

Wasatch County Emergency Operations Plan Summarization

FEBRUARY 2009

What is the Basic Plan?

The plan outlines in general terms how Wasatch County will prepare for, respond to, recover from and mitigate from an emergency or disaster.

- Responsibilities of elected officials, Directors, departments and agencies/organizations
- Emergency Operations
- Financial Management and Cost Recovery Policies
- Continuation of Government Operations

The ESF Annex (Emergency Support Functions)

- These outline organizational structure responsibilities of primary and support agencies that respond to local events as outlined by the Federal Emergency Management.

Recovery Annex

- Recovery issues to ensure a viable and economically sustainable environment after a disaster.

Mitigation Annex

- This plan was developed by the Mountainlands Association of Governments in cooperation with Wasatch County Emergency Management Department.

The basic plan follows the same guidelines that are found in the plans developed by the State of Utah and the Federal Government. All surrounding cities and counties need to be in compliance with the NIMS (National Incident Management System) and the NRS (National Response Plan) in order to receive funding from the Department of Homeland Security. Wasatch County has done this through resolution. The Wasatch County Council has also approved the 3 Year Training and Exercise Plan as outlined by the Emergency Management Department. These were approved during April 2009.

The plan outlines the responsibilities of the County Manager, County Council Members, Emergency Management Director, Department Directors, Superintendents and staff. They are as follows:

Wasatch County Elected Officials

County Council Members

1. Maintain ultimate authority and responsibility before, during and after an emergency declaration.
2. Part of the Policy Group.
3. Provide assistance with ESF 5 (Information and Planning) and ESF 15 (Public Information)
4. Issue proclamation of local emergency in Wasatch County after consultation with Wasatch County Manager and the Wasatch County Emergency Management Director.
5. Rescind proclamation of local emergency when appropriate.
6. Assist with informational releases to the general public and assist with rumor control through the Public Information Officers and the Joint Information Center.
7. Support all activities as outlined in the County Emergency Management Plan.
8. Assist with the long Term Community Planning

County Manager

1. Support all activities as outlined in the County Emergency Operations Plan
2. Assist with informational releases to the general public and assist with rumor control through the Public Information Office and the (Joint Information Center).
3. Obtain training to stay current with the educational information and the disaster response/recovery/mitigation/preparedness capabilities of the city.
4. Become prepared to fulfill responsibilities listed under the Manager.
5. Enacts ordinances and resolutions as required before/during/after the emergency.
6. Assist with Long Term Planning.
7. Provide assistance with ESF 5 and ESF 15. (Information and Planning) (Public Information).
8. Drafts ordinances and resolutions as required before/during/after the emergency.

County Emergency Management Director

1. Directs the Policy Group. ESF 5 (Information and Planning).
2. Conduct business on behalf of the County Manager and County Council after consultation.
3. Guidance on Emergency Management Issues
4. Issues declaration, after approval from County Manager and County Council.
5. Provides policy direction for the County Emergency Support Team (CEST) in consultation with Emergency Management.

6. Coordinates the response efforts of the CEST with the County Manager and County Council.
7. Represents Wasatch County when dealing with the State and Federal Legislature Delegations, Governor and/or the President of the United States.
8. Provides assistance to ESF 5. (Information and Planning) as needed or required.
9. Emergency Primary Agency for ESF 5 (Information and Planning), ESF 7 (Resource Support), and ESF 17 (Volunteers). Also Co-Primary Agency for ESF 2 (Communications).

Sheriff Department and Police Department

1. The Sheriff Department and assisting municipal law enforcement agencies will have the primary responsibilities of maintaining community security during a disaster.
2. Part of Policy Group.
3. Sheriff Department Dispatch is primary agency for ESF 2 (Communications)
4. Second (2nd) in line of succession to the County Emergency Management Director.
5. Third (3rd) in succession to the County Council and County Manager.
6. Emergency Primary Agency for ESF 13(Law Enforcement) and ESF 18 (Animal Services).
7. Supporting Agency for all ESF's.

County Attorney (Contract)

1. Provide legal counsel.
2. Direct legal staff to develop resolutions and ordinances supporting emergency operations.
3. Review action taken by the Policy Group.
4. Assist in damage assessments and prepare applications for Federal Public Assistance Funds.
5. Provide claims coordination under workers compensation for work related injuries in coordination with Local Government Trust.

Finance Director

1. In coordination with Clerk Auditors Office, Treasurer's office and Payroll, keep records of all expenditures, losses and /or other recoverable expenses.
2. Contracts and Procurements coordinator.
3. Coordinates acquiring of resources and activation of mutual aid agreements with Leisure Services Director.

Human Resources

1. Coordinate the use of county manpower resources.

2. Coordinate employee assistance programs to assist county employees impacted by the disaster
3. Monitor response and recovery activities for compliance with ADA and County Ordinances.
4. Coordinate use of volunteers with Emergency Management Director.
5. Functions as the Public Information Officer for the County.
6. Coordinates with other county department public information officers.
7. Assist rumor control, this activity will be coordinated with the other Public Information Officers.
8. Coordinating Officer for ESF 15 (Public Information).

Information Technical Officer

1. Provide Network/PC/ Wireless support to EOC.
2. Protect the county's computer systems, networks, and data files in the event of disaster and maintain. The capability to provide data support in a timely fashion to county agencies after a disaster.

Policy Group/Local Emergency Planning Committee (LEPC)

1. Coordinate with all agencies providing human services.
2. Coordinate with the Senior Center Director the operations of shelters with the Red Cross and School Board.
3. Provide staff to Disaster Application Centers (DAC).
4. Provide planners and planning staff.
5. Provide technical assistance to EOC staff in identification of hazard prone areas and mitigation strategies. (GIS)
6. Support Agency with ESF #5 (Information and Planning)
7. Coordinating Officer for ESF 14 (Long Term Recovery).

Public Works Director

1. Maintain and/or open transportation routes. Responsible for the majority of the County's major transportation routes. Wasatch County Public Works will coordinate with UDOT in debris clearance to provide emergency access. When required, the County EOC will request that a representative from UDOT report to the EOC to provide liaison between the agencies.
2. Coordinate equipment for heavy rescue operations.
3. Coordinate debris removal.
4. Coordinate the use of public and private engineering facilities, equipment, and supplies.
5. Coordinate emergency warehousing, distribution, and transportation of supplies, equipment and personnel to support these operations.
6. Provide traffic control materials to aid traffic movement and control.
7. Coordinate emergency water.
8. Coordinate flood control measures.
9. Maintain the EOC and other support facilities in cooperation with the EOC Manager.

10. Coordinate damage assessment and repair of City owned structures.
11. Coordinate emergency power supplies for EOC and other city critical facilities.
12. Coordinate emergency repair to equipment operating in support of the response.
13. Coordinate refueling operations of emergency equipment.
14. Assist in the preparation of damage assessment estimates for public infrastructure losses.
15. Coordinating Officer for ESF 1(Transportation) and
16. ESF 3 (Public Works and Engineering).

County Clerk and/or County Recorder

1. Maintain and protect all official documents and records during an emergency.
2. Coordinate elections with the Community Emergency Support Team when such elections are impacted by a disaster. Polling locations may have been destroyed or made unusable.
3. Provide clerical/records support at the EOC.
4. Assist in the development of forms used during the disaster and recovery stage.
5. Provides support to ESF 5 (Information and Planning) and ESF 15 (Public Information)

Building Maintenance and Inspectors

1. Coordinate engineering/safety inspections and demolition of unsafe structures
2. Conduct safety inspections of damaged structures in the County.
3. Coordinate permitting for the repair of damaged structures in the County.
4. Provide assistance with shelter inspections for hazardous conditions.
5. Coordinate damage assessment operations

Senior Center

1. Coordinate and facilitate mass care.
2. Coordinates reception centers, sheltering and mass feeding, and other services required by an affected population.
3. Coordinate the operations of shelters with the Red Cross.
4. Coordinate the provision of food and water to victims of a disaster.
5. Joint Agency for ESF 6 (Mass Care) with Park and Recreation and American Red Cross.
6. Joint Agency with the American Red Cross and USDA for ESF 11 (Food and Potable Water)

Park and Recreation Department and Event Center

1. Joint coordination with Senior Center for ESF 6 (Mass Care).
2. Support Agency for ESF 3 (Public Works).

Public Power

1. Primary Agency for ESF 12 (Energy)
2. Coordinate emergency power to both county facilities and special need populations.
3. Coordinate mutual aid agreements with other utility providers.
4. Coordinate recovery with utility companies.

Fire Chief

1. Responsible for coordinating all fire and Hazardous Materials activities in a declared local state of emergency.
2. Fire Department and assisting fire agencies will have the primary responsibility for the control of fire.
3. Coordinating Agency for ESF 4 (Fire Fighting), supporting agency for ESF 9 (Search and Rescue) and Joint agency with Wasatch Back Hazmat Team for ESF 10 (Hazardous Materials).

Emergency Medical Services

1. Responsible for coordinating all medical activities in a declared local state of emergency.
2. Emergency Medical Services and assisting medical agencies will have the primary responsibility for control of medical emergencies.
3. Coordinate with Wasatch County Health Department with needs of the county during or in preparation for a disaster.
4. Joint coordinating agency for ESF 8 (Health and Medical) with Heber Valley Counseling, Human Resources and Health Department.

Executive Director of Chamber of Commerce

1. Determine local hotel/motel rooms available for shelter scenarios.
2. Provide assistance and determine convention and ballroom availability.
3. Business & Industry Interface (Assist Federal Government to provide public and individual assistance in recovery efforts).
4. Supporting Agency to ESF 7 (Resource Support), ESF 6 (Mass Care) and ESF 11 (Food and Water)

Health Department

1. Coordinate the Health Department resources.
2. Provide technical assistance to the Executive Committee when required or needed.
3. Assist with the coordination with ESF 8 with Emergency Medical Services, Heber Valley Counseling, and Human Resource Departments.
4. Coordinate the resources of the Medical Reserve Corps

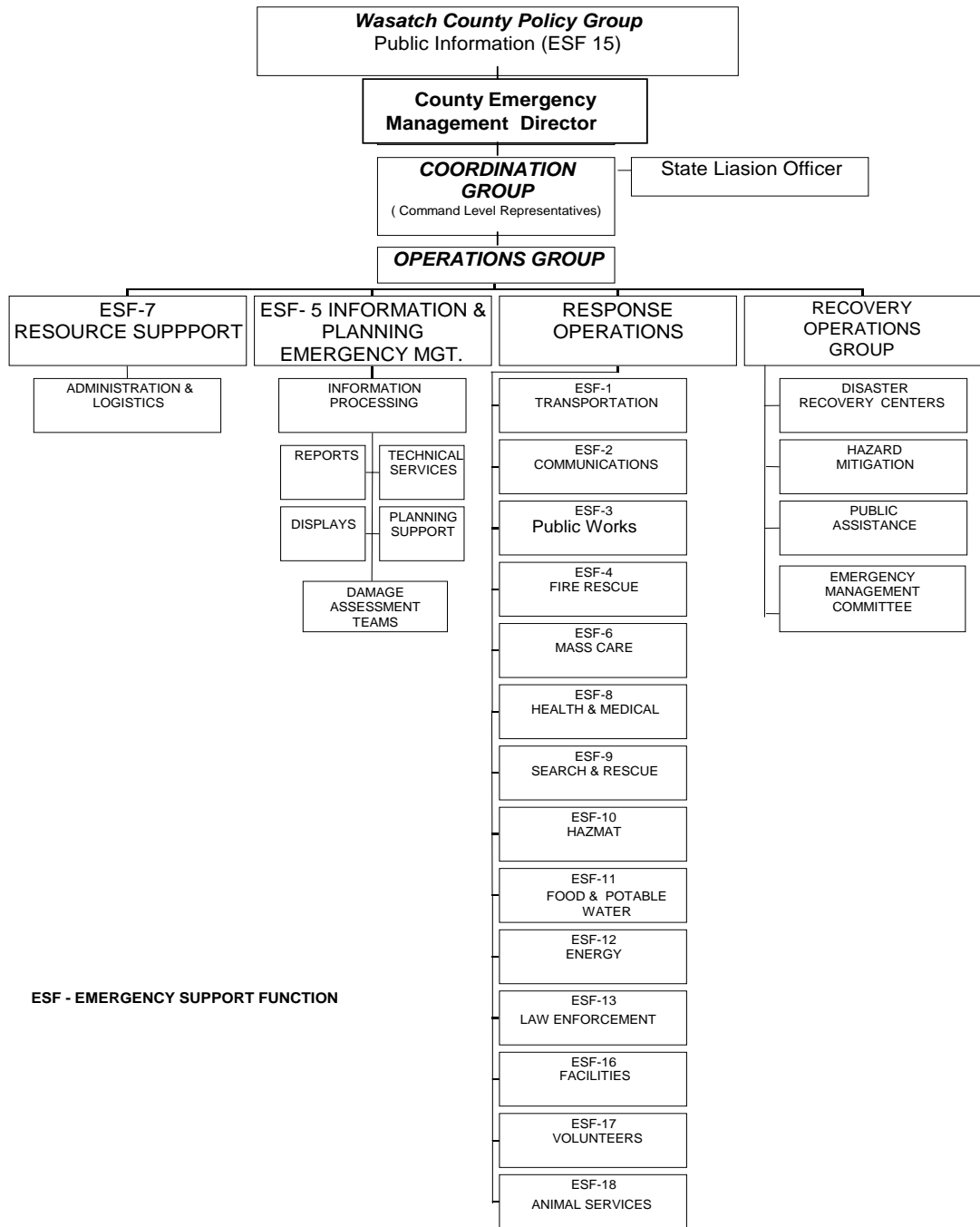
Cities and Towns Representative

1. Coordinate with County for Resources.
2. Coordinate communications with County Council and Manager.

3. Provide a representative at the County EOC during the emergency/incident.

State Liaison

1. Coordinate communications with Department of Homeland Security and State Agencies
2. Coordinate requests for resources from the State.
3. Provide a representative at the County EOC during the emergency/incident.



ESF - EMERGENCY SUPPORT FUNCTION

**Primary Agency and Support Agencies responsibilities as outlined in
the Emergency Support Functions (Only our departments)**

EMERGENCY SUPPORT FUNCTION	PRIMARY AGENCY	SECONDARY AGENCY
ESF #1 Transportation	Public Works Department	Law Enforcement, Emergency Management, School District, ARES (Amateur Radio), UDOT, and Cities & Towns Public Works.
ESF #2 Communications	Wasatch County Sheriff Dispatch, Sheriff, and Emergency Management	ARES (Amateur Radio), Information Services, American Red Cross, Public Power, Telecommunications, & Questar.
ESF #3 Public Works	Wasatch County Public Works Departments	Cities & Towns Public Works, UDOT, Water & Waste Water Dept., Parks & Recreation, Utility Companies, and County Health Department.
ESF #4 Firefighting	Fire Department	Emergency Management, Law Enforcement, Wildland Fire Department, and Public Power Companies.
ESF #5 Information & Planning	Emergency Management	County Council/Manager, Building, Planning, Assessor, IT, GIS, LEPC/Policy Group, and DHLS Liasion.
ESF #6 Mass Care	Parks and Recreation, Event Center, Senior Citizens Center, and American Red Cross.	County Council/Manager, Human Resources, School District, ARES, Health Department, IT, USDA, Public Works Departments, Law Enforcement, Heber Valley Counseling, Heber Valley Animal Control, EMS, & Fire.
ESF #7 Resource Support	Emergency Management	IT, County Council/Manager, School District, Law Enforcement, Public Power, Public Works, & Chamber of Commerce.
ESF #8 Heath & Medical	EMS, Health, Heber Valley Counseling, & Human Resources.	American Red Cross, Heber Valley Medical Center, Sheriff Department Dispatch, Law Enforcement, local pharmacies, school district, search & rescue, fire, and home health/nursing homes/assisted living facilities.
ESF #9 Search & Rescue	Sheriff Department, Search & Rescue, and EMS	Fire, public works, and Homeland Security Region 2 as needed by request
ESF #10 Hazardous Materials	Fire Department & Wasatch Back Hazmat Team	Law Enforcement, Emergency Management Department, Public Works, DHLS region 2, LEPC, Health Department, and EMS.
ESF #11 Food & Water	Senior Citizens Center, USDA, and American Red Cross	Law Enforcement, School District, Health Department, Public Works, and Chamber of Commerce.
ESF #12 Energy	Public Power	Public Works, power & Water/Sewer Districts.
ESF #13 Law Enforcement	Sheriff, Police, & Hwy Patrol	EMS, Fire, Attorney, and Public Works
ESF #14 Long Term Recovery	Policy Group	County Staff/Departments as needed
ESF#15 Public Information	Human Resource Manager	Each Operational Department
ESF #16 Building Facilities	Maintenance & Bldg. Inspection	Public Works Departments
ESF #17 Volunteers	Emergency Manangement	Administration, ARES, Citizen Corp Council, Religious/charitable groups, individuals/citizens, and Public Works Departments
ESF #18 Animal Services	Heber City Animal Control	Humane Society, Natural Resources/Ag, Law Enforcement, and Health Department.