

# Houston County Emergency Management Agency Emergency Operations Plan

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Houston County  
EMERGENCY OPERATIONS PLAN

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## **PREFACE**

This Emergency Operations Plan (EOP) describes the management and coordination of resources and personnel during periods of major emergency. This comprehensive local emergency operations plan is developed to ensure mitigation and preparedness, appropriate response and timely recovery from natural and man made hazards which may affect residents of Houston County.

This plan supersedes the Emergency Operations Plan dated from old eLEOP. It incorporates guidance from the Georgia Emergency Management Agency (GEMA) as well as lessons learned from disasters and emergencies that have threatened Houston County. The Plan will be updated at the latest, every four years. The plan:

- Defines emergency response in compliance with the State-mandated Emergency Operations Plan process.
- Establishes emergency response policies that provide Departments and Agencies with guidance for the coordination and direction of municipal plans and procedures.
- Provides a basis for unified training and response exercises.

### **The plan consists of the following components:**

- The Basic Plan describes the structure and processes comprising a county approach to incident management designed to integrate the efforts of municipal governments, the private sector, and non-governmental organizations. The Basic Plan includes the: purpose, situation, assumptions, concept of operations, organization, assignment of responsibilities, administration, logistics, planning and operational activities.
- Appendices provide other relevant supporting information, including terms, definitions, and authorities.
- Emergency Support Function Annexes detail the missions, policies, structures, and responsibilities of County agencies for coordinating resource and programmatic support to municipalities during Incidents of Critical Significance.
- Support Annexes prescribe guidance and describe functional processes and administrative requirements necessary to ensure efficient and effective implementation of incident management objectives.
- Incident Annexes address contingency or hazard situations requiring specialized application of the EOP. The Incident Annexes describe the missions, policies, responsibilities, and coordination processes that govern the interaction of public and private entities engaged in incident management and emergency response operations across a spectrum of potential hazards. Due to security precautions and changing nature of their operational procedures, these Annexes, their supporting plans, and operational supplements are published separately.

**The following is a summary of the 15 Emergency Support Functions:**

1. *Transportation*: Support and assist municipal, county, private sector, and voluntary organizations requiring transportation for an actual or potential Incident of Critical Significance.
2. *Communications*: Ensures the provision of communications support to municipal, county, and private-sector response efforts during an Incident of Critical Significance.
3. *Public Works and Engineering*: Coordinates and organizes the capabilities and resources of the municipal and county governments to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prevent, prepare for, respond to, and/or recover from an Incident of Critical Significance.
4. *Firefighting*: Enable the detection and suppression of wild-land, rural, and urban fires resulting from, or occurring coincidentally with an Incident of Critical Significance.
5. *Emergency Management Services*: Responsible for supporting overall activities of the County Government for County incident management.
6. *Mass Care, Housing and Human Services*: Supports County-wide, municipal, and non-governmental organization efforts to address non-medical mass care, housing, and human services needs of individuals and/or families impacted by Incidents of Critical Significance.
7. *Resource Support*: Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support before, during, and/or after Incidents of Critical Significance.
8. *Public Health and Medical Services*: Provide the mechanism for coordinated County assistance to supplement municipal resources in response to public health and medical care needs (to include veterinary and/or animal health issues when appropriate) for potential or actual Incidents of Critical Significance and/or during a developing potential health and medical situation.
9. *Search and Rescue*: Rapidly deploy components of the National US Response System to provide specialized life-saving assistance to municipal authorities during an Incident of Critical Significance.
10. *Hazardous Materials*: Coordinate County support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during Incidents of Critical Significance.
11. *Agriculture and Natural Resources*: supports County and authorities and other agency efforts to address: Provision of nutrition assistance; control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic

disease; assurance of food safety and food security and; protection of natural and cultural resources and historic properties.

12. *Energy*: Restore damaged energy systems and components during a potential of actual Incident of Critical Significance.
13. *Public Safety and Security Services*: Integrates County public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual Incidents of Critical Significance.
14. *Long Term Recovery and Mitigation*: Provides a framework for County Government support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of an Incident of Critical Significance.
15. *External Affairs*: Ensures that sufficient County assets are deployed to the field during a potential or actual Incident of Critical Significance to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.

# BASIC PLAN

## I. INTRODUCTION

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### Summary

This plan establishes a framework for emergency management planning and response to: prevent emergency situations; reduce vulnerability during disasters; establish capabilities to protect residents from effects of crisis; respond effectively and efficiently to actual emergencies; and provide for rapid recovery from any emergency or disaster affecting the local jurisdiction and Houston County.

This Emergency Operations Plan (EOP) is predicated on the National Incident Management System (NIMS) which integrates the capabilities and resources of various municipal jurisdictions, incident management and emergency response disciplines, nongovernmental organizations (NGOs), and the private sector into a cohesive, coordinated, and seamless framework for incident management. The EOP, using the NIMS, is an all-hazards plan that provides the structure and mechanisms for policy and operational coordination for incident management. Consistent with the model provided in the NIMS, the EOP can be partially or fully implemented in the context of a threat, anticipation of a significant event, or the response to a significant event. Selective implementation through the activation of one or more of the systems components allows maximum flexibility in meeting the unique operational and information-sharing requirements of the situation at hand and enabling effective interaction between various entities. The EOP, as the core operational plan for incident management, establishes county-level coordinating structures, processes, and protocols that will be incorporated into certain existing interagency incident- or hazard-specific plans (such as the Hurricane Plan) that is designed to implement specific statutory authorities and responsibilities of various departments and agencies in particular contingency.

### Purpose

The purpose of the EOP is to establish a comprehensive, countywide, all-hazards approach to incident management across a spectrum of activities including prevention, preparedness, response, and recovery. The EOP incorporates best practices and procedures from various incident management disciplines - homeland security, emergency management, law enforcement, firefighting, hazardous materials response, public works, public health, emergency medical services, and responder and recovery worker health and safety - and integrates them into a unified coordinating structure. The EOP provides the framework for interaction with municipal governments; the private sector; and NGOs in the context of incident prevention, preparedness, response, and recovery activities. It describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help protect from natural and manmade hazards; save lives; protect public health, safety, property, and the environment; and reduce adverse psychological consequences and disruptions. Finally, the EOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents.

**The EOP, using the NIMS, establishes mechanisms to:**

- Maximize the integration of incident-related prevention, preparedness, response, and recovery activities;
- Improve coordination and integration of County, municipal, private-sector, and nongovernmental organization partners;
- Maximize efficient utilization of resources needed for effective incident management and Critical Infrastructure/Key Resources protection and restoration;
- Improve incident management communications and increase situational awareness across jurisdictions and between the public and private sectors;
- Facilitate emergency mutual aid and emergency support to municipal governments;
- Provide a proactive and integrated response to catastrophic events; and
- Address linkages to other incident management and emergency response plans developed for specific types of incidents or hazards.

A number of plans are linked to the EOP in the context of disasters or emergencies, but remain as stand-alone documents in that they also provide detailed protocols for responding to routine incidents that normally are managed by County agencies without the need for supplemental coordination. The EOP also incorporates other existing emergency response and incident management plans (with appropriate modifications and revisions) as integrated components, operational supplements, or supporting tactical plans.

**This plan consists of the following components:**

### **Scope and Applicability**

The EOP covers the full range of complex and constantly changing requirements in anticipation of or in response to threats or acts of terrorism, major disasters, and other emergencies. The EOP also provides the basis to initiate long-term community recovery and mitigation activities.

The EOP establishes interagency and multi-jurisdictional mechanisms for involvement in and coordination of, incident management operations.

This plan distinguishes between incidents that require County coordination, termed disasters or emergencies, and the majority of incidents that are handled by responsible jurisdictions or agencies through other established authorities and existing plans.

**In addition, the EOP:**

- Recognizes and incorporates the various jurisdictional and functional authorities of departments and agencies; municipal governments; and private-sector organizations in incident management.

- Details the specific incident management roles and responsibilities of the departments and agencies involved in incident management as defined in relevant statutes and directives.
- Establishes the multi-agency organizational structures and processes required to implement the authorities, roles, and responsibilities for incident management.

This plan is applicable to all departments and agencies that may be requested to provide assistance or conduct operations in the context of actual or potential disasters or emergencies.

Disasters or emergencies are high-impact events that require a coordinated and effective response by an appropriate combination of County, municipal, private-sector, and nongovernmental entities in order to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities.

### **Key Concepts**

This section summarizes key concepts that are reflected throughout the EOP.

- Systematic and coordinated incident management, including protocols for:
  - Coordinated action;
  - Alert and notification;
  - Mobilization of County resources to augment existing municipal capabilities;
  - Operating under differing threats or threat levels; and
  - Integration of crisis and consequence management functions.
- Proactive notification and deployment of resources in anticipation of or in response to catastrophic events in coordination and collaboration with municipal governments and private entities when possible.
- Organizing interagency efforts to minimize damage, restore impacted areas to pre-incident conditions if feasible, and/or implement programs to mitigate vulnerability to future events.
- Coordinating worker safety and health, private-sector involvement, and other activities that are common to the majority of incidents (see Support Annexes).
- Organizing ESFs to facilitate the delivery of critical resources, assets, and assistance. Departments and agencies are assigned to lead or support ESFs based on authorities, resources, and capabilities.
- Providing mechanisms for vertical and horizontal coordination, communications, and information sharing in response to threats or incidents. These mechanisms

facilitate coordination among municipal entities and the County Government, as well as between the public and private sectors.

- Facilitating support to County departments and agencies acting under the requesting department or agencies own authorities.
- Developing detailed supplemental operations, tactical, and hazard-specific contingency plans and procedures.
- Providing the basis for coordination of interdepartmental and municipal planning, training, exercising, assessment, coordination, and information exchange.

## **II. PLANNING ASSUMPTIONS AND CONSIDERATIONS**

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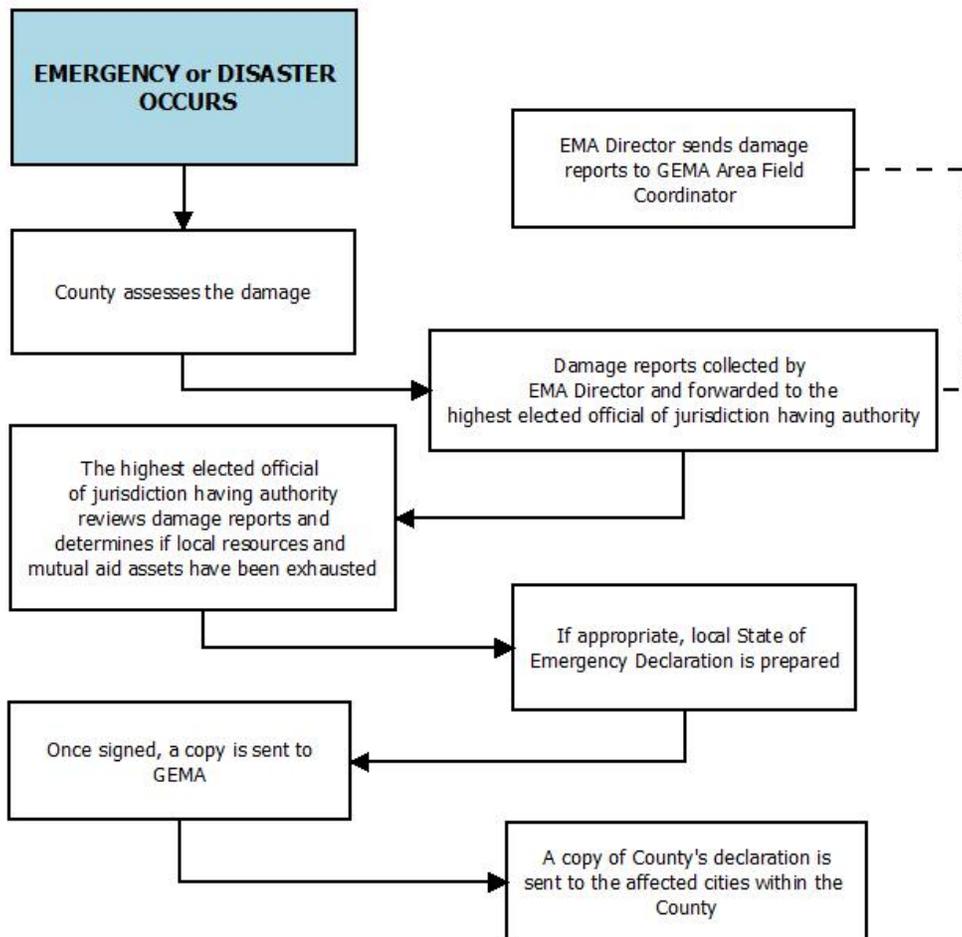
The EOP is based on the planning assumptions and considerations presented in this section.

- Incidents are typically managed at the lowest possible organizational and jurisdictional level.
- Incident management activities will be initiated and conducted using the principles contained in the NIMS and the ICS.
- The combined expertise and capabilities of government at all levels, the private sector, and nongovernmental organizations will be required to prevent, prepare for, respond to, and recover from disasters and emergencies.
- Disasters and emergencies require the Houston County Emergency Management Agency to coordinate operations and/or resources, and may:
  - Occur at any time with little or no warning in the context of a general or specific threat or hazard;
  - Require significant information-sharing at the unclassified and classified levels across multiple jurisdictions and between the public and private sectors;
  - Involve single or multiple jurisdictions;
  - Have significant regional impact and/or require significant regional information sharing, resource coordination, and/or assistance;
  - Span the spectrum of incident management to include prevention, preparedness, response, and recovery;
  - Involve multiple, highly varied hazards or threats on a regional scale;
  - Result in numerous casualties; fatalities; displaced people; property loss; disruption of normal life support systems, essential public services, and basic infrastructure; and significant damage to the environment;
  - Impact critical infrastructures across sectors;
  - Overwhelm capabilities of municipal governments, and private-sector infrastructure owners and operators;
  - Attract a sizeable influx of independent, spontaneous volunteers and supplies;
  - Require extremely short-notice asset coordination and response timelines; and
  - Require prolonged, sustained incident management operations and support activities.

- Top priorities for incident management are to:
  - Save lives and protect the health and safety of the public, responders, and recovery workers;
  - Ensure security of the county;
  - Prevent an imminent incident, including acts of terrorism, from occurring;
  - Protect and restore critical infrastructure and key resources;
  - Conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution and/or attribution;
  - Protect property and mitigate the damage and impact to individuals, communities, and the environment; and
  - Facilitate recovery of individuals, families, businesses, governments, and the environment.
  
- Deployment of resources and incident management actions during an actual or potential terrorist incident are conducted in coordination with the Federal Bureau of Investigation (FBI).
  
- Departments and agencies at all levels of government and certain NGOs, such as the American Red Cross, may be required to deploy to disaster areas or emergency events on short notice to provide timely and effective mutual aid and/or intergovernmental assistance.
  
- The degree of County involvement in incident operations depends largely upon the specific authority or jurisdiction. Other factors that may be considered include:
  - The municipal needs and/or requests for external support, or ability to manage the incident;
  - The economic ability of the affected entity to recover from the incident;
  - The type or location of the incident;
  - The severity and magnitude of the incident; and
  - The need to protect the public health or welfare or the environment.
  
- Departments and agencies support these mission in accordance with authorities and guidance and are expected to provide:
  - Initial and/or ongoing response, when warranted, under their own authorities and funding;

- Alert, notification, pre-positioning, and timely delivery of resources to enable the management of potential and actual disasters or emergencies; and
  - Proactive support for catastrophic or potentially catastrophic incidents using protocols for expedited delivery of resources.
- 
- For disasters or emergencies that are Presidentially declared, state and/or Federal support is delivered in accordance with relevant provisions of the Stafford Act. (Note that while all Presidentially declared disasters and emergencies under the Stafford Act are considered incidents of critical significance, not all incidents necessarily result in disaster or emergency declarations under the Stafford Act.)

# Emergency Declaration Process



It is anticipated and expected that if the emergency or disaster is obviously widespread and all local resources mutual aid assets have already been exhausted, the highest elected official of jurisdiction having authority can make a declaration without waiting for a report regarding damages.

### **III. ROLES AND RESPONSIBILITIES**

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#### **Local Government Responsibilities**

Police, fire, public health and medical, emergency management, public works, environmental response, and other personnel are often the first to arrive and the last to leave an incident site. In some instances, a County agency in the area may act as a first responder, and the assets of County agencies may be used to advise or assist municipal officials in accordance with agency authorities and procedures. Mutual aid agreements provide mechanisms to mobilize and employ resources from neighboring jurisdictions to support the incident command. When resources and capabilities are overwhelmed, the County may request State assistance under a Governor's disaster or emergency declaration. Summarized below are the responsibilities of the Chief Executive Officer.

A municipal mayor or city or County Chairman or their designee, as a jurisdiction's chief executive, is responsible for the public safety and welfare of the people of that jurisdiction. The Chief Executive Officer:

- Is responsible for coordinating resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents involving all hazards including terrorism, natural disasters, accidents, and other contingencies;
- Dependent upon law, has extraordinary powers to suspend laws and ordinances, such as to establish a curfew, direct evacuations, and, in coordination with the health authority, to order a quarantine;
- 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 incident within the jurisdiction;
- Negotiates and enters into mutual aid agreements with other jurisdictions to facilitate resource-sharing; and
- Requests State and, if necessary, Federal assistance through the Governor of the State when the jurisdiction's capabilities have been exceeded or exhausted.

#### **Emergency Support Functions**

The EOP applies a functional approach that groups the capabilities of municipal and county departments and some volunteer and non-government organizations into ESFs to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during disaster or emergency incidents. The County response to actual or potential disasters or emergencies is typically provided through the full or partial activation of the ESF structure as necessary. The ESFs serve as the coordination mechanism to provide assistance to municipal governments or to County departments and agencies conducting missions of primary County responsibility.

Each ESF is comprised of primary and support agencies. The EOP identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. The resources provided by the ESFs reflect categories identified in the NIMS. ESFs are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on roles and responsibilities of ESF primary agencies, and support agencies can be found in the introduction to the ESF Annexes.

Note that not all disaster or emergency incidents result in the activation of all ESFs. It is possible that an incident can be adequately addressed by agencies through activation of certain EOP elements without the activation of ESFs. Similarly, operational security considerations may dictate that activation of EOP elements be kept to a minimum, particularly in the context of certain terrorism prevention activities.

### **Nongovernmental and Volunteer Organizations**

Nongovernmental and volunteer organizations collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, the American Red Cross is an NGO that provides relief at the local level and also supports the Mass Care element of ESF 6. Community-based organizations receive government funding to provide essential public health services.

The Voluntary Organizations Active in Disaster (VOAD) is a consortium of approximately 30 recognized organizations of volunteers active in disaster relief. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, the wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural resource trustee agencies.

### **Private Sector**

EOP primary and support agencies coordinate with the private sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters and emergencies.

### **Roles**

The roles, responsibilities, and participation of the private sector during a disaster or emergency incident vary based on the nature of the organization and the type and impact of the incident. The roles of private-sector organizations are summarized below.

- **Impacted Organization or Infrastructure**  
Private-sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private-sector organizations that are significant to regional economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

- **Response Resource**  
Private-sector organizations provide response resources (donated or compensated) during an incident - including specialized teams, equipment, and advanced technologies - through public-private emergency plans, mutual aid agreements, or incident specific requests from government and private-sector-volunteer initiatives.
  
- **Regulated and/or Responsible Party**  
Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring, and responding to an incident once it occurs. For example, some activities are required by law or regulation to maintain emergency (incident) preparedness plans, procedures, and facilities and to perform assessments, prompt notifications, and training for a response to an incident.
  
- **State/Emergency Organization Member**
  
- Private-sector organizations may serve as active partners in emergency preparedness and response organizations and activities.

## **Responsibilities**

Private-sector organizations support the EOP (voluntarily or to comply with applicable laws and regulations) by sharing information with the government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response to and recovery from an incident.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause. In the case of an Incident of Critical Significance, these private-sector organizations are expected to mobilize and employ the resources necessary and available in accordance with their plans to address the consequences of incidents at their own facilities or incidents for which they are otherwise responsible.

## **Response Resources**

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. The County Government maintains ongoing interaction with the critical infrastructure and key resource industries to provide coordination for prevention, preparedness, response, and recovery activities. When practical, or when required under law, private-sector representatives should be included in planning and exercises. In some cases, the government may direct private-sector response resources when they have contractual relationships, using government funds.

## **Functional Coordination**

The primary agency/agencies for each ESF maintain(s) working relations with its associated private-sector counterparts through partnership committees or other means (e.g., ESF 2, Communications - telecommunications industry; ESF 10, Hazardous Materials - oil and hazardous materials industries; etc.).

## **Citizen Involvement**

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

The US Citizen Corps brings these groups together and focuses efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds.

Citizen Corps Councils implement Citizen Corps programs, which include Community Emergency Response Teams (CERTs), Medical Reserve Corps, Neighborhood Watch, Volunteers in Police Service, and the affiliate programs; provide opportunities for special skills and interests; develop targeted outreach for special-needs groups; and organize special projects and community events.

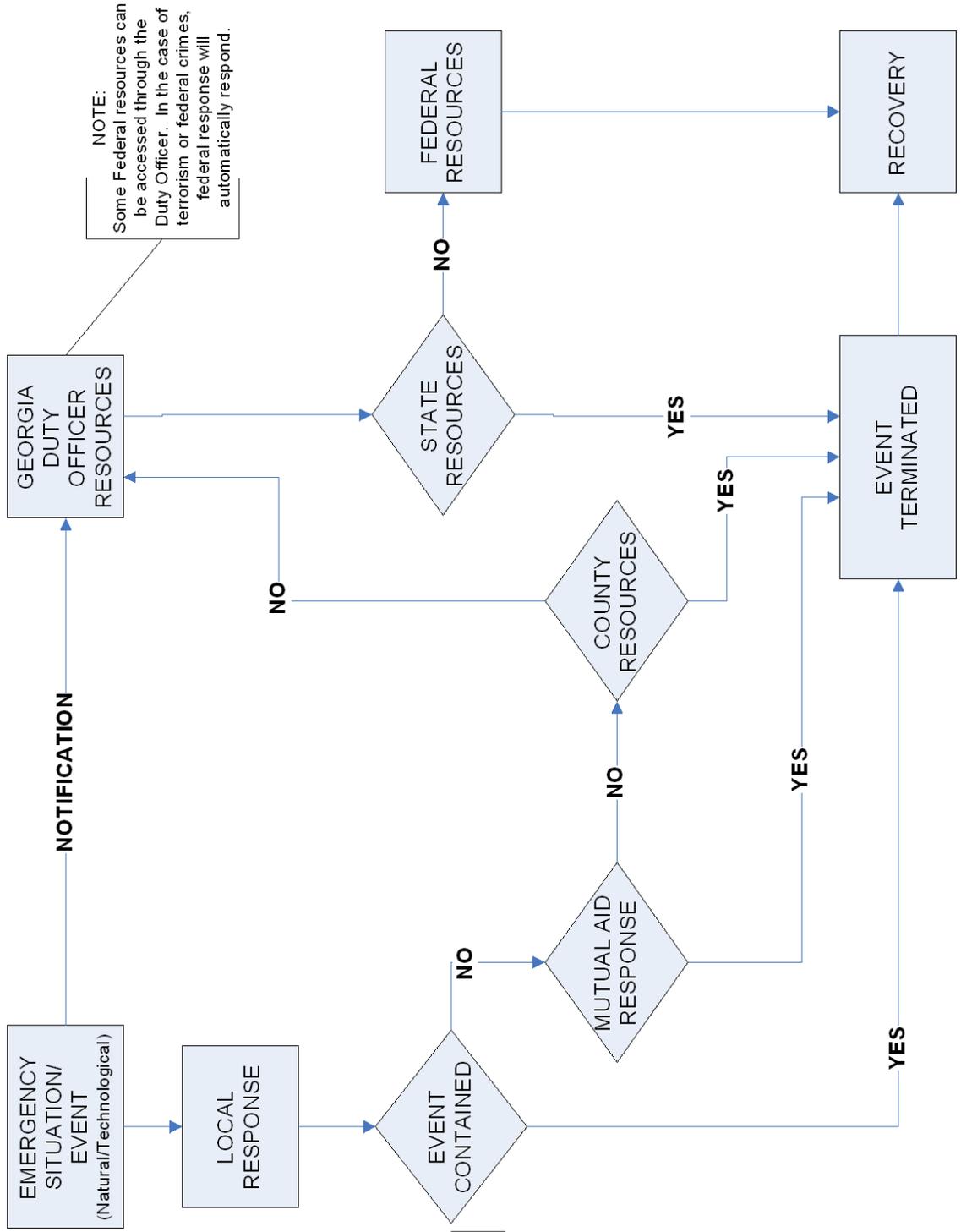
Citizen Corps Affiliate Programs expand the resources and materials available to communities through partnerships with programs and organizations that offer resources for public education, outreach, and training; represent volunteers interested in helping to make their communities safer; or offer volunteer service opportunities to support first responders, disaster relief activities, and community safety efforts.

Other programs unaffiliated with Citizen Corps also provide organized citizen involvement opportunities in support of response to major disasters and events of Critical Significance.

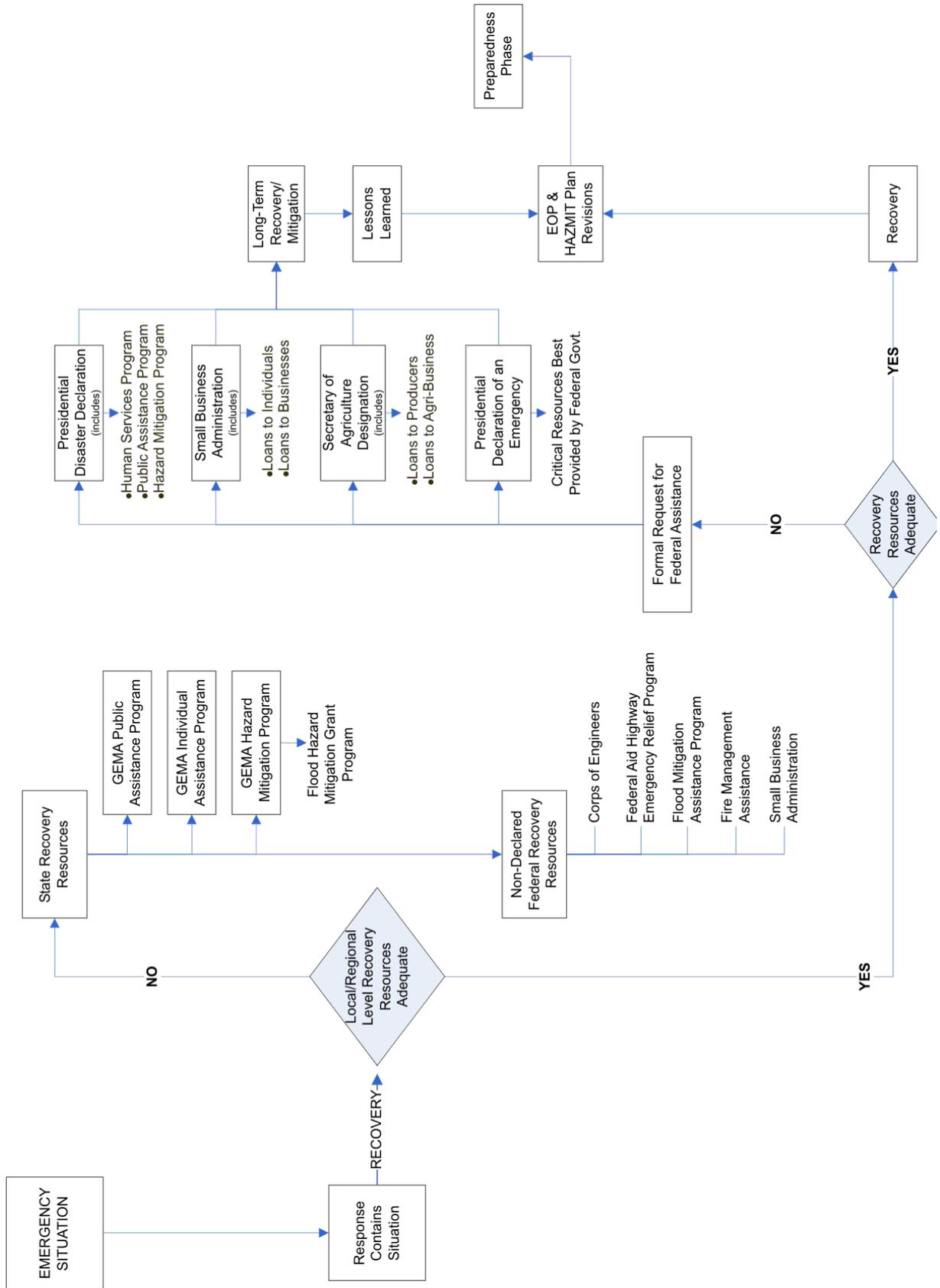
## **Citizen Corps**

The Citizen Corps works through a Citizen Corps Council that brings together leaders from law enforcement, fire, emergency medical and other emergency management, volunteer organizations, elected officials, the private sector, and other community stakeholders.

# Response Flow Chart



# Recovery Flow Chart



## **IV. CONCEPT OF OPERATIONS**

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### **Phases of Emergency Management**

#### **Mitigation**

Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures implemented prior to, during, or after an incident are intended to prevent the occurrence of an emergency, reduce the community's vulnerability and/or minimize the adverse impact of disasters or emergencies. A preventable measure, for instance, is the enforcement of building codes to minimize such situations.

#### **Preparedness**

Actions taken to avoid an incident or to intervene to stop an incident from occurring. Preparedness involves actions taken prior to an emergency to protect lives and property and to support and enhance disaster response. Planning, training, exercises, community awareness and education are among such activities.

#### **Response**

Activities that address the short-term, direct effects of an incident. These activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Also included are direction and coordination, warning, evacuation, and similar operations that help reduce casualties and damage, and speed recovery.

#### **Recovery**

The development, coordination, and execution of service- and site-restoration plans and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs. Short-term recovery includes damage assessment and the return of vital functions, such as utilities and emergency services, to minimum operating standards. When rebuilding and re-locating is due to damaged property, long-term recovery activities may continue for years.

#### **General**

- A basic premise of the EOP is that incidents are generally handled at the lowest jurisdictional level possible. Police, fire, public health, medical, emergency management, and other personnel are responsible for incident management at that level. Accordingly, in order to protect life and property from the effects of emergencies, government is responsible for all emergency management activities. When operating under such conditions, Houston County Emergency Management Agency will utilize all available resources from within the County, including voluntary and private assets, before requesting other assistance. After an emergency exceeds local capacity to respond, assistance will be requested from other jurisdictions and the state through GEMA. Upon a Presidential declaration, assistance as requested by the state may be provided through Federal ESFs and/or other resources.

- Consistent with the commitment to comprehensive emergency management, this plan addresses major emergency situations that may develop in the county. It outlines activities that address mitigation, preparedness, response and recovery. The plan emphasizes the capacity of Houston County Emergency Management Agency to respond and accomplish short-term recovery.
- In coordination with the county and municipal governments, Houston County Emergency Management Agency will implement interagency coordination for emergency operations.
- In coordination with the county and municipal governments and Houston County Emergency Management Agency the public information designee will release all emergency information.
- If an agency requests functional support from another agency or organization, assigned personnel and resources will be coordinated by the agency responsible for the ESF.
- All agencies will inform Houston County Emergency Management Agency of personnel assigned to work in the Emergency Operations Center (EOC.)

## **V. DIRECTION AND CONTROL**

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### **Continuity of Government/Continuity of Operations (COG/COOP)**

Local governments and jurisdictions must be prepared to continue their minimum essential functions throughout the spectrum of possible threats from natural disasters through acts of terrorism. COG/COOP planning facilitates the performance of State and local government and services during an emergency that may disrupt normal operations.

- Government continuity planning facilitates the performance government and services during an emergency that may disrupt normal operations. Contingency plans for the continuity of operations of vital government functions and jurisdictions will allow agencies to continue their minimum essential operations and maintain authority. These plans include the spectrum of possible threats from natural disasters through acts of terrorism.
- Continuity of Government (COG) and Continuity of Operations (COOP) measures will establish lines of personnel succession, ensuring that authority is delegated to appropriate personnel prior to an emergency. Executive office personnel and agency managers will identify, notify, and train the individuals next in line. In addition, personnel will be familiar with alert, notification and deployment procedures to provide for command and control of response and recovery operations.
- Preservation of Records addresses the protection of essential records (e.g., vital statistics, deeds, corporation papers, operational plans, resource data, personnel and payroll records, inventory lists, laws, charters, and financial documents) by the appropriate agency following an emergency or disaster. Governments will plan for preservation of succession and delegation of authority and records necessary for carrying out governments legal and financial functions and the protection of legal and financial rights of citizens.
- The EMA director, under the direction of the local government, is responsible for the following, but not limited to:
  - Determine who is responsible for direction and control at the executive level;
  - Describe the decision process for implementing COG/COOP plans and procedures, including reliable, effective, and timely notification;
  - Establish measures for the protection of vital records;
  - Identify the agencies and personnel (including lines of succession) responsible for providing water, electricity, natural gas, sewer, and sanitation services in affected areas;
  - Identify the location of and contact points for Emergency Management Assistance Compacts (EMACs), Memoranda of Understanding (MOU), and other cooperative agreements

- Standard Operating Procedures (SOPs) for each local agency that provide specific authorities of designated successors to direct their agencies;
- COG/COOP succession of authority plans are outlined in the Houston County Emergency Management Agency Emergency Operations Plan Annex.

## **VI. INCIDENT MANAGEMENT ACTIONS**

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### **Services and Resources**

An emergency or disaster may place great demands on services and resources. Priority will be based on essential needs, such as food, water, and medical assistance. Other services and resources will be acquired after establishing the need.

### **Commitment of Services and Resources**

- Local governments will commit services and resources in order to save lives and protect property. Response agencies will first utilize services and resources available through their agency or organization. Additional needs may be met from other governments, agencies and/or organizations through mutual-aid or Memorandums of Understanding (MOU). After these sources have been exhausted, additional state resources may be requested from GEMA through the EOC. Houston County Emergency Management Agency maintains an extensive service and resource directory that is maintained by ESF 7.
- Detailed records of expenditures are required by all agencies and organizations responding to a disaster for possible reimbursement, such as through an authorized Federal disaster declaration.

### **Local Involvement**

Houston County Emergency Management Agency will coordinate the efforts of agencies and organizations responsible for plan development of ESFs and major revisions. It is strongly recommended that the agencies involved in an ESF conduct coordination meetings and develop an ESF plan for their response to each level of activation. The plan will be reviewed annually and major revisions completed, as necessary. An updated plan shall be submitted for approval to GEMA every four years through the eLEOP system. Minor revisions to the plan should be logged in on the designated form at the beginning of this plan and updated on the eLEOP system.

### **State Involvement**

Coordination of emergency management planning and operations and service and resource sharing across jurisdictional boundaries is necessary. Consequently, the state may be able to assist in the planning process (e.g., radiological, hurricane planning). Houston County Emergency Management Agency will coordinate the type and level of assistance. Agencies and organizations with ESF responsibilities will be involved in such planning. This assistance should be interpreted as supporting agencies with ESF responsibilities and enhancing emergency capabilities.

### **Standard Operating Procedures**

Most agencies and organizations within Houston County and its municipalities have emergency functions to perform in addition to their other duties. Each agency and/or

organization with primary ESF responsibilities, in conjunction with support agencies and organizations, will develop and maintain Standard Operating Procedures (SOPs). These procedures provide detailed direction and coordination of ESF responsibilities and critical emergency tasks.

### **Emergency Operations**

Organizational responsibilities are included in each ESF.

### **Local Responsibilities**

Houston County Emergency Management Agency is responsible for the following:

- Assist and advise all agencies and/or organizations in the development and coordination of ESFs to ensure necessary planning;
- Brief and train EOC personnel and volunteers as well as conduct periodic exercises to evaluate support function responsibilities;
- Manage the EOC for operational readiness;
- Coordinate with other emergency management agencies, GEMA, and other emergency response organizations;
- Maintain a list of all agency contacts including telephone, fax, and pager numbers (Refer to Houston County Emergency Management Agency EOC Telephone Directory);
- Obtain copies of SOPs for all ESFs;
- Update, maintain and distribute the plan and all major revisions to agencies and organizations contained on the distribution list;
- Advise Houston County Emergency Management Agency officials, municipalities and agencies with ESF responsibilities on the nature, magnitude, and effects of an emergency; and
- Coordinate with public information officials to provide emergency information for the public.

### **Agencies and organizations with ESF responsibilities will:**

- Develop and maintain the ESF and SOPs, in conjunction with Houston County Emergency Management Agency and other supporting agencies;
- Designate agency and organization personnel with emergency authority to work on planning, mitigation, preparedness and response issues and commit resources. Staff assignments should include personnel who are trained to work in the EOC;

- Maintain an internal emergency management personnel list with telephone, fax and pager numbers;
- Provide for procurement and management of resources for emergency operations and maintain a list of such resources;
- Participate in training and exercises to evaluate and enhance ESF capabilities;
- Negotiate and prepare MOUs that impact the specific ESF, in conjunction with Houston County Emergency Management Agency ; and
- Establish procedures for the maintenance of records, including personnel, travel, operations and maintenance expenditures and receipts.

## **VII. PLAN DEVELOPMENT AND MAINTENANCE**

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### **Plan Maintenance**

Houston County Emergency Management Agency is the executive agent for EOP management and maintenance. The EOP will be updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the EOP.

#### **• Types of Changes**

Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans contained in statute, order, or regulation.

#### **• Coordination and Approval**

Any department or agency with assigned responsibilities under the EOP may propose a change to the plan. Houston County Emergency Management Agency is responsible for coordinating all proposed modifications to the EOP with primary and support agencies and other stakeholders, as required. Houston County Emergency Management Agency will coordinate review and approval for proposed modifications as required.

#### **• Notice of Change**

After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, Houston County Emergency Management Agency will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the EOP in addition to manually logged record of changes on the form at the beginning of this plan titled: Record of Revisions. Once published, the modifications will be considered part of the EOP for operational purposes pending a formal revision and redistribution of the entire document. Interim changes can be further modified or updated using the above process and through eLEOP system tools.

#### **• Distribution**

Houston County Emergency Management Agency will distribute Notices of Change to all participating agencies. Notices of Change to other organizations will be provided upon request.

#### **• Redistribution of the EOP**

Working toward continuous improvement, Houston County Emergency Management Agency is responsible for an annual review and updates of the EOP and a complete revision every four years, or more frequently if the County Commission or the Georgia Emergency Management Agency deems necessary. The review and update will consider lessons learned and best practices identified during exercises and responses to actual events, and incorporate new information technologies. Houston County Emergency Management Agency will distribute revised EOP documents for the purpose of interagency review and concurrence.

## **EOP-Supporting Documents and Standards for Other Emergency Plans**

As the core plan for domestic incident management, the EOP provides the structures and processes for coordinating incident management activities for terrorist attacks, natural disasters, and other emergencies. Following the guidance provided, the EOP incorporates existing emergency and incident management plans (with appropriate modifications and revisions) as integrated components of the EOP, as supplements, or as supporting operational plans. Accordingly, departments and agencies must incorporate key EOP concepts and procedures for working with EOP organizational elements when developing or updating incident management and emergency response plans. When an agency develops an interagency plan that involves events within the scope of disaster and emergency incidents, these plans are coordinated with Houston County Emergency Management Agency to ensure consistency with the EOP, and are incorporated into the EOP, either by reference or as a whole. Houston County Emergency Management Agency will maintain a complete set of current local interagency plans. Incident management and emergency response plans must include, to the extent authorized by law:

- Principles and terminology of the NIMS;
- Reporting requirements of the EOP;
- Linkages to key EOP organizational elements such as the EOC; and
- Procedures for transitioning from localized incidents to incidents that require state or federal assistance. The broader range of EOP-supporting documents includes strategic, operational, tactical, and incident specific or hazard-specific contingency plans and procedures. Strategic plans are developed based on long-range goals, objectives, and priorities. Operational-level plans merge the on-scene tactical concerns with overall strategic objectives. Tactical plans include detailed, specific actions and descriptions of resources required to manage an actual or potential incident. Contingency plans are based on specific scenarios and planning assumptions related to a geographic area or the projected impacts of an individual hazard. The following is a brief description of EOP-related documents.

## **National Incident Management System**

The NIMS provides a core set of doctrine, concepts, terminology, and organizational processes to enable effective, efficient, and collaborative incident management at all

levels.

## **State and Local Emergency Operations Plans**

State and local emergency operations plans are created to address a variety of hazards. Examples include:

- State emergency operations plans designed to support State emergency management functions.
- Emergency operations plans created at the municipal level to complement State emergency operations plans.

## **Hazard Mitigation Plans**

Hazard mitigation plans are developed by States and communities to provide a framework for understanding vulnerability to and risk from hazards, and identifying the pre-disaster and post-disaster mitigation measures to reduce the risk from those hazards. Multihazard mitigation planning requirements were established by Congress through the Stafford Act, as amended by the Disaster Mitigation Act of 2000.

## **Private Sector Plans**

Private sector plans are developed by privately owned companies/corporations. Some planning efforts are mandated by statute (e.g., nuclear power plant operations), while others are developed to ensure business continuity.

## **Nongovernmental and Volunteer Organization Plans**

Volunteer and nongovernmental organization plans are plans created to support State and Federal emergency preparedness, response, and recovery operations. Plans include a continuous process of assessment, evaluation, and preparation to ensure that the necessary authorities, organization, resources, coordination, and operation procedures exist to provide effective delivery of services to disaster clients as well as provide integration into planning efforts at all government levels.

## **Planning and Operations Procedures**

Procedures provide operational guidance for use by emergency teams and other personnel involved in conducting or supporting incident management operations.

These documents fall into five basic categories:

- Overviews that provide a brief concept summary of an incident management function, team, or capability;
- Standard operating procedures (SOPs) or operations manuals that provide a complete reference document, detailing the procedures for performing a single function (i.e., SOP) or a number of interdependent functions (i.e., operations

manual);

- Field operations guides or handbooks that are produced as a durable pocket or desk guide, containing essential tactical information needed to perform specific assignments or functions;
- Point of contact lists; and
- Job aids such as checklists or other tools for job performance or job training.

# EMERGENCY SUPPORT FUNCTION 1 TRANSPORTATION

<p><b>Primary Agency</b> Houston County Board of Education</p> <p><b>Support Agencies</b> Houston County Public Works RAFB</p>
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## I. INTRODUCTION

The emergency support function of transportation services involves direction and coordination, operations, and follow-through during an emergency or disaster.

### A. Purpose

1. To support and assist municipal, county, private sector, and voluntary organizations requiring transportation for an actual or potential disaster or emergency.
2. To assist city and county agencies and other ESFs with the emergency efforts to transport people. The priorities for allocation of these assets will be:
  - a. Evacuating persons from immediate peril.
  - b. Transporting personnel for the support of emergency activities.
  - c. Transporting relief personnel necessary for recovery from the emergency.

### B. Scope

The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness
  - a. Maintain current inventories of local government transportation facilities, supplies, and equipment by mode.
  - b. Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies within the County, to include maintaining points of contact, their geographic locations, territories, and operating areas.
  - c. Establish and maintain liaison with the state and adjacent county transportation officials.

- d. Plan for supporting all types of evacuation(s) to include lock down of draw bridges, suspension of highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.
- e. Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
- f. Participate in exercises and training to validate this annex and supporting SOPs.
- g. Ensure all ESF 1 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

## 2. Response

- a. Identify transportation needs required to respond to the emergency.
- b. Coordinate with GEMA for use of state transportation assets.
- c. Identify, obtain, prioritize and allocate available transportation resources.
- d. Report the locations of damage to transportation infrastructure, degree of damage, and other available information to ESF 5.
- e. Assist local governments in determining the most viable, available transportation networks to, from, and within the disaster area, and regulate the use of such networks as appropriate.
- f. Coordinate emergency information for public release through ESF 15.
- g. Plan for transportation support of mobilization sites, staging areas, and distribution points.

## 3. Recovery

- a. Continue to render transportation support when and where required as long as emergency conditions exist.
- b. Coordinate the repair and restoration of transportation infrastructure with the assistance of ESF 3.
- c. Evaluate and task the transportation support requests for impacted areas.
- d. Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
- e. Anticipate, plan for, and ready the necessary notification systems to support the deployment of mutual aid teams, and work teams and activities in the impacted area.
- f. Ensure that ESF 1 team members or their agencies maintain appropriate records of costs incurred during the event.

## 4. Mitigation

- a. Support and plan for mitigation measures.

- b. Support requests and directives resulting from the County Commission concerning mitigation and/or redevelopment activities.
- c. Document matters that may be needed for inclusion in briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The emergency transportation function is the primary responsibility of Houston County Board of Education and support for this function is the responsibility of Houston County Public Works and RAFB.

### B. Actions

#### 1. Mitigation/Preparedness

- a. Plan and coordinate with support agencies and organizations.
- b. Maintain a current inventory of transportation resources.
- c. Establish policies, procedures, plans, and programs to effectively address transportation needs.
- d. Recruit, designate, and maintain a list of emergency personnel.
- e. Participate in drills and exercises to evaluate transportation capabilities.

#### 2. Response/Recovery

- a. Staff the EOC when notified by the EMA director.
- b. Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
- c. Provide transportation resources, equipment, and vehicles, upon request.
- d. Channel transportation information for public release, through the EOC and continue providing information and support upon re-entry.
- e. Maintain records of expenditures and document resources utilized during recovery.

## III. RESPONSIBILITIES

### A. Houston County Board of Education

Make school buses, resources, personnel, equipment, vehicles and fuel available as needed to assist in fulfilling transportation needs.

## B. Houston County Public Works

Coordinate with the support agencies in directing transportation resources and prioritizing the needs for transportation services.

Immediately following an incident of critical significance, assess the overall status of the transportation system within the county and begin determination of potential needs and resources.

ESF-7 (Resource Support) will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement available resources.

## C. RAFB

Coordinate with the support agencies in directing transportation resources and prioritizing the needs for transportation services.

Immediately following an incident of critical significance, assess the overall status of the transportation system within the county and begin determination of potential needs and resources.

ESF-7 (Resource Support) will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement available resources.

## IV. COUNTY-SPECIFIC INFORMATION

The Houston County BOE is lead.

# EMERGENCY SUPPORT FUNCTION 2 COMMUNICATIONS

<p><b>Primary Agency</b> Houston County E-911</p> <p><b>Support Agencies</b> Amaturer Radio</p>
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## I. INTRODUCTION

The emergency support function of communications and warning involves direction and coordination, operations and follow-through during an emergency or disaster.

### A. Purpose

This ESF has been established to assure the provision of communications support to municipal, county, and private-sector response efforts during a disaster or emergency.

1. ESF 2 will identify communications facilities, equipment and personnel that could be made available to support disaster recovery efforts.
2. ESF 2 will identify planned actions of telecommunications companies to restore services.
3. ESF 2 will coordinate the acquisition and deployment of communications equipment, personnel and resources to establish temporary communications capabilities following a disaster.

### B. Scope

1. Communications is information transfer and involves the technology associated with the representation, transfer, interpretation, and processing of data among persons, places, and machines. It includes transmission, emission, or reception of signs, signals, writing, images, and sounds or intelligence of any nature by wire, radio, optical, or other electromagnetic systems.
2. ESF 2 plans, coordinates and assists with the provision of communications support to county disaster response elements. This ESF will coordinate emergency warnings and communications equipment and services from local, county and state agencies, voluntary groups, the telecommunications industry and the military.
3. ESF 2 will serve as the focal point of contingency response communications activity in Houston County before, during and after activation of the EOC.
4. Operations necessary for the performance of this function include but are

not limited to:

a. Preparedness

- i. Identify public and private communications facilities, equipment, and personnel located throughout Houston County including emergency communications vehicles or mobile command posts.
- ii. Identify actual and planned actions of commercial telecommunications companies to restore services.
- iii. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
- iv. Develop and coordinate frequency management plans, including talk groups and trunked radio for use in disaster areas.
- v. Develop a long distance communications strategy for implementation during disasters.
- vi. Assess pre-event needs and develop plans to pre-stage assets for rapid deployment into disaster areas.
- vii. Develop plans to prioritize the deployment of services based on available resources and critical needs.
- viii. Plan for operations involving coordination with the state to coordinate communications assets beyond County capability.
- ix. Provide reliable links and maintain available support services for disaster communications with local, county, and state, agencies.
- x. Ensure all ESF 2 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
- xi. Participate in tests and exercises to evaluate the county emergency response capability.

b. Response

- i. Conduct communications needs assessments (to include determining status of all communications systems), prioritize requirements, and make recommendations to deploy equipment and personnel to affected area, as required.
- ii. Identify actual actions of commercial telecommunications companies to restore services.
- iii. Maintain constant two-way communication with all appropriate emergency-operating services of county and local governments.
- iv. Implement frequency management plan in the disaster area, including talk groups and trunked radio, as required.
- v. Provide capability for responsible officials to receive emergency information and communicate decisions.
- vi. Establish communications with GEMA SOC to coordinate communications assets, personnel, and resources and mobile command vehicles as needed.

c. Recovery

- i. Arrange for alternate communication systems to replace systems that are inoperative due to damage from disasters.
- ii. Maintain or restore contact with the other EOCs (state, cities, and county emergency management/preparedness organizations), as capabilities allow.
- iii. Make communications channels available to provide appropriate information to the public concerning safety and resources required for disaster recovery.
- iv. Maintain or restore contact with all appropriate emergency operations services of county government.
- v. Gather communications damage assessment information from public and private organizations (including telephone outages) and report to ESF 5.
- vi. Assess the need for and obtain telecommunications industry support as needed.
- vii. Prioritize the deployment of services based on available resources and critical needs.
- viii. Anticipate and plan for arrival of, and coordination with, GEMA ESF 2 personnel in the SOC and other established facilities.
- ix. Ensure ESF 2 team members or their agencies, maintain appropriate records of costs incurred during the event.

d. Mitigation

- i. Support and plan for mitigation measures.
- ii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The emergency communications and warning function is the primary responsibility of Houston County E-911 and support for this function is the responsibility of Amaturer Radio.

### B. Actions

#### 1. Mitigation/Preparedness

- a. Establish methods of communications and warning for probable situations including type of emergency, projected time, area to be

- affected, anticipate severity, forthcoming warnings, and actions necessary.
- b. Ensure that primary and alternate communications systems are operational.
- c. Recruit, train, and designate communications and warning operators for the EOC.
- d. Establish warning systems for critical facilities;
- e. Provide communications systems for the affected emergency or disaster area.
- f. Develop maintenance and protection arrangements for disabled communications equipment.
- g. Participate in drills and exercises to evaluate local communications and warning response capabilities.

## 2. Response/Recovery

- a. Verify information with proper officials.
- b. Establish communication capability, between and among EOC, agencies and organizations with ESF responsibilities, other jurisdictions, and SOC.
- c. Coordinate communications with response operations, shelters, lodging, and food facilities.
- d. Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
- e. Warn critical facilities.
- f. Continue coordinated communications to achieve rapid recovery and contact with the SOC.
- g. Maintain records of expenditures and document resources utilized during recovery.

## III. RESPONSIBILITIES

### A. Houston County E-911

Coordinate with each support agency through regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Oversee the coordination and management of communications resources, facilities and equipment and initiate alternate and backup systems as needed.

Develop maintenance and protection arrangements for inoperative communications equipment.

Coordinate communications with response operations, shelters, lodging, and food facilities.

Continue coordinated communications to achieve rapid recovery and contact with the

Emergency Operations Center (EOC).

Maintain records of expenditures and document resources utilized during response and recovery efforts.

Coordinate the various types of communications within the county, including landline telephones, cellular telephones, 800 MHz, VHF, marine band, amateur radio, citizens band radios and emergency response agencies in affected areas.

## B. Amateur Radio

Provide public communications during emergencies and disasters.

Recruit, train, and designate communications and warning operators for the EOC.

## IV. COUNTY-SPECIFIC INFORMATION

EMA- Oversee warning resources, facilities and equipment and initiate alternate and backup systems as needed.

Coordinate communications support to all governmental, quasi-governmental and volunteer agencies as required by collating cumulative damage information obtained from assessment teams, the telecommunications industry, the EOC and other agencies.

Provide a system for designated officials to communicate with the public including people with special needs.

# EMERGENCY SUPPORT FUNCTION 3 PUBLIC WORKS AND ENGINEERING

<p><b>Primary Agency</b> Houston County Public Works</p> <p><b>Support Agencies</b> City of Centerville Public Works Perry Public Works Warner Robins Public Works</p>
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## I. INTRODUCTION

The emergency support function of public works and engineering involves direction and coordination, operations and follow-through during an emergency or disaster.

### A. Purpose

This ESF provides operational guidance to those who are assigned to work in public works and engineering services. The mission of this ESF is to remove debris from streets, eliminate hazards, manage storm damage, provide rapid restoration of water/sewer services, repair essential services, immediately provide damage assessment information and cooperate with other emergency agencies.

### B. Scope

This ESF is structured to provide public works and engineering related support for the changing requirements of incident management to include preparedness, prevention, response, recovery, and mitigation actions. Functions include but are not limited to:

#### 1. Preparedness

##### a. General

- i. Participate in exercises and training to validate this annex and supporting SOPs.
- ii. Ensure all ESF 3 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

##### b. Public Works and Engineering

- i. Assist with the provision of water (potable and nonpotable) and ice into the disaster area if local supplies become inadequate.
- ii. In coordination with local emergency management officials,

- develop policy for conservation, distribution and use of potable and firefighting water.
  - iii. Identify and locate chemicals to maintain a potable water supply.
  - iv. Include in ESF 3 Standard Operating Procedures an alerting list, to include points-of-contact and telephone numbers, of agencies, counties, municipalities and organizations supporting public works and engineering functions.
  - v. Maintain a current inventory of equipment and supplies, to include points-of-contact and telephone numbers, required to sustain emergency operations, including emergency power generators.
  - vi. Establish operational needs for restoration of public works service during the emergency.
  - vii. Develop and maintain listings of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.
  - viii. Plan engineering, contracting, and procurement assistance for emergency debris, snow or ice clearance, demolition, public works repair, and water supply, and sewer missions.
  - ix. In conjunction with GEMA, plan for use of state resources to support ESF 3 operations.
- c. Damage Assessment: Coordinate the deployment of state damage assessment teams and other engineer teams into any area of the state.

## 2. Response

### a. Public Works and Engineering

- i. Identify water and sewer service restoration, debris management, potable water supply, and engineering requirements as soon as possible.
- ii. Evaluate status of current resources to support ESF 3 operations.
- iii. Establish priorities to clear roads, repair damaged water/sewer systems and coordinate the provision of temporary, alternate or interim sources of emergency power and water/sewer services.
- iv. As needed, recommend priorities for water and other resource allocations.
- v. Procure equipment, specialized labor, and transportation to repair or restore public works systems.
- vi. Coordinate with GEMA for use of state assets.
- vii. Coordinate with ESF 6 for shelter support requirements.
- viii. Coordinate with ESF 8 and ESF 11 for advice and assistance regarding disposal of debris containing or consisting of animal carcasses.
- ix. Coordinate with ESF 10 for advice and assistance regarding

- disposal of hazardous materials.
- x. Coordinate with ESF 4 for advice and assistance regarding firefighting water supply.

#### b. Damage Assessment

- i. At the onset of an emergency or disaster, notify department/agency heads and local governments and volunteer organizations to have damage assessment and safety evaluation personnel available to deploy to affected area(s) and pre-position as appropriate.
- ii. Provide damage assessment coordinators and support for joint state/federal teams into the affected area, as required.
- iii. Coordinate with ESF 12 for public utility damage assessment information.
- iv. Collect, evaluate, and send damage assessment reports to ESF 5 and other appropriate agencies.
- v. Coordinate state and local damage assessment operations with related state and federal activities.
- vi. Prepare damage assessment documents in conjunction with GEMA where appropriate for a presidential emergency or major disaster declaration when necessary.

### 3. Recovery

#### a. General

- i. Anticipate and plan for arrival of and coordination with state and federal ESF 3 personnel in the EOC and/or the Joint Field Office (JFO).
- ii. Ensure that ESF 3 team members, their agencies, or other tasked organizations, maintain appropriate records of time and costs incurred during the event.

#### b. Public Works and Engineering

- i. Maintain coordination with all supporting agencies and organizations on operational priorities for emergency repair and restoration. Coordinate, as needed, for debris management operations on public and private property.
- ii. Continue to monitor restoration operations when and where needed as long as necessary and until all services have been restored.

- c. Damage Assessment: In conjunction with GEMA, develop disaster project worksheets as required.

### 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

Public works and engineering services is the primary responsibility of Houston County Public Works and support for this function is the responsibility of City of Centerville Public Works, Perry Public Works and Warner Robins Public Works.

### 1. Actions

#### a. Mitigation/Preparedness

- i. Recruit, train, and designate public works and engineering personnel to serve in the EOC.
- ii. Develop and maintain an inventory of equipment, supplies, and suppliers required to sustain emergency operations.
- iii. Prioritize service restoration for emergencies.
- iv. Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
- v. Participate in drills and exercises to evaluate public works and engineering response capability.

#### b. Response/Recovery

- i. Alert emergency personnel of the situation and obtain necessary resources.
- ii. Establish response operations and support personnel working in the EOC.
- iii. Maintain coordination and support among applicable agencies and organizations and the private sector.
- iv. Channel all pertinent emergency information through the EOC.
- v. Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
- vi. Conduct restoration and maintenance operations until

- completion of repair services.
- vii. Maintain records of expenditures and document resources utilized during recovery.

### III. RESPONSIBILITIES

#### A. Houston County Public Works

Serve as the Primary coordinator for debris removal and related tasks.

Assist with the provision of water (potable and non-potable) and ice into the disaster area if local supplies become inadequate.

In coordination with local emergency management officials, develop policy for conservation, distribution and use of potable and firefighting water.

Identify and locate chemicals to maintain a potable water supply.

Include an alerting list in the SOP, to include points-of-contact and telephone numbers, of agencies, counties, municipalities and organizations supporting public works and engineering functions.

Maintain a current inventory of equipment and supplies.

Establish operational needs for restoration of public works service during the emergency.

Develop and maintain listings of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.

Coordinate with other ESFs to consolidate reports of damage and focus assessment efforts.

Act as a liaison between the EOC and the state EOC for damage assessment activity.

Maintain contact with municipal liaisons to collect and relay information.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report expenditure records to the primary agency.

#### B. City of Centerville Public Works

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### C. Perry Public Works

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### D. Warner Robins Public Works

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

#### **IV. COUNTY-SPECIFIC INFORMATION**

The Debris Removal Plan is located within the Comprehensive Solid Waste Plan.

# EMERGENCY SUPPORT FUNCTION 4 FIREFIGHTING

<p><b>Primary Agency</b> Houston County Fire Department</p> <p><b>Support Agencies</b> Centerville Fire Department Georgia Forestry Commission Houston County Unit Perry Fire Department Warner Robins Fire Department</p>
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## I. INTRODUCTION

The emergency support function of firefighting services involves direction and coordination, operations and follow-through during an emergency or disaster.

### A. Purpose

This ESF provides a comprehensive mechanism to ensure appropriate utilization of local fire resources before and after the impact of a disaster. This will include but is not limited to the detection and suppression of urban, rural, and wildland fires resulting from, or occurring coincidentally with a significant natural or man-made disaster.

### B. Scope

ESF 4 involves the management and coordination of firefighting resources in the detection and suppression of fires, during rescue situations, and when mobilizing and coordinating personnel, equipment, and supplies in support of local entities.

ESF 9, Search and Rescue and ESF10, Hazardous Materials, will be collocated with ESF 4 and are integral components of the function of ESF 4 support agencies. In preparation for and execution of its fire protection mission, ESF 4 will:

- 1. Preparedness
  - a. Maintain current inventories of fire service facilities, equipment, and personnel throughout the County.
  - b. Organize and train fire service emergency teams to rapidly respond to requests for assistance.
  - c. Monitor weather and hazardous conditions that contribute to increased fire danger.
  - d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to

- include mobilizing resources and staging them at various locations.
- e. Based on hazardous conditions, conduct fire prevention and education activities for the public.
- f. Participate in exercises and training to validate this annex and supporting SOPs.
- g. Ensure all ESF 4 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

## 2. Response

- a. Support local fire departments and the Forestry Commission with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.
- b. Coordinate with GEMA for use of state assets to support firefighting operations.
- c. Monitor status of firefighting resources committed to an incident.
- d. Maintain staging area locations.
- e. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
- f. Support fire investigations, as requested.
- g. Obtain and submit fire situation and damage assessment reports and provide information to EOC.
- h. Establish communications with the State Regional Fire Coordinator, when activated, to coordinate fire service response beyond the capability of County.
- i. When the situation dictates, coordinate with GEMA and/or SOC to invoke mutual aid agreements.
- j. Once resources are requested, provide for direct liaison with fire chiefs in affected areas to coordinate requests for specific assistance.
- k. Require supporting agencies maintain appropriate records of cost incurred during an event.
  - l. Document any lost or damaged equipment, any personnel or equipment accidents.

## 3. Recovery

- a. Maintain adequate resources to support local operations and plan for a reduction of resources.
- b. Conduct reviews of incident actions with teams involved to improve future operations.
- c. Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.
- d. Anticipate and plan for arrival of and coordination with state ESF 4 personnel in the EOC and the Joint Field Office (JFO).
- e. Inform agencies that provided resources where to send records for costs incurred during an event.

## 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Fire Fighting Services

#### 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The firefighting services function is the primary responsibility of Houston County Fire Department and support for this function is the responsibility of Centerville Fire Department, Georgia Forestry Commission Houston County Unit, Perry Fire Department and Warner Robins Fire Department.

#### 2. Actions

##### a. Mitigation/Preparedness

- i. Keep abreast of fire and weather forecasting information and maintain a state of readiness.
- ii. Implement efficient and effective MOUs among local fire agencies.
- iii. Establish reliable communications and incident command systems between support agencies, for an emergency site and EOC.
- iv. Recruit, train, and designate fire service personnel to serve in the EOC.
- v. Participate in drills and exercises to evaluate fire service response capability.

##### b. Response/Recovery

- i. Maintain a list of current fire service agencies and resource capabilities.
- ii. Coordinate fire services support among and between the EOC, functional support agencies, organizations, and SOC.
- iii. Obtain, maintain, and provide fire situation and damage assessment information.
- iv. Channel fire service information for public release through EOC.

- v. Conduct fire fighting operations.
- vi. Provide technical assistance and advice in the event of fires that involve hazardous materials.
- vii. Continue fire service operations through reentry.
- viii. Maintain records of expenditures and document resources utilized during recovery.

### **III. RESPONSIBILITIES**

#### **A. Houston County Fire Department**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

Coordinate those resources volunteered for ESF 4 (Firefighting) from other unidentified sources.

#### **B. Centerville Fire Department**

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

#### **C. Georgia Forestry Commission Houston County Unit**

Provide support and assistance as required and available.

#### **D. Perry Fire Department**

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

#### E. Warner Robins Fire Department

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

#### IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 5  
EMERGENCY MANAGEMENT SERVICES**

**Primary Agency**

Houston County Emergency Management Agency

**Support Agencies**

- American Red Cross houston-Middle Georgia Chapter
- Centerville Fire Department
- Centerville Police Department
- City of Centerville
- City of Centerville Public Works
- City of Warner Robins
- ESG Operations
- Flint Electric Membership Cooperation
- Georgia Emergency Management Agency
- Georgia Forestry Commission Houston County Unit
- Houston County Animal Control
- Houston County Board of Education
- Houston County Board of Health
- Houston County Commissioners
- Houston County Coroner's Office
- Houston County DFCS
- Houston County E-911
- Houston County Fire Department
- Houston County Public Works
- Houston County Sheriff
- Houston Healthcare
- Houston Healthcare EMS
- Perry Fire Department
- Perry Police Department
- Perry Public Works
- RAFB
- Warner Robins Fire Department
- Warner Robins Police Department
- Warner Robins Public Works

**I. INTRODUCTION**

The emergency support function of emergency management services involves direction and coordination, operations and follow-through during an emergency or disaster.

**A. Purpose**

This ESF provides operational guidance to those who are assigned to work in

this ESF. The mission of this ESF is to collect, process, and disseminate information about an actual or potential disaster situation, and facilitate the overall activities of response and recovery. It also is used to make appropriate notifications and interface with other local and state entities.

1. Provide technical information on plans, SOPs, research and support.
2. Collect, process and disseminate essential information to the EOC staff.
3. Develop briefings, displays, and plans.
4. Consolidate key information into reports and other materials; describe and document overall response activities and inform appropriate authorities of the status of the overall response operations.
5. Maintain displays of key information such as maps, charts and status boards, and computer bulletin boards or electronic mail, as available.
6. Establish a pattern of information flow and support of the action planning process initiated by the Command Staff.
7. Provide logistical support for EOC staffing and facility needs.
8. Establish historical records collection process and event reconstruction.
9. Generate various reports and releases to support operations.
10. Coordinate Incident Action Planning to support operations.
11. Support the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.
12. Maintain an on-call workforce of trained and skilled reserve employees to provide the capability to perform essential emergency management functions on short notice and for varied duration.
13. May follow established protocol to request additional state or federal assistance under the Stafford Act; communication made through the county emergency manager and GEMA based on need and scope of the emergency.

## B. Scope

1. This ESF is structured to coordinate overall information and planning activities from the EOC in support of response and recovery operations. The ESF assimilates incident information when the EOC is activated from municipal representatives and activated ESFs.
2. Activities within the scope of this function include:
  - a. Supporting ESFs across the spectrum of incident management from prevention to response and recovery.
  - b. Facilitating information flow in the preparedness phase in order to place assets on alert or to preposition assets for quick response.
  - c. Coordinating those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual disasters and emergencies.
  - d. Utilizing alert and notification measures to assist in incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for State assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities

management, financial management, and other support as required.

### 3. Preparedness

- a. Develop procedures and formats for information gathering and reporting to include procedures for SITREP format and submission.
- b. Train support agencies on roles and responsibilities.
- c. Develop information displays within the EOC.
- d. Ensure weather products are up to date and available for use in the SITREP.
- e. Participate in exercises and training to ensure planning functions are carried out to support this ESF and related SOPs.
- f. Ensure all ESF 5 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

### 4. Response

- a. Notify all ESF 5 supporting agencies upon activation.
- b. Assign duties to support agency personnel and provide training as required.
- c. Coordinate EOC effort in collecting, processing, reporting and displaying essential information to include development of the SITREP.
- d. Conduct planning to identify priorities, develop approaches, and devise recommended solutions for future response operations.
- e. Provide weather information and briefings to the EOC and others as required.
- f. Plan for support of mobilization sites, staging areas, and distribution points.
- g. Coordinate the reception of state personnel.
- h. Plan for transition to JFO and recovery operations.

### 5. Recovery

- a. Continue information gathering and processing.
- b. Collect and process information concerning recovery activities to include anticipating types of recovery information the EOC and other government agencies will require.
- c. Assist in the transition of direction and control from the EOC to the JFO.
- d. Anticipate and plan for the support and establishment of staging areas, distribution sites in coordination with ESF 7, and other local, state and/or federal emergency work teams and activities in the impacted area.
- e. Operate ESF 5 cells in both the EOC and JFO, as required.
- f. Perform ESF 14 planning functions in the EOC until ESF 14 is established at the JFO.
- g. Ensure that ESF 5 team members or their agencies maintain appropriate records of costs incurred during the event.

## 6. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

EMA will coordinate with appropriate agencies and organizations to ensure operational readiness and will develop and maintain Standard Operating Procedures (SOPs).

### B. Actions

#### 1. Mitigation/Preparedness

- a. Monitor potential or developing incidents and support the efforts of operations.
- b. Support the implementation of mutual aid agreements.
- c. Maintains schedule for staffing and operating the Emergency Operations Center (EOC) from activation to stand-down.
- d. Coordinate with agencies to establish evacuation procedures, to include personnel and resources needed.
- e. Coordinate damage assessment teams; collect, record, and report information to the SOC.
- f. Plan for and coordinate the basic needs of emergency medical and social services required during and after evacuation.
- g. Identify a staging area for personnel and equipment in conjunction with ESF 6 and ESF 8.
- h. Establish, organize, train, equip and provide for the deployment of damage assessment teams into affected area.
- i. Establish procedures for agencies, organizations and local governments to maintain expenditures.
- j. Plan and/or attend meetings to ensure planning functions are carried out to support this ESF.
- k. Participate in and/or conduct exercises and tests to evaluate local capability.
- l. Identify Points of Distribution (POD) locations in the county to serve the public; coordinate designation of these areas with GEMA.

#### 2. Response/Recovery

- a. Alert support agencies and other jurisdictions regarding potential

- emergency or disaster.
- b. Activate and staff EOC according to event magnitude.
- c. Coordinate operations and situational reporting to the State Operations Center.
- d. Request logistical assistance from supporting agencies and MOUs partners, as necessary.
- e. Anticipate and plan for the support of staging areas, distribution sites, opening of shelters (to include neighboring jurisdictions), in conjunction with ESF 6 and ESF 8.
- f. Work with ESF 6 and ESF 8 to provide support for movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
- g. Assign Damage Assessment Teams to survey impact to county.
- h. Compile initial damage assessments reports and forward to the SOC.
- i. Assist in coordination of state damage assessment activities.
- j. Maintain records of expenditures and document resources utilized during recovery.
- k. Collect and process information regarding recovery activities to include anticipating types of recovery information the EOC and other state agencies will require.
  - l. Coordinate and/or participate in briefings, conference calls, etc. to maintain and provide situational awareness.
- m. Provide updated information for ESF 15 to distribute to the public and media.
- n. Resume day-to-day operations.

### **III. RESPONSIBILITIES**

#### **A. Houston County Emergency Management Agency**

Coordinate with each support agency through regular meetings to ensure planning functions are implemented to support this ESF.

Coordinate the flow of information within the Emergency Operations Center.

Coordinate the efforts to collect, process, report, and display essential information.

Facilitate support for planning response operations.

Distribute plans and reports to the state and other ESFs

Maintain records of expenditures and document resources utilized during response and recovery efforts.

Attend regularly scheduled meetings to ensure planning functions are implemented in support.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request asset support from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local response capabilities.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and forward records to the primary agencies.

#### B. American Red Cross Houston-Middle Georgia Chapter

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

#### C. Centerville Fire Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### D. Centerville Police Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### E. City of Centerville

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### F. City of Centerville Public Works

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### G. City of Warner Robins

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### H. ESG Operations

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### I. Flint Electric Membership Cooperation

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

#### J. Georgia Emergency Management Agency

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### K. Georgia Forestry Commission Houston County Unit

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### L. Houston County Animal Control

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management). Identify and provide staff representatives to support the ESF and other operational information related to critical activities. Request asset contributions from volunteer and private sector agencies. Participate in drills and exercises to evaluate local capability. Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### M. Houston County Board of Education

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

#### N. Houston County Board of Health

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### O. Houston County Commissioners

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

#### P. Houston County Coroner's Office

*Attend coordination meetings to ensure planning functions are*

*implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### Q. Houston County DFCS

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### R. Houston County E-911

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### S. Houston County Fire Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## T. Houston County Public Works

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## U. Houston County Sheriff

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## V. Houston Healthcare

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## W. Houston Healthcare EMS

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## X. Perry Fire Department

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## Y. Perry Police Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## A@. Perry Public Works

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## AA. RAFB

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and*

*procedures and report these records to the Primary Agency.*

#### AB. Warner Robins Fire Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### AC. Warner Robins Police Department

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

#### AD. Warner Robins Public Works

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 6  
MASS CARE, HOUSING, AND HUMAN SERVICES**

<p><b>Primary Agency</b> Houston County DFCS</p> <p><b>Support Agencies</b> American Red Cross houston-Middle Georgia Chapter Houston County Board of Education Houston County Board of Health</p>
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**I. INTRODUCTION**

The emergency support function of mass care, housing and human services involves direction and coordination, operations and follow-through during an emergency or disaster.

**A. Purpose**

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to coordinate activities involved with the emergency provision of temporary non-medical shelters, housing, and human services to include emergency mass feeding and disaster welfare information of individuals and/or families impacted by a disaster or emergency.

1. Coordinate the tasking of all sheltering activities during a disaster.
2. Coordinate with ESF 8 to establish and operate of mass feeding facilities in areas affected by disasters.
3. Coordinate with relief efforts provided by volunteer organizations performing mass care functions.
4. Coordinate the establishment of a system to provide shelter registration data to appropriate authorities.
5. Work with ESF 8 to coordinate provision of emergency first aid in shelters and fixed feeding sites.
6. Coordinate provision of medical support exceeding that required for standard first aid, for the prevention of communicable diseases, to include epidemiological and environmental health activities, as related to sheltering and feeding disaster victims.
7. Coordinate with ESF 12 to ensure each shelter has power generation capabilities.

**B. Scope**

1. This ESF is structured to promote the delivery of services and the implementation of programs to assist individuals, households and families

impacted by potential or actual disaster or emergency. This includes economic assistance and other services for individuals impacted by the incident.

2. Activities within the scope of this function include:

a. Preparedness

- i. The primary agency will prepare for disasters by coordinating with support agencies for their participation in exercises.
- ii. ESF 8 will provide ESF 6 with regularly updated lists of planned special needs shelters or other special needs units in existence in each county.
- iii. ESF 6 will maintain a roster of primary contact ESF personnel.
- iv. ESF 6 will coordinate with the American Red Cross (ARC), Houston County Emergency Management Agency, and GEMA to ensure an up-to-date shelter list is available.
- v. ESF 6 will procure and regularly update a list of all agencies (public and private) that have a mission and capability to provide mass feeding in times of disaster.
- vi. ESF 6 agencies will participate in exercises and training to validate this annex and supporting SOPs.
- vii. Ensure all ESF 6 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Response

- i. Lead and support agencies will have and maintain appropriate listings of agency staff to notify for response activities.
- ii. ESF 6 will coordinate with ESF 5 and ESF 11 regarding mass feeding sites established by responding emergency management agencies.
- iii. Shelters will be opened and closed in accordance with public need as assessed by the appropriate volunteer organization, state and county emergency management agencies.
- iv. ESF 6 will monitor occupancy levels and ongoing victims needs, and will provide ESF 5 with an updated list of operational shelters.
- v. ESF 6 will coordinate with Houston County Emergency Management Agency, ARC, VOAD, and ESF 8 to update lists of available shelters including special needs shelters.
- vi. ESF 6 will coordinate with ESF 8 for the provision of medical services and mental health services in shelters with the appropriate agencies.
- vii. ESF 6 will coordinate with appropriate agencies to ensure that each shelter has a working communications system and has contact with the County EOC and the managing agency. This may include radio, telephone, computer, or cellular telephone communication devices.
- viii. ESF 6 will provide a list of mass care sites requiring restoration

of services to EOC Operations.

- ix. ESF 6 will coordinate with ESF 13 regarding additional security resources, if needed, at mass care shelters.

#### c. Recovery

- i. ESF 6 will coordinate with ESF 5, ESF 11, and ESF 8 to establish or support existing mass feeding sites operated by the American Red Cross, Salvation Army, and other volunteer agencies. The first priority of mass feeding activities will be disaster victims. Emergency workers will be encouraged to utilize established mass feeding sites in lieu of individual site distribution.
- ii. ESF 6 will coordinate mass feeding locations to ensure optimal access for public service based on emergency needs.
- iii. ESF 6 will coordinate with ESF 3 for garbage removal and ESF 8 for sanitation requirements and inspections at mass feeding sites in conjunction with county agencies.
- iv. ESF 6 will coordinate with ESF 11 and other responsible agencies for the provision of food and water to mass feeding sites, if needed. Liaison will be established with ESF 11 and 8 to ensure continued coordination for mass feeding.
- v. Anticipate and plan for arrival of and coordination with state ESF 6 personnel in the EOC and Joint Field Office (JFO).

#### d. Mitigation

- i. ESF 6 agencies will work to educate citizens on disaster preparedness and disaster mitigation activities.
- ii. Support requests and directives resulting from GEMA concerning mitigation and/or re-development activities.
- iii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

## II. CONCEPT OF OPERATIONS

### A. Mass Care Services

#### 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF. This function will be coordinated with and involve other support agencies and organizations.

The mass care function is the primary responsibility of Houston County DFCS and support for this function is the responsibility of American Red

Cross houston-Middle Georgia Chapter, Houston County Board of Education and Houston County Board of Health.

2. Actions

a. Mitigation/Preparedness

- i. Coordinate MOUs with appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
- ii. Maintain, through the County Department of Family and Children Services, in coordination with the EMA, American Red Cross, Public Health Department, and Rehabilitation Services Office, an updated list of shelters with all relevant information (e.g., location, capacity, health inspection status, accessibility level, pet space, contact telephone numbers, and pager numbers).
- iii. Request that the American Red Cross assume responsibility for securing shelter and feeding arrangements, train shelter workers, provide shelter management, prepare first-aid kits, prepare media releases of shelter locations, operate shelters, and maintain shelter records.
- iv. Coordinate with the American Red Cross and EMA to establish a communication system between the EOC and shelters.
- v. Prepare for evacuation and care of protective service recipients during an emergency or disaster.
- vi. Participate in drills and exercises to evaluate mass care and shelter response capability.

b. Response/Recovery

- i. Support opening and operating American Red Cross shelter(s), at the request of the EMA.
- ii. Assist with the staffing of the American Red Cross shelters, in coordination with ESF 8 and other applicable agencies, as requested upon opening.
- iii. Provide staffing support for American Red Cross Services Centers and local Disaster Recovery Centers (DRCs), upon request.
- iv. Ensure evacuation and care of protective service recipients and arranging for re-entry.
- v. Maintain records of expenditures and document resources utilized during recovery.

B. Food Services

1. Strategy

Standard Operating Procedures (SOPs) will be developed and

maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with ESF 11 and involve other support agencies and organizations.

Food services is the primary responsibility of Houston County DFCS and support for this function is the responsibility of American Red Cross houston-Middle Georgia Chapter, Houston County Board of Education and Houston County Board of Health.

## 2. Actions

### a. Mitigation/Preparedness

- i. Identify agencies and organizations with food preparation and distribution capabilities and coordinate MOUs with appropriate entities.
- ii. Maintain procedures and responsibilities for food service, issuance, and distribution, in coordination with the EMA and/or other agencies.
- iii. Establish a system for county implementation of Expedited and/or Emergency Food Stamps.
- iv. Develop a system for mobile and on-site feeding of emergency workers and shelter residents.
- v. Participate in tests and exercises to evaluate food distribution and service response capability.

### b. Response/Recovery

- i. Work with the EMA to determine food and water needs.
- ii. Begin plan implementation as expeditiously as possible.
- iii. Coordinate community resources and personnel to assist with food and water services and/or distribution.
- iv. Establish sites for food and water service, distribution, and issuance.
- v. Implement the Expedited and/or Emergency Food Stamp Programs at the request of the local government, in coordination with the EMA director.
- vi. Work with ESF 8 and ESF 11 to monitor food and/or water for contamination and issuance of health-related public service announcements, as necessary.
- vii. Continue the provision of food and/or water throughout reentry and recovery.
- viii. Maintain records, expenditures, and document resources utilized during recovery.

## III. RESPONSIBILITIES

## A. Houston County DFCS

Coordinate with each support agency through regular meetings to ensure planning functions are implemented to support ESF-6.

Ensure the presence of resource materials in sufficient numbers in the ESF location, like: 1) shelter listings for each agency with names and numbers of each shelter manager, 2) locations of all mass feeding sites and 3) the names of site managers.

Provide a system for recording incoming requests for sheltering, mass feeding, response assignments and actions taken.

Establish a protocol for prioritizing response activities.

Coordinate activities with other ESF's.

Maintain records of expenditures and document resources utilized during response and recovery efforts.

## B. American Red Cross Houston-Middle Georgia Chapter

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### C. Houston County Board of Education

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during

recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

#### D. Houston County Board of Health

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

#### American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.



**EMERGENCY SUPPORT FUNCTION 7  
RESOURCE SUPPORT**

<p><b>Primary Agency</b> Houston County Commissioners</p> <p><b>Support Agencies</b> Amaturer Radio American Red Cross houston-Middle Georgia Chapter Georgia Emergency Management Agency</p>
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**I. INTRODUCTION**

The emergency support function of resource support services involves direction and coordination of volunteers, operations and follow-through during an emergency or disaster.

**A. Purpose**

This ESF provides operational guidance to those who are assigned to work in this ESF. This ESF has been established to provide logistical and resource support to local entities in supporting emergency response and recovery efforts during an emergency or disaster.

1. ESF 7 shall plan, coordinate and managing resource support and delivery in response to and recovery from a major disaster or catastrophe.
2. ESF 7 shall provide supplies and equipment from county and municipal stocks, commercial sources and donated goods.
3. ESF 7 support agencies will furnish resources as required.
4. Procurement will be made in accordance with current local, state and federal laws and regulations that include emergency procedures under Georgia Statute and Houston County policies and ordinances.

**B. Scope**

1. Preparedness
  - a. Develop methods and procedures for responding to and complying with requests for resources.
  - b. Develop procedures for reimbursing private vendors for services rendered.
  - c. Develop lists of private vendors and suppliers and their available resources.
  - d. Establish pre-planned contracts where necessary to ensure prompt support from vendors during emergencies.

- e. Develop and train ESF 7 personnel on County emergency procurement procedures for acquiring supplies, resources, and equipment.
- f. Develop resource inventories based on hazard specific studies and corresponding likely resource requests by ESF.
- g. Participate in exercises and training to validate this annex and supporting SOPs.
- h. Develop a Countywide logistics plan and coordinate with ESF 1 to support logistics operations.
- i. Ensure all ESF 7 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

## 2. Response

- a. Alert those agencies whose personnel, equipment, or other resources may be used.
- b. Establish a resource tracking and accounting system, including management reports.
- c. Assess initial reports to identify potential resource needs.
- d. Identify procurement resources and potential facility locations in the disaster area of operations.
- e. Provide data to the Public Information Office for dissemination to the public.
- f. Locate, procure, and issue to county agencies the resources necessary to support emergency operations to include coordination with General Services Real Property Management to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
- g. Execute countywide logistics plan and coordinate with ESF 1 to support logistics operations.
- h. Coordinate with the state to develop procedures for deploying state resources and personnel in support of emergency operations at warehousing facilities, staging areas, and other areas where the need exists.
- i. Coordinate with ESF 13 to evaluate warehouse security requirements.

## 3. Recovery

- a. Continue to conduct procurement activities as long as necessary and until procurement needs have been met.
- b. Anticipate and plan for arrival of and coordination with state ESF 7 personnel in the EOC and the Joint Field Office (JFO).

## 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the state concerning mitigation and/or re-development activities.

- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The volunteer services function is the primary responsibility of Houston County Commissioners and support for this function is the responsibility of Amaturer Radio, American Red Cross houston-Middle Georgia Chapter and Georgia Emergency Management Agency.

### B. Actions

#### 1. Mitigation/Preparedness

- a. Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
- b. Execute MOUs between county EMA and support agencies/organizations.
- c. Notify volunteer organizations when an emergency or disaster is threatening or underway.
- d. Alert and request assistance, as appropriate.
- e. Participate in and/or conduct exercises and tests.

#### 2. Response/Recovery

- a. Support delivery of services to victims.
- b. Coordinate staging areas for volunteers to unload, store, or disperse donated goods.
- c. Assess the continuing volunteer service needs of the disaster victims.
- d. Resume day-to-day operations.

## III. RESPONSIBILITIES

### A. Houston County Commissioners

#### I. Primary- Houston County Board of County Commissioners

## Houston County Purchasing Department

Coordinate with each support agency through regular meetings to ensure planning functions are implemented.

Coordinate the development of a logistical framework to support recovery operations.

Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Central Services.

Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.

Locate, procure, and issue resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.

Locate and coordinate the use of available space for incident management activities.

Procure required stocks from vendors or suppliers when county supplies are not available.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

## II. Support-City Governments, EMA

The Cities of Centerville, Perry, and Warner Robins Municipal Government (s) Finance & Purchasing Departments

Attend coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.

Locate, procure, and issue resources to other county agencies for use in emergency operations necessary to support the EOP or to promote public safety.

Locate and coordinate the use of available space for incident management activities.

Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply centers when available.

Procure required stocks from vendors or suppliers when county items are not available.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

## B. Amaturer Radio

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

## C. American Red Cross houston-Middle Georgia Chapter

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based*

*on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

#### D. Georgia Emergency Management Agency

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

#### **IV. COUNTY-SPECIFIC INFORMATION**

No County-specific information provided.

# EMERGENCY SUPPORT FUNCTION 8 PUBLIC HEALTH AND MEDICAL SERVICES

<p><b>Primary Agency</b> Houston County Board of Health</p> <p><b>Support Agencies</b> Houston Healthcare Phoenix Center BHS</p>
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## I. INTRODUCTION

The emergency support function of health and medical services involves direction and coordination, operations and follow-through during an emergency or disaster.

### A. Purpose

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to provide the mechanism for coordinated County assistance to supplement municipal resources in response to public health and medical care needs for potential or actual disasters and emergencies and/or during a developing potential health and medical situation. Additionally, to delineate procedures for the identification, recording, transportation, sheltering and care of persons requiring special needs in anticipation of, or during an emergency or disaster.

1. ESF 8 will coordinate all resources related to health and medical issues and shall monitor field deployment of medical personnel and resources.
2. ESF 8 will not release medical information on individual patients to the general public to ensure patient confidentiality protection.
3. ESF 8 will prepare reports on casualties/patients to be provided to the American Red Cross for inclusion in the Disaster Welfare Information System and to ESF 15 for informational releases.
4. ESF 8 will establish clear lines of communication and integration of expectations will be established on a routine basis with the EOC.

### B. Scope

This ESF is structured to oversee in identifying and meeting the public health and medical needs, to include emergency medical personnel, facilities, vehicles, equipment and supplies for victims, including people with special needs. The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness

#### a. General

- i. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during an emergency or disaster.
- ii. Participate in exercises and training to validate this annex and supporting SOPs.
- iii. Ensure all ESF 8 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

#### b. Medical Care

- i. Coordinate the provision of medical and dental care.
- ii. Identify and coordinate the deployment of doctors, nurses, technicians and other medical personnel to disaster areas.
- iii. Maintain inventory lists of medical supplies, equipment, ambulance services, hospitals, clinics and first aid units.
- iv. Plan for establishment of staging areas for medical personnel, equipment, and supplies.
- v. When emergency facilities are not available, plan for establishment of emergency medical care centers.
- vi. Plan for requesting medical assistance teams and coordinate for their support while operating within the county.
- vii. Assure that health care facilities (i.e. hospitals, nursing homes, youth and adult medical care facilities) develop patient reduction, evacuation, and relocation procedures.

#### c. Persons with Special Needs

- i. Identify and contact special needs populous and assisted living facilities to coordinate assistance and conduct needs assessments.
- ii. Consider all needs such as persons with physical disabilities, special medical needs, communication disabilities, elderly persons, and non-English speakers in the planning process.
- iii. Develop evacuation and relocation procedures for persons with special needs.
- iv. Develop procedures to monitor health information and records of persons being evacuated or relocated.
- v. Plan for deployment of food services or medical services to persons that may be mobility impaired.
- vi. Establish plans for evacuation and care of special needs in conjunction with state partners.

#### d. Public Health and Sanitation

- i. Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies (including veterinary drugs).

- ii. Develop procedures to monitor public health information.
- iii. Develop sanitation inspection procedures and protocols to control unsanitary conditions.
- iv. Develop procedures for inspection of individual water supplies.
- v. Develop procedures for identification of disease, vector, and epidemic control.
- vi. Develop emergency immunization procedures.
- vii. Identify laboratory testing facilities.

e. Crisis Counseling

- i. Develop procedures for rapidly providing crisis counseling and mental health/substance abuse assistance to individuals and families, to include organizing and training crisis counseling teams.
- ii. Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.

2. Response

a. General

- i. Coordinate information releases to the public with the public information officer in the EOC Public Information Group.
- ii. Coordinate with State and Federal agencies as required.
- iii. Maintain records of expenditures and resources used for possible later reimbursement.

b. Medical Care

- i. Coordinate the delivery of health and medical services.
- ii. Arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies.
- iii. Assist the coordination of patient evacuation and relocation.
- iv. Assist with hazardous materials response.

c. Public Health and Sanitation

- i. Manage public health and sanitation services.
- ii. Determine need for health surveillance programs throughout County.
- iii. Issue Public Health notice for clean-up on private property.
- iv. Arrange for the provision of medical personnel, equipment, and supplies as well as special dietary and housing needs.
- v. Notify state of planning limitations regarding evacuation and core individuals with special needs.

- d. Crisis Counseling: Coordinate for the provision of mental health and recovery services to individuals, families, and communities.

### 3. Recovery

#### a. General

- i. Anticipate and plan for arrival of, and coordination with state ESF 8 personnel in the EOC and the Joint Field Office (JFO).
- ii. Ensure ESF 8 members or their agencies maintain appropriate records of activities and costs incurred during the event.

#### b. Medical Care

- i. Assist with restoration of essential health and medical care systems.
- ii. Assist with restoration of permanent medical facilities to operational status.
- iii. Assist with restoration of pharmacy services to operational status.
- iv. Assist with emergency pharmacy and laboratory services.

#### c. Persons with Special Needs

- i. Continue coordination with agencies and organizations caring for people with special needs for return to assisted living facilities or relocation.
- ii. Encourage and assist vulnerable populations to create and keep emergency preparedness and response plans.

#### d. Public Health and Sanitation

- i. Monitor environmental and epidemiological surveillance.
- ii. Continue long-term emergency environmental activities.

- e. Crisis Counseling: Coordinate the management of continuous mental health and substance abuse assistance to individuals and families.

### 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the state concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The health and medical services function is the primary responsibility of Houston County Board of Health and support for this function is the responsibility of Houston Healthcare and Phoenix Center BHS.

### B. Actions

#### 1. Mitigation/Preparedness

- a. Coordinate MOUs with all appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
- b. Plan for the continuity of health and medical services, in conjunction with the EMA, American Red Cross, Community Mental Health agency and Rehabilitation Services office.
- c. Establish a directory of health and medical resources.
- d. Work with the American Red Cross on the identification of volunteers and provision of training.
- e. Maintain a coordinated approach with state public health.
- f. Participate in drills and exercises to evaluate health and medical services response capability.

#### 2. Response/Recovery

- a. Assist the EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
- b. Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
- c. Secure, in conjunction with the EMA, American Red Cross, other agencies and organizations, and the private sector, mental health, rehabilitation assistance, and other services, when necessary.
- d. Assist EMA, American Red Cross, other community agencies and organizations, and the private sector with issues affecting people who have special needs.
- e. Provide informational support to emergency medical services;
- f. Channel all relevant health and medical information for public release through the EMA and state public health.
- g. Continue service assistance throughout reentry and until all health and medical issues are resolved.
- h. Maintain records of expenditures and document resources utilized during recovery.

### III. RESPONSIBILITIES

#### A. Houston County Board of Health

Coordinate with each support agency through regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Provide leadership in directing, coordinating and integrating the overall county efforts to provide medical and public health assistance to the affected area.

Conduct initial assessment of health and medical needs.

Determine need for additional personnel and resources and initiate request mutual aid to EOC.

Coordinate and direct the activation and deployment of voluntary resources of health/medical personnel, supplies and equipment.

Establish, as needed, active and passive surveillance systems for the protection of public health.

Coordinate the response for: hazardous materials, safety of food and drugs, radiological hazards, mental health problems victims, water systems and victim identification/mortuary services.

#### B. Houston Healthcare

Coordinate the notification, information update and evacuation assistance to medical facilities within the county.

Coordinate the evacuation of patients from the disaster area as requested.

Coordinate the transport of victims to medical facilities outside the county in accordance with approved trauma transport protocols.

Coordinate advance life support, basic life support, Emergency Medical Technicians and Paramedics.

#### C. Phoenix Center BHS

Coordinate the notification, information update and evacuation assistance to medical facilities within the county.

Coordinate the evacuation of patients from the disaster area as requested.

Coordinate the transport of victims to medical facilities outside the county in accordance with approved trauma transport protocols.

Coordinate advance life support, basic life support, Emergency Medical Technicians and Paramedics.

#### **IV. COUNTY-SPECIFIC INFORMATION**

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 9  
SEARCH AND RESCUE**

<p><b>Primary Agency</b> Houston County Emergency Management Agency</p> <p><b>Support Agencies</b> Centerville Fire Department Georgia Forestry Commission Houston County Unit Perry Fire Department Warner Robins Fire Department</p>
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**I. INTRODUCTION**

The emergency support function of search and rescue involves direction and coordination, operations and follow-through during an emergency or disaster.

**A. Purpose**

Rapidly deploy local search and rescue components to provide specialized life-saving assistance to municipal authorities during an emergency or disaster.

- 1. EMA will assist in coordinating county assets and augment agencies having SAR responsibilities and may request state and Federal SAR assistance.
- 2. ESF 9 will interface with ESFs 1 and 8 to assist with medical assistance and the transportation of victims beyond initial collection points.

**B. Scope**

Urban SAR activities include, but are not limited to, locating, extricating, and providing immediate medical assistance to victims trapped in collapsed structures. Non-urban SAR activities include, but are not limited to, emergency incidents that involve locating missing persons, boats which are lost at sea, locating downed aircraft, extrication if necessary, and treating any victims upon their rescue.

The emergency operations necessary for the performance of this function include, but are not limited to:

- 1. Preparedness
  - a. Maintain a current inventory of resources, including trained personnel, which could support search and rescue operations. Maintain records reflecting local capability.
  - b. Participate in exercises and training to validate this annex and

- supporting SOPs.
- c. Maintain liaison with State urban search and rescue assets and plan for reception of external assets.
- d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
- e. Assist local governments in training of personnel and rescue organizations for search and rescue operations.
- f. Ensure all ESF 9 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

## 2. Response

- a. Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
- b. Using the ICS, assume responsibility for coordinating and tracking all resources committed to an incident. This may include placing personnel at a forward command post. Establish staging areas with the requesting group.
- c. Deploy liaison teams to county EOC or incident base of operations, as needed.
- d. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
- e. Coordinate other State and Federal support for search and rescue operations to include planning for reception and deployment to area of operations.
- f. Coordinate with ESF 1 for use of buses to transport rescue teams or rescued victims or persons evacuated from an emergency area to a safe location or emergency shelter.

## 3. Recovery

- a. Continue to support local operations and plan for a reduction of operations.
- b. Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.
- c. Anticipate and plan for arrival of and coordinate with state ESF 9 personnel in the EOC and the Joint Field Office (JFO).
- d. Require ESF 9 team members and their agencies maintain appropriate records of costs incurred during the event.

## 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in county or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The search and rescue function is the primary responsibility of Houston County Emergency Management Agency and support for this function is the responsibility of Centerville Fire Department, Georgia Forestry Commission Houston County Unit, Perry Fire Department and Warner Robins Fire Department.

#### 1. Actions

##### a. Mitigation/Preparedness

- i. Establish and maintain uniform search and rescue procedures.
- ii. Recruit, train, and certify search and rescue personnel.
- iii. Develop an inventory of resources, equipment, and personnel.
- iv. Enter MOUs for additional assistance and/or logistical support.
- v. Conduct and/or support community education programs on survival.
- vi. Establish a record keeping system.
- vii. Participate in drills and exercises to evaluate search and rescue response capability.

##### b. Response/Recovery

- i. Respond to requests by the EMA.
- ii. Monitor response efforts.
- iii. Channel emergency search and rescue information to the EMA-EOC.
- iv. Support request from other community agencies and/or jurisdictions.
- v. Maintain records, expenditures, and document resources utilized during recovery.

## III. RESPONSIBILITIES

### A. Houston County Emergency Management Agency

**I. Primary-EMA**

**II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

***Housotn County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

**B. Centerville Fire Department**

**I. Primary-EMA**

**II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

***Housotn County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

**C. Georgia Forestry Commission Houston County Unit**

**I. Primary-EMA**

**II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

**D. Perry Fire Department**

**I. Primary-EMA**

**II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

**E. Warner Robins Fire Department**

**I. Primary-EMA**

**II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural

shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

#### **IV. COUNTY-SPECIFIC INFORMATION**

GSAR assets are owned by Houston County Fire Department with the surrounding departments providing support and manpower,

# EMERGENCY SUPPORT FUNCTION 10 HAZARDOUS MATERIALS

## **Primary Agency**

Houston County Fire Department

## **Support Agencies**

Centerville Fire Department  
Georgia Forestry Commission Houston County Unit  
Perry Fire Department  
Warner Robins Fire Department

## **I. INTRODUCTION**

The emergency support function of hazardous materials involves direction and coordination, operations and follow-through during an emergency or disaster.

### **A. Purpose**

This ESF coordinates County support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during disasters or emergencies.

### **B. Scope**

This ESF will provide a coordinated response by local resources and initiate requests for state and federal resources when necessary to minimize adverse effects on the population and environment resulting from the release of or exposure to hazardous or radiological materials.

1. The emergency operations necessary for the performance of both radiological and non-radiological components of this function include but are not limited to:

#### **a. Preparedness**

- i. Prepare an inventory of existing threats using SARA Title III, Tier II information.
- ii. Plan for response to hazardous materials incidents.
- iii. Develop plans for communications, warning, and public information.
- iv. Develop procedures for identification, control, and clean-up of hazardous materials.
- v. Provide, obtain, or recommend training for response personnel using courses made available by FEMA, Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia

- Public Safety Training Center, EPA, and manufacturers and transporters of hazardous materials, as well as training based on OSHA requirements for each duty position.
- vi. Maintain a listing of private contractors capable of performing emergency and/or remedial actions associated with a hazardous materials incident.
  - vii. Maintain an inventory of local assets capable of responding to a hazardous materials incident.
  - viii. Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states, federal agencies, and private organizations as required.
  - ix. Collect and utilize licensing, permitting, monitoring, and/or transportation information from the appropriate local, county, state, or federal agencies and/or private organizations to facilitate emergency response.
  - x. Participate in exercises and training to validate this annex and supporting SOPs.
  - xi. Ensure all ESF 10 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

b. Response

- i. ESF 10 will coordinate, with the Unified/Incident Command, all hazardous substance response specific efforts and provide information to the EOC for coordination of all other municipal efforts.
- ii. Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
- iii. ESF 10 will assess the situation to include: the nature, amount and location of real or potential releases of hazardous materials; pathways to human and environmental exposure; probable direction and time of travel of the materials; potential impact on human health, welfare, safety, and the environment; types, availability, and location of response resources, technical support, and cleanup services; and priorities for protecting human health, welfare and the environment.
- iv. After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
- v. Provide protective action recommendations, as the incident requires.
- vi. Provide for monitoring to determine the extent of the contaminated area and consult with appropriate support agencies to provide access and egress control to contaminated areas.
- vii. Consult with appropriate local, state, or federal agencies and/or private organizations with regard to the need for decontamination. Coordinate with ESF 8 regarding decontamination of injured or deceased personnel.

- viii. Coordinate decontamination activities with appropriate local, state, and federal agencies.
- ix. Coordinate with appropriate local, state, and federal agencies to ensure the proper disposal of wastes associated with hazardous materials incidents; and assist in monitoring or tracking such shipments to appropriate disposal facilities.
- x. Coordinate with ESF 1 for the use of staging areas and air assets, and technical advice and assistance on regulated rail.
- xi. Coordinate with ESF 3 for technical assistance on water, wastewater, solid waste, and disposal.
- xii. Coordinate with ESF 12 for technical advice and assistance on intra-County pipelines.
- xiii. Coordinate with GEMA for use of state assets.

c. Recovery

- i. Terminate operations when the emergency phase is over and when the area has been stabilized by responsible personnel.
- ii. Request and maintain documented records of all expenditures, money, and physical resources of the various governmental department/agencies involved in emergency operations. Ensure that ESF 10 team members or their agencies maintain appropriate records of costs incurred during the event.
- iii. Anticipate and plan for arrival of, and coordination with, state ESF 10 personnel in the EOC and the Joint Field Office (JFO).

d. Mitigation

- i. Support and plan for mitigation measures.
- ii. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- iii. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

The hazardous materials services function is the primary responsibility of Houston County Fire Department and support for this function is the responsibility of Centerville Fire Department, Georgia Forestry Commission

Houston County Unit, Perry Fire Department and Warner Robins Fire Department

B. Actions

1. Mitigation/Preparedness

- a. Prepare a facility profile and inventory of potential hazardous materials.
- b. Identify potential contacts and resources in order to conduct a community vulnerability analysis to determine potential hazardous materials threats and on-site inspections.
- c. Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
- d. Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
- e. Obtain training for response personnel available through GEMA, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
- f. Participate in drills and exercises to evaluate hazardous materials response capabilities.

2. Response/Recovery

- a. Verify incident information and notify the EMA and other applicable agencies.
- b. Establish a command post at a safe distance near the scene or staff the EOC, if the situation becomes excessive.
- c. Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
- d. Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
- e. Ensure availability of expertise and equipment to manage the incident.
- f. Utilize proper procedures for containment to prevent additional dangers.
- g. Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
- h. Establish area security and prohibit all unauthorized personnel from entering the containment area.
  - i. Terminate cleanup operations after dangerous situation subsides.
  - j. Maintain records, expenditures, and document resources utilized during recovery.

**III. RESPONSIBILITIES**

## A. Houston County Fire Department

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

#### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

#### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## B. Centerville Fire Department

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

#### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

#### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## C. Georgia Forestry Commission Houston County Unit

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

**D. Perry Fire Department**

**I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

**II. Support-City Fire, LE, EMA**

***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

**E. Warner Robins Fire Department**

**I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

**II. Support-City Fire, LE, EMA**

***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

**IV. COUNTY-SPECIFIC INFORMATION**

No County-specific information provided.

# EMERGENCY SUPPORT FUNCTION 11 AGRICULTURE AND NATURAL RESOURCES

## **Primary Agency**

Houston County Animal Control

## **Support Agencies**

Centerville Police Department

Perry Police Department

Warner Robins Police Department

## **I. INTRODUCTION**

The emergency support function of agriculture and natural resources involves direction and coordination, operations and follow-through during an emergency or disaster.

### **A. Purpose**

This ESF provides operational guidance to those who are assigned to work this ESF. This ESF has been established to support provision of nutrition assistance, management of diseases, food safety, and to protect significant properties.

1. Actions undertaken through ESF 11 are coordinated with and conducted cooperatively with state and local incident management officials and with private entities.
2. Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary agency for the incident.
3. Food Safety and Inspections are activated upon notification of the occurrence of a potential or actual disaster or emergency by the Department of Public Health.
4. Actions undertaken are guided by and coordinated with County and local emergency preparedness and response officials and State and Federal officials and include existing USDA internal policies and procedures.
5. Actions undertaken under ESF 11 to protect, conserve, rehabilitate, recover and restore resources are guided by the existing internal policies and procedures of the primary agency for each incident.
6. The primary agency for each incident coordinates with appropriate ESFs and other annexes to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers.
7. Control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic

- plant disease, or economically devastating plant pest infestation.
- 8. Assurance of food safety and food security.
- 9. Protection of natural and cultural resources and historic property resources before, during, and/or after a disaster or emergency.

## B. Scope

To provide for the following functional responsibilities:

Identify, secure and distribute food, bottled beverages, and supplies, and support the provision for sanitary food storage, distribution, and preparation during an emergency or disaster; Provide for mitigation, response and recovery to natural disasters, and/or acts of terrorism affecting animals, agriculture production, and the food sector; Assist agriculture in an outbreak of a highly infectious/contagious or economically devastating animal/zoonotic disease, or a highly ineffective or economically devastating plant pest disease or infestation; Assist with agriculture production, animal industry, and wildlife adversely affected by a disaster, either natural or man-made; and, Conserve, rehabilitate, recover and restore natural, cultural, and historic properties prior to, during, and after a man-made or natural disaster.

### 1. Preparedness

- a. Maintain an accurate roster of personnel assigned to perform ESF 11 duties during a disaster.
- b. Identify and schedule disaster response training for ESF 11 personnel.
- c. Maintain current food resource directories to include maintaining points of contact.
- d. Identify likely transportation needs and coordinate with ESF 1.
- e. Ensure all ESF 11 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

### 2. Response

- a. Lead support agencies will maintain a roster of personnel assigned to perform ESF 11 duties during a disaster.
- b. Coordinate with ESF 6 and ESF 5, regarding mass feeding sites established by responding emergency management agencies.
- c. ESF 11 will coordinate with EMA and Public Health to update lists of all available provision of medical services with appropriate agencies.
- d. ESF 6 will provide a list of mass care sites requiring restoration of services to EOC Operations.
- e. ESF 6 will coordinate with ESF 13 regarding additional security resources, if needed, at mass care shelters.

### 3. Recovery

- a. ESF 11 will coordinate with ESFs 5, 6, and 8 to establish or support existing mass feeding sites operated to ensure optimal access for

- public service based on emergency needs.
- b. ESF 11 will coordinate with State agencies for the provision of food and water to mass feeding sites, if necessary.

#### 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from GEMA and/or other state agencies and federal partners concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency, county, or state/federal briefings, situation reports and action plans.
- d. Work to educate citizens on disaster preparedness and disaster mitigation activities.

## II. CONCEPT OF OPERATIONS

### A. Natural Disaster and Animals, Animal Industry and Wildlife

#### 1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of ESF 11 will coordinate with the Georgia Department of Agriculture (GDA) and the Georgia Department of Natural Resources (DNR), and the lead state agencies for ESF 11. The GDA will develop and maintain Standard Operating Procedures to include, but not limited to poultry, cattle, swine, dairy, equine, goats, sheep, and companion animal industries for a natural disaster. DNR will develop and maintain Standard Operating Procedures regarding aquaculture, seafood, wildlife, and exotic animals for natural disasters and the preservation of natural, cultural, and historic resources.

#### 2. Actions

##### a. Mitigation/Preparedness

- i. Develop mutual aid agreements with professional associations and private agencies/organizations.
- ii. Coordinate with ESF 6 in identifying potential pet friendly shelters near approved emergency American Red Cross shelters.
- iii. Participate in and/or conduct exercises or tests regularly, to validate this ESF and related SOPs.
- iv. Prepare, in conjunction with GEMA, public service announcements (PSAs) to increase public awareness regarding pet options and animal directives.

- v. Participate in drills and exercises to evaluate animal and animal industry response capability.

#### b. Response/Recovery

- i. Support the EMA-EOC with all available resources.
- ii. Coordinate local emergency response with regional and state systems.
- iii. Request additional personnel and equipment for triage and shelter facilities, when necessary.
- iv. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
- v. Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
- vi. Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF 11 through the SOC.
- vii. Provide information to state ESF 11 on all available animal shelter facilities and confinement areas identified, before, during and after the disaster.
- viii. Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from state ESF 11 as needed.
- ix. Support GA-SART(s) as necessary.
- x. Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
- xi. Restore equipment and supplies to a normal state of operational readiness.
- xii. Maintain financial records on personnel, supplies, and other resources utilized. Report to EMA upon request.
- xiii. Resume day-to-day operations.

### B. Nutrition Assistance and Food Safety

#### 1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

#### 2. Actions

#### a. Mitigation/Preparedness

- i. Identify agencies and organizations responsible for food safety inspections and monitoring and coordinate MOUs with appropriate entities.
- ii. Maintain procedures and responsibilities for food inspection and response to threatened food supplies.
- iii. Establish a system for the notification process of suspected or adulterated food supplies.
- iv. Participate in tests and exercises to evaluate communication with other agencies with food safety and security duties.
- v. Coordinate with ESF 6, the response to mass food distribution from secured sources.
- vi. Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.
- vii. Assess the availability of food supplies and storage facilities capable of storing dry, chilled, or frozen food.
- viii. Assess the availability of handling equipment and personnel for support.
- ix. Develop notification procedures for mobilizing food services, personnel, and resources.

#### b. Response/Recovery

- i. Coordinate with state and local agencies and authorities for requested support if county agencies are overwhelmed.
- ii. Identify proper state and federal agencies to contact in the event of suspicious activity contributing to adulterated food supplies.
- iii. Provide guidance for immediate local protective actions and reports, and establish communication with GDA and the Department of Human Resources (DHR).
- iv. Work with local EMA to determine critical food needs of the affected population in terms of numbers of people and their location.
- v. Coordinate community resources and personnel to assist with delivery services and/or distribution as necessary for secured food supplies.
- vi. Provide assistance in support of ESF 6 Mass Care, establishing distribution sites and requirements for distribution.
- vii. Establish linkages with volunteer and private agencies/organizations involved in congregate meal services.
- viii. Secure food, transportation, equipment, storage, and distribution facilities.
- ix. Initiate procurement of essential food and supplies not available from existing inventories.
- x. Refer victims needing additional food to volunteer and private agencies/organizations.
- xi. Coordinate with appropriate law enforcement in events where contamination of the food supply with a chemical or biological agent may have been suspicious or intentional.

- xii. Designate certain individuals to serve as expert points of contact for law enforcement.
- xiii. Provide for communication, surveillance, and response with all appropriate agencies in response to an act of agro-terrorism.
- xiv. Coordinate public information and provide updates for ESF 15 to distribute to the public and media.
- xv. Maintain financial records on personnel, supplies, and resources utilized, and report expenditures to local EMA and GEMA upon request.
- xvi. Resume day-to-day operations.

## C. Animal and Plant Diseases and Pests

### 1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

### 2. Actions

#### a. Mitigation/Preparedness

- i. Develop mutual aid agreements with government agencies, professional associations, and private agencies/organizations.
- ii. Work with GDA and DNR to train first responders, community leaders, and the agricultural industry at the awareness level in agro-security and agro-terrorism.
- iii. Work with GDA and DNR to provide for surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or public health of the state.
- iv. Provide for surveillance of pests which may pose a potential or substantial threat to agriculture, horticulture, the economy, or the public health of the state.
- v. Develop local plans and resources to enhance awareness of surveillance for early detection of animal health emergencies and agro-terrorism.
- vi. Conduct and/or participate in exercises, training sessions, and workshops to assist local communities and support agencies/organizations.
- vii. Encourage support agencies to develop emergency operations plans that detail their support functions for ESF 11.

#### b. Response/Recovery

- i. Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
- ii. Coordinate the crisis response and the resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agriculture, animal, or food incident.
- iii. Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined necessary.
- iv. Support GDA's efforts to quarantine, stop sale, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
- v. Secure supplies, equipment, personnel and technical assistance from support agencies/organizations, and other resources to carry out the response plans associated with animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
- vi. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
- vii. Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
- viii. Determine need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA for state assistance, or mutual aid assistance through agreements such as the Emergency Management Assistance Compact (EMAC).
- ix. Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
- x. Coordinate operations to assure occupational safety measures are followed.
- xi. Coordinate damage assessment as necessary.
- xii. Restore equipment and supplies to a normal state of operational readiness.
- xiii. Coordinate public information to provide updates to ESF 15.
- xiv. Maintain financial records on personnel, supplies, and other resources utilized and report to local EMA and GEMA upon request.
- xv. Resume day-to-day operations.

## D. Resource Protection

### 1. Strategy

The agency assigned primary responsibility for ESF 11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF, will coordinate with the EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations. ESF 11 agencies will coordinate with public natural, cultural, and historic properties and state agencies to develop Standard Operating Procedures(SOPs) for disaster prevention, preparedness, and recovery. On the state level, the Georgia Archives will manage, monitor, and assist in or conduct response and recovery actions to minimize damage to natural, cultural, or historic property resources, including essential government and historical records. ESF 11 agencies will request assistance for this resource through the SOC.

### 2. Actions

#### a. Mitigation/Preparedness

- i. Participate in mutual aid agreements with government agencies, professional organizations, private agencies, and organizations.
- ii. Develop inventory of natural, cultural, and historic resources that will be covered by this plan.
- iii. Participate in a and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.

#### b. Response/Recovery

- i. Support the disaster recovery with all available resources.
- ii. If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
- iii. Coordinate public information and provide updates for ESF 15 to distribute to the public and media.
- iv. Provide technical assistance to public natural, historic and cultural properties in damage assessment; request needed technical assistance and damage assessment support from the state or federal government through the SOC.
- v. Work with the state to reopen public natural, historic, and cultural properties as soon as safely possible, to the public.
- vi. Request assistance from the state for preservation, scientific/technical, and records and archival management advice and information for stabilization, security, logistics, and contracting for recovery services of damaged natural, historic or cultural resources pertaining to documentary and archival records and historic documents.
- vii. Maintain financial records on personnel, supplies, and other

- resources utilized and report to local EMA and GEMA upon request.
- viii. Resume day-to-day operations.

### III. RESPONSIBILITIES

#### A. Houston County Animal Control

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

#### B. Centerville Police Department

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### C. Perry Police Department

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### D. Warner Robins Police Department

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.



# EMERGENCY SUPPORT FUNCTION 12

## ENERGY

**Primary Agency**

Houston County Emergency Management Agency

**Support Agencies**

Flint Electric Membership Cooperation  
Houston County Public Works

### I. INTRODUCTION

The emergency support function of energy services direction and coordination, operations and follow-through during an emergency or disaster.

**A. Purpose**

This ESF provides operational guidance to those who are assigned to work in this ESF. The mission of this ESF is to coordinate response activities of energy and utility organizations in responding to and recovering from fuel shortages, power outages, and capacity shortages which impact or threaten to impact Houston County citizens and visitors during and after a potential of actual disaster or emergency.

1. This ESF will coordinate providing sufficient fuel supplies to emergency response organizations and areas along evacuation routes.
2. Coordinate the provision of materials, supplies, and personnel for the support of emergency activities being conducted.
3. Maintain communication with utility representatives to determine emergency response and recovery needs.
4. Coordinate with schools and other critical facilities within the county to identify emergency shelter power generation status/needs; and coordinate with other ESFs with assistance in providing resources for emergency power generation.
5. Maintain lists of energy-centric critical assets and infrastructures, and continuously monitors those resources to identify and correct vulnerabilities to energy facilities.
6. Addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events.

**B. Scope**

This ESF is structured to coordinate the provision of emergency supply and transportation of fuel and the provision of emergency power to support

immediate response operations as well as restoring the normal supply of power to normalize community functioning. This ESF will work closely with local and state agencies, energy offices, energy suppliers and distributors.

The emergency operations necessary for the performance of this function include but are not limited to:

### 1. Preparedness

- a. Develop and maintain current directories of suppliers of services and products associated with this function.
- b. Establish liaison with support agencies and energy-related organizations.
- c. In coordination with public and private utilities, ensure plans for restoring and repairing damaged energy systems are updated.
- d. In coordination with public and private utilities, establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supply, petroleum fuels, and electric power.
- e. Promote and assist in developing mutual assistance compacts with the suppliers of all power resources.
- f. Develop energy conservation protocols.
- g. Ensure all ESF 12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

### 2. Response

- a. Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Group as required and, when possible, provide data by county.
- b. In coordination with public and private utilities, prioritize rebuilding processes, if necessary, to restore power to affected areas.
- c. Locate fuel for emergency operations.
- d. Administer, as needed, statutory authorities for energy priorities and allocations.
- e. Apply necessary County resources, to include debris removal, in accordance with established priorities in response to an emergency.
- f. Provide energy emergency information, education and conservation guidance to the public in coordination with the EOC Public Information Group.
- g. Coordinate with ESF 1 for information regarding transport of critical energy supplies.
- h. Plan for and coordinate security for vital energy supplies with ESF 13.
- i. Maintain continual status of energy systems and the progress of restoration.
- j. Utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF 3.
- k. Recommend energy conservation measures.

### 3. Recovery

- a. Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
- b. Continue to provide energy emergency information, education and conservation guidance to the public in coordination with ESF15.
- c. Anticipate and plan for arrival of and coordinate with state ESF12 personnel in the EOC and the Joint Field Office.
- d. Continue to conduct restoration operations until all services have been restored.
- e. Ensure that ESF12 team members or their support agencies maintain appropriate records of costs incurred during the event.

### 4. Mitigation

- a. Anticipate and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

Energy services is the primary responsibility of Houston County Emergency Management Agency and support for this function is the responsibility of Flint Electric Membership Cooperation and Houston County Public Works.

### 1. Actions

#### a. Mitigation/Preparedness

- i. Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
- ii. Identify additional resources and assistance teams;
- iii. Develop emergency response support plans.
- iv. Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
- v. Recommend actions to conserve energy and conservation guidance.
- vi. Participate in drills and exercises to evaluate energy response capabilities.

## b. Response/Recovery

- i. Determine critical energy supply needs of priority populations (e.g., infants, elderly, and other people with special needs).
- ii. Gather, assess, and share information on energy system damage, as well as estimate repair and restoration time.
- iii. Activate assistance teams and obtain necessary resources to assist in recovery.
- iv. Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
- v. Work with the EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
- vi. Coordinate with other affected areas to maximize resources and information exchange.
- vii. Conduct repair and maintenance operations until restoration of all services.
- viii. Maintain records, expenditures, and document resources utilized during recovery.

## III. RESPONSIBILITIES

### A. Houston County Emergency Management Agency

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.

Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### B. Flint Electric Membership Cooperation

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.

Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### C. Houston County Public Works

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.*

*Request volunteer agencies and private resources with assets to contribute those assets to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.*

## IV. COUNTY-SPECIFIC INFORMATION

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 13  
PUBLIC SAFETY AND SECURITY SERVICES**

<p><b>Primary Agency</b> Houston County Sheriff</p> <p><b>Support Agencies</b> Centerville Police Department Houston County Coroner's Office Houston Healthcare Perry Police Department Warner Robins Police Department</p>
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**I. INTRODUCTION**

The emergency support function of public safety and security services involves direction and coordination, operations and follow-through during an emergency or disaster.

**A. Purpose**

This ESF integrates countywide public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual disaster or emergency.

1. Local, private sector, and specific State and Federal authorities have primary responsibility for public safety and security, and typically are the first line of response and support in these functional areas.
2. In most incident situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the Incident Command System on-scene. In larger-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.
3. Through ESF 13, State and/or Federal resources could supplement County and local resources when requested or required, as appropriate, and are integrated into the incident command structure using NIMS principals and protocols.
4. ESF 13 primary agencies facilitate coordination among supporting agencies to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.
5. When activated, ESF 13 coordinates the implementation of authorities that are appropriated for the situation and may provide protection and security resources, planning assistance, technology support, and other technical assistance to support incident operations, consistent with

agency authorities and resource availability.

## B. Scope

This ESF is structured to oversee public safety to include law enforcement, victim recovery, and deceased identification and mortuary services. The emergency operations necessary for the performance of this function include but are not limited to:

### 1. Preparedness

- a. ESF 13 capabilities support incident management requirements including force and critical infrastructure protection, security, planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations.
- b. ESF 13 is generally 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 or capabilities unique to the county.
- c. ESF 13 will procure and regularly update a list of all agencies (public and private) that have the capability to provide law enforcement and security services and victim recovery and mortuary services.

### 2. Response

- a. Provide warning and communications in support of the communications and warning plans.
- b. Staff the EOC as directed.
- c. Provide security to the EOC.
- d. Secure evacuated areas, including safeguarding critical facilities, and controlling entry and exit points to the disaster area as requested.
- e. ESF 13 will coordinate with ESF 5 to request additional resources, if needed.
- f. ESF 13 will activate existing MOUs with appropriate entities.

### 3. Recovery

- a. Continue those operations necessary to protect people and property.
- b. Assist in return of evacuees.
- c. Assist with reconstitution of law enforcement agencies as necessary.
- d. Require ESF 13 team members or their agencies maintain appropriate records of costs incurred during the event.
- e. Phase down operations as directed by the EOC.

### 4. Mitigation

- a. ESF 13 agencies will conduct and/or support community education programs on survival and safety.
- b. Support requests and directives resulting from GEMA and/or other

- state agencies and federal partners concerning mitigation and/or redevelopment activities.
- c. Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Law Enforcement and Security

#### 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

#### 2. Actions

##### a. Mitigation/Preparedness

- i. Analyze hazards and determine law enforcement requirements.
- ii. Identify agencies, organizations and individuals capable of providing support services.
- iii. Develop MOUs with adjacent and support law enforcement agencies.
- iv. Analyze hazards, critical facilities, determine law enforcement requirements, and develop plans to preposition assets.
- v. Train regular and support personnel in emergency duties.
- vi. Develop plans to conduct initial damage assessment.
- vii. Establish and maintain liaison with federal, state and local agencies.
- viii. Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
- ix. Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
- x. Ensure all ESF 13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

##### b. Response/Recovery

- i. Provide warning and communications assistance in support of ESF 2.
- ii. Staff the EOC as directed.
- iii. Coordinate security for critical facilities, as needed.
- iv. Support evacuation plans with traffic control, communications, area patrols and security for shelters.
- v. Control entry and exit to the emergency or disaster area.
- vi. Control vehicle and individual access to restricted areas.

- vii. Continue operations necessary to protect people and property.
- viii. Coordinate public information and provide updates for ESF 15.
- ix. Assist in return of evacuees.
- x. Maintain records of expenditures and document resources utilized during recovery.
- xi. Resume day-to-day operations.

## B. Victim Recovery Services

### 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with and involve other support agencies and organizations.

### 2. Actions

#### a. Mitigation/Preparedness

- i. This function will be coordinated with and involve other agencies/organizations.
- ii. Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
- iii. Establish and maintain standards for human remains recovery operations.
- iv. Establish and maintain human remains recovery support and reporting procedures.
- v. Recruit, train, and certify recovery personnel.
- vi. Develop an inventory of resources and establish a record keeping system.
- vii. Conduct or participate in exercises to evaluate recovery response capability.
- viii. Conduct and/or support community education programs on survival.

#### b. Response/Recovery

- i. Respond to requests by local EMA; monitor response efforts.
- ii. Support requests from neighboring counties and MOU/EMAC agreements.
- iii. Maintain records, expenditures, and document resources utilized during response and recovery.

## C. Deceased Identification and Mortuary Services

## 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this ESF, in cooperation with the EMA. This function will be coordinated with ESF 5 and involve other support agencies and organizations.

## 2. Actions

### a. Mitigation/Preparedness

- i. Develop plans for location, identification, removal and disposition of the deceased.
- ii. Establish a system for collecting and disseminating information regarding victims and have the operational capability to deliver the information in a field environment in coordination with the EOC Public Information Group.
- iii. Develop protocols and maintain liaison with Disaster Mortuary Operational Response Teams (DMORT).
- iv. Identify agencies, organizations and individuals capable of providing support services for deceased identification including the county coroner.
- v. Maintain a description of capabilities and procedures for alert, assembly and deployment of mortuary assistance assets.
- vi. Identify public and private agencies and organizations capable of providing support to victims families.

### b. Response/Recovery

- i. Initiate the notification of deceased identification teams.
- ii. Retain victim identification records.
- iii. Support evacuation plans with traffic control, communications, area patrols and security for shelters.
- iv. Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
- v. Coordinate county assistance for next-of-kin notification.
- vi. Maintain records of expenditures and document resources utilized during response and recovery.

## III. RESPONSIBILITIES

### A. Houston County Sheriff

#### I. Primary-Sheriff's Office

**Houston County Sheriff**

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**B. Centerville Police Department**

**I. Primary-Sheriff's Office**

***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**C. Houston County Coroner's Office**

**I. Primary-Sheriff's Office**

***Houston County Sheriff***

*Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.*

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

*Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.*

**D. Houston Healthcare**

**I. Primary-Sheriff's Office**

***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**E. Perry Police Department**

**I. Primary-Sheriff's Office**

***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**F. Warner Robins Police Department**

**I. Primary-Sheriff's Office**

***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**II. Support-Coroner, City Law Enforcement**

***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

**IV. COUNTY-SPECIFIC INFORMATION**

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 14  
LONG TERM RECOVERY AND MITIGATION**

**Primary Agency**

Houston County Emergency Management Agency

**Support Agencies**

- Amaturer Radio
- American Red Cross houston-Middle Georgia Chapter
- Centerville Fire Department
- Centerville Police Department
- City of Centerville
- City of Centerville Public Works
- City of Perry
- City of Warner Robins
- ESG Opperations
- Flint Electric Membership Cooperation
- Georgia Emergency Management Agency
- Georgia Forestry Commission Houston County Unit
- Houston County Animal Control
- Houston County Board of Education
- Houston County Board of Health
- Houston County Commissioneers
- Houston County Coroner's Office
- Houston County DFCS
- Houston County E-911
- Houston County Fire Department
- Houston County Public Works
- Houston County Sheriff
- Houston Healthcare
- Houston Healthcare EMS
- Perry Fire Department
- Perry Police Department
- Perry Public Works
- Phoenix Center BHS
- RAFB
- Warner Robins Fire Department
- Warner Robins Police Department
- Warner Robins Public Works

**I. INTRODUCTION**

**A. Purpose**

This ESF provides operational guidance to those who are assigned to work in

this ESF. The mission of this ESF is to provide a framework for Houston County Emergency Management Agency support to municipal governments, nongovernmental organizations, and the private sector designed to enable community recovery from the long-term consequences of a disaster or emergency.

1. ESF 14 recognizes the primacy of affected governments and the private sector in defining and addressing risk reduction and long-term community recovery priorities.
2. Agencies continue to provide recovery assistance under independent authorities to municipal governments; the private sector; and individuals, while coordinating activities and assessments of need for additional assistance through the ESF 14 coordinator.
3. Support is tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of state and federal resources.
4. Long-term community recovery and mitigation efforts are forward-looking and market-based, focusing on permanent restoration of infrastructure, housing, and the economy, with attention to mitigation of future impacts of a similar nature, when feasible.
5. The Federal Government uses the post-incident environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.
6. ESF 14 facilitates the application of loss reduction building science expertise to the rebuilding of critical infrastructure (e.g., in repairing hospitals or emergency operation centers to mitigate for future risk).

#### B. Scope

Structure: This ESF will provide coordination during large-scale or catastrophic incidents that require assistance to address significant long-term impacts in the affected area (e.g., impacts on housing, businesses and employment, community infrastructure, and social services). Activities within the scope of this function include:

1. Preparedness
  - a. Develop systems to use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
  - b. Review County Hazard Mitigation Plan to identify vulnerable facilities.
  - c. Analyze and evaluate long-term damage assessment data.
  - d. Ensure all ESF 14 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
2. Response

Use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
3. Recovery

- a. Analyze evaluate long-term damage assessment data.
- b. In coordination with the state government, assign staff to identify and document economic impact and losses avoided due to previous mitigation and new priorities for mitigation in affected areas.
- c. Review the County Hazard Mitigation Plan for affected areas to identify potential mitigation projects.

#### 4. Mitigation

- a. Support requests and directives resulting from the state and/or federal government concerning mitigation and/or re-development activities.
- b. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

- A. This ESF will assess the social and economic consequences in the impacted area and coordinate efforts to address long-term community recovery issues resulting from a disaster or emergency.
- B. Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations.
- C. Work with municipal governments; non-governmental organizations; and private-sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive long-term recovery plan for the community.
- D. Identify appropriate State and Federal programs and agencies to support implementation of the long-term community recovery plan, ensure coordination, and identify gaps in resources available.
- E. Determine/identify responsibilities for recovery activities, and provide a vehicle to maintain continuity in program delivery among departments and agencies, and with municipal governments and other involved parties, to ensure follow-through of recovery and hazard mitigation efforts.
- F. Develops coordination mechanisms and requirements for post-incident assessments, plans, and activities that can be scaled to incidents of varying types and magnitudes.
- G. Establishes procedures for integration of pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.
- H. Facilitates recovery decision making across ESFs. Also facilitates awareness of post incident digital mapping and pre-incident County and municipal hazard mitigation and recovery planning across ESFs

## III. RESPONSIBILITIES

Supporting information and hazard analyses are contained in the appendix section of this plan.

## A. Houston County Emergency Management Agency

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## B. Amaturer Radio

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **C. American Red Cross Houston-Middle Georgia Chapter**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical*

*requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **D. Centerville Fire Department**

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

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*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **E. Centerville Police Department**

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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## **F. City of Centerville**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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*Participate in drills and exercises to evaluate local communications capability.*

## G. City of Centerville Public Works

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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*Participate in drills and exercises to evaluate local communications capability.*

## H. City of Perry

**I. Primary-EMA**

**Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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**II. Support-Board of County Commissioners, City Government**

**Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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*Participate in drills and exercises to evaluate local communications capability.*

**I. City of Warner Robins**

**I. Primary-EMA**

**Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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## **J. ESG Operations**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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*Participate in drills and exercises to evaluate local communications capability.*

## K. Flint Electric Membership Cooperation

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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*Participate in drills and exercises to evaluate local communications capability.*

## L. Georgia Emergency Management Agency

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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*Participate in drills and exercises to evaluate local communications capability.*

## **M. Georgia Forestry Commission Houston County Unit**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## N. Houston County Animal Control

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

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*Participate in drills and exercises to evaluate local communications capability.*

## O. Houston County Board of Education

### ***I. Primary-EMA***

### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## **P. Houston County Board of Health**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## **Q. Houston County Commissioners**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## R. Houston County Coroner's Office

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## S. Houston County DFCS

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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## **II. Support-Board of County Commissioners, City Government**

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## **T. Houston County E-911**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## U. Houston County Fire Department

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

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### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

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## V. Houston County Public Works

### ***I. Primary-EMA***

## **Houston County Emergency Management Agency**

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## **W. Houston County Sheriff**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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#### **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## **X. Houston Healthcare**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## Y. Houston Healthcare EMS

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

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## A@. Perry Fire Department

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## **AA. Perry Police Department**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

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## **AB. Perry Public Works**

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

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### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

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## **AC. Phoenix Center BHS**

### ***I. Primary-EMA***

## **Houston County Emergency Management Agency**

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### **Local City Managers and Elected Officials**

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## **AD. RAFB**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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### **Local City Managers and Elected Officials**

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## **AE. Warner Robins Fire Department**

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

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## AF. Warner Robins Police Department

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## AG. Warner Robins Public Works

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **IV. COUNTY-SPECIFIC INFORMATION**

No County-specific information provided.

**EMERGENCY SUPPORT FUNCTION 15  
EXTERNAL AFFAIRS**

**Primary Agency**

Houston County Emergency Management Agency

**Support Agencies**

- American Red Cross houston-Middle Georgia Chapter
- Centerville Fire Department
- Centerville Police Department
- City of Centerville
- City of Centerville Public Works
- City of Perry
- City of Warner Robins
- ESG Operations
- Flint Electric Membership Cooperation
- Georgia Emergency Management Agency
- Georgia Forestry Commission Houston County Unit
- Houston County Animal Control
- Houston County Board of Education
- Houston County Board of Health
- Houston County Commissioners
- Houston County DFCS
- Houston County E-911
- Houston County Fire Department
- Houston County Public Works
- Houston County Sheriff
- Houston Healthcare
- Houston Healthcare EMS
- Perry Fire Department
- Perry Police Department
- Perry Public Works
- RAFB
- Warner Robins Fire Department
- Warner Robins Police Department
- Warner Robins Public Works

**I. INTRODUCTION**

The emergency support function of external affairs includes direction, policies, responsibilities, and procedures for disseminating timely, accurate, and easily understood information to the public before, during, and after a disaster or emergency situation. Hazard-specific appendices to this plan contain additional information for such specific emergencies.

## A. Purpose

1. Ensures that sufficient County assets are deployed to the field during a potential or actual a disaster or emergency to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.
2. This ESF includes a provision for providing information in a clear, concise and accurate manner on actions to be taken by local agencies and governments and actions to be taken by the public. Every effort shall be made to prevent and counter rumors and inaccurate information.

## B. Scope

The emergency operations necessary for the performance of this function include, but are not limited to:

### 1. Preparedness

- a. Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations.
- b. Develop plans to coordinate with international, national, state and local news media for emergency operations, before, during and after emergency situations.
- c. Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies and disasters; this includes the establishment of a Joint Information Center (JIC).
- d. Develop plans and programs to educate news media that ESF 15 is the primary information center during emergency situations.
- e. Develop procedures to organize and operate a media briefing area and/or a JIC.
- f. Develop and maintain pre-scripted EAS messages, news releases, and public service announcements, for all hazards to include hurricane and coastal storm, rainwater flooding, storm surge and tornado.
- g. Encourage development of disaster plans and kits for the public.
- h. Provide evacuation information to the affected public.
- i. Participate in exercises and training to validate this annex and supporting SOPs.
- j. Update public information responder listing, as necessary.
- k. Develop and implement training programs for all ESF members.
  - l. Develop and maintain a roster with contact information of all ESF personnel.
- m. Ensure all ESF 15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

### 2. Response

- a. Alert agencies whose personnel, equipment, or other resources may be used.
- b. Provide timely and accurate EAS messages and news releases in

- common language and terminology to inform the public.
- c. Provide emergency public information to special needs populations.
- d. Coordinate with news media regarding emergency operations.
- e. Provide mass notification to urban and rural populations and provide periodic media updates.
- f. Execute a multi-agency/jurisdiction coordinated public information program.
- g. Organize and operate a press briefing area and a JIC, as appropriate.
- h. Supplement local emergency management public information operations, as necessary, and when resources are available.

### 3. Recovery

- a. Continue public information activities to include updating the public on recovery efforts.
- b. Anticipate and plan for arrival of and coordinate with state ESF 15 personnel in the EOC, and the Joint Field Office (JFO).
- c. Process and disseminate disaster welfare and family reunification information.

### 4. Mitigation

- a. Support and plan for mitigation measures.
- b. Support requests and directives resulting from the Governor and/or GEMA concerning mitigation and/or re-development activities.
- c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

## II. CONCEPT OF OPERATIONS

### A. Strategy

EMA will coordinate overall information and planning activities for state agencies and organizations.

EMA will coordinate with appropriate agencies to ensure operational readiness of the Intel Function for the Emergency Operations Center (EOC).

Houston County Emergency Management Agency provides primary responsibility of this ESF and support for this function is the responsibility of American Red Cross Houston-Middle Georgia Chapter, Centerville Fire Department, Centerville Police Department, City of Centerville, City of Centerville Public Works, City of Perry, City of Warner Robins, ESG Operations, Flint Electric Membership Cooperation, Georgia Emergency Management Agency, Georgia Forestry Commission Houston County Unit, Houston County Animal Control, Houston County Board of Education, Houston County Board of Health, Houston County Commissioners, Houston County DFCS, Houston County E-911, Houston County Fire Department, Houston County Public Works, Houston County Sheriff, Houston Healthcare,

Houston Healthcare EMS, Perry Fire Department, Perry Police Department, Perry Public Works, RAFB, Warner Robins Fire Department, Warner Robins Police Department and Warner Robins Public Works.

## B. Response Actions

### 1. Mitigation/Preparedness

- a. Develop a briefing and reporting system to include an EOC briefing, situation report, public information and federal request format for the EOC Intel Function;
- b. Share Intel formats with agencies and organizations that have primary functional responsibilities;
- c. Update the information and planning system as required; and
- d. Participate in and/or conduct exercises.

### 2. Response/Recovery

- a. Begin Intel Function upon activation of the EOC;
- b. Collect and process information from state agencies and organizations with primary Emergency Support Function responsibilities;
- c. Prepare EOC briefings, situation reports and geographic data for mapping to keep state and federal agencies and organizations, officials, local governments and local Emergency Management Agencies (EMAs) abreast of the severity and magnitude and provide updates to Public Affairs for media release;
- d. Provide technical assistance information and analysis to the EMA Director and EOC Chief, upon request;
- e. Coordinate needs and damage assessment of affected areas for dissemination to appropriate agencies and organizations;
- f. Track and record data necessary for federal declaration;
- g. Prepare information for after-action reports; and
- h. Resume day-to-day operations.

## C. Public Information Services

### 1. Strategy

Standard Operating Procedures (SOPs) will be developed and maintained by the agency or organization that has primary responsibility for this section of the ESF. This function will be coordinated with and involve other support agencies and organizations.

The public information services function is the primary responsibility of Houston County Emergency Management Agency and support for this function is the responsibility of American Red Cross Houston-Middle Georgia Chapter, Centerville Fire Department, Centerville Police Department, City of Centerville, City of Centerville Public Works, City of Perry, City of Warner Robins, ESG Operations, Flint Electric

Membership Cooperation, Georgia Emergency Management Agency, Georgia Forestry Commission Houston County Unit, Houston County Animal Control, Houston County Board of Education, Houston County Board of Health, Houston County Commissioners, Houston County DFCS, Houston County E-911, Houston County Fire Department, Houston County Public Works, Houston County Sheriff, Houston Healthcare, Houston Healthcare EMS, Perry Fire Department, Perry Police Department, Perry Public Works, RAFB, Warner Robins Fire Department, Warner Robins Police Department and Warner Robins Public Works.

## 2. Actions

### a. Mitigation/Preparedness

- i. Designate an individual to serve as a public information officer or coordinator.
- ii. Develop protocol and designate a liaison for communication with local, state, and federal governments and to handle legislative inquires.
- iii. Assist agencies and organizations with ESF responsibilities in development of uniform procedures for media releases (refer to Appendix I, Public Information Procedures).
- iv. Maintain a media directory (refer to Appendix J, Media Contact List).
- v. Support disaster public awareness initiatives through dissemination of information, news articles, PSAs, and presentation of audio-visual materials.
- vi. Establish communication resources to provide people with sensory disability (e.g., visual and hearing impaired) and non-English speaking persons with emergency management information regarding emergencies or disasters.
- vii. Educate the public on alert messages such as watches and warnings through media such as radio, television, and newspaper.
- viii. Develop protocols for agencies and organizations with functional support responsibilities (e.g., American Red Cross ? opening of shelters, Department of Transportation ? evacuation routing) to inform the media about emergency and/or disaster plans.
- ix. Participate in drills and exercises to evaluate public information capacity.

### b. Response/Recovery

- i. Define public notification timeframe regarding an emergency or disaster and disseminate information to the media.
- ii. Maintain a system to ensure accurate dissemination of emergency information such as location, type of hazard, extent of damage, casualties, shelters open, evacuation routes, and other protective actions.

- iii. Provide a designated area for media briefings and/or press conferences and conduct briefings in a timely manner.
- iv. Provide updates (e.g., response to inquiries about missing relatives, restricted areas of access and reentry) regarding the emergency or disaster.
- v. Establish media responsibilities and appropriate spokespersons from local government, agencies, and organizations with ESF responsibilities.
- vi. Continue provision of public safety and other necessary assistance information throughout the recovery phase.
- vii. Provide advanced media releases to the GEMA-SOC.
- viii. Coordinate with other jurisdictions that share the media market.
- ix. Maintain records of expenditures and document resources utilized during recovery.

### III. RESPONSIBILITIES

#### A. Houston County Emergency Management Agency

##### **I. Primary-Local Public Affairs / BOC / EMA**

###### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

###### ***Municipal Public Information Officers***

###### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

##### **II. Support-EMA, BOC**

###### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

###### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

#### B. American Red Cross houston-Middle Georgia Chapter

##### **I. Primary-Local Public Affairs / BOC / EMA**

###### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

###### ***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**C. Centerville Fire Department**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**D. Centerville Police Department**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

E. City of Centerville

**I. Primary-Local Public Affairs / BOC / EMA**

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

F. City of Centerville Public Works

**I. Primary-Local Public Affairs / BOC / EMA**

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

G. City of Perry

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

H. City of Warner Robins

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

I. ESG Operations

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**J. Flint Electric Membership Cooperation**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**K. Georgia Emergency Management Agency**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

L. Georgia Forestry Commission Houston County Unit

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

M. Houston County Animal Control

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

N. Houston County Board of Education

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**O. Houston County Board of Health**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**P. Houston County Commissioners**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

Q. Houston County DFCS

**I. Primary-Local Public Affairs / BOC / EMA**

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

R. Houston County E-911

**I. Primary-Local Public Affairs / BOC / EMA**

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

S. Houston County Fire Department

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**T. Houston County Public Works**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**U. Houston County Sheriff**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**V. Houston Healthcare**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**W. Houston Healthcare EMS**

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

X. Perry Fire Department

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

Y. Perry Police Department

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

A@. Perry Public Works

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

AA. RAFB

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

AB. Warner Robins Fire Department

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

AC. Warner Robins Police Department

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

AD. Warner Robins Public Works

**I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**IV. COUNTY-SPECIFIC INFORMATION**

All Public Information shall operate out of a Joint Public Information Center.

## ACRONYMS

<b>ARC</b>	American Red Cross
<b>BOE</b>	Board of Education
<b>CERT</b>	Community Emergency Response Team
<b>DFACS</b>	Department of Family and Children's Services
<b>DFO</b>	Disaster Field Office
<b>DRC</b>	Disaster Recovery Center
<b>EAS</b>	Emergency Alert System
<b>EOC</b>	Emergency Operations Center
<b>EOP</b>	Emergency Operations Plan
<b>ESF</b>	Emergency Support Function
<b>FCO</b>	Federal Coordinating Officer
<b>FEMA</b>	Federal Emergency Management Agency
<b>GANG</b>	Georgia National Guard
<b>GEMA</b>	Georgia Emergency Management Agency
<b>IC</b>	Incident Commander
<b>ICP</b>	Incident Command Post
<b>ICS</b>	Incident Command System
<b>JFO</b>	Joint Field Office
<b>JIC</b>	Joint Information Center
<b>JOC</b>	Joint Operations Center
<b>MOU</b>	Memorandum of Understanding
<b>NIMS</b>	National Incident Management System
<b>NRP</b>	National Response Plan
<b>OHS</b>	Office of Homeland Security
<b>PDAT</b>	Preliminary Damage Assessment Team
<b>PIO</b>	Public Information Officer
<b>POC</b>	Point of Contact
<b>SA</b>	Salvation Army
<b>SAR</b>	Search and Rescue
<b>SCO</b>	State Coordinating Officer
<b>SITREP</b>	Situation Report
<b>SNPS</b>	Special Needs Population Shelters
<b>SOC</b>	State Operations Center
<b>SOP</b>	Standard Operating Procedure
<b>USACE</b>	US Army Corps of Engineers
<b>VOAD</b>	Volunteer Organizations Active in Disasters
<b>WMD</b>	Weapons of Mass Destruction

## **AUTHORITIES AND REFERENCES**

- Georgia Emergency Management Act of 1981, as amended.
- Georgia Emergency Operations Plan, revised January 2008.
- Local Resolution for Emergency Management.
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended. (<http://www.fema.gov/library/stafact.shtml>)

## **EMERGENCY SUPPORT FUNCTION ACTIVATION CHECKLIST**

- 1. Receive notification of ESF Activation from Houston County Emergency Management Agency.
- 2. Notify all ESF supporting agencies.
- 3. Verify status of Activation of the EOC.
- 4. Send Representative to the EOC at designated times.
- 5. Sign in at EOC Security Station to receive badge and log hours.
- 6. Report arrival to Operations Chief and EOC Manager.
- 7. Obtain situation briefing from EOC staff.
- 8. Ensure adequate staffing for 24-hour coverage. Confirm names and hours of liaison staff with appropriate agencies.
- 9. Inventory go kits and work area. Check supplies, phone, and computer. Report any deficiencies to the EOC Manager.
- 10. Establish filing system (may include, but not limited to, status reports, situation reports, briefing papers, assignments, mission tasking, telephone rosters, daily reports, etc).
- 11. Establish contact with forward deployed teams or other agencies, as required. Exchange point of contact information and establish reporting times for all elements.
- 12. Begin gathering information and provide operational report to Operations Chief.

## GLOSSARY

**Alternate Emergency Operations Center** - A site located away from the primary Emergency Operations Center where officials exercise direction and coordination in an emergency or disaster.

**Area Command** - An organization established to oversee the management of multiple incidents that are each being handled by an Incident Command System organization or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned.

**Catastrophic Incident** - A natural or manmade incident, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, and/or government functions

**Command Post** - A designated location to communicate and exercise direction and coordination over an emergency or disaster.

**Continuity of Government** - Measures taken to ensure coordination of essential functions of government in the event of an emergency or disaster.

**Critical Facilities** - Schools, libraries, hospitals, public roads, water and sanitation systems, public safety buildings and other essential infrastructure.

**Cyber** - Pertaining to computers and their support systems, such as servers, routers, and switches that support critical infrastructure.

**Damage Assessment** - An appraisal or determination of the number of injuries or deaths, damage to public or private property, status of critical facilities, services, communication networks, public works and utilities, and transportation resulting from a man-made or natural disaster.

**Decontamination** - Reduction or removal of chemical, biological or radioactive material from a structure, area, object, or person.

**Direction and Coordination** - Determining and understanding responsibilities so as to respond appropriately and expeditiously at a centralized center and/or on-scene location during emergency operations.

**Disaster** - A man-made or natural disaster resulting in severe property damage, injuries and/or death within a community or multi-jurisdictional area that requires local, state, and federal assistance to alleviate damage, loss, hardship, or suffering.

**Disaster Recovery Center (DRC)** - A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

**Drill** - A practical approach or procedure that involves elements of a preparedness plan or the use of specific equipment to evaluate a plan prepared response.

**Emergency** - As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

**Emergency Alert System (EAS)** - A digital voice/text technology communications system consisting of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission to provide public information before, during, and after disasters.

**Emergency Management** - An organized analysis, planning, direction, and coordination of resources to mitigate, prepare, respond, and assist with recovery from an emergency or disaster.

**Emergency Management Agency (EMA)** - Local government agency, established by local resolution(s), charged with the responsibility for local emergency management mitigation, preparedness, response, and recovery activities within the jurisdiction.

**Emergency Management Agency Director** - An individual with primary responsibility for emergency management mitigation, preparedness, response, and recovery within the jurisdiction.

**Emergency Operations Center (EOC)** - Physical location at which local government officials and designated agencies and/or organization representatives coordinate information and resources to support domestic management activities.

**Emergency Operations Plan (EOP)** - A document describing mitigation, preparedness, response, and recovery actions necessary by local government and designated and supporting agencies or organizations in preparation of an anticipated emergency or disaster.

**Emergency Support Function (ESF)** - 15 identified government and private-sector capabilities organized into a structure to facilitate assistance required during mitigation, preparedness, response, and recovery to save lives, protect health and property, and maintain public safety.

**Evacuation** - Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

**Evacuees** - Persons moving from areas threatened or struck by an emergency or disaster.

**Exercise** - A simulated occurrence of a man-made or natural emergency or disaster involving planning, preparation, operations, practice and evaluation.

**Federal Disaster Assistance** - Aid to disaster victims and state and local governments by the Federal Emergency Management Agency and other federal agencies available once a Presidential Declaration has been made.

**First Responder** - Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment.

**Georgia Emergency Management Agency (GEMA)** - A state agency established by state law, responsible for statewide emergency management mitigation, preparedness, response and recovery activities within the State of Georgia.

**Hazard** - A dangerous situation or occurrence that may result in an emergency or disaster.

**Hazard Mitigation** - Any measure that will reduce potential damage to property, persons or life from a disaster or emergency from a predetermined possible hazard.

**Hazardous Material** - Substance or material that has been determined to be capable of posing an unreasonable risk to health, safety, and property including pollutants and contaminants when released into the environment.

**Hazardous Materials Incident** - An occurrence resulting in the uncontrolled release of hazardous materials accident capable of posing a risk to health, safety, and property.

**In-Kind Donations** - Donations given in the form of goods, commodities, or services rather than money.

**Incident** - An occurrence or event, natural manmade caused, that requires an emergency response to protect life or property.

**Incident Command Post (ICP)** - Field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities.

**Incident Command System (ICS)** - A management tool consisting of procedures for organizing personnel, facilities, equipment and communications at the scene of an emergency.

**Incident Commander** - The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident

operations at the incident site.

**Incident of Critical Significance** - An actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of County, local, nongovernmental, and/or private-sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

**Infrastructure** - The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

**Joint Information Center (JIC)** - A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

**Joint Operations Center (JOC)** - The JOC is the focal point for all Federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident.

**Jurisdiction** - A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authorities. Jurisdictional authority at an incident can be political or geographical. (e.g., city, county, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

**Liaison Officer** - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

**Local Government** - County, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government; or a rural community, unincorporated town or village, or other public entity.

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

**Memorandum of Understanding (MOU)** - A written memorandum of understanding between agencies and organizations to share resources and assistance during an emergency or disaster.

**Mitigation** - Activities designed to reduce or eliminate risks to persons or property or life, to lessen the actual or potential effects or consequences of an emergency or disaster.

**Mobile Command Post (MCP)** - A vehicle having the capability to communicate and exercise direction and coordination over an emergency or disaster.

**Mutual Aid Agreement** - Written agreement between agencies, organizations, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

**National Incident Management System (NIMS)** - A system that provides a consistent, nationwide approach for Federal, State, and local governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

**Natural Resources** - Natural resources include agriculture, biota, fish, livestock, wildlife, domesticated animals, plants, and water.

**Nongovernmental Organization** - A nonprofit or private-sector entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government.

**Occupational Safety and Health Administration (OSHA)** - Branch of the U.S. Department of Labor responsible for establishing and enforcing safety and health standards in the workplace.

**Operating Condition (OPCON)** - Scale with increasing levels of preparedness from five to one requiring performance of predetermined actions in response to a perceived or real threat.

**Power Outage** - An interruption or loss of electrical service due to disruption of power generation or transmission caused by accident, sabotage, natural hazards, equipment failure, or fuel shortage.

**Preparedness** - Maintaining emergency management capabilities in readiness, preventing capabilities from failing, and augmenting the jurisdiction's capability including training, developing, conducting and evaluating exercises, identifying, and correcting deficiencies, and planning to safeguard personnel, equipment, facilities, and resources from effects of a hazard.

**Presidential Declaration** - When disaster exceeds local and state government's capacity to respond, or provide sufficient resources for response, the state's Governor may request federal assistance, which is then approved by the President in the form of a Presidential Declaration which then increases federal aid to the affected areas.

**Primary Responsibility** - An agency or organization designated leadership and coordination of a specific emergency support function so as to mitigate, prepare, respond, and assist with recovery of an emergency or disaster.

**Private Sector** - Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

**Public Health** - Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

**Public Information** - Dissemination of information in anticipation of an emergency or disaster and timely actions, updates, and instructions regarding an actual occurrence.

**Public Information Officer** - A designated individual responsible for preparing and coordinating the dissemination of emergency public information.

**Public Works** - Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

**Recovery** - Long-term activities beyond damage assessment necessary to satisfy immediate life support needs, maintain logistical support, begin restoration of the infrastructure, identify individuals and communities eligible for disaster assistance, and implement post-disaster mitigation.

**Resources** - Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an Emergency Operations Center.

**Response** - Time sensitive actions to save lives and/or protect property, stabilize emergency or disaster situations, and initiate actions to notify emergency management representatives of the crisis, evacuate and/or shelter the population, inform the public about the situation, assess the damage, and request additional assistance, as needed.

**SARA** - Superfund Amendments and Reauthorization Act of 1986.

**Shelter** - A designated facility that provides temporary congregate care for individuals and families who have been forced from their homes by an emergency or disaster.

**Shelter Management** - The internal organization, administration, and operation of a shelter facility by the American Red Cross.

**Staging Area** - A location pre-selected for emergency management equipment, vehicles, and personnel to begin coordinated operations, deployment of personnel to host jurisdictions and other assistance to affected communities.

**Standard Operating Procedures (SOP)** - Directions, detailing task assignments, and a step-by-step process of responsibilities relating to each Emergency Support Function or in relation to organizational response.

**State Operations Center (SOC)** - Permanent facility designated by the State Emergency Management Agency as the central location for information gathering, disaster analysis, and response coordination before, after and during a disaster.

**Strategic Plan** - A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

**Support Agencies** - An agency or organization which provides assistance to the primary agency or organization with designated Emergency Support Function responsibility.

**Terrorism** - The unlawful use or threatened use of force or violence by a person or an organized group against people or property with the intention of intimidating or coercing societies or governments, often for ideological or political reasons.

**Unaffiliated Volunteer** - An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a "spontaneous" or "emergent" volunteer.

**Unified Command** - An application of Incident Command System (ICP) used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

**Unsolicited Goods** - Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

**Urban Search and Rescue** - Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed or damaged structures.

**Volunteer** - Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed.

**Volunteer and Donations Coordination Center** - Facility from which the Volunteer and Donations Coordination Team operates to review and process offers.

**Warning** - Alerting local government, agencies and organizations with emergency support function responsibilities, and the public regarding the threat of extraordinary danger (e.g., tornado warning, hurricane warning, severe storm warning) and that such occurrence has been sighted or observed specifying related effects that may occur due to this hazard.

**Watch** - Indications by the National Weather Service that, in a defined area, conditions are possible or favorable for the specific types of severe weather (e.g., flashflood watch, tropical storm watch).

**Weapon of Mass Destruction** - Any weapon that is designed or intended to cause widespread destruction resulting in serious bodily injury or death through the release, dissemination, or impact of toxic substance at a level dangerous to human life.

## ESF MATRIX OF PRIMARY AND SUPPORT AGENCIES

Houston County	ESF															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Amaturer Radio		s					s								s	
American Red Cross houston-Middle Georgia Chapter					s	s	s								s	s
Centerville Fire Department				s	s				s	s					s	s
Centerville Police Department					s						s		s		s	s
City of Centerville					s										s	s
City of Centerville Public Works			s		s										s	s
City of Perry															s	s
City of Warner Robins					s										s	s
ESG Operations					s										s	s
Flint Electric Membership Cooperation					s							s			s	s
Georgia Emergency Management Agency					s		s								s	s
Georgia Forestry Commission Houston County Unit				s	s				s	s					s	s
Houston County Animal Control					s						P				s	s
Houston County Board of Education	P				s	s									s	s
Houston County Board of Health					s	s		P							s	s
Houston County Commissioneers					s		P								s	s
Houston County Coroner's Office					s								s		s	
Houston County DFCS					s	P									s	s
Houston County E-911		P			s										s	s
Houston County Emergency Management Agency					P			P			P		P		P	P
Houston County Fire Department				P	s					P					s	s
Houston County Public Works	s		P		s							s			s	s
Houston County Sheriff					s								P		s	s
Houston Healthcare					s			s						s	s	s
Houston Healthcare EMS					s										s	s
Perry Fire Department				s	s				s	s					s	s
Perry Police Department					s						s		s		s	s
Perry Public Works			s		s										s	s
Phoenix Center BHS								s							s	
RAFB	s				s										s	s
Warner Robins Fire Department				s	s				s	s					s	s
Warner Robins Police Department					s						s		s		s	s



## **ESF SUMMARY OF RESPONSIBILITIES**

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### **Amatuerer Radio**

#### **ESF 2: Communications (Support)**

Provide public communications during emergencies and disasters.

Recruit, train, and designate communications and warning operators for the EOC.

#### **ESF 7: Resource Support (Support)**

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

#### **ESF 14: Long Term Recovery (Support)**

##### ***I. Primary-EMA***

##### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **American Red Cross Houston-Middle Georgia Chapter**

### **ESF 5: Emergency Management (Support)**

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

### **ESF 6: Mass Care (Support)**

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and

report these records to the primary agency.

American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

#### ESF 7: Resource Support (Support)

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

#### ESF 14: Long Term Recovery (Support)

##### ***I. Primary-EMA***

##### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Centerville Fire Department**

## ESF 4: Firefighting (Support)

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

## ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 9: Search and Rescue (Support)

### **I. Primary-EMA**

### **II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

### ***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

## ESF 10: Hazardous Materials (Support)

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

#### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

#### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Centerville Police Department**

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 11: Ag / Natural Resources (Support)

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 13: Public Safety (Support)

### **I. Primary-Sheriff's Office**

#### ***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

### **II. Support-Coroner, City Law Enforcement**

#### ***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **City of Centerville**

## ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **City of Centerville Public Works**

### **ESF 3: Public Works / Engineering (Support)**

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 5: Emergency Management (Support)

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **City of Perry**

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **City of Warner Robins**

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 14: Long Term Recovery (Support)

#### ***I. Primary-EMA***

### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### **Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

#### **Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

## ESG Operations

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 14: Long Term Recovery (Support)

#### **I. Primary-EMA**

##### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

#### **II. Support-Board of County Commissioners, City Government**

##### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ESF 15: External Affairs (Support)

#### **I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**Flint Electric Membership Cooperation**

**ESF 5: Emergency Management (Support)**

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

**ESF 12: Energy (Support)**

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.

Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

**ESF 14: Long Term Recovery (Support)**

***I. Primary-EMA***

### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### **Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

#### **Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

## Georgia Emergency Management Agency

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 7: Resource Support (Support)

*Coordinate the development of a logistical framework to support recovery operations.*

*Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Communications.*

*Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

*Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.*

*Provide resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.*

*Locate and coordinate the use of available space for incident management activities.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.*

### ESF 14: Long Term Recovery (Support)

#### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Georgia Forestry Commission Houston County Unit**

### **ESF 4: Firefighting (Support)**

Provide support and assistance as required and available.

## ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 9: Search and Rescue (Support)

### **I. Primary-EMA**

### **II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

### ***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

## ESF 10: Hazardous Materials (Support)

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

#### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

#### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

#### **Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### **Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

**Houston County Animal Control**

**ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

**ESF 11: Ag / Natural Resources (Primary)**

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

**ESF 14: Long Term Recovery (Support)**

***I. Primary-EMA***

***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston County Board of Education**

### **ESF 1: Transportation (Primary)**

Make school buses, resources, personnel, equipment, vehicles and fuel available as needed to assist in fulfilling transportation needs.

## ESF 5: Emergency Management (Support)

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## ESF 6: Mass Care (Support)

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

#### **Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### **Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

**Houston County Board of Health**

ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

ESF 6: Mass Care (Support)

Support sheltering activities with personnel and facilities, specifically through contractual agreement between Houston County Board of Education (BOE) and the American Red Cross.

Provide security at BOE facility shelters as required.

Attend regular meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request contributions through volunteer agencies and private sector businesses.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

American Red Cross (ARC)

Open, administer and operate all shelters.

Attend regular coordination meetings to ensure planning functions are implemented to support this ESF.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 8: Public Health / Medical (Primary)

Coordinate with each support agency through regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Provide leadership in directing, coordinating and integrating the overall county efforts to provide medical and public health assistance to the affected area.

Conduct initial assessment of health and medical needs.

Determine need for additional personnel and resources and initiate request mutual aid to EOC.

Coordinate and direct the activation and deployment of voluntary resources of health/medical personnel, supplies and equipment.

Establish, as needed, active and passive surveillance systems for the protection of public health.

Coordinate the response for: hazardous materials, safety of food and drugs, radiological hazards, mental health problems victims, water systems and victim identification/mortuary services.

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston County Commissioners**

### ESF 5: Emergency Management (Support)

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## ESF 7: Resource Support (Primary)

### I. Primary- Houston County Board of County Commissioners

#### Houston County Purchasing Department

Coordinate with each support agency through regular meetings to ensure planning functions are implemented.

Coordinate the development of a logistical framework to support recovery operations.

Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with Central Services.

Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.

Locate, procure, and issue resources to other county agencies for use in emergency operations necessary to support the County EOP or to promote public safety.

Locate and coordinate the use of available space for incident management activities.

Procure required stocks from vendors or suppliers when county supplies are not available.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

### II. Support-City Governments, EMA

#### The Cities of Centerville, Perry, and Warner Robins Municipal Government (s) Finance & Purchasing Departments

Attend coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.

Locate, procure, and issue resources to other county agencies for use in emergency operations necessary to support the EOP or to promote public safety.

Locate and coordinate the use of available space for incident management activities.

Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply centers when available.

Procure required stocks from vendors or suppliers when county items are not available.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies.

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston County Coroner's Office**

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 13: Public Safety (Support)

#### ***I. Primary-Sheriff's Office***

#### ***Houston County Sheriff***

*Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.*

#### ***II. Support-Coroner, City Law Enforcement***

#### ***Municipal Law Enforcement Agencies***

*Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.*

### ESF 14: Long Term Recovery (Support)

## **I. Primary-EMA**

### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **Houston County DFCS**

### **ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### **ESF 6: Mass Care (Primary)**

*Coordinate with each support agency through regular meetings to ensure planning functions are implemented to support ESF-6.*

Ensure the presence of resource materials in sufficient numbers in the ESF location, like: 1) shelter listings for each agency with names and numbers of each shelter manager, 2) locations of all mass feeding sites and 3) the names of site managers.

Provide a system for recording incoming requests for sheltering, mass feeding, response assignments and actions taken.

Establish a protocol for prioritizing response activities.

Coordinate activities with other ESF™s.

Maintain records of expenditures and document resources utilized during response and recovery efforts.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**Houston County E-911**

**ESF 2: Communications (Primary)**

Coordinate with each support agency through regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Oversee the coordination and management of communications resources, facilities and equipment and initiate alternate and backup systems as needed.

Develop maintenance and protection arrangements for inoperative communications equipment.

Coordinate communications with response operations, shelters, lodging, and food facilities.

Continue coordinated communications to achieve rapid recovery and contact with the Emergency Operations Center (EOC).

Maintain records of expenditures and document resources utilized during response and recovery efforts.

Coordinate the various types of communications within the county, including landline telephones, cellular telephones, 800 MHz, VHF, marine band, amateur radio, citizens band radios and emergency response agencies in affected areas.

**ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### **Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

## **Houston County Emergency Management Agency**

### **ESF 5: Emergency Management (Primary)**

Coordinate with each support agency through regular meetings to ensure planning functions are implemented to support this ESF.

Coordinate the flow of information within the Emergency Operations Center.

Coordinate the efforts to collect, process, report, and display essential information.

Facilitate support for planning response operations.

Distribute plans and reports to the state and other ESFs

Maintain records of expenditures and document resources utilized during response and recovery efforts.

Attend regularly scheduled meetings to ensure planning functions are implemented in support.

Identify and provide staff representatives to support the ESF and other operational information related to these activities.

Request asset support from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local response capabilities.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and forward records to the primary agencies.

### **ESF 9: Search and Rescue (Primary)**

#### **I. Primary-EMA**

#### **II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

#### ***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR

teams.

## ESF 12: Energy (Primary)

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.

Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.

Request volunteer agencies and private resources with assets to contribute those assets to the response effort.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 14: Long Term Recovery (Primary)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Primary)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston County Fire Department**

### ESF 4: Firefighting (Primary)

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

Coordinate those resources volunteered for ESF 4 (Firefighting) from other unidentified sources.

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 10: Hazardous Materials (Primary)

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

### **II. Support-City Fire, LE, EMA**

#### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

#### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

#### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston County Public Works**

### ESF 1: Transportation (Support)

Coordinate with the support agencies in directing transportation resources and prioritizing the needs for transportation services.

Immediately following an incident of critical significance, assess the overall status of the transportation system within the county and begin determination of potential needs and resources.

ESF-7 (Resource Support) will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement available resources.

### ESF 3: Public Works / Engineering (Primary)

Serve as the Primary coordinator for debris removal and related tasks.

Assist with the provision of water (potable and non-potable) and ice into the disaster area if local supplies become inadequate.

In coordination with local emergency management officials, develop policy for conservation, distribution and use of potable and firefighting water.

Identify and locate chemicals to maintain a potable water supply.

Include an alerting list in the SOP, to include points-of-contact and telephone numbers, of agencies, counties, municipalities and organizations supporting public works and engineering functions.

Maintain a current inventory of equipment and supplies.

Establish operational needs for restoration of public works service during the emergency.

Develop and maintain listings of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.

Coordinate with other ESFs to consolidate reports of damage and focus assessment efforts.

Act as a liaison between the EOC and the state EOC for damage assessment activity.

Maintain contact with municipal liaisons to collect and relay information.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report expenditure records to the primary agency.

### ESF 5: Emergency Management (Support)

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

### ESF 12: Energy (Support)

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.*

*Request volunteer agencies and private resources with assets to contribute those assets to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.*

### ESF 14: Long Term Recovery (Support)

**I. Primary-EMA**

**Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

**II. Support-Board of County Commissioners, City Government**

**Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

**ESF 15: External Affairs (Support)**

**I. Primary-Local Public Affairs / BOC / EMA**

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

## **Houston County Sheriff**

### **ESF 5: Emergency Management (Support)**

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

### **ESF 13: Public Safety (Primary)**

#### **I. Primary-Sheriff's Office**

##### ***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

#### **II. Support-Coroner, City Law Enforcement**

##### ***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

### **ESF 14: Long Term Recovery (Support)**

#### **I. Primary-EMA**

##### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

#### **II. Support-Board of County Commissioners, City Government**

##### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston Healthcare**

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 8: Public Health / Medical (Support)

Coordinate the notification, information update and evacuation assistance to medical facilities within the county.

Coordinate the evacuation of patients from the disaster area as requested.

Coordinate the transport of victims to medical facilities outside the county in accordance with approved trauma transport protocols.

Coordinate advance life support, basic life support, Emergency Medical Technicians and Paramedics.

## ESF 13: Public Safety (Support)

### **I. Primary-Sheriff's Office**

#### ***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

### **II. Support-Coroner, City Law Enforcement**

#### ***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response*

effort.

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Houston Healthcare EMS**

### ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### ESF 14: Long Term Recovery (Support)

#### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Perry Fire Department**

### **ESF 4: Firefighting (Support)**

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

## ESF 5: Emergency Management (Support)

Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).

Identify and provide staff representatives to support the ESF and other operational information related to critical activities.

Request asset contributions from volunteer and private sector agencies.

Participate in drills and exercises to evaluate local capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.

## ESF 9: Search and Rescue (Support)

### I. Primary-EMA

### II. Support-Fire, Law Enforcement

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

### ***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

## ESF 10: Hazardous Materials (Support)

### I. Primary- County Fire

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

## **II. Support-City Fire, LE, EMA**

### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## **ESF 14: Long Term Recovery (Support)**

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### ***I. Primary-Local Public Affairs / BOC / EMA***

**HEMA Public Information Officer**

Coordinate all news releases with GEMA.

**Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

**Houston County Emergency Management Agency**

Provide resources, assistance and support as requested and available.

**Georgia Emergency Management Agency (GEMA)**

Provide resources, assistance and support as requested and available.

**Perry Police Department**

**ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

**ESF 11: Ag / Natural Resources (Support)**

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 13: Public Safety (Support)

### **I. Primary-Sheriff's Office**

#### ***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

### **II. Support-Coroner, City Law Enforcement**

#### ***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

## **I. Primary-Local Public Affairs / BOC / EMA**

### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

## **II. Support-EMA, BOC**

### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Perry Public Works**

### **ESF 3: Public Works / Engineering (Support)**

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

### **ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during*

*recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### ***I. Primary-Local Public Affairs / BOC / EMA***

#### ***HEMA Public Information Officer***

*Coordinate all news releases with GEMA.*

#### ***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

*Ensure accurate incident communications with the public.*

## **II. Support-EMA, BOC**

### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Phoenix Center BHS**

### **ESF 8: Public Health / Medical (Support)**

Coordinate the notification, information update and evacuation assistance to medical facilities within the county.

Coordinate the evacuation of patients from the disaster area as requested.

Coordinate the transport of victims to medical facilities outside the county in accordance with approved trauma transport protocols.

Coordinate advance life support, basic life support, Emergency Medical Technicians and Paramedics.

### **ESF 14: Long Term Recovery (Support)**

#### ***I. Primary-EMA***

##### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

#### ***II. Support-Board of County Commissioners, City Government***

##### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **RAFB**

### **ESF 1: Transportation (Support)**

Coordinate with the support agencies in directing transportation resources and prioritizing the needs for transportation services.

Immediately following an incident of critical significance, assess the overall status of the transportation system within the county and begin determination of potential needs and resources.

ESF-7 (Resource Support) will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement available resources.

### **ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

### **ESF 14: Long Term Recovery (Support)**

#### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **II. Support-Board of County Commissioners, City Government**

### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## **ESF 15: External Affairs (Support)**

### **I. Primary-Local Public Affairs / BOC / EMA**

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

#### ***Municipal Public Information Officers***

#### ***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

#### ***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

#### ***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

## **Warner Robins Fire Department**

### **ESF 4: Firefighting (Support)**

Forward requests for mutual aid firefighting assistance to the Emergency Operations Center (EOC).

Coordinate during an incident of critical significance or other activation of the EOC.

Attend regularly scheduled coordination meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.

Assemble a complete list of available firefighting resources within the region that may be available for response and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

## ESF 5: Emergency Management (Support)

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 9: Search and Rescue (Support)

### **I. Primary-EMA**

### **II. Support-Fire, Law Enforcement**

***Houston County Fire Department Is Lead with the Municipal Departments providing assistance***

The designated EOC Fire Department Coordinator will coordinate provision of representatives on a 24-hour basis to the EOC. The composition of each SAR team shall be determined by the Incident Commander/ SAR Coordinator.

### ***Houston County Sheriff Department***

Agencies participating in SAR efforts will rely on ESF-11 (Agriculture & Natural Resources) to provide food and water to support operations.

The local SAR leaders will coordinate with ESF-3 for assistance in completing any structural shoring required to ensure the safety of the teams.

The department will partner with municipal police departments to provide security for SAR teams.

## ESF 10: Hazardous Materials (Support)

### **I. Primary- County Fire**

Coordinate the provision of local firefighting personnel and equipment.

Coordinate and assign any responding mutual aid resources.

## **II. Support-City Fire, LE, EMA**

### ***Houston County Emergency Management Agency***

Provide support and assistance as requested and available.

### ***The Cities of Centerville, Perry and Warner Robins Fire Department (s)***

Provide support and assistance as requested and available

### ***The Houston County Sheriff along with the Municipal Law Enforcement Agencies***

Provide support and assistance as requested and available

## ESF 14: Long Term Recovery (Support)

### ***I. Primary-EMA***

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### ***II. Support-Board of County Commissioners, City Government***

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### ***I. Primary-Local Public Affairs / BOC / EMA***

#### ***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**Warner Robins Police Department**

**ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).  
Identify and provide staff representatives to support the ESF and other operational information related to critical activities.  
Request asset contributions from volunteer and private sector agencies.  
Participate in drills and exercises to evaluate local capability.  
Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

**ESF 11: Ag / Natural Resources (Support)**

Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.

Assemble a list of assets available to support the recovery and coordinate this information with the EOC.

Request the contributions through volunteer agencies and private sector businesses.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

## ESF 13: Public Safety (Support)

### **I. Primary-Sheriff's Office**

#### ***Houston County Sheriff***

Participate in planning for areas of agency expertise and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

### **II. Support-Coroner, City Law Enforcement**

#### ***Municipal Law Enforcement Agencies***

Participate in planning for areas of agency expertise, and provide assistance and expertise as appropriate and in coordination with other ESF departments and agencies.

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### ***Houston County Emergency Management Agency***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### ***Local City Managers and Elected Officials***

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

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## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

***HEMA Public Information Officer***

Coordinate all news releases with GEMA.

***Municipal Public Information Officers***

***Coordinate all news releases with HEMA***

Ensure accurate incident communications with the public.

**II. Support-EMA, BOC**

***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

Provide resources, assistance and support as requested and available.

**Warner Robins Public Works**

**ESF 3: Public Works / Engineering (Support)**

Obtain required waivers and clearances related to ESF support.

Attend coordination meetings to ensure planning functions are implemented in support.

Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs as they related to your responsibility. Also to develop procedures to obtain private sector support as required.

Assemble a list of public works and engineering related assets available to support recovery and coordinate this information with the EOC.

Request asset contributions from volunteer and private sector agencies.

Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.

Participate in drills and exercises to evaluate local communications capability.

Maintain records of expenditures and document resources utilized during recovery in accordance with Resource Support policies and procedures and report these records to the primary agency.

**ESF 5: Emergency Management (Support)**

*Attend coordination meetings to ensure planning functions are implemented to support ESF-5 (Emergency Management).*

*Identify and provide staff representatives to support the ESF and other operational information related to critical activities.*

*Request asset contributions from volunteer and private sector agencies.*

*Participate in drills and exercises to evaluate local capability.*

*Maintain records of expenditures and document resources utilized during recovery in accordance with RESOURCE SUPPORT policies and procedures and report these records to the Primary Agency.*

## ESF 14: Long Term Recovery (Support)

### **I. Primary-EMA**

#### **Houston County Emergency Management Agency**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request contributions through volunteer agencies and private sector businesses.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

### **II. Support-Board of County Commissioners, City Government**

#### **Local City Managers and Elected Officials**

*Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.*

*Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.*

*Develop procedures to obtain private sector support as required.*

*Request volunteer agencies and private resources with assets to contribute to the response effort.*

*Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.*

*Participate in drills and exercises to evaluate local communications capability.*

## ESF 15: External Affairs (Support)

### **I. Primary-Local Public Affairs / BOC / EMA**

#### **HEMA Public Information Officer**

Coordinate all news releases with GEMA.

#### **Municipal Public Information Officers**

**Coordinate all news releases with HEMA**

Ensure accurate incident communications with the public.

### **II. Support-EMA, BOC**

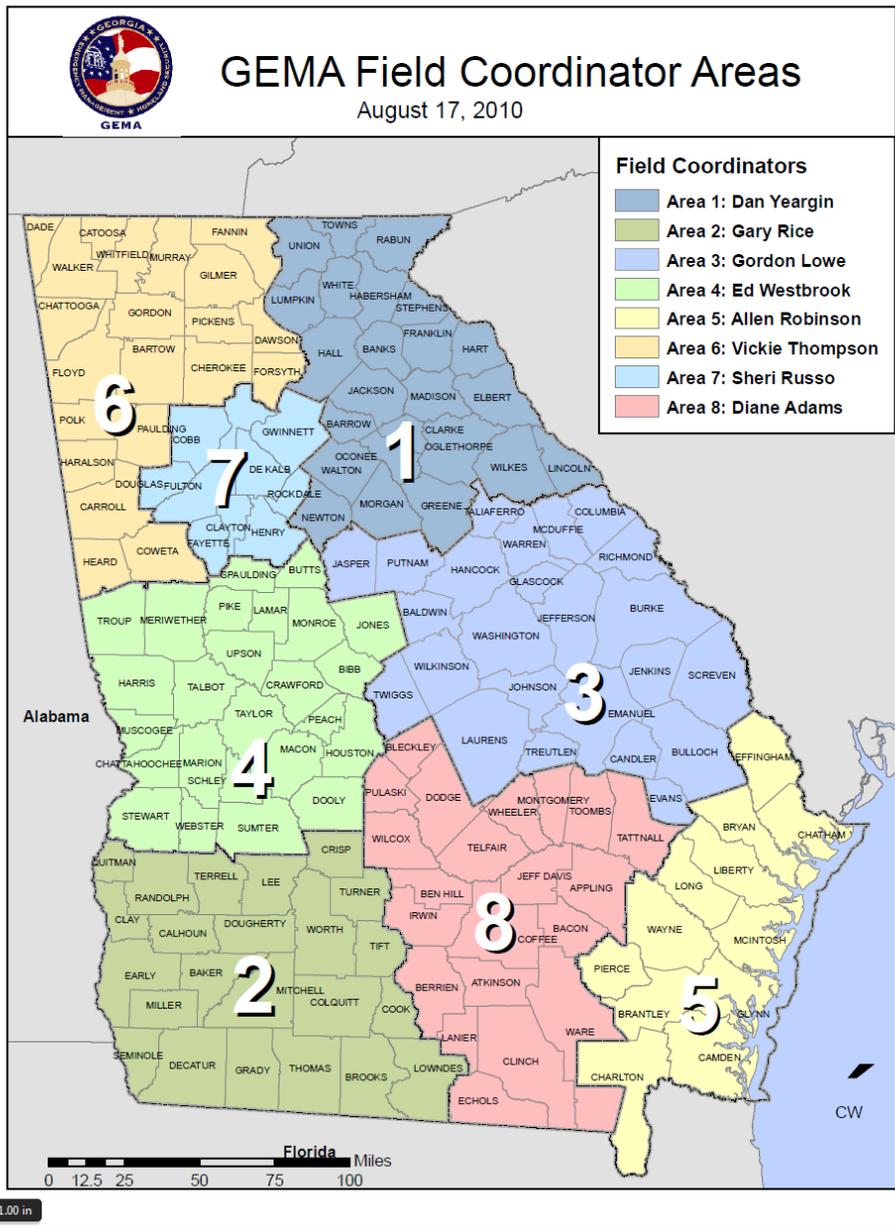
***Houston County Emergency Management Agency***

Provide resources, assistance and support as requested and available.

***Georgia Emergency Management Agency (GEMA)***

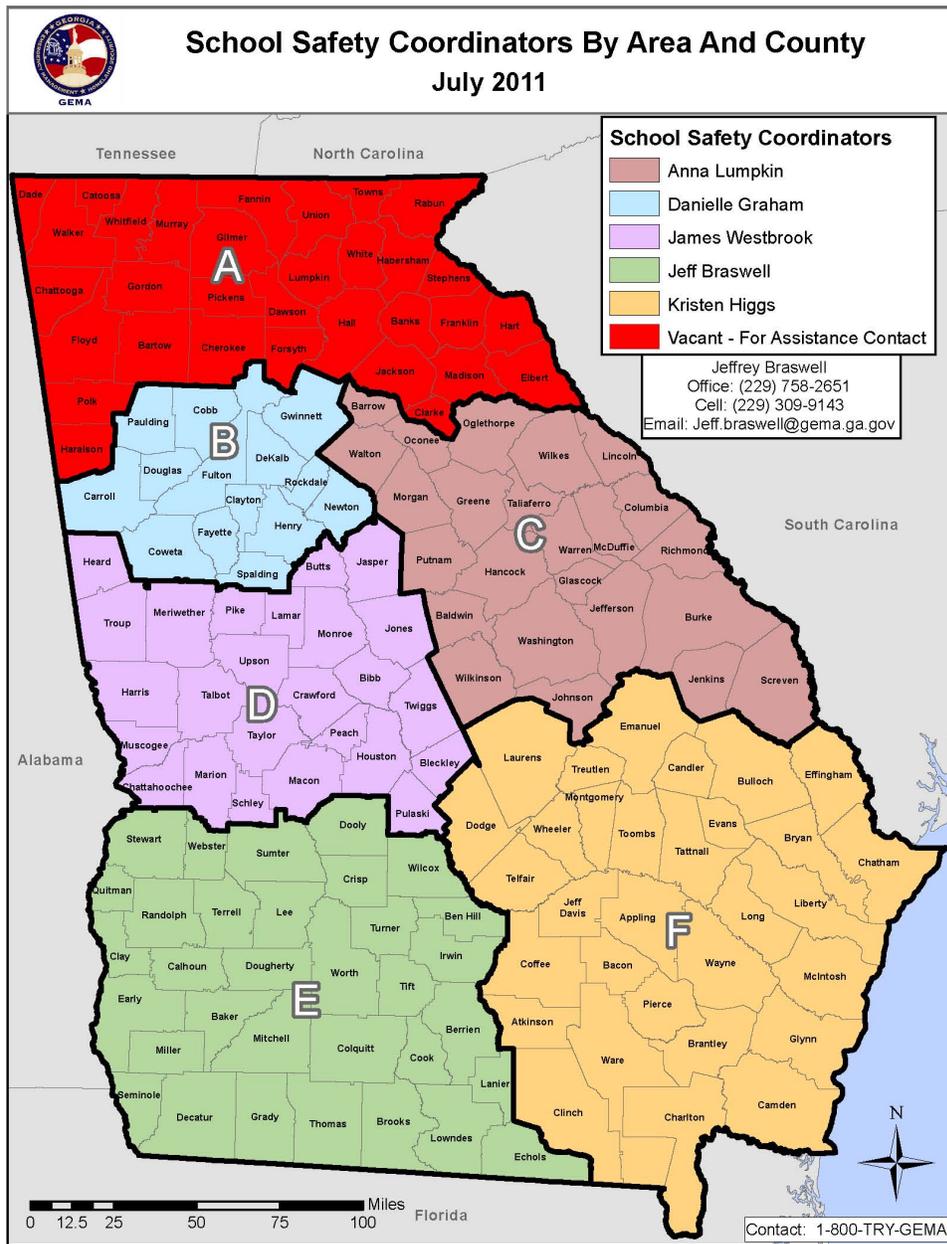
Provide resources, assistance and support as requested and available.

# Map of GEMA Areas



8.50 x 11.00 in

# Map of School Safety Coordinator Areas



## Hazmat Facility Details

## Emergency Shelter Details

## Local Agencies

### **Amaturer Radio**

Address: 122 Kirkwood Cir  
City: Warner Robins  
Zip: 31093  
Phone: 478-923-0371  
Fax:  
Website:

### **American Red Cross houston-Middle Georgia Chapter**

Address: 346 Corder Road  
City: Warner Robins  
Zip: 31088  
Phone: 4789236332  
Fax:  
Website:

### **Centerville Fire Department**

Address: 101 Miller Court  
City: Centerville  
Zip: 31028  
Phone: 4789534050  
Fax: 4789537488  
Website: [www.centervillega.org](http://www.centervillega.org)

### **Centerville Police Department**

Address: 500 Houston Lake Blvd.  
City: Centerville  
Zip: 31028  
Phone: 4789534222  
Fax: 4789531347  
Website:

### **City of Centerville**

Address: 300 East Church Street  
City: Centerville  
Zip: 31028  
Phone: 4789534734  
Fax: 4789534797  
Website:

### **City of Centerville Public Works**

Address: 300 East Church Street  
City: Centerville  
Zip: 31028  
Phone: 4789534734  
Fax: 4789539599  
Website:

**City of Perry**

Address: PO 2030  
City: Perry  
Zip: 31069  
Phone: 4789882707  
Fax: 4789882705  
Website:

**City of Warner Robins**

Address: PO Box 1488  
City: Warner Robins  
Zip: 31099  
Phone: 4789291111  
Fax: 4789291957  
Website:

**ESG Operations**

Address: 250 Industrial Park  
City: Warner Robins  
Zip: 31088  
Phone: 4783284400  
Fax: 4789299576  
Website:

**Flint Electric Membership Cooperation**

Address: 98 Carl Vinson Pkwy  
City: Warner Robins  
Zip: 31088  
Phone: 4789883500  
Fax:  
Website:

**Georgia Emergency Management Agency**

Address: 935 East Confederate Avenue SE  
City: Atlanta  
Zip: 30316  
Phone: 8008794362  
Fax: 4046357205  
Website: [www.gema.ga.gov](http://www.gema.ga.gov)

**Georgia Forestry Commission Houston County Unit**

Address: 2454 Hwy 41 South  
City: Perry  
Zip: 31069  
Phone: 4789887124  
Fax:  
Website:

**Houston County Animal Control**

Address: 200 Carl Vinson Parkway  
City: Warner Robins  
Zip: 31088  
Phone: 4785422033  
Fax:  
Website:

**Houston County Board of Education**

Address: PO Box 1850

City: Perry

Zip: 31069

Phone: 4789886200

Fax: 4789886259

Website:

**Houston County Board of Health**

Address: 98 Cohen Walker

City: Warner Robins

Zip: 31088

Phone: 4782182000

Fax:

Website:

**Houston County Commissioners**

Address: 200 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785422115

Fax:

Website:

**Houston County Coroner's Office**

Address: 202 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785422113

Fax: 4789231400

Website:

**Houston County DFCS**

Address: 92 Cohen Walker Drive

City: Warner Robins

Zip: 31088

Phone: 4789887600

Fax: 4789887617

Website:

**Houston County E-911**

Address: 200 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785429911

Fax: 4783280618

Website:

**Houston County Emergency Management Agency**

Address: 200 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785422026

Fax: 4783280618

Website:

**Houston County Fire Department**

Address: 200 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785422040

Fax: 4783280618

Website:

**Houston County Public Works**

Address: 2018 Kings Chapel Road

City: Perry

Zip: 31069

Phone: 4789874280

Fax: 4789888007

Website:

**Houston County Sheriff**

Address: 200 Carl Vinson Parkway

City: Warner Robins

Zip: 31088

Phone: 4785422125

Fax: 4783281327

Website:

**Houston Healthcare**

Address: 1601 Watson Blvd.

City: Warner Robins

Zip: 31099

Phone: 4789224281

Fax: 4785427355

Website:

**Houston Healthcare EMS**

Address: 1601 Watson Blvd.

City: Warner Robins

Zip: 31088

Phone: 4785427799

Fax:

Website:

**Perry Fire Department**

Address: 1207 Washington Street

City: Perry

Zip: 31069

Phone: 4789882850

Fax: 4789882853

Website:

**Perry Police Department**

Address: PO 2030

City: Perry

Zip: 31069

Phone: 4789882800

Fax: 4789882805

Website:

**Perry Public Works**

Address: 1211 Washington St

City: Perry

Zip: 31069

Phone: 4789882739

Fax:

Website:

**Phoenix Center BHS**

Address: 940 highway 96

City: Warner Robins

Zip: 31088

Phone: 478-988-1002

Fax:

Website: phoenixcenterbhs.com

**RAFB**

Address: RAFB

City:

Zip: 31093

Phone: 4783272612

Fax:

Website:

**Warner Robins Fire Department**

Address: 111 north pleasant hill

City: Warner Robins

Zip: 31093

Phone: 478-293-1020

Fax: 4782256721

Website:

**Warner Robins Police Department**

Address: 800 Young Ave.

City: Warner Robins

Zip: 31095

Phone: 4789291170

Fax: 4789182983

Website:

**Warner Robins Public Works**

Address: PO Box 1488

City: Warner Robins

Zip: 31099

Phone: 4789291900

Fax:

Website:

**Local Government**

Government Official Name: Tom McMichael

Title: Commissioner

Jurisdiction: Houston County

Office Phone: 4789874280

Fax Phone:

Email: dsweat@houstoncountyga.org

Government Official Name: Gail Robinson  
Title: Commissioner  
Jurisdiction: Houston County  
Office Phone: 4789299702  
Fax Phone:  
Email:

Government Official Name: Ned Sanders  
Title: Commission Chairperson  
Jurisdiction: Houston County  
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# Local Resolution

**AN ORDINANCE AMENDING CITY ORDINANCE CHAPTER 18, EMERGENCY MANAGEMENT AND SERVICES, ARTICLES I, II, AND III, TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**WHEREAS**, O.C.G.A. §§38-3-27 through 38-3-54 through 38-3-56 authorizes the City of Centerville to provide emergency management within the City of Centerville; and

**WHEREAS**, the city governing authority believes that an ordinance should be adopted to protect the health and safety of persons and property during an emergency or disaster resulting from manmade or natural causes; and

**WHEREAS**, the Georgia Emergency Management Agency is the state agency assigned responsibility for the coordination of all organizations for emergency management activities within this state; and

**WHEREAS**, to insure an effective and coordinated response to disasters the City of Centerville wishes to coordinate emergency management activities and response with the Georgia Emergency Management Agency and the Houston County Emergency Management Agency.

NOW THEREFORE BE IT ORDAINED that the Centerville Code of Ordinances Chapter 18, Article IV shall be renumbered Article II but shall otherwise remain intact and is not the subject of this ordinance amendment and that Chapter 18 is amended by striking Articles I, II, and III of Chapter 18 and creating a new Article I entitled Emergency Management to read as follows:

“Chapter 18, Article I – Emergency Management

Section 18-1. Regulations continued in effect.

All ordinances, resolutions, motions and orders pertaining to civil defense, emergency management and disaster relief, which are not in conflict with this chapter, are continued in full force and effect. Such ordinances, etc., are on file in the office of the City Clerk.

Section 18-2. Emergency management and response powers.

(a) *Declaration of local emergency.*

(1) *Grant of authority.* In the event of an actual or threatened occurrence of a disaster or emergency, which may result in the large-scale loss of life, injury, property damage or destruction or in the major disruption of routine community affairs, business or governmental operations in the city and which is of sufficient severity and magnitude to warrant extraordinary assistance by

federal, state and local departments and agencies to supplement the efforts of available public and private resources, the Mayor may declare a local emergency for the City of Centerville. The form of the declaration shall be similar to that provided in subsection (b) of this Code section.

- (2) *Request for state assistance.* Consistent with a declaration of local emergency, the Mayor may request the Governor to provide assistance, provided that the disaster or emergency is beyond the capacity of the city to meet adequately and state assistance is necessary to supplement local efforts to save lives and protect property, public health and safety, or to avert or lessen the threat of a disaster.
- (3) *Continuance.* The declaration of local emergency shall continue until the Mayor finds that emergency conditions no longer exist, at which time, the Mayor shall execute and file with the City Clerk a document marking the end of the state of emergency. No state of local emergency shall continue for longer than 30 days, unless renewed by the Mayor. The city governing authority may, by resolution and in accordance with the city charter, end a state of local emergency at any time.
- (4) *Effect of declaration of local emergency.*
  - a. *Activation of emergency operations plan.* A declaration of emergency by the Governor or a declaration of local emergency by the Mayor shall automatically activate the local emergency operations plan and shall be authority for the deployment of personnel and use of any forces to which the plan applies and for use or distribution of any supplies, equipment, materials, and facilities assembled, stockpiled or arranged to be made available pursuant to the Georgia Emergency Management Act or any other laws applicable to emergencies or disasters.
    1. The Mayor or the Director of the Houston County Emergency Management Agency and/or his/her designees shall have the legal authority to exercise the powers and discharge the duties conferred by law, including the implementation of the local emergency operations plan, coordination of the emergency responses of public and private agencies and organizations, coordination of recovery efforts with county, state and federal officials, and inspection of emergency or disaster sites.
    2. In responding and conducting necessary and appropriate investigations, the Mayor or the Director (see Sec. \_\_\_-2 (a)(4)a.1.) or his/her designee is

authorized to enter at a reasonable time upon any property, public or private, for the purpose of investigating and inspecting sites involved with emergency management functions. The Mayor and or Director (see Sec. \_\_\_-2 (a)(4)a.1.) is authorized to execute a right of entry and/or agreement to use property for these purposes on behalf of the city; however, any such document shall be later presented for ratification by the city governing authority.

3. No person shall refuse entry or access to any authorized representative or agent of the city who requests entry for purposes of inspection, and who presents appropriate credentials. Nor shall any person obstruct, hamper or interfere with any such representative while that individual is in the process of carrying out his or her official duties.
- b. *Emergency powers.* Following a declaration of emergency and during the continuance of such state of emergency, the Mayor is authorized to implement local emergency measures to protect life and property or to bring the emergency situation under control. In exercising this authority, the Mayor may cause to become effective any of the following sections of this chapter as appropriate: Section 18-5 (overcharging prohibited), Section 18-6 (registration of building and repair services, and Section 18-7 (closed or restricted areas and curfews). If any of these sections is included in a declaration of local emergency, the same shall be filed in the office of the City Clerk and shall be in effect until the declaration of local emergency has terminated.
  - c. *Authority to waive procedures and fees.* Pursuant to a declaration of emergency, the city governing authority is authorized to cause to be effective any of the subsections of section 18-4 of this chapter as appropriate. The implementation of such subsections shall be filed in the office of the City Clerk.
  - d. *Additional emergency powers.* The Mayor and or Director (see Sec. 18-2 (a)(4)a.1.) shall have and may exercise for such period as the declared emergency exists or continues, the following additional emergency powers:
    1. To direct and compel the evacuation of all or part of the population from any stricken or threatened area, for the preservation of life or other disaster mitigation, response or recovery;

2. To prescribe routes, modes of transportation and destinations in connection with evacuation;
3. To suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives and flammable liquids and substances;
4. To make provision for the availability and use of temporary emergency housing, emergency shelters and/or emergency medical shelters.
5. To transfer the direction, personnel or functions of any city departments and agencies or units thereof for the purpose of performing or facilitating emergency services;
6. To utilize all available resources of the city and subordinate agencies over which the city has budgetary control as reasonably necessary to cope with the emergency or disaster;
7. To commandeer or utilize public or private property when necessary to cope with the emergency or disaster or when there is compelling necessity for the protection of lives, health and welfare; and/or the property of citizens;
8. To suspend any law, code provision or regulation prescribing the procedures for conduct of city business, or the orders, rules or regulations of any city agency, if strict compliance with any ordinance, resolution, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency or disaster, provided that such suspension shall provide for the minimum deviation from the requirements under the circumstances and further provided that, when practicable, specialists shall be assigned to avoid adverse effects resulting from such suspension;
9. To provide welfare benefits to citizens upon execution of an intergovernmental agreement for grants to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by an emergency or disaster in cases where the individuals or families are unable to meet the expenses or needs from other means, provided that such grants are authorized only when matching state or federal funds are available for such purposes;
10. To perform and exercise such other functions, powers and duties as may be deemed necessary to promote and

secure the safety and protection of the civilian population, including individuals with household pets and service animals prior to, during, and following a major disaster or emergency.

- (b) *Form of declaration.* Upon the declaration of local emergency, an official “Declaration of Local Emergency,” in substantially the same form set forth below, shall be signed and filed in the office of the City Clerk and shall be communicated to the citizens of the affected area using the most effective and efficient means available. The declaration shall state the nature of the emergency or disaster, the conditions that require the declaration and any sections of this chapter which shall be in effect.

#### “DECLARATION OF LOCAL EMERGENCY

WHEREAS, the City of Centerville Georgia has experienced an event of critical significance as a result of *[DESCRIPTION OF EVENT]* on *[DATE]*; and

WHEREAS, in the judgment of the Mayor of the City of Centerville, there exist emergency circumstances located in *[DESCRIBE GEOGRAPHIC LOCATION]* requiring extraordinary and immediate corrective actions for the protection of the health, safety and welfare of the citizens of the City of Centerville, including individuals with household pets and service animals; and

WHEREAS, to prevent or minimize injury to people and damage to property resulting from this event;

NOW, THEREFORE, pursuant to the authority vested in me by local and state law;

IT IS HEREBY DECLARED that a local state of emergency exists and shall continue until the conditions requiring this declaration are abated.

WHEREFORE, IT IS ORDERED:

- (1) That the local emergency operations plan is hereby activated;
- (2) That the following sections of the City of Centerville, Code be implemented: *[If deemed appropriate, choose from the following: Section 18 -5, Overcharging; Section 18 -6, Registration of Building and Repair Services; Section 18 -7, Closed or Restricted Areas and Curfews];* and
- (3) That the following measures also be implemented: *[If deemed appropriate, select items from Section 18 -2(a)(4)c, d or such other measures as appropriate.]*

ENTERED at *[TIME]* on *[DATE]*.

*[Signed]*

Mayor, City of Centerville

- (c) *Contracts with local governments.* In addition to the normal agreements embodied in the local emergency operations plan for mutual emergency assistance, the city may contract with any municipality or county for the administration of a local emergency response program.

**Sec. 18-3. Enforcement and remedies.**

- (a) *Law enforcement.* In accordance with O.C.G.A. § 38-3-4, the city police department shall be authorized to enforce the orders, rules and regulations contained in this chapter and/or implemented by the Mayor and or Director (see Sec. \_\_\_-2 (a)(4)a.1.) or local governing authority during a declared emergency.
- (b) *Penalties.* Failure to comply with any of the requirements or provisions of the regulations contained in this chapter, or with any code section, order, rule or regulation made effective by the Mayor and or Director (see Sec. \_\_\_-2 (a)(4)a.1.) or local governing authority upon or after the declaration of an emergency shall constitute a violation of the provisions of this chapter. Any person who violates any provision in this chapter shall, upon conviction thereof, be punishable by a fine not exceeding \$1,000.00, imprisonment for a term not exceeding 120 days, or both such fine and imprisonment, for each violation. The owner of land upon which a violation occurs, and each person assisting in the commission of a violation, shall be guilty of separate offenses. Each day during which a violation or failure to comply continues shall constitute a separate violation.
- (c) *Injunctive relief.* In accordance with O.C.G.A. § 38-3-5, in addition to the remedies prescribed in this section, the Mayor and or Director (see Sec. \_\_\_-2 (a)(4)a.1.) is authorized to obtain an injunction to restrain violation of laws, code sections, orders, rules and regulations which are contained in the Georgia Emergency Management Act and/or this code, and/or which are implemented by the local governing authority during a declared emergency.
- (d) *Enforcement.* Except as otherwise provided in this chapter, this ordinance may be enforced by the city police department.

**Sec. 18-4. Authority to waive procedures and fee structures.**

- (a) *City business.* Upon declaration of an emergency or disaster by the Governor or Mayor, the affairs and business of the city may be conducted at places other than the regular or usual location, within or outside of the city, when it is not prudent, expedient or possible to conduct business at the regular location. When such meetings occur outside of the city, all actions taken by the city governing authority shall be as valid and binding as if performed within the city. Such meetings may be called by the presiding officer or any two members of the governing body without regard to or compliance with time-consuming procedures and formalities otherwise required by law.

- (b) *Public works contracts.* Upon declaration of an emergency or disaster by the Governor or Mayor, the city may contract for public works without letting such contract out to the lowest, responsible bidder and without advertising and posting notification of such contract for four weeks; provided, however, that the emergency must be of such nature that immediate action is required and that the action is necessary for the protection of the public health, safety and welfare. Any public works contract entered into pursuant to this subsection shall be entered on the minutes of the city as soon as practical and the nature of the emergency described therein in accordance with O.C.G.A. § 36-91-22(e).
- (c) *Purchasing.* Upon declaration of an emergency or disaster by the Governor or Mayor, the purchasing ordinances, regulations or policies may be suspended. City officials shall continue to seek to obtain the best prices during the state of local emergency.
- (d) *Code enforcement.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the city governing authority may temporarily suspend the enforcement of the ordinances of the city, or any portion thereof, where the emergency is of such nature that immediate action outside the code is required, such suspension is consistent with the protection of the public health, safety and welfare, and such suspension is not inconsistent with any federal or state statutes or regulations.
- (e) *Fees.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the city may temporarily reduce or suspend any permit fees, application fees or other rate structures as necessary to encourage the rebuilding of the areas impacted by the disaster or emergency. The term “fees” include fees or rates charged by the city for building permits, land disturbance permits, zoning applications, special land use permits, temporary land use permits and other fees relating to the reconstruction, repair and clean up of areas impacted by the disaster or emergency. The term “fees” does not include fees collected by the city on behalf of the state or federal government or fees charged by the city pursuant to a state or federal statute or regulation.
- (f) *Temporary dwellings.* Upon the declaration of a state of emergency or disaster by the Governor or Mayor, the city or its designees may issue temporary mobile home, trailer, recreational vehicle or other temporary dwelling structures or parks in any zoning district, even though not otherwise permitted by development code, while the primary dwelling is being repaired. The temporary permit shall not exceed six months in duration. Upon expiration of the temporary permit and/or extension, the temporary dwelling must be removed.

**Sec. 18 -5. Overcharging prohibited.**

To preserve, protect or sustain the life, health or safety of persons or property within a designated area upon the declaration of emergency or disaster, it shall be unlawful, during the duration of the emergency or subsequent recovery period, for

any person, firm or corporation located or doing business in the city to overcharge for any goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses sold or rented within the county.

- (a) *Definitions.* The following words, terms and phrases, when used in this section shall have the meanings ascribed, except where the context clearly indicates a different meaning:
- (1) “Overcharging” means charging prices for goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses, which exceed the customary charges by at least 25 percent or, in applicable cases, which exceed by at least 25 percent the suppliers’ or providers’ costs for such goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses. The existence of overcharging shall be presumed from a 25 percent or greater increase in the price at which the merchandise or rate, fee or cost/rental of housing was offered in the usual course of business immediately prior to the onset of the emergency or disaster, but shall not include increases in cost to the supplier directly attributable to the higher cost of material, supplies and labor costs resulting from the emergency.
  - (2) “Subsequent recovery period” means that period during which the emergency or disaster continues to cause disruptions in the area designated in the declaration of emergency, but shall not exceed three months after the declaration has been terminated, unless extended by action of the city governing authority.
- (b) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect. Unless otherwise specified in the declaration of emergency or otherwise extended by the governing authority of the city, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recovery period of three months.

**Sec. 18-6. Registration of building and repair services.**

- (a) In accordance with O.C.G.A. § 38-3-56, before building, constructing, repairing, renovating or making improvements to any real property, including dwellings, homes, buildings, structures or fixtures within an area in the city designated in a declared emergency or disaster, any person, firm, partnership, corporation or other entity must register with the city clerk and secure a building permit that is posted at the work site. Each day any such entity does business in the city without complying with this ordinance constitutes a separate offense.
- (b) The cost of registration fees in a declared emergency or disaster is fixed at \$50.00 per annum. Registration is nontransferable. The cost of the emergency building permit shall be equal to the cost for a building permit under existing regulations. The permit shall only be authorized for repairs.

(c) When registering, any person, partnership, corporation or other entity making application must, under oath, complete an application, providing the following information:

- (1) Name of applicant;
- (2) Permanent address and phone number of applicant;
- (3) Applicant's Social Security number or federal Employer Identification number;
- (4) If applicant is a corporation, the state and date of incorporation;
- (5) Tag registration information for each vehicle to be used in the business;
- (6) List of cities and/or counties where the applicant has conducted business within the past 12 months;
- (7) Georgia sales tax number or authorization;
- (8) Georgia business license number, if required.

(d) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect. Unless otherwise specified in the declaration of emergency or otherwise extended by the city governing authority, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recover period of three months.

**Sec. 18 -7. Closed or restricted areas and curfews during emergency.**

- (a) To preserve, protect or sustain the life, health, welfare or safety of persons, or their property, within a designated area under a declaration of emergency, it shall be unlawful for any person to travel, loiter, wander or stroll in or upon the public streets, highways, roads, lanes, parks or other public grounds, public places, public buildings, places of amusement, eating places, vacant lots or any other place during a declared emergency between hours specified by the Mayor until the curfew is lifted.
- (b) To promote order, protect lives, minimize the potential for looting and other crimes, and facilitate recovery operations during an emergency, the Mayor shall have discretion to impose reentry restrictions on certain areas. The Mayor shall exercise such discretion in accordance with the local emergency operations plan, which shall be followed during emergencies.
- (c) The provisions of this section shall not apply to persons acting in the following capacities:
  - (1) Authorized and essential law enforcement personnel;
  - (2) Authorized and essential health care providers;
  - (3) Authorized and essential personnel of the city;
  - (4) Authorized National Guard or federal military personnel;

- (5) Authorized and essential firefighters;
- (6) Authorized and essential emergency response personnel;
- (7) Authorized and essential personnel or volunteers working with or through an emergency management agency (EMA);
- (8) Authorized and essential utility repair crews;
- (9) Citizens seeking to restore order to their homes or businesses while on their own property or place of business;
- (10) Other authorized and essential persons as designated on a list compiled by EMA, and the Chief of Police as provided through the EOC. (see Sec. \_\_\_-2 (a)(4)a.1.).

- (d) *Enforceability.* This section shall be enforced by officers of the law enforcement personnel approved to provide aid and assistance during the emergency. Nothing contained in this section shall prohibit a law enforcement officer from bringing other charges under state law.
- (e) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect.”

BE IT FURTHER ORDAINED that this ordinance shall become effective upon its approval.

So ordained this 20<sup>th</sup> day of March, 2012.

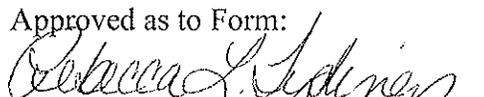
City of Centerville, Georgia

  
 \_\_\_\_\_  
 John R. Harley, Mayor

Attest:

  
 \_\_\_\_\_  
 Krista Bedingfield, City Clerk

Approved as to Form:

  
 \_\_\_\_\_  
 Rebecca L. Spidings, City Attorney

**ORDINANCE REGARDING EMERGENCY MANAGEMENT  
HOUSTON COUNTY GEORGIA**

WHEREAS, O.C.G.A. §§ 38-3-27 through 38-3-28 and 38-3-54 through 38-3-56 authorizes the Houston County Board of Commissioners to provide emergency management within Houston County;

WHEREAS, the Georgia Emergency Management Agency (GEMA) is the state agency assigned responsibility for coordination of all organization for emergency management activities within the state;

WHEREAS, Houston County Emergency Management Agency is an established emergency management agency; and

WHEREAS, to ensure an effective and coordinated response to disasters, the county wishes to coordinate EMA activities and responses with cities located within the county; and

WHEREAS, the Board of Commissioners believes that an ordinance should be adopted to protect the health and safety of persons and property during an emergency or disaster resulting from man-made or natural causes.

NOW, THEREFORE, BE IT ORDAINED that the Code of Ordinances of Houston County is amended by deleting in its entirety Chapter 26, Article III, State of Emergency and substituting a new Chapter 26, Article III, Emergency Management, as follows:.

**Chapter 26**

**Article III, Emergency Management**

**Section 26-61. Regulations Continued in Effect**

All ordinances, resolutions, motions and orders pertaining to civil defense, emergency management and disaster relief, which are not in conflict with this chapter, are continued in full force and effect. Such ordinances, etc., are on file in the office of the Board of Commissioners.

## Section 26-62. Emergency Management and Response Powers

### (a) *Declaration of Local Emergency.*

- (i) ***Grant of authority.*** In the event of an actual or threatened occurrence of a disaster or emergency, which may result in the large-scale loss of life, injury, property damage or destruction or in the major disruption of routine community affairs, business or governmental operations in the county and which is of sufficient severity and magnitude to warrant extraordinary assistance by federal, state and local departments and agencies to supplement the efforts of available public and private resources, the Chair of the Board of Commissioners may declare a local emergency for Houston County. The form of the declaration shall be similar to that provided in subsection (b) of this Code section.
- (ii) ***Request for state assistance.*** Consistent with a declaration of local emergency, the Chair may request the Governor to provide assistance, provided that the disaster or emergency is beyond the capacity of the county to meet adequately and state assistance is necessary to supplement local efforts to save lives and protect property, public health and safety, or to avert or lessen the threat of a disaster.
- (iii) ***Continuance.*** The declaration of local emergency shall continue until the Chair finds that emergency conditions no longer exist, at which time, the Chair shall execute and file with the Director of Administration of the Board of Commissioners a document marking the end of the state of emergency. No state of local emergency shall continue for longer than 30 days, unless renewed by the Chair. The Board of Commissioners may, by resolution, end a state of local emergency at any time.
- (iv) ***Effect of declaration of emergency.***

**(A) *Activation of emergency operations plan.*** A declaration of emergency by the Governor or a declaration of local emergency by the Chair shall automatically activate the county emergency operations plan and shall be the authority for deployment of personnel and use of any forces to which the plan applies and for use or distribution of any supplies, equipment, materials, and facilities assembled, stockpiled or arranged to be made available pursuant to the Georgia Emergency Management Act or any other laws applicable to emergencies or disasters.

**(1)** The Houston County Emergency Management Agency (“HEMA”) Director shall have the legal authority to exercise the powers and discharge the duties conferred upon the emergency management agency, including the implementation of the emergency operations plan, coordination of the emergency responses of public and private agencies and organizations, coordination of recovery efforts with state and federal officials, and inspection of emergency or disaster sites.

(2) In responding and conducting necessary and appropriate investigations, the Director or his/her designee is authorized to enter at a reasonable time upon any property, public or private, for the purpose of investigating and inspecting sites involved with emergency management functions. The Director is authorized to execute a right of entry and/or agreement to use property for these purposes on behalf of the County; however, any such document shall be later presented for ratification at a meeting of the Board of Commissioners.

(3) No person shall refuse entry or access to any authorized representative or agent of the county who requests entry for purposes of inspection, and who presents appropriate credentials. Nor shall any person obstruct, hamper or interfere with any such representative while that individual is in the process of carrying out his or her official duties.

**(B) Emergency powers.** Following a declaration of emergency and during the continuance of such state of emergency, the Chair is authorized to implement local emergency measures to protect life and property or to bring the emergency situation under control. In exercising this authority, the Chair may cause to become effective any of the following sections of this chapter as appropriate: Section 5 (registration of building and repair services) to become effective if the Governor declares a state of emergency; and Section 6 (closed or restricted areas and curfews). If any of these sections are included in a declaration of local emergency, the same shall be filed in the office of the Director of Administration of the Board of Commissioners and shall be in effect until the declaration of local emergency has terminated.

**(C) Authority to waive procedures and fees.** Pursuant to a declaration of emergency, the Board of Commissioners is authorized to cause to be effective any of the subsections of Section 26-64 of this chapter as appropriate. The implementation of such subsections shall be filed in the office of the Director of Administration of the Board of Commissioners.

**(D) Additional emergency powers.** The Chair of the Board of Commissioners shall have, and may exercise for such period as the declared emergency exists or continues, the following additional emergency powers:

(1) To direct and compel the evacuation of all or part of the population from any stricken or threatened area, for the preservation of life or other disaster mitigation, response or recovery;

(2) To prescribe routes, modes of transportation and destinations in connection with evacuation;

(3) To suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives and flammable liquids and substances;

(4) To make provision for the availability and use of temporary emergency housing, emergency shelters and/or emergency medical shelters.

(5) To transfer the direction, personnel or functions of any county departments and agencies or units thereof for the purpose of performing or facilitating emergency services;

(6) To utilize all available resources of the county and subordinate agencies over which the county has budgetary control as reasonably necessary to cope with the emergency or disaster;

(7) To utilize public property when necessary to cope with the emergency or disaster or when there is compelling necessity for the protection of lives, health and welfare; and/or the property of citizens;

(8) To suspend any law, code provision or regulation prescribing the procedures for conduct of county business, or the orders, rules or regulations of any county agency, if strict compliance with any ordinance, resolution, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency or disaster, provided that such suspension shall provide for the minimum deviation from the requirements under the circumstances and further provided that, when practicable, specialists shall be assigned to avoid adverse effects resulting from such suspension;

(9) To provide benefits to citizens upon execution of an intergovernmental agreement for grants to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by an emergency or disaster in cases where the individuals or families are unable to meet the expenses or needs from other means, provided that such grants are authorized only when matching state or federal funds are available for such purposes;

(10) To perform and exercise such other functions, powers and duties as may be deemed necessary to promote and secure the safety and protection of the civilian population, including individuals with household pets and service animals prior to, during and following a major disaster or emergency.

**(b) *Form of Declaration of Local Emergency.***

Upon the declaration of local emergency, an official "Declaration of Local Emergency," in substantially the same form set forth below, shall be signed and filed in the office of the County Director of Administration and shall be communicated to the citizens of the affected area using the most effective and efficient means available. The declaration shall state the nature of the emergency or disaster, the conditions that require the declaration and any sections of this chapter which shall be in effect.

DECLARATION OF LOCAL EMERGENCY

WHEREAS, Houston County, Georgia has experienced an event of critical significance as a result of *[description of event]* on *[date]*; and

WHEREAS, in the judgment of the Chair of the Houston County Board of Commissioners, with advice from the Director of the Houston County Emergency Management Agency, there exist emergency circumstances located in *[describe geographic location]* requiring extraordinary and immediate corrective actions for the protection of the health, safety and welfare of the citizens of Houston County, including individuals with household pets and service animals; and

WHEREAS, to prevent or minimize injury to people and damage to property resulting from this event.

NOW, THEREFORE, pursuant to the authority vested in me by local and state law; IT IS HEREBY DECLARED that a local state of emergency exists and shall continue until the conditions requiring this declaration are abated.

THEREFORE, IT IS ORDERED:

- (1) That the Houston County Emergency Management Agency activates the Emergency Operations Plan;
- (2) That the following sections of the Houston County Code be implemented: *[If deemed appropriate, choose from the following: Section 5 Registration of Building and Repair Services to be effective only if the Governor has declared a state of emergency; and/or Section 6 Closed or Restricted Areas and Curfews]*; and
- (3) That the following measures also be implemented: *[If deemed appropriate, select items from Section 2(a) (iv) (C) or (D) or such other measures as appropriate.]*

ENTERED at *[time]* on *[date]*

[Signed]  
Chair, Houston County Board of Commissioners

**(c) Contracts with Municipalities.**

In addition to the normal agreements embodied in the county’s emergency operations plan for mutual emergency assistance, the Board of Commissioners may contract with any municipality for the administration of additional emergency response program(s) for the declared emergency.

## **Section 26-63. Enforcement and Remedies**

### **(a) Law Enforcement.**

In accordance with O.C.G.A. § 38-3-4, the Houston County Sheriff's Office shall be authorized to enforce the orders, rules and regulations contained in this chapter and/or implemented by the Chair or local governing authority during a declared emergency.

### **(b) Penalties.**

Failure to comply with any of the requirements or provisions of the regulations contained in this chapter, or with any code section, order, rule or regulation made effective by the Chair or local governing authority upon or after the declaration of an emergency shall constitute a violation of the provisions of this chapter. Any person who violates any provision in this chapter shall, upon conviction thereof, be guilty of a misdemeanor punishable by a fine not exceeding \$1,000.00, imprisonment for a term not exceeding 60 days, or both such fine and imprisonment, for each violation. Each person assisting in the commission of a violation shall be guilty of separate offenses. Each day during which a violation or failure to comply continues shall constitute a separate violation.

### **(c) Injunctive Relief.**

In accordance with O.C.G.A. § 38-3-5, in addition to the remedies prescribed in this section, the EMA Director is authorized to obtain an injunction to restrain violation of laws, code sections, orders, rules and regulations which are contained in the Georgia Emergency Management Act and/or this code, and/or which are implemented by the local governing authority during a declared emergency.

### **(d) Enforcement.**

Except as otherwise provided in this chapter, this ordinance may be enforced by the Sheriff's Office, the EMA Director and their authorized agents.

## **Section 26-64. Authority to Waive Procedures and Fee Structures**

### **(a) County Business.**

Upon declaration of an emergency or disaster by the Governor or Chair of the Board of Commissioners, the affairs and business of the county may be conducted at places other than the regular or usual location, within or outside of the county, when it is not prudent, expedient or possible to conduct business at the regular location. When such meetings occur outside of the county, all actions taken by the Board of Commissioners shall be as valid and binding as if performed within the county. Such meetings may be called by the presiding officer or any two members of the governing body without regard to or compliance with time-consuming procedures and formalities otherwise required by law.

**(b) *Public Works Contracts.***

Upon declaration of an emergency or disaster by the Governor or Chair of the Board of Commissioners, the Board of Commissioners may contract for public works without letting such contract out to the lowest, responsible bidder and without advertising and posting notification of such contract for four weeks; provided, however, that the emergency must be of such nature that immediate action is required and that the action is necessary for the protection of the public health, safety and welfare. Any public works contract entered into pursuant to this subsection shall be entered on the minutes of the county as soon as practical and the nature of the emergency described therein in accordance with O.C.G.A. § 36-91-22(e).

**(c) *Purchasing.***

Upon declaration of an emergency or disaster by the Governor or Chair of the Board of Commissioners, the purchasing ordinances, regulations or policies may be suspended. County officials shall continue to seek to obtain the best prices during the state of local emergency.

**(d) *Code Enforcement.***

Upon declaration of a state of emergency or disaster by the Governor or the Chair of the Board of Commissioners, the Board of Commissioners may temporarily suspend the enforcement of the ordinances of the county, or any portion thereof, where the emergency is of such nature that immediate action outside the code is required, such suspension is consistent with the protection of the public health, safety and welfare, and such suspension is not inconsistent with any federal or state statutes or regulations.

**(e) *Fees.***

Upon declaration of a state of emergency or disaster by the Governor or the Chair of the Board of Commissioners, the Board of Commissioners may temporarily reduce or suspend any permit fees, application fees or other rate structures as necessary to encourage the rebuilding of the areas impacted by the disaster or emergency. The term “fees” include fees or rates charged by the county for building permits, land disturbance permits, zoning applications, special land use permits, temporary land use permits and other fees relating to the reconstruction, repair and clean-up of areas impacted by the disaster or emergency. The term “fees” does not include fees collected by the county on behalf of the state or federal government or fees charged by the county pursuant to a state or federal statute or regulation.

**(f) Temporary Dwellings.**

Upon the declaration of a state of emergency or disaster by the Governor or Chair of the Board of Commissioners, the Board of Commissioners or its designees may issue temporary mobile home, trailer, recreational vehicle or other temporary dwelling structures or parks in any zoning district, even though not otherwise permitted by development code, while the primary dwelling is being repaired, provided that such temporary dwellings or parks are designed by an engineer and the plans are approved by the county Health Department, the Building Inspections Department of the AHJ, and the AHJ for fire protection. The temporary permit shall not exceed six months in duration. In the case of a continuing hardship, and in the discretion of the Board of Commissioners or its designee, the permit may be extended for a period of up to an additional six months. Upon expiration of the temporary permit and/or extension, the temporary dwelling must be removed.

**Section 26-65. Registration of Building and Repair Services**

- (a)** In accordance with O.C.G.A. § 38-3-56, before building, constructing, repairing, renovating or making improvements to any real property, including dwellings, homes, buildings, structures or fixtures within an area in the unincorporated area of the county designated in a declared emergency or disaster, any person, firm, partnership, corporation or other entity must register with the Houston County Building Inspections Department and secure a building permit that is posted at the work site. Each day any such entity does business in the unincorporated areas of the county without complying with this ordinance constitutes a separate offense.
- (b)** The cost of registration fees in a declared emergency or disaster is fixed at \$50 per annum. Registration is nontransferable. The cost of the emergency building permit shall be equal to the cost for a building permit under existing regulations. The permit shall only be authorized for repairs.
- (c)** When registering, any person, partnership, corporation or other entity making application must, under oath, complete an application, providing the following information:
  - (i)** Name of applicant;
  - (ii)** Permanent address and phone number of applicant;
  - (iii)** Applicant's Social Security number or federal Employer Identification number;
  - (iv)** If applicant is a corporation, the state and date of incorporation;
  - (v)** Tag registration information for each vehicle to be used in the business;
  - (vi)** List of cities and/or counties where the applicant has conducted business within the past 12 months;
  - (vii)** Georgia sales tax number or authorization;
  - (viii)** Georgia business license number, if required;
  - (ix)** Copy of license from the Secretary of State, if required.

**(d) Effective Date.** This section shall become effective only upon a declaration of emergency by the Governor and a local declaration stating this section is in effect. Unless otherwise specified in the declaration of emergency or otherwise extended by the Board of Commissioners, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recovery period of three months.

### **Section 26-66. Closed or Restricted Areas and Curfews During Emergency**

**(a)** To preserve, protect or sustain the life, health, welfare or safety of persons, or their property, within a designated area under a declaration of emergency, it shall be unlawful for any person to travel, loiter, wander or stroll in or upon the public streets, highways, roads, lanes, parks or other public grounds, public places, public buildings, places of amusement, eating places, vacant lots or any other place during a declared emergency between hours specified by the Chair until the curfew is lifted.

**(b)** To promote order, protect lives, minimize the potential for looting and other crimes, and facilitate recovery operations during an emergency, the Chair shall have discretion to impose reentry restrictions on certain areas. The Chair shall exercise such discretion in accordance with the county emergency operations plan, which shall be followed during emergencies.

**(c)** The provisions of this section shall not apply to persons acting in the following capacities:

- (i)** Authorized and essential law enforcement personnel;
- (ii)** Authorized and essential health care providers;
- (iii)** Authorized and essential personnel of the county;
- (iv)** Authorized National Guard or federal military personnel;
- (v)** Authorized and essential firefighters;
- (vi)** Authorized and essential emergency response personnel;
- (vii)** Authorized and essential personnel or volunteers working with or through the county emergency management agency (EMA);
- (viii)** Authorized and essential utility repair crews;
- (ix)** Citizens seeking to restore order to their homes or businesses while on their own property or place of business;
- (x)** Other authorized and essential persons as designated on a list compiled by EMA, and the Sheriff of the county as provided through the Emergency Operations Center (EOC).

**(e) Enforceability.** This section shall be enforced by officers of the law enforcement personnel approved to provide aid and assistance during the emergency. Nothing contained in this section shall prohibit a law enforcement officer from bringing other charges under state law.

**(f) Effective Date.** This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect.

**Section 26-67. - Overcharging prohibited.**

In order to preserve, protect, or sustain the life, health, or safety of persons or their property, it shall be unlawful during the duration of a state of emergency or subsequent recovery period in which Houston County has been designated as a disaster area, for any person, firm, or corporation located or doing business in Houston County to overcharge for any goods, materials, services or housing sold within the county.

**(a) Severability.**

If any section, paragraph, sentence, clause, phrase or word of this division is for any reason held by the court to be unconstitutional, inoperative, or void, such holding shall not the remainder of the division.

**(b) Effective date.**

This division shall take effect on the date of its being duly adopted but shall be operative only during the period of a declared state of emergency and any subsequent recovery periods.

**Section 26-68. Regulations Continued in Effect**

All ordinances, resolutions, motions and orders pertaining to civil defense, emergency management and disaster relief that are not in conflict with this chapter are continued in full force and effect. Such ordinances, etc., are on file in the office of the County Director of Administration.”

BE IT FURTHER ORDAINED that this ordinance shall become effective upon its approval.

So ordained this 1st day of MAY, 2012. Board of Commissioners of Houston County, Georgia

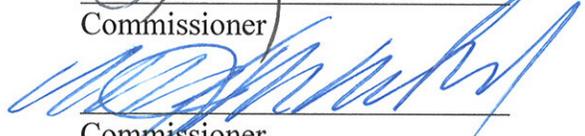
Attest:

  
County Director of Administration

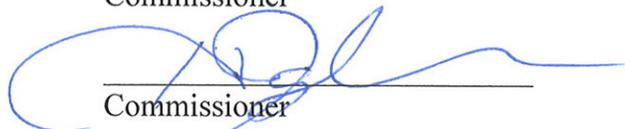
BOARD OF COMMISSIONERS  
OF HOUSTON COUNTY

  
Chairman

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

No: 12-12

STATE OF GEORGIA

CITY OF WARNER ROBINS

ORDINANCE REGARDING EMERGENCY MANAGEMENT

CITY OF WARNER ROBINS, GEORGIA

WHEREAS, O.C.G.A. §§ 38-3-27 through 38-3-28 and 38-3-54 through 38-3-56 authorize the City of Warner Robins to provide emergency management within the City of Warner Robins; and

WHEREAS, the City's governing authority believes that an ordinance should be adopted to protect for the health and safety of persons and property during an emergency or disaster resulting from manmade or natural causes.

WHEREAS, the Georgia Emergency Management Agency is the state agency assigned responsibility for the coordination of all organizations for emergency management activities within this state; and

WHEREAS, the Houston County Emergency Management Agency is an established emergency management agency; and

WHEREAS, to insure an effective and coordinated response to disasters the City of Warner Robins wishes to coordinate emergency management activities and response with the Georgia Emergency Management Agency and the Houston County Emergency Management Agency.

NOW THEREFORE BE IT ORDAINED that the Code of Ordinances of the City of Warner Robins is amended by adoption of this ordinance as follows:

**“Emergency Management**

**Sec. 1. Regulations continued in effect.**

All ordinances, resolutions, motions and orders pertaining to civil defense, emergency management and disaster relief, which are not in conflict with this chapter, are continued in full force and effect. Such ordinances, etc., are on file in the office of the City Clerk.

**Sec. 2. Emergency management and response powers.**

(a) *Declaration of local emergency.*

- (1) *Grant of authority.* In the event of an actual or threatened occurrence of a disaster or emergency, which may result in the large-scale loss of life, injury, property damage or

destruction or in the major disruption of routine community affairs, business or governmental operations in the city and which is of sufficient severity and magnitude to warrant extraordinary assistance by federal, state and local departments and agencies to supplement the efforts of available public and private resources, the Mayor may declare a local emergency for the City of Warner Robins. The form of the declaration shall be similar to that provided in subsection (b) of this Code section.

- (2) *Request for state assistance.* Consistent with a declaration of local emergency, the Mayor may request the Governor to provide assistance, provided that the disaster or emergency is beyond the capacity of the city to meet adequately and state assistance is necessary to supplement local efforts to save lives and protect property, public health and safety, or to avert or lessen the threat of a disaster.
- (3) *Continuance.* The declaration of local emergency shall continue until the Mayor finds that emergency conditions no longer exist, at which time, the Mayor shall execute and file with the City Clerk a document marking the end of the state of emergency. No state of local emergency shall continue for longer than 30 days, unless renewed by the Mayor. The city governing authority may, by resolution and in accordance with the city charter, end a state of local emergency at any time.
- (4) *Effect of declaration of local emergency.*
  - a. *Activation of emergency operations plan.* A declaration of emergency by the Governor or a declaration of local emergency by the Mayor shall automatically activate the local emergency operations plan and shall be authority for the deployment of personnel and use of any forces to which the plan applies and for use or distribution of any supplies, equipment, materials, and facilities assembled, stockpiled or arranged to be made available pursuant to the Georgia Emergency Management Act or any other laws applicable to emergencies or disasters.
    1. The Mayor or the Director of the Houston County Emergency Management Agency and/or his/her designees shall have the legal authority to exercise the powers and discharge the duties conferred by law, including the implementation of the local emergency operations plan, coordination of the emergency responses of public and private agencies and organizations,

coordination of recovery efforts with county, state and federal officials, and inspection of emergency or disaster sites.

2. In responding and conducting necessary and appropriate investigations, the Mayor or the Director (see Sec. 2 (a)(4)a.1.) or his/her designee is authorized to enter at a reasonable time upon any property, public or private, for the purpose of investigating and inspecting sites involved with emergency management functions. The Mayor and or Director (see Sec. 2 (a)(4)a.1.) is authorized to execute a right of entry and/or agreement to use property for these purposes on behalf of the city; however, any such document shall be later presented for ratification by the city governing authority.
  3. No person shall refuse entry or access to any authorized representative or agent of the city who requests entry for purposes of inspection, and who presents appropriate credentials. Nor shall any person obstruct, hamper or interfere with any such representative while that individual is in the process of carrying out his or her official duties.
- b. *Emergency powers.* Following a declaration of emergency and during the continuance of such state of emergency, the Mayor is authorized to implement local emergency measures to protect life and property or to bring the emergency situation under control. In exercising this authority, the Mayor may cause to become effective any of the following sections of this chapter as appropriate: Section 5 (overcharging prohibited), Section 6 (registration of building and repair services, and Section 7 (closed or restricted areas and curfews). If any of these sections is included in a declaration of local emergency, the same shall be filed in the office of the City Clerk and shall be in effect until the declaration of local emergency has terminated.
  - c. *Authority to waive procedures and fees.* Pursuant to a declaration of emergency, the city governing authority is authorized to cause to be effective any of the subsections of section 4 of this chapter as appropriate. The implementation of such subsections shall be filed in the office of the City Clerk.

d. *Additional emergency powers.* The Mayor and or Director (see Sec. 2 (a)(4)a.1.) shall have and may exercise for such period as the declared emergency exists or continues, the following additional emergency powers:

1. To direct and compel the evacuation of all or part of the population from any stricken or threatened area, for the preservation of life or other disaster mitigation, response or recovery;
2. To prescribe routes, modes of transportation and destinations in connection with evacuation;
3. To suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives and flammable liquids and substances;
4. To make provision for the availability and use of temporary emergency housing, emergency shelters and/or emergency medical shelters.
5. To transfer the direction, personnel or functions of any city departments and agencies or units thereof for the purpose of performing or facilitating emergency services;
6. To utilize all available resources of the city and subordinate agencies over which the city has budgetary control as reasonably necessary to cope with the emergency or disaster;
7. To commandeer or utilize public or private property when necessary to cope with the emergency or disaster or when there is compelling necessity for the protection of lives, health and welfare; and/or the property of citizens;
8. To suspend any law, code provision or regulation prescribing the procedures for conduct of city business, or the orders, rules or regulations of any city agency, if strict compliance with any ordinance, resolution, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency or disaster, provided that such suspension shall provide for the minimum deviation from the requirements under the circumstances and further provided that, when practicable, specialists shall

be assigned to avoid adverse effects resulting from such suspension;

9. To provide welfare benefits to citizens upon execution of an intergovernmental agreement for grants to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by an emergency or disaster in cases where the individuals or families are unable to meet the expenses or needs from other means, provided that such grants are authorized only when matching state or federal funds are available for such purposes;
10. To perform and exercise such other functions, powers and duties as may be deemed necessary to promote and secure the safety and protection of the civilian population, including individuals with household pets and service animals prior to, during, and following a major disaster or emergency.

(b) *Form of declaration.* Upon the declaration of local emergency, an official “Declaration of Local Emergency,” in substantially the same form set forth below, shall be signed and filed in the office of the City Clerk and shall be communicated to the citizens of the affected area using the most effective and efficient means available. The declaration shall state the nature of the emergency or disaster, the conditions that require the declaration and any sections of this chapter which shall be in effect.

#### “DECLARATION OF LOCAL EMERGENCY

WHEREAS, the City of Warner Robins Georgia has experienced an event of critical significance as a result of *[DESCRIPTION OF EVENT]* on *[DATE]*; and

WHEREAS, in the judgment of the Mayor of the City of Warner Robins, there exist emergency circumstances located in *[DESCRIBE GEOGRAPHIC LOCATION]* requiring extraordinary and immediate corrective actions for the protection of the health, safety and welfare of the citizens of the City of Warner Robins, including individuals with household pets and service animals; and

WHEREAS, to prevent or minimize injury to people and damage to property resulting from this event;

NOW, THEREFORE, pursuant to the authority vested in me by local and state law;

IT IS HEREBY DECLARED that a local state of emergency exists and shall continue until the conditions requiring this declaration are abated.

WHEREFORE, IT IS ORDERED:

- (1) That the local emergency operations plan is hereby activated;
- (2) That the following sections of the City of Warner Robins, Code be implemented: *[If deemed appropriate, choose from the following: Section 5, Overcharging; Section 6, Registration of Building and Repair Services; Section 7, Closed or Restricted Areas and Curfews];* and
- (3) That the following measures also be implemented: *[If deemed appropriate, select items from Section 2(a)(4)c, d or such other measures as appropriate.]*

ENTERED at [TIME] on [DATE].

[Signed]

Mayor, City of Warner Robins

- (c) *Contracts with local governments.* In addition to the normal agreements embodied in the local emergency operations plan for mutual emergency assistance, the city may contract with any municipality or county for the administration of a local emergency response program.

### **Sec. 3. Enforcement and remedies.**

- (a) *Law enforcement.* In accordance with O.C.G.A. § 38-3-4, the city police department shall be authorized to enforce the orders, rules and regulations contained in this chapter and/or implemented by the Mayor and or Director (see Sec. 2 (a)(4)a.1.) or local governing authority during a declared emergency.
- (b) *Penalties.* Failure to comply with any of the requirements or provisions of the regulations contained in this chapter, or with any code section, order, rule or regulation made effective by the Mayor and or Director (see Sec. 2 (a)(4)a.1.) or local governing authority upon or after the declaration of an emergency shall constitute a violation of the provisions of this chapter. Any person who violates any provision in this chapter shall, upon conviction thereof, be subject to the maximum penalties applicable under the city code for each violation. The owner of land upon which a violation occurs, and each person assisting in the commission of a violation, shall be guilty of separate offenses. Each day during which a violation or failure to comply continues shall constitute a separate violation.
- (c) *Injunctive relief.* In accordance with O.C.G.A. § 38-3-5, in addition to the remedies prescribed in this section, the Mayor and or Director (see

Sec. 2 (a)(4)a.1.) is authorized to obtain an injunction to restrain violation of laws, code sections, orders, rules and regulations which are contained in the Georgia Emergency Management Act and/or this code, and/or which are implemented by the local governing authority during a declared emergency.

- (d) *Enforcement.* Except as otherwise provided in this chapter, this ordinance may be enforced by the city police department.

**Sec. 4. Authority to waive procedures and fee structures.**

- (a) *City business.* Upon declaration of an emergency or disaster by the Governor or Mayor, the affairs and business of the city may be conducted at places other than the regular or usual location, within or outside of the city, when it is not prudent, expedient or possible to conduct business at the regular location. When such meetings occur outside of the city, all actions taken by the city governing authority shall be as valid and binding as if performed within the city. Such meetings may be called by the presiding officer or any two members of the governing body without regard to or compliance with time-consuming procedures and formalities otherwise required by law.
- (b) *Public works contracts.* Upon declaration of an emergency or disaster by the Governor or Mayor, the city may contract for public works without letting such contract out to the lowest, responsible bidder and without advertising and posting notification of such contract for four weeks; provided, however, that the emergency must be of such nature that immediate action is required and that the action is necessary for the protection of the public health, safety and welfare. Any public works contract entered into pursuant to this subsection shall be entered on the minutes of the city as soon as practical and the nature of the emergency described therein in accordance with O.C.G.A. § 36-91-22(e).
- (c) *Purchasing.* Upon declaration of an emergency or disaster by the Governor or Mayor, the purchasing ordinances, regulations or policies may be suspended. City officials shall continue to seek to obtain the best prices during the state of local emergency.
- (d) *Code enforcement.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the city governing authority may temporarily suspend the enforcement of the ordinances of the city, or any portion thereof, where the emergency is of such nature that immediate action outside the code is required, such suspension is consistent with the protection of the public health, safety and welfare, and such suspension is not inconsistent with any federal or state statutes or regulations.
- (e) *Fees.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the city may temporarily reduce or suspend any

permit fees, application fees or other rate structures as necessary to encourage the rebuilding of the areas impacted by the disaster or emergency. The term “fees” include fees or rates charged by the city for building permits, land disturbance permits, zoning applications, special land use permits, temporary land use permits and other fees relating to the reconstruction, repair and clean up of areas impacted by the disaster or emergency. The term “fees” does not include fees collected by the city on behalf of the state or federal government or fees charged by the city pursuant to a state or federal statute or regulation.

- (f) *Temporary dwellings.* Upon the declaration of a state of emergency or disaster by the Governor or Mayor, the city or its designees may issue temporary mobile home, trailer, recreational vehicle or other temporary dwelling structures or parks in any zoning district, even though not otherwise permitted by development code, while the primary dwelling is being repaired. The temporary permit shall not exceed six months in duration. Upon expiration of the temporary permit and/or extension, the temporary dwelling must be removed.

#### **Sec. 5. Overcharging prohibited.**

To preserve, protect or sustain the life, health or safety of persons or property within a designated area upon the declaration of emergency or disaster, it shall be unlawful, during the duration of the emergency or subsequent recovery period, for any person, firm or corporation located or doing business in the city to overcharge for any goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses sold or rented within the county.

- (a) *Definitions.* The following words, terms and phrases, when used in this section shall have the meanings ascribed, except where the context clearly indicates a different meaning:
  - (1) “Overcharging” means charging prices for goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses, which exceed the customary charges by at least 25 percent or, in applicable cases, which exceed by at least 25 percent the suppliers’ or providers’ costs for such goods, materials, foods, equipment, supplies, services, labor, motel rooms, temporary lodging or houses. The existence of overcharging shall be presumed from a 25 percent or greater increase in the price at which the merchandise or rate, fee or cost/rental of housing was offered in the usual course of business immediately prior to the onset of the emergency or disaster, but shall not include increases in cost to the supplier directly attributable to the higher cost of material, supplies and labor costs resulting from the emergency.
  - (2) “Subsequent recovery period” means that period during which the emergency or disaster continues to cause disruptions in the area

designated in the declaration of emergency, but shall not exceed three months after the declaration has been terminated, unless extended by action of the city governing authority.

- (b) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect. Unless otherwise specified in the declaration of emergency or otherwise extended by the governing authority of the city, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recovery period of three months.

**Sec. 6. Registration of building and repair services.**

- (a) In accordance with O.C.G.A. § 38-3-56, before building, constructing, repairing, renovating or making improvements to any real property, including dwellings, homes, buildings, structures or fixtures within an area in the city designated in a declared emergency or disaster, any person, firm, partnership, corporation or other entity must register with the city clerk and secure a building permit that is posted at the work site. Each day any such entity does business in the city without complying with this ordinance constitutes a separate offense.
- (b) The cost of registration fees in a declared emergency or disaster is fixed at \$50.00 per annum. Registration is nontransferable. The cost of the emergency building permit shall be equal to the cost for a building permit under existing regulations. The permit shall only be authorized for repairs.
- (c) When registering, any person, partnership, corporation or other entity making application must, under oath, complete an application, providing the following information:
- (1) Name of applicant;
  - (2) Permanent address and phone number of applicant;
  - (3) Applicant's Social Security number or federal Employer Identification number;
  - (4) If applicant is a corporation, the state and date of incorporation;
  - (5) Tag registration information for each vehicle to be used in the business;
  - (6) List of cities and/or counties where the applicant has conducted business within the past 12 months;
  - (7) Georgia sales tax number or authorization;
  - (8) Georgia business license number, if required.
- (d) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect.

Unless otherwise specified in the declaration of emergency or otherwise extended by the city governing authority, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recover period of three months.

**Sec. 7. Closed or restricted areas and curfews during emergency.**

- (a) To preserve, protect or sustain the life, health, welfare or safety of persons, or their property, within a designated area under a declaration of emergency, it shall be unlawful for any person to travel, loiter, wander or stroll in or upon the public streets, highways, roads, lanes, parks or other public grounds, public places, public buildings, places of amusement, eating places, vacant lots or any other place during a declared emergency between hours specified by the Mayor until the curfew is lifted.
- (b) To promote order, protect lives, minimize the potential for looting and other crimes, and facilitate recovery operations during an emergency, the Mayor shall have discretion to impose reentry restrictions on certain areas. The Mayor shall exercise such discretion in accordance with the local emergency operations plan, which shall be followed during emergencies.
- (c) The provisions of this section shall not apply to persons acting in the following capacities:
  - (1) Authorized and essential law enforcement personnel;
  - (2) Authorized and essential health care providers;
  - (3) Authorized and essential personnel of the city;
  - (4) Authorized National Guard or federal military personnel;
  - (5) Authorized and essential firefighters;
  - (6) Authorized and essential emergency response personnel;
  - (7) Authorized and essential personnel or volunteers working with or through an emergency management agency (EMA);
  - (8) Authorized and essential utility repair crews;
  - (9) Citizens seeking to restore order to their homes or businesses while on their own property or place of business;
  - (10) Other authorized and essential persons as designated on a list compiled by EMA, and the Chief of Police as provided through the EOC. (see Sec. 2 (a)(4)a.1.).
- (d) *Enforceability.* This section shall be enforced by officers of the law enforcement personnel approved to provide aid and assistance during the emergency. Nothing contained in this section shall prohibit a law enforcement officer from bringing other charges under state law.

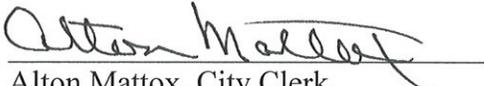
(e) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect.”

BE IT FURTHER ORDAINED that this ordinance was first read on April 2, 2012 and shall become effective upon its approval this 2nd day of April, 2012.

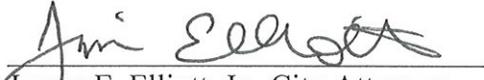
CITY OF WANER ROBINS,  
GEORGIA

By:   
Charles K. Shaheen III, Mayor

Attest:

  
Alton Mattox, City Clerk

Approved as to Form:

  
James E. Elliott, Jr., City Attorney

# Incident Annexes

# Support Annexes

# SOGs/SOPs

# MOUs

# Hazmat Facilities

# Others