	Work with the private sector to ensure the disaster related needs of the business community are met.
6	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
7	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
8	Identify long term recovery efforts for individuals with vulnerable needs.
9	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
10	Coordinate with ESF6 and ESF 8 to acquire long term mental health services.
11	Identify long term impacts of environmental issues caused by the disaster.

12	Communicate with ESF-15 the status of long term recovery efforts for public information purpose.
13	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
6	Support community recovery activities.
7	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Primary: Community Access Center	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Participate in training, drills, and exercises.
3	Identify the trained personnel or agency responsible for conducting an environmental assessment.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Four County Mental Health	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Collect, process, and disseminate information to and from the EOC.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF6 and ESF 8 to acquire long term mental health services.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in after action meetings and prepare after action reports as requested.
2	Support community recovery activities.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Develop and implement mitigation strategies.

2	Provide ESF-14 representative for update of mitigation plan.
---	--

Supporting: Montgomery County Health Department Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify who is responsible for initial notification of ESF-14 personnel.
2	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
3	Develop standard operating guides and checklists to support ESF-14 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-14 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Inform all personnel of their emergency responsibilities.
10	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
11	Identify the trained personnel or agency responsible for conducting an environmental assessment.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Designate personnel to coordinate ESF-14 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
4	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
5	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
6	Identify long term recovery efforts for individuals with vulnerable needs.
7	Identify long term impacts of environmental issues caused by the disaster.
8	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
6	Support community recovery activities.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in mitigation planning team meetings and work with local emergency

	management to promote community preparedness.
2	Develop and implement mitigation strategies.
3	Support programs that provide individual assistance, public assistance, and hazard mitigation.
4	Provide ESF-14 representative for update of mitigation plan.

American Red Cross	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Collect, process, and disseminate information to and from the EOC.
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Identify long term recovery efforts for individuals with vulnerable needs.
2	Identify and provide strategy to assist citizens with unmet needs.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
2	Participate in after action meetings and prepare after action reports as requested.
3	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Develop and implement mitigation strategies.
3	Provide ESF-14 representative for update of mitigation plan.

CERT - Volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
2	Identify the trained personnel or agency responsible for conducting an environmental assessment.
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Identify long term recovery efforts for individuals with vulnerable needs.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Cherryvale City	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in after action meetings and prepare after action reports as requested.
2	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency

	management to promote community preparedness.
2	Provide ESF-14 representative for update of mitigation plan.

City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in after action meetings and prepare after action reports as requested.
2	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-14 representative for update of mitigation plan.

City of Independence	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in after action meetings and prepare after action reports as requested.
2	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-14 representative for update of mitigation plan.

Coffeyville Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in after action meetings and prepare after action reports as requested.
2	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-14 representative for update of mitigation plan.

Coffeyville Regional Medical Center	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.

Community Animal Response Team (CART) - volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Mercy Health System of Kansas, Inc.	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.

Montgomery County CART	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in training, drills, and exercises.

Montgomery County Clerk	
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
2	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Montgomery County Extension	
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Montgomery County Treasurer	
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Provide documentation for possible financial reimbursement process for recovery activities.

The Salvation Army	
<i>Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Collect, process, and disseminate information to and from the EOC.
<i>Response (During Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Identify long term recovery efforts for individuals with vulnerable needs.
2	Identify and provide strategy to assist citizens with unmet needs.
<i>Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
2	Participate in after action meetings and prepare after action reports as requested.
3	Support community recovery activities.
<i>Mitigation Actions for ESF 14 - Long-Term Community Recovery</i>	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Develop and implement mitigation strategies.
3	Provide ESF-14 representative for update of mitigation plan.

IV. Financial Management

- A. ESF 14 is responsible for coordinating with Montgomery County Treasurer to manage ESF 14 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities - to view references see file archive

REFERENCES Damage Assessment Survey Guidelines; Rapid Assessment Document; RIA Reporting Criteria

AUTHORITIES

ESF 15 - External Communication

Coordinating Agency:

Montgomery County Emergency Management

Primary Agency:

Montgomery County Public Information Office
Montgomery County Clerk

Support Agencies:

Community Relations Team
American Red Cross
The Salvation Army
Montgomery County Health Department
USD #446
USD #447
USD #436
USD #445
Community Access Center
Dearing City
Cherryvale City
Four County Mental Health
Community Animal Response Team (CART) - volunteers
City of Caney

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 15 is to disseminate information on emergencies to the public through the news media in Montgomery County.

B. Scope

1. This ESF coordinates actions to provide the required external affairs support to county and incident management elements. This Annex details the establishment of support positions to coordinate communications to various audiences. This ESF applies to county departments and agencies that may require public affairs support or whose public affairs assets may be employed during an emergency. This scope describes:
 - a. Quickly relay critical and potentially lifesaving information to those at risk;
 - b. Provide timely, consistent information on the status of emergency operations
 - c. Coordinate the release of public information from all responding agencies
 - d. Assure the public that government is responding effectively to the emergency

- e. Make credible and consistent information available to answer citizen inquiries
- f. Provide ongoing and useful information regarding recovery activities
- g. Ensure a system is in place to provide information and guidance to County, City and if appropriate, State and Federal, elected and appointed officials

II. Concept of Operations

A. General

1. ESF 15 is organized consistent with the State of Kansas EOC and the requirements of the National Response Framework, the National Incident Management System, the Incident Command System, and the Kansas Planning Standards, to provide incident assessment, planning, procurement, deployment, coordination and support operations to the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to assure a timely and appropriate response to an emergency or situation.
2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Montgomery County Emergency Operations Center and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 15 capabilities
3. In a large event requiring local or state mutual aid assistance, ESF 15 will coordinate with support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.
4. The Montgomery County Emergency ManagementMontgomery County PIO will act as the lead agency for ESF 15. Depending on the severity of the situation, other local public information officers and County staff will assist with media advisories and releases. Lead or support agency public information staff will operate from the Montgomery County Emergency Operations Center on a 24-hour schedule to help maintain the flow of public information.
5. Depending on the severity of the disaster, the Montgomery County Emergency ManagementMontgomery County Emergency Manager may activate a 24-hour citizen information center to handle citizens' inquiries.
6. In a catastrophic disaster, ESF 7 (Resource Support), ESF 14 (Long Term Recovery) and ESF 15 will work together to release information regarding volunteer goods and services that need to be sent to the disaster area, and where volunteers and donors may go to deliver such goods or services. All ESFs will routinely provide information to ESF 15 to keep Montgomery County officials and citizens aware of current events.
7. Public Announcements/Media Releases. In Montgomery County, the Montgomery County Clerk has been apointed by Resolution as the Public Information Officer (PIO). (see attchment) In the event of a disaster or incident, the PIO will establish a PIO function at the EOC, and will work to provide PIO information between agencies. In order to provide continuous and accessible public information about the disaster to the

public, the PIO will perform media briefings, press releases, text messages, door-to-door warnings (if necessary), website information, and social media information. The PIO will set up procedures to insure accurate and timely release of information. Rumor control will also be handled by the PIO by correcting misinformation rapidly in the quickest manner available. The PIO will schedule briefings with the media in an area separate from the EOC, and will establish measures to provide security at the briefings, to include coordinations with local law enforcement officers.

The PIO will identify and make arrangements to inform individuals with sensory, intellectual, or cognitive disabilities and will work with individuals with limited English proficiency. The County PIO will be prepared to pre-prepare releases for specific hazards to provide managers of congregate care facilities, such as childcare centers, group homes, assisted living centers and nursing homes.

8. Dissemination Process

Many methods are used to disseminate information to the public during an emergency or disaster. Warning systems, in general, are described in Annex ESF #2 Communications. Considerations for special populations are outlined below.

- a. General Public: Radio, television, print media, fliers, posters, brochures, information brochures are all established methods for providing information to the public. Use of a particular medium(s) will be situation dependent, based upon the urgency of the information and the intended audience.
- b. Special Populations:
 - a. Hearing impaired: The Emergency Alerting System (EAS) provides trailers on TV screens provide weather watch and warning messages and other emergency information
 - b. Visually impaired: The Emergency Alerting System (EAS) provides audio alerting via radio and television stations. Some emergency planning and disaster information brochures are available in Braille
 - c. Non-English speaking: Many televisions have the capability to provide closed-captioning in Spanish
 - d. Schools: All of the schools have access to television, radio and weather alert radio systems
 - e. Hospitals and Nursing Homes: The area hospitals and nursing homes have access to television, radios, and weather alert radios
 - f. Correctional Facilities: Correctional facilities have access to public safety radio.

9. Specialized Information

- a. Protocols Restricted Areas and Reentry: Information on restricted areas, as well as the process for reentry into an area after it has been declared safe, will be

obtained from the Incident Commander through the EOC and disseminated immediately to the media and the public

- b. **Emergency Assistance:** Information on any federal, state or local disaster assistance that might be available will be obtained from the agency offering the assistance. In some cases this information may given directly to the media and the public. In others cases, a telephone number will be provided for obtaining additional information
 - c. **Casualties:** Information on the number of fatalities, injured and missing will be obtained from the County Coroner and disseminated immediately to the media and the public. The identity of victims will be released only after confirmation of proper next-of-kin notification
10. **Pre-Scripted Information:** The County PIO will collect and maintain a file of fact sheets, instructions and procedures, and other readily available pre-scripted information on a wide range of topics to support the rapid dissemination of public information. This prescribed information will usually be generic in nature and non-specific to the event, but may still prove valuable to both the media and the public in the early stages of an emergency or disaster. Examples of such pre-scripted information include:
- a. Chemical Fact Sheets -- for known chemical hazards
 - b. Public Health Guidance -- for disease prevention after flooding
 - c. Red Cross Press Releases

B. Direction and Control

1. The ESF 15 Coordinating Agency is Montgomery County Emergency Management which is appointed by the Montgomery County Emergency Management, in coordination with local planning partners. The staff serving as ESF 15 Coordinator is appointed by and located in the Montgomery County Emergency Management. When ESF 15 support is necessary, the ESF 15 Coordinator coordinates all aspects of ESF 15.
2. ESF 15 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Montgomery County Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Montgomery County.
3. The ESF 15 system operates at two levels: 1) Montgomery County Emergency Operations Center; 2) field locations.
4. The Montgomery County Emergency Management serves as the focal point for ESF 15 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other ESF and other private voluntary agencies have knowledge about the system and ESF 15 expectations, as well as coordinate and cooperate efficiently during an event.

C. Organization

1. County

- a. During an activation of the Montgomery County Emergency Operations Center, primary and support agency staff is integrated with the Montgomery County Emergency Management staff to provide support.
- b. The Public Information function will be a part of the Command Staff. The Public Information Officer is responsible for interfacing with the public and media and/or agencies with incident-related information requirements.
- c. During a disaster, the Montgomery County Emergency Operations Center will act as the central coordinating facility for receiving and disseminating public information. Information flow to the Montgomery County Emergency Operations Center will occur directly from news media reports and citizen public information phone calls. Information will flow from the Montgomery County Emergency Operations Center in the form of media briefings, news releases and situation reports. Information will also flow from ESF 15 to the State of Kansas EOC.
- d. The Montgomery County Emergency Management will develop and maintain ESF 15 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System, and the Montgomery County EOP.

2. State of Kansas

- a. During an activation of the State of Kansas EOC, the Adjutant General's Department, Office of Public Affairs is designated as the state lead for Public Information and will provide a liaison to facilitate requests for State PIO resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 15 at the State of Kansas EOC will report to the SEOC Manager.
- c. The Adjutant General's Department, Office of Public Affairs develops and maintains ESF 15 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Kansas Response Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the Kansas Response Plan.
- d. The primary and supporting agencies working for the State ESF 15 will report directly to the State of Kansas EOC.

D. Alerts and Notifications

1. The Montgomery County Emergency Management and/or Montgomery County Emergency Management will notify the County Warning Point (Montgomery County Enhanced PSAP) when information comes to their attention indicating that an emergency or disaster situation is developing.
2. The County Warning Point (Montgomery County Enhanced PSAP), will notify the "on call" Emergency Duty Officer and/or Emergency Coordinating Officer (ECO) for ESF 15 when Montgomery County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. ESF 15 will be activated or placed on standby upon notification by the Montgomery County Emergency Operations Center. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 15. If additional support is required, the ESF 15 coordinating and primary agencies may jointly manage ESF 15 activities.
4. Upon instructions to activate or placement of ESF 15 on standby, Montgomery County Emergency Management will implement procedures to notify all ESF 15 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 15 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service.

Overall Actions Assigned to All Members	
<i>Mitigation Actions for ESF 15 - External Communication</i>	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Conduct all-hazard safety visits to increase home hazard prevention actions.
3	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.
4	Establish contacts and develop working relationships with the media.
5	Provide ESF-15 representative for update of mitigation plan.

III. Responsibilities

- A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Montgomery County Emergency Management	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.

2	Identify who is responsible for initial notification of ESF-15 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county PIOs.
4	Develop standard operating guides and checklists to support ESF-15 activities.
5	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-15 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
12	Provide continuous and accessible public information about disasters and recovery activity.
13	Identify public information needs required for facilities that serve vulnerable needs populations.
14	Identify personnel or process used to provide public information to individuals with limited English language ability.
Response (During Event) Actions for ESF 15 - External Communication	
1	Provide field support for emergency responders at the scene.
2	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
2	Distribute information on what to do when returning to your damaged home.
3	Distribute information on how and where to apply for different types of disaster assistance.
4	Provide information regarding available disaster recovery programs and resources to the media and the public.
5	Assess effectiveness of information and education programs.

Primary: Montgomery County Clerk	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county PIOs.
3	Participate in training, drills, and exercises.
4	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
5	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
6	Develop pre-scripted media releases and public advisories.
7	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
8	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
9	Provide continuous and accessible public information about disasters and recovery activity.
10	Establish process to verify information is accurate and valid before public release.

11	Identify public information needs required for facilities that serve vulnerable needs populations.
12	Identify public information needs required for individuals with vulnerable needs.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
4	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.
5	Implement a proactive public information strategy to meet media needs.
6	Activate and staff management functions of the JIC.
7	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Continue all emergency public information activities based on the circumstances and the organizations involved in the recovery efforts.
6	Participate in briefings, incident action plans, situation reports and briefings.
7	Release information concerning the need for volunteer goods and services.
8	Provide information regarding available disaster recovery programs and resources to the media and the public.
9	Maintain records of all news releases to support documentation after the disaster.
10	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
11	Assess effectiveness of information and education programs.

Primary: Montgomery County Public Information Office	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county PIOs.
3	Develop standard operating guides and checklists to support ESF-15 activities.
4	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-15 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
10	Develop pre-scripted media releases and public advisories.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public

	information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Establish process to verify information is accurate and valid before public release.
15	Identify public information needs required for facilities that serve vulnerable needs populations.
16	Identify public information needs required for individuals with vulnerable needs.
17	Identify personnel or process used to provide public information to individuals with limited English language ability.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
4	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.
5	In coordination with the EOC team, release emergency information.
6	Implement a proactive public information strategy to meet media needs.
7	Activate and staff management functions of the JIC.
8	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Continue all emergency public information activities based on the circumstances and the organizations involved in the recovery efforts.
2	Distribute information on what to do when returning to your damaged home.
3	Participate in briefings, incident action plans, situation reports and briefings.
4	Release information concerning the need for volunteer goods and services.
5	Provide information regarding available disaster recovery programs and resources to the media and the public.
6	Maintain records of all news releases to support documentation after the disaster.
7	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
8	Assess effectiveness of information and education programs.

Supporting: American Red Cross

Preparedness (Pre-Event) Actions for ESF 15 - External Communication

1	Identify public information needs required for individuals with vulnerable needs.
2	Identify personnel or process used to provide public information to individuals with limited English language ability.

Supporting: Cherryvale City

Preparedness (Pre-Event) Actions for ESF 15 - External Communication

1	Collect, process, and disseminate information to and from the EOC.
2	Participate in training, drills, and exercises.
3	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks -

Montgomery County RACES Officer.

Supporting: City of Caney	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Collect, process, and disseminate information to and from the EOC.
2	Participate in training, drills, and exercises.
3	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Supporting: Community Access Center	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Participate in training, drills, and exercises.
2	Identify public information needs required for individuals with vulnerable needs.

Supporting: Community Animal Response Team (CART) - volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Participate in training, drills, and exercises.

Supporting: Dearing City	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Supporting: Four County Mental Health	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify public information needs required for individuals with vulnerable needs.

Supporting: Montgomery County Health Department	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify personnel or process used to provide public information to individuals with limited English language ability.
<i>Response (During Event) Actions for ESF 15 - External Communication</i>	
1	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.

Supporting: The Salvation Army	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify public information needs required for individuals with vulnerable needs.
2	Identify personnel or process used to provide public information to individuals with limited English language ability.

Adjutant General's Office, Office of Emergency Communications	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Develop pre-scripted media releases and public advisories.

2	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
---	--

Adjutant General's Office, Office of Public Affairs	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
2	Develop pre-scripted media releases and public advisories.

Amateur Radio Operators (RACES) (ARES)	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Caney Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

CERT - Volunteers	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Participate in training, drills, and exercises.

City of Independence	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Collect, process, and disseminate information to and from the EOC.
2	Participate in training, drills, and exercises.

Coffeyville Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Collect, process, and disseminate information to and from the EOC.
2	Participate in training, drills, and exercises.

Coffeyville Police Department	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Dearing Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Elk City Fire Department	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks -

Montgomery County RACES Officer.

Havana Rural Fire District <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Independence Fire Department <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Independence Police Dept <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Kansas Commission on Disability Concerns <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify personnel or process used to provide public information to individuals with limited English language ability.

Kansas Department on Aging <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Identify public information needs required for individuals with vulnerable needs.

Liberty Rural Fire District <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Louisberg Township Fire Department <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Montgomery County CART <i>Response (During Event) Actions for ESF 15 - External Communication</i>	
1	In coordination with the EOC team, release emergency information.

Montgomery County Environmental Health Department <i>Recovery (Post Event) Actions for ESF 15 - External Communication</i>	
1	Distribute information on what to do when returning to your damaged home.

Radio Amateur Civil Emergency Services (RACES) <i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
--	--

1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.
---	--

Sycamore Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

Tyro Rural Fire District	
<i>Preparedness (Pre-Event) Actions for ESF 15 - External Communication</i>	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks - Montgomery County RACES Officer.

IV. Financial Management

- A. ESF 15 is responsible for coordinating with Montgomery County Treasurer to manage ESF 15 expenses relevant to an event.
- B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.
- C. Expenditures by support entities will be documented by those entities and submitted directly to the Montgomery County Treasurer or a designated Finance Service officer as soon as possible.

V. References and Authorities: to view references see file archive

REFERENCES: Media Contacts List - Montgomery County; Montgomery County PIO appointment Resolution

AUTHORITIES

**ANNEX
ORDERS OF SUCCESSION**

Orders of Succession for Montgomery County

The Emergency Operations Plan has developed an Orders of Succession for all key positions held within the organization. Provided below is the title and name of each primary person currently holding each key position, followed by a list of designated successors. The successors are listed by title in order of precedence.

Who is authorized to activate the local Emergency Operations Center?

Primary: Shawn Wallis - Emergency Management

1. Bobbie Dierks - Montgomery County Sheriff
2. Chair - Montgomery County Commission - Fred Brown - Montgomery County Commission
3. To Be Determined

Who is authorized to declare a State of General Emergency?

Primary: Chair - Montgomery County Commission - Fred Brown - Montgomery County Commission

1. Bobbie Dierks - Montgomery County Sheriff
2. To Be Determined
3. To Be Determined

Who is the Public Information Officer for your jurisdiction?

Primary: Montgomery County PIO - Charlotte Scott/Schmidt - Montgomery County Clerk

1. To Be Determined
2. To Be Determined
3. To Be Determined

Who is the Main Point of Contact for this plan?

Primary: James F. Miller - Emergency Management

1. Bobbie Dierks - Montgomery County Sheriff
2. To Be Determined
3. To Be Determined

Emergency management.

Primary: James F. Miller - Emergency Management

Montgomery County Emergency Manager.

Primary: James F. Miller - Emergency Management

ANNEX TEAMS AND RESPONSIBILITIES

